

MINUTES
BOCA GRANDE STREET & DRAINAGE
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING
WEDNESDAY, FEBRUARY 11, 2025

9:30 a.m. – 10:41 a.m.
West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida

Members Present: Robin Grace, Chair
Tim Freeman
George Castrucci

County Staff: Lorraine Money Penny, Community Liaison

Guests: Coady Lundy, USDA-APHIS
Russ Rieke, USDA-APHIS

Call to Order / Roll Call:

The meeting was called to order at 9:30 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 Only (3 Minute Limit):

None.

Approval of Minutes:

The minutes of the November 12, 2025 meeting were approved as submitted.

Unfinished Business:

- a. Iguana Control: Mr. Coady and Mr. Rieke answered questions about the iguana control program. Spiny-tailed iguanas are less active in the winter. They burrow and are more tolerant of cold than green iguanas. They affirmed three focal areas for trapping: the cart path, Gulf Shores Drive, and the Boca Grande Club. Coyote and python populations are controlled under a different contract.
- b. Drainage at North intersection of Gulf Shores Dr and Gasparilla Rd: Since there are no specific drainage complaints on Boca Grande, the first step in addressing drainage wholesale, as this advisory board recommends, would be a survey of drainage asset conditions. That has been requested. Board members believe that, only if pipe blockages and failures are located can an explanation be found for overflows onto the backyards near the central retention pond ("the lake") and into the Gasparilla/Gulf Shores intersection. These overflows happen once or twice per year and during hurricanes. The community liaison explained the County's level of service geared to maintain drainage systems that were designed decades ago for a less intense rain regime. Some occasional drainage deficiencies must be tolerated. Nevertheless, the Advisory Board recommended that the

County look into increasing the capacity of the lake or, as has been done on the Lee County side of the island, installing a pipe to channel some lake water onto nearby wetlands. It is understood that the lake and some of the wetlands are private property. The Board emphasized that a solution must be found to pooling not only at the north junction of Gulf Shores Dr. and Gasparilla Rd. (where water can stand for four weeks after a heavy rain) but also at the south junction.

New Business:

- a. Financial Reports: The Board reviewed financial reports for the first quarter of FY26. It studied the audited report for Fiscal Year 2025 and noted little spending throughout the year. The Board noted that the ten-year financial projection shows reserves rising through 2035, not accounting for the paving project in 2030. The expense figures are derived from previous years' expenditures.

Annual Election of Officers:

Mr. Freeman was nominated as chair by Ms. Grace and elected unanimously. Ms. Grace was nominated as vice chair by Mr. Castrucci and elected unanimously.

Annual Training: Sunshine Law, Robert's Rules of Order, Public Records Law

Advisory board members signed an attestation that they understand the laws, codes and practices governing their service on an MSBU advisory board.

Citizen Input on MSBU items (3 Minute Limit):

None

Advisory Board Open Discussion:

Charlotte County received from its engineering design contractor a thirty-percent plan for the sidewalk on Gasparilla Rd. That plan was shared with this advisory board, although it is outside the purview of the MSBU.

Public Works filled in shoulders along Gasparilla Rd. but the most dangerous drop-offs remain. They are near the entrance to the Boca Grande Club – where potholes are beginning to form. Mr. Freeman and Mr. Castrucci will report those on the County app.

Public Works marked a missing storm drain grate with caution tape, but that has since blown away. It is imperative that the grate be replaced.

Schedule Meeting / Items for Next Agenda:

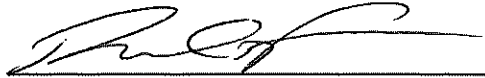
Future meetings are scheduled at 9:30 a.m. in the West County Annex, Room 120, as follows:

- Wednesday, May 13, 2026 – changed to April 28 at 1:30
- Wednesday, August 12, 2026 – canceled
- Wednesday, November 4, 2026

Motion to Adjourn

There being no further business, the Chair adjourned the meeting at 10:41 a.m.

Submitted by: Lorraine Money Penny
Public Works Department

 4/29/26

Chair Signature / Date

AGENDA

BOCA GRANDE STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING WEDNESDAY, FEBRUARY 11, 2026

9:30 a.m., West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida

BOARD MEMBERS: Robin Grace, Chair
George Castrucci
Tim Freeman

COUNTY STAFF: Lorraine Money Penny, Community Liaison
Russell Rieke, MRP-APHIS
Coady Lunde, MRP-APHIS

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: November 12, 2025
5. Unfinished Business
 - a) Iguana Control
 - b) Drainage at north intersection of Gulf Shores Dr. & Gasparilla Rd.
6. New Business
 - a) Financial Reports
7. Annual Election of Officers
8. Annual Training: Robert's Rules of Order, Sunshine Law
9. Citizen Input on MSBU Items (3 Minute Limit)
10. Advisory Board Open Discussion
11. Meeting Schedule / Items for Next Agenda
12. Motion to Adjourn

Boca Grande Street and Drainage MSBU

Fund Financial Report

Oct. 1, 2025 - Dec. 31, 2025

	Actual FY2025	Adopted Budget FY2026	YTD Actual FY2026	Encumbered FY2026	Balance FY2026
Beginning Balance	\$366,657	\$378,756	\$474,347		
Revenues					
Assessments & Earnings	211,070	187,654	122,826		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$211,070	\$187,654	\$122,826		
Expenditures					
Contract Services	93,232	127,982	-	117,125	10,857
Pipe Lining	-	-	-	-	-
ROW Maintenance	-	-	-	-	-
ROW Reclamation	-	-	-	-	-
Specialty Mowing	-	-	-	-	-
Public Works Services	6,765	44,817	-	-	44,817
Internal Charges	1,506	1,983	-	-	1,983
Purchased Services	1,877	4,825	2,417	-	2,408
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Total Expenditures	\$103,380	\$179,607	\$2,417	\$117,125	\$60,065
Reserves (Ending Fund Balance)	\$474,347	\$386,803	\$594,756		
<i>Reserve %</i>	82.1%	68.3%	99.6%		

Date Prepared: 1/7/2026

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

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Boca Grande Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	134012	Investigation		11/12/2025	1.50	113.61	0.00	6.62	0.00		120.23
	Work Order 134012 Total		GULF SHORES DR, BOCA GRANDE, FL, 33921		1.50	113.61	0.00	6.62	0.00	1.00	120.23
	Investigation Total				1.50	113.61	0.00	6.62	0.00	1.00	120.23
	128101	MSBU Administrative Work		10/01/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		10/02/2025	0.19	13.86	0.00	0.00	0.00		13.86
	128101	MSBU Administrative Work		10/03/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		10/07/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		10/14/2025	0.19	13.86	0.00	0.00	0.00		13.86
	128101	MSBU Administrative Work		10/22/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		10/24/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		10/28/2025	0.38	27.71	0.00	0.00	0.00		27.71
	128101	MSBU Administrative Work		10/30/2025	0.25	18.48	0.00	0.00	0.00		18.48
	128101	MSBU Administrative Work		11/04/2025	0.63	46.19	0.00	0.00	0.00		46.19
	128101	MSBU Administrative Work		11/12/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		11/19/2025	0.13	9.24	0.00	0.00	0.00		9.24
	128101	MSBU Administrative Work		11/26/2025	0.13	9.24	0.00	0.00	0.00		9.24
	Administrative Time Total				2.63	193.99	0.00	0.00	0.00		193.99
	128101	MSBU Administrative Work		11/12/2025	0.63	46.19	0.00	0.00	0.00		46.19
	MSBU Minutes Total				0.63	46.19	0.00	0.00	0.00		46.19
	128101	MSBU Administrative Work		11/12/2025	1.25	92.38	0.00	0.00	0.00		92.38
	MSBU Meeting Total				1.25	92.38	0.00	0.00	0.00		92.38

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Comp	Total Cost
		Work Order 128101 Total			4.50	332.55	0.00	0.00	0.00	0.00	332.55
		MSBU Administrative Work Total			4.50	332.55	0.00	0.00	0.00	0.00	332.55
		Boca Grande Street and Drainage Unit Total			6.00	446.16	0.00	6.62	0.00	0.00	452.78

Boca Grande Street and Drainage MSBU
Fund Financial Report - 5 Year Annual Report
Oct. 1, 2020 - Sept. 30, 2025

	Actual FY2021	Actual FY2022	Actual FY2023	Actual FY2024	Adopted Budget FY2025	Actual FY2025
Beginning Balance	\$ 225,613	\$ 236,857	\$ 203,869	\$ 249,066	\$ 271,871	\$ 366,657
Revenues						
Assessments & Earnings						
Assessments	92,316	92,214	92,216	189,746	196,485	189,640
Interest	1,474	1,960	9,013	6,890	952	9,563
Interest Earnings-L.G.S.F.T.F.	-	-	-	7,387	-	8,328
Net Inc/(Decr) Fair Market Value-Investments	(1,409)	(4,284)	1,747	3,613	-	2,268
Interest-Tax Coll	-	-	-	100	-	383
Excess Fees /Tax Collector	556	507	500	827	-	888
Less 5% Reserve - FS 129.01(2)b	-	-	-	-	(9,872)	-
Grant & Subsidy Revenue						
Loans & Borrowing						
Debt Proceeds	-	-	-	-	-	-
Total Revenue	\$ 92,938	\$ 90,398	\$ 103,476	\$ 208,563	\$ 187,565	\$ 211,070
Expenditures						
Contract Services						
Engineering	-	-	-	-	-	-
Street Sweeping	-	-	-	-	-	-
Other Contractual Svcs	71,286	110,542	54,046	74,938	110,250	93,232
Concrete Flatwork	-	-	-	-	5,000	-
Installed Sod	-	-	-	-	-	-
Paving	-	-	-	-	-	-
Contract Services; other						
Pipe Lining	-	-	-	-	-	-
Right of Way Maint	-	-	-	-	-	-
ROW Reclamation	-	-	-	-	-	-
Specialty Mowing	-	-	-	-	-	-
Public Works Services						
Equip Repl Charges-PubWrks	796	648	-	1,518	5,680	132
Operating Exp-PubWrks	6,819	9,329	1,683	7,433	37,896	6,237
Road & Bridge Materials	-	-	-	1,662	6,296	-
Sign Materials	23	31	-	173	4,159	396
Internal Charges						
Central/Indirect Svcs	1,392	1,475	1,340	2,384	1,506	1,506
Purchased Services						
Travel & Per Diem	198	-	-	-	-	-
Postage	-	-	-	-	-	-
Utility Srv-Water/Sewer	-	-	-	-	-	-
Printing & Binding	-	-	-	-	-	-
Other Current Chrgs and Oblig	-	195	98	345	250	-
Advertising-Legal	-	-	-	-	-	-
Fees-Landfill	-	-	-	582	500	-
Collection Fee-Tax Collector	1,181	1,166	1,113	1,937	3,930	1,877
Materials and Supplies						
Capital Outlay						
Imprv-Other Than Bldgs	-	-	-	-	-	-
Imprv-Other Than Bldgs/Sidewalks	-	-	-	-	-	-
Debt Services						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Total Expenditures	81,694	123,385	58,279	90,972	175,467	103,380
Reserves (Ending Fund Balance)	\$ 236,857	\$ 203,869	\$ 249,066	\$ 366,657	\$ 283,969	\$ 474,347
Reserve %	74.4%	62.3%	81.0%	80.1%	61.8%	82.1%

Boca Grande Street and Drainage MSBU
 10 Year Projection
 as of 1.29.26

	Actual FY2025	Projected FY2026	Proposed FY2027	Projected FY2028	Projected FY2029	Projected FY2030	Projected FY2031
BEGINNING BALANCE	\$366,657	\$474,347	\$482,394	\$497,647	\$508,082	\$510,344	\$504,009
OPERATING REVENUES							
Assessments & Earnings	211,070	187,654	187,999	190,029	190,064	190,072	190,050
External Borrowing	-	-	-	-	-	-	-
Total Revenue	\$211,070	\$187,654	\$187,999	\$190,029	\$190,064	\$190,072	\$190,050
OPERATING EXPENDITURES							
Other Operating Expenditures	103,380	179,607	172,746	179,594	187,802	196,407	205,428
Principal Payments	-	-	-	-	-	-	-
Interest Payments	-	-	-	-	-	-	-
Total Expenditures	\$103,380	\$179,607	\$172,746	\$179,594	\$187,802	\$196,407	\$205,428
RESERVE (ENDING FUND BALANCE)	\$474,347	\$482,394	\$497,647	\$508,082	\$510,344	\$504,009	\$488,631
	82.1%	72.9%	74.2%	73.9%	73.1%	72.0%	70.4%

Reserve %

Notes:

•Other Operating Expenditures includes but is not limited to: Pipe Lining, Concrete Flatwork, Drainage, Street Sweeping, ROW Maintenance, Specialty Mowing, Postage, Landfill fees, Tax Collector fees, Road & Bridge Materials, Sign Materials, Public Works Services (Equipment, Labor, and Materials)

Boca Grande Street and Drainage MSBU
 10 Year Projection
 as of 1.29.26

	Projected FY2032	Projected FY2033	Projected FY2034	Projected FY2035	Projected FY2036	Projected FY2037
BEGINNING BALANCE						
	\$488,631	\$463,743	\$428,855	\$383,454	\$326,999	\$258,926
OPERATING REVENUES						
Assessments & Earnings	189,999	189,915	189,798	189,645	189,456	189,227
External Borrowing	-	-	-	-	-	-
Total Revenue	\$189,999	\$189,915	\$189,798	\$189,645	\$189,456	\$189,227
OPERATING EXPENDITURES						
Other Operating Expenditures	214,886	224,803	235,199	246,100	257,529	269,512
Principal Payments	-	-	-	-	-	-
Interest Payments	-	-	-	-	-	-
Total Expenditures	\$214,886	\$224,803	\$235,199	\$246,100	\$257,529	\$269,512
RESERVE (ENDING FUND BALANCE)	\$463,743	\$428,855	\$383,454	\$326,999	\$258,926	\$178,641
	68.3%	65.6%	62.0%	57.1%	50.1%	39.9%

Reserve %

Notes:

•Other Operating Expenditures includes but is not limited to: Pipe Lining, Concrete Flatwork, Drainage, Street Sweeping, ROW Maintenance, Specialty Mowing, Postage, Landfill fees, Tax Collector fees, Road & Bridge Materials, Sign Materials, Public Works Services (Equipment, Labor, and Materials)

BOCA GRANDE Black Spiny Tailed Iguana Count
(January FY2026)



Summary (January 2026):

For the month of January 2026 there were 16 active trapping days with 36 iguanas removed.

Number of adult females collected was 21 and 9 adult males collected. 6 iguanas collected were either hatchlings or juveniles. More iguanas were trapped (24) than iguanas shot (12).

November averaged 2.25 iguanas removed per active trap/hunt day.

The first four months of (FY 2025) started with 66 active trap days with 269 iguanas removed. The first four months of (FY 2026) started with 70 active trap days with 305 iguanas removed.

There were no sightings of Green Iguanas in the month of January. I, however, collected the largest Black Spiny Tailed since I started in July of 2023. It measured 37.5 cm, which was the previous largest, measured at 37.2 cm.

Table 1: Quantity and location of collected iguanas.

	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	FY 2025 Total	FY 2024 Total	FY 2023 Total	FY 2026 Total
Gasparilla Rd Preserve	4	1	0	4	0	0	0	0	0	0	0	0	9	33	?	9
BGNorth	3	0	0	0	0	0	0	0	0	0	0	0	13	32	?	3
BGN Causeway	2	2	4	0	0	0	0	0	0	0	0	0	61	21	?	8
Grande Quay	0	2	1	0	0	0	0	0	0	0	0	0	4	6	?	3
Gulf Shores Dr	16	16	9	7	0	0	0	0	0	0	0	0	155	157	?	48
Gasparilla Pass Blvd	7	3	1	0	0	0	0	0	0	0	0	0	31	41	?	11
Sunset Pines	7	7	4	0	0	0	0	0	0	0	0	0	129	138	?	18
N Island Ct	8	3	0	2	0	0	0	0	0	0	0	0	81	85	?	13
Seawatch Lakeside	1	1	1	0	0	0	0	0	0	0	0	0	37	16	?	3
Seawatch Gulfside	6	3	6	4	0	0	0	0	0	0	0	0	125	111	?	19
Dunes of Boca	0	0	0	0	0	0	0	0	0	0	0	0	6	13	?	0
Sea Oats	4	2	3	0	0	0	0	0	0	0	0	0	29	20	?	9
Peekins Cove	6	0	0	1	0	0	0	0	0	0	0	0	39	52	?	7
Grouper Hole	13	4	5	1	0	0	0	0	0	0	0	0	282	138	?	23
Boca Grande Club	30	20	7	2	0	0	0	0	0	0	0	0	237	259	?	59
Boca Grande Marina/Resort	0	0	0	0	0	0	0	0	0	0	0	0	29	15	?	0
Boca Grande Fishing Pier	4	2	0	0	0	0	0	0	0	0	0	0	35	13	?	6

Table 2: Age and sex of collected iguanas.

	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	FY 2026 Total	FY 2025 Total	FY 2024 Total	FY 2023 Total	FY 2022 Total
Hatchling	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	14
Juvenile/Hatchling	55	37	21	6									119	468	382	?	263
Adult male	31	18	23	9									81	438	479	?	183
Adult female	46	21	17	21									105	495	512	?	223
Unrecovered is in M/F Count	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	*	61
FY 2026 Total	132	76	61	36									305				
FY 2025 Total	114	89	46	20	83	55	109	217	142	188	173	165		1401			
FY 2024 Total	157	37	28	49	34	117	170	182	153	186	139	121			1373		
FY 2023 Total	0	1	?	?	?	?	?	?	?	68	246	183				498	
FY 2022 Total	18	25	41	15	21	93	97	101	116	71	112	34					744

Note: * Data not collected prior to FY 2022 or No Data Available

Table 4: Largest Snout-Vent length (in cm) collected by fiscal year

	Current month		FY 2026		FY 2025		FY 2024		FY 2023	
Male	37.5	37.5 (Jan)	35.1 (Dec)	35.7 (June)	34.6 (Sep)					
Female	29.1	29.1 (Jan)	30.5 (Apr)	31.5 (Sep)	31.5 (Sep)					

Table 5: Collection method.

	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	FY 2026 Total	FY 2025 Total	FY 2024 Total	FY 2023 Total
	Shot	74	41	43	12									170	702	622
Trapped	57	35	17	24									133	697	750	249
Snared	0	0	0	0									0	0	0	0
Hand caught/Gathered	1	0	1	0									2	2	1	0
Roadkill	0	0	0	0									0	0	0	0
FY 2026 Total	132	76	61	36									305			
FY 2025 Total	114	89	46	20	83	55	109	217	142	188	173	165		1401		
FY 2024 Total	157	37	28	49	34	117	170	182	153	186	139	121			1373	
FY 2023 Total	0	1	?	?	?	?	?	?	?	68	246	183				498