

**MINUTES
SOUTH CHARLOTTE STORMWATER
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
MONDAY, OCTOBER 30, 2023**

**10:04 a.m. – 12:10 p.m.
Charlotte Harbor Event Center
75 Taylor Street, Punta Gorda, Florida**

Members Present: Sandra Funk, Vice Chair
Dave Evans
Dave Servis
Craig Williams

Members Absent: Dr. Mary Ellen Kiss, Apologies Received
County Staff: Erica LeMaster, Community Liaison
Karlene McDonald, Operations Supervisor
Brandon Moody, Water Quality Manager
Jason Thomas, Stormwater Engineer
Lisa Eby, Executive Assistant

Guests: See attached sign-in sheet

Call to Order / Roll Call:

The meeting was called to order at 10:04 a.m. A roll call was taken, and a quorum was present.

Changes to the Agenda / Motion to Approve Changes:

None

Citizen Input on Agenda Items (3-Minute Limit):

Mr. Smallwood commented on a potential repair on Jean La Fitte Boulevard, he discussed concerns with new construction, and 100-year storm. Mr. Stevens discussed Burnt Store Road and Burnt Store Lakes, stating drainage flows to Jean La Fitte. Mr. Dimuzio discussed future developments stating that a hydraulic study should include Jean La Fitte. Mr. Tift also commented on the need for a hydraulic study, and voiced concerns regarding developments, mentioning Vincent Road and Notre Dame, and believes that the runoff from the sewer treatment plant goes into the lakes. He discussed a past dredge on Yacht Club Boulevard, stating that it drains well. He stated that he believes sheet flow is the main cause of erosion and that the MSBU should fund the hydraulic study. Mr. Pears explained the history of Jean La Fitte Boulevard, stating that he has resided there for 20 years. He discussed his concerns, pointing out that parcels are showing significant erosion. Mr. Felis discussed the completed paving in Pirate Harbor, questioning why we paved Jean La Fitte when there is a stabilization issue, adding that the South Charlotte Stormwater MSBU should fund the potential repair. Mr. Stevens discussed 100-year storm, stating that we need to evaluate retention ponds.

Approval of Minutes:

The July 17, 2023, minutes were unanimously approved as submitted.

Unfinished Business:

- a. Hydraulic Study: Mrs. LeMaster advised that we will be scheduling a Special Meeting to discuss this item.
- b. Water Quality Monitoring Program: Mr. Moody advised the group that the Water Quality Program is ongoing, stating that his funding was renewed with a slight increase for the

Fiscal Year (FY)24/FY25 Budget Cycle. Mr. Moody discussed concerns regarding lack of funds for investigations on areas showing concerns. He discussed his initiative for a county wide program explaining that his main goal is to control what comes off the lands into the water. The group requested water testing locations near Jean La Fitte, and the Charlotte County Landfill. Mr. Moody discussed the recent algae bloom stating that he is still working on a strategy and explained funding sources.

- c. Jean La Fitte Bank Stabilization: Conversation ensued regarding a potential bank stabilization project for Jean La Fitte Boulevard. Ms. McDonald reminded the group that the area is part of the county right of way (ROW) and the road is being impacted, and not causing an issue for stormwater and has no drainage capacity issues. Discussion ensued regarding areas that are missing vegetation and in need of stabilization. Conversation continued regarding drainage concerns, and other areas that drain into Jean La Fitte. The Advisory Board mentioned again inviting an expert from Southwest Florida Water Management District (SWFWMD). Mr. Thomas has reached out to SWFWMD and is still awaiting a response.

New Business:

- a. Waterway Hurricane Debris Cleanup: Ms. LeMaster updated the group that waterway hurricane debris cleanup is still on hold pending funding.
- b. Financial Reports: The FY23 quarter four actual expenditure reports were reviewed. The FY23 quarter four monthly funding report (formerly maintenance activity report) were reviewed and explained.
- c. FY24 Meeting Schedule: The FY24 meeting schedule was unanimously approved as written.

Citizen Input on MSBU Items (3-Minute Limit): Discussion ensued regarding current and future developments, 100-year storm, the Burnt Store Corridor study, impact fees, mass retention ponds, greenbelts, Jean La Fitte, sheet flow concerns regarding Bear Branch Creek, Turtle Crossing, and Burnt Store, and the need for a hydraulic study that includes flow. Mr. Thomas advised that there is nothing modeled above a 100-year storm and that new developments are required to detain 100-year storm. He explained that Burnt Store Road acts as a dam, and that erosion will happen, stressing the importance of fixing it. The group discussed the post-storm process and how difficult it is to get permits to do repairs.

Advisory Board Open Discussion: The group discussed sheet flow and private communities upstream affecting communities downstream. Discussion continued regarding the Burnt Store Road Expansion and concerns that the additional waterflow will cause erosion, etc. Drainage concerns on Prada Road, Vincent Ave, and Zemel Road were mentioned.

Schedule Meetings / Items for Next Agenda:

Future meetings are scheduled at 10:00 a.m. at the Charlotte Harbor Event Center as follows:

- January 10, 2024
- April 3, 2024
- July 10, 2024
- October 2, 2024

Meeting adjourned at 12:10 p.m.

Submitted by: Erica LeMaster

Public Works Department

Mary Ellen Kim
Chair Signature

January 10, 2024
Date

AGENDA
SOUTH CHARLOTTE STORMWATER
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING
MONDAY, OCTOBER 30, 2023

10:00 a.m., Charlotte Harbor Event Center
75 Taylor Street, Punta Gorda, Florida

BOARD MEMBERS: Dr. Mary-Ellen Kiss, Chair
Sandra Funk, Vice-Chair
David Servis
Craig Williams

COUNTY STAFF: Erica LeMaster, Community Liaison
Karlene McDonald, Operations Supervisor

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3-Minute Limit)
4. Approval of Minutes: July 17, 2023
5. Unfinished Business
 - a. Update: Water Quality Monitoring Program
 - b. Jean La Fitte Bank Stabilization Project
6. New Business
 - a. Waterway Hurricane Debris Cleanup
 - b. Financial Reports
 - c. FY24 Meeting Schedule
7. Citizen Input on MSBU Items (3-Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn



**South Charlotte Stormwater
Municipal Service Benefit Unit**

Advisory Board Meeting Attendance
Monday, October 30, 2023

Location: 75 Taylor Street, Punta Gorda, Florida
Charlotte Harbor Event Center

**INFORMATION SUPPLIED ON THIS FORM
BECOMES PUBLIC RECORD**

NAME (please print)	Email Address	Phone Number
Erica LeMaster	Erica.LeMaster@charlottecountyfl.gov	941.575.3626
Karlene McDonald	Karlene.McDonald@charlottecountyfl.gov	941.575.3627
Dave Evans	on file	on file
Lisa Eby	on file	on file
JEFF YOUNG	ON FILE	757-748-0447
Chuck Falisch	27288 TREASURE ISLAND ^{BLVD}	269-985-8025
Sharon Falisch	" "	" "
DAVE SERVIS	SERVISDAVE@YAHOO.COM	941 575 5191
Jason Thomas	JASON.THOMAS@CHARLOTTECOUNTYFL.GOV	941-575-3680
Bob DiMuzio	THEBOBBERGER@GMAIL.COM	941-456-1630
Karlene & David Smith	karlenesmithmak0@gmail	954-629-7311
George Herz	gherLL @ Comcast.	941-628-5583
Cathy	sdsy711@yahoo	216 309 3014
David Tiffet	EDavidTiffet@AFL.net	239 900 5050
William C. Hester	WHESTER@CARLSONSW.COM	704-618-3623
Phillip Smallwood	ON FILE	502-773-2616
Craig Williams	on file	on file

South Charlotte Stormwater District MSBU
2 Year Budget
FY2024 & FY2025

Estimated Acres and Cost per Acre

	FY2024	FY2025
Vacant		
<i>Estimated Acres</i>	13,766.294	\$ 13,766.29
<i>Cost per Acre</i>	\$ 24.32	\$ 24.32
Occupied		
<i>Estimated Acres</i>	13,738.741	\$ 13,738.74
<i>Cost per Acre</i>	\$ 26.75	\$ 26.75
Current FY23 Vacant Rate	\$ 24.32	
Current FY23 Occupied Rate	\$ 26.75	
Current Maximum Rate	\$ 26.75	

	Adopted Budget FY2024	Approved Budget FY2025
Beginning Balance	\$ 3,609,754	\$ 3,221,933
<u>Revenues</u>		
Assessments & Earnings		
<i>Assessments</i>	702,308	702,308
<i>Interest</i>	12,635	11,277
<i>Less 5% Reserve - FS 129.01(2)b</i>	(35,748)	(35,680)
Grant & Subsidy Revenue		
<i>State Grant-P/E Strmwtr Mgmt</i>	-	-
<i>Grants from Oth Govts-SWFWMD</i>	-	-
Loans & Borrowing		
Total Revenue	\$ 679,195	\$ 677,905
<u>Expenditures</u>		
Contract Services		
<i>Other Professional Svcs</i>	-	-
<i>Other Contractual Svcs</i>	6,000	-
<i>Installed Sod</i>	-	-
<i>ROW Reclamation</i>	-	-
<i>Specialty Mowing</i>	14,091	14,514
Contract Services; other		
<i>Pipe Lining</i>	300,000	300,000
<i>Water Quality Monitoring</i>	112,596	112,596
Public Works Services		
<i>Equip Repl Charges-PubWrks</i>	79,190	79,190
<i>Operating Exp-PubWrks</i>	171,737	171,737
<i>Road & Bridge Materials</i>	44,275	44,814
Internal Charges		
<i>Central/Indirect Svcs</i>	11,824	12,415

	Adopted Budget FY2024	Approved Budget FY2025
Purchased Services		
Postage-MSBU	-	-
Admin Svcs-PubWrks	-	-
Personal Svcs-InterDept	-	-
Reimb-Aquatic Weed Chrgs	120,000	120,000
Postage-MSBU	-	-
Advertising-Legal	-	-
Fees-Landfill	1,000	1,000
Collection Fee-Tax Collector	14,047	14,047
Materials and Supplies		
Educational Expenses	-	-
Capital Outlay		
Land Acquisition	-	-
ROW Acquisition	-	-
Imprv-Other Than Bldgs	-	-
Debt Services		
Principal	-	-
Interest	-	-
Other Debt Service Costs	-	-
Project Costs		
Natl Pollution Discharge Elimination		
Engineering	16,667	16,667
Construction	-	-
Labor	25,000	25,000
Caloosahatchee TMDL/BMAP		
Engineering	9,890	-
Construction	-	-
Labor	2,040	-
TMDL (Total Max. Daily Load Program)		
Engineering	133,334	-
Construction	-	-
Labor	5,325	-
Total Expenditures	1,067,016	911,980
Reserves (Ending Fund Balance)	\$ 3,221,933	\$ 2,987,858
Reserve %	75.1%	76.6%

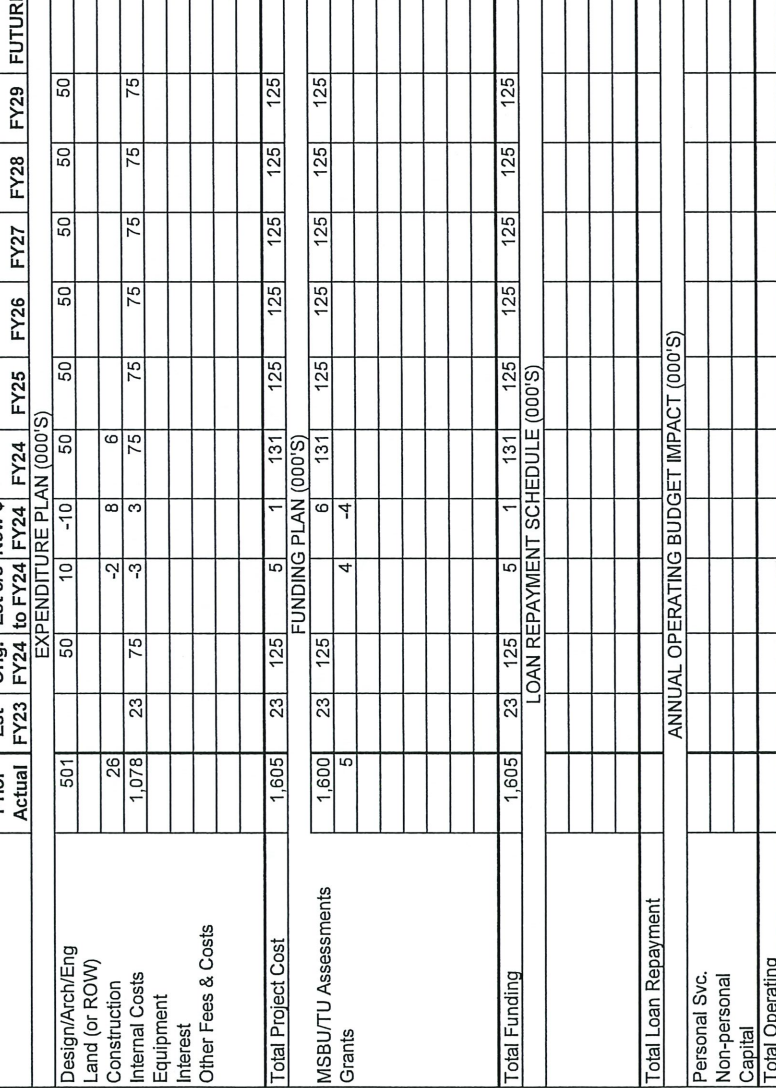
Version Date 9/21/2023

GENERAL PROJECT DATA:		FY2024 Capital Improvements Budget / FY 2024 - FY 2029 Project Detail										Project No. c390202															
Project Title:	National Pollution Discharge Elimination Pgm	Status	In Progress	PROJECT NEED/PROJECT SCHEDULE										FY24	FY25	FY26	FY27	FY28	FY29								
Functional Area:	Stormwater Management	Does project add new capacity?	No	CRITERIA										1	2	3	4	1	2	3	4	1	2	3	4		
Department:	Public Works/Engineering	Is project required to maintain level of service:	No	Safety																							
Location:	Stormwater, MSBUs, County Wide	- Within 5 years? List project in CIE	No	Mandate										X													
		- From 6 to 10 years? Monitor Annually	No	Replace																							
				Maint										X													

PROJECT DESCRIPTION:	Prior Actual	Est FY23	Calc. for FY24		FY24	FY25	FY26	FY27	FY28	FY29	FUTURE	Total
			Orig, FY24	Est c/o New \$ FY24								
Design/Arch/Eng	501		50	10	-10	50	50	50	50	50	50	801
Land (or ROW)	26				6							32
Construction	1,078	23	75	-3	75	75	75	75	75	75	75	1,550
Internal Costs												
Equipment												
Interest												
Other Fees & Costs												
Total Project Cost	1,605	23	125	5	131	125	125	125	125	125	125	2,384
FUNDING PLAN (000'S)												
MSBU/TU Assessments	1,600	23	125	6	131	125	125	125	125	125	125	2,379
Grants	5			4	-4							5
Total Funding	1,605	23	125	5	131	125	125	125	125	125	125	2,384
LOAN REPAYMENT SCHEDULE (000'S)												
ANNUAL OPERATING BUDGET IMPACT (000'S)												
Total Loan Repayment												
Personal Svc.												
Non-personal Capital												
Total Operating												

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):
 As required by the Environmental Protection Agency (EPA), operators of storm sewer systems are required to implement programs and practices to control polluted stormwater runoff. This project is to reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on unregulated sources of stormwater into Charlotte Harbor.

Charlotte County received the first 5-year permit in 2003. The most recent renewal of the permit was received in January 2018 and is in effect until December 31, 2022. Minimum project requirements are public education and outreach, public participation/involvement, construction site runoff control and pollution prevention.



GENERAL PROJECT DATA:		FY2024 Capital Improvements Budget / FY 2024 - FY 2029 Project Detail												Project No. c391903								
Project Title:	Caloosahatchee TMDL/BMAP (Basin Management Action Plan)	Status	In Progress <th>CONCURRENCY REQUIREMENTS</th> <td>Does project add new capacity?</td> <td>(Y/N) <td>No <th>PROJECT NEED CRITERIA</th> <td>Safety</td> <th>PROJECT SCHEDULE</th> <td>FY24</td> <td>FY25</td> <td>FY26</td> <td>FY27</td> <td>FY28</td> <td>FY29</td> </td></td>	CONCURRENCY REQUIREMENTS	Does project add new capacity?	(Y/N) <td>No <th>PROJECT NEED CRITERIA</th> <td>Safety</td> <th>PROJECT SCHEDULE</th> <td>FY24</td> <td>FY25</td> <td>FY26</td> <td>FY27</td> <td>FY28</td> <td>FY29</td> </td>	No <th>PROJECT NEED CRITERIA</th> <td>Safety</td> <th>PROJECT SCHEDULE</th> <td>FY24</td> <td>FY25</td> <td>FY26</td> <td>FY27</td> <td>FY28</td> <td>FY29</td>	PROJECT NEED CRITERIA	Safety	PROJECT SCHEDULE	FY24	FY25	FY26	FY27	FY28	FY29						
Functional Area:	Stormwater	Is project required to maintain level of service:	No	Does project add new capacity?	No	PROJECT SCHEDULE	Design/Arch	PROJECT SCHEDULE	1	2	3	4	1	2	3	4						
Department:	Public Works	- Within 5 years? List project in CIE	No	Does project add new capacity?	No	PROJECT SCHEDULE	Land/ROW	PROJECT SCHEDULE	2	3	4	1	2	3	4	1	2	3	4			
Location:	South County	- From 6 to 10 years? Monitor Annually	No	Does project add new capacity?	No	PROJECT SCHEDULE	Equipment	PROJECT SCHEDULE	3	4	1	2	3	4	1	2	3	4	1	2	3	4

PROJECT DESCRIPTION:
 In order to meet the requirements set forth by FDEP for the TMDL program, a consultant will be used to determine the requirements of the Caloosahatchee Basin Management Action Plan, and to then develop projects that will satisfy those requirements. Estimates for construction will be updated once the projects have been developed.

Funding is advanced from the General Fund until the impacted properties can be identified and a non-advalorem MSBU assessment can be put into place to reimburse, and pay for the future implementation of projects.

OPERATING BUDGET IMPACT:
 Operating costs will be dependent on the plan developed by the consultant.

	Prior Actual	Est FY23	Calc. for FY24		FY24	FY25	FY26	FY27	FY28	FY29	FUTURE	Total
			Orig. Est c/o FY24	New \$ FY24								
EXPENDITURE PLAN (000'S)												
Design/Arch/Eng	16		10		10							26
Land (or ROW)												
Construction												
Internal Costs	6		2		2							8
Equipment												
Interest												
Other Fees & Costs												
Total Project Cost	22		12		12							34
FUNDING PLAN (000'S)												
MSBU/TU Assessments												
Ad Valorem	22		12		12							34
Total Funding	22		12		12							34
LOAN REPAYMENT SCHEDULE (000'S)												
ANNUAL OPERATING BUDGET IMPACT (000'S)												
Total Loan Repayment												
Personal Svc.												
Non-personal Capital												
Total Operating												

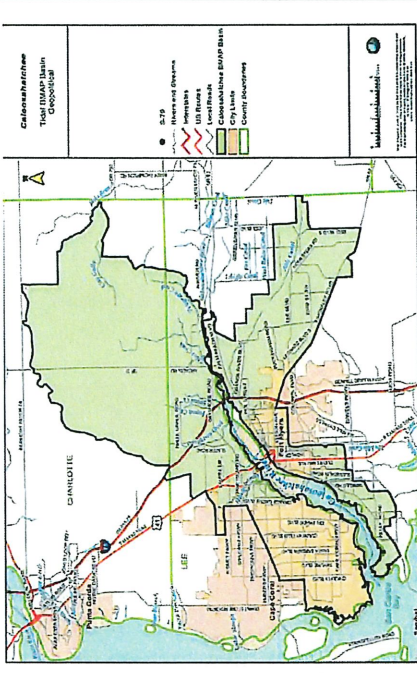


Figure 1. Caloosahatchee Estuary Basin

FY2024 Capital Improvements Budget / FY 2024 - FY 2029 Project Detail

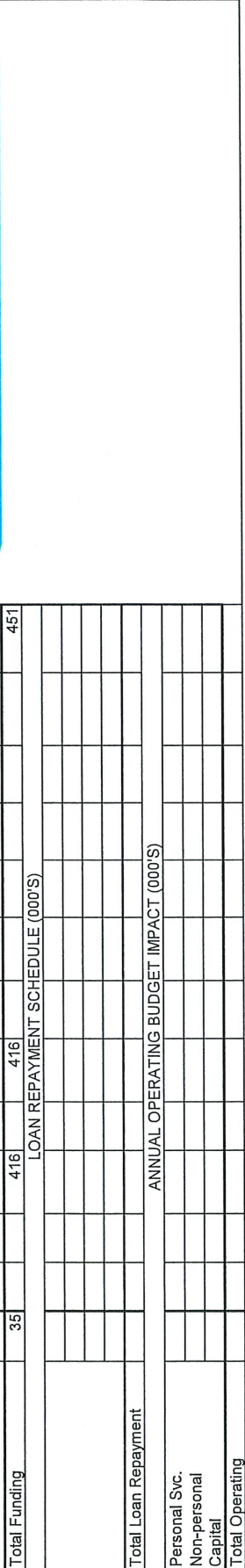
GENERAL PROJECT DATA:	Status	In Progress	Project No. c390305												
Project Title:	Total Maximum Daily Load Program	Does project add new capacity?	(Y/N)												
Functional Area:	Stormwater Management	Is project required to maintain level of service?	No												
Department:	Public Works/Engineering	- Within 5 years? List project in CIE	No												
Location:	Stormwater MSBUs, County Wide	- From 6 to 10 years? Monitor Annually	No												

PROJECT DESCRIPTION:
 The objective of the TMDL initiative is to develop water quality based controls to reduce pollution from both point and non-point sources and to restore and maintain the quality of water resources in designated areas identified by EPA/FDEP. The Engineering Consultant will address EPA and/or DEP requirements pertaining to initial development of this program. This work may include but not be limited to: modeling of pollutant loadings at locations designated by EPA and/or DEP and recommendations to address any mandated stormwater management projects.

Funding is split equally between Mid Charlotte, South Charlotte, and West Charlotte Stormwater Units.
OPERATING BUDGET IMPACT:
 There are no additional operating impacts associated with this project.

REPLACEMENT COUNTY PROPERTY NO.:

	Prior Actual	Est. FY23	Orig. Est c/o FY24	New \$ FY24	EXPENDITURE PLAN (000'S)							Total
					FY24	FY25	FY26	FY27	FY28	FY29	FUTURE	
Design/Arch/Eng	5			400								405
Land (or ROW)												
Construction	30			16								46
Internal Costs												
Equipment												
Interest												
Other Fees & Costs												
Total Project Cost	35	416	416	416								451
FUNDING PLAN (000'S)												
MSBU/TU Assessments	35			416								451
Total Funding	35	416	416	416								451
LOAN REPAYMENT SCHEDULE (000'S)												
ANNUAL OPERATING BUDGET IMPACT (000'S)												
Total Loan Repayment												
Personal Svc.												
Non-personal Capital												
Total Operating												



FY2024 Tentative Meeting Schedule

South Charlotte SW

MSBU Advisory Board

Wednesday's at 10:00 a.m. for the following dates:

- **1/10/2024 – Charlotte Harbor Event Center**
- **4/3/2024 - Charlotte Harbor Event Center**
- **7/10/2024 - Charlotte Harbor Event Center**
- **10/2/2024 - Charlotte Harbor Event Center**