

**MINUTES
DON PEDRO & KNIGHT ISLANDS STREET & DRAINAGE
MUNICIPAL SERVICE TAXING UNIT (MSTU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, NOVEMBER 13, 2025**

**9:30 a.m. – 10:38 a.m.
West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida**

Members Present: Linda Cotherman, Chair
David Cohen, Vice Chair
Kim Kitchen
Lindsay Yates

Members Absent: Lisa Haney

County Staff: Lorraine Moneypenny, Community Liaison

Guests: See Sign-In Sheet

Call to Order / Roll Call:

The Chair called the meeting to order at 9:30 a.m. She called roll. A quorum was established.

Changes to the Agenda / Motion to Approve Changes:

No change.

Citizen Input on Agenda Items (3 Minute Limit):

None

Approval of the Minutes:

The minutes of the July 24, 2025 meeting were approved unanimously.

Unfinished Business:

- a. Encroachment on Right-of-Way: The Advisory Board looks forward to the January community meeting to continue the conversation on right-of-way encroachment. The Advisory Board discussed the August meeting. Ms. Cotherman attended on behalf of the MSBU advisory board. A summary is attached. Ms. Cotherman suggested some revisions: the range of the right of way is from fifty feet (not forty) to sixty-six feet; the travelway of Gulf Blvd. is paved down the middle and does not meander; the community bulletin board is not at that location. Ms. Yates expressed concern that Sunshine Law puts advisory board members at a disadvantage because it prevents them from attending community meetings.
- b. Brush Cutting at N. Gulf Blvd: The vegetation along the roadway was cut back as far as possible. Brush between the bridges was cut, too.

- c. Road Grading and Recrowning: Ms. Cotherman remarked that Kelly Enterprises is doing a good job grooming the sand roads. Mr. Mallet reported that the company's bid for the 2026 road grooming contract soon will go before the Board of County Commissioners for approval. Then Kelly Enterprises can make preparations for recrowning the roads in the optimal season, spring. Places to stockpile sand have been identified. Mr. Cohen suggested that, in the absence of dunes, the job would be undone by one hurricane; it is better to wait until 2027, when the dune restoration is due to be complete. Mr. Mallet said S. Gulf Blvd. will be vulnerable to summer rains in 2026. The shell road base has been through seven storms and must be reshaped. Ms. Cotherman expressed a duty to address that boulevard for the sake of its residents. Ms. Yates offered that funding for the dune restoration is not certain. The Advisory Board agreed to make a decision at its February meeting.

Mr. Mallet pointed out a cul-de-sac where it is difficult to turn his machine because of pilings in the right-of-way. This encroachment cannot be selectively enforced.

New Business:

- a. Financial Reports: The Board reviewed the FY25 fourth quarter fund financial report and maintenance activity report.
- b. New Quorum Rule: If an Advisory Board member must recuse himself from a vote, his presence is not counted towards the quorum.

Citizen Input on MSTU items (3 Minute Limit):

None

Advisory Board Open Discussion: The Advisory Board discussed a proposal by Freedom Transit to lease land to bring a second ferry service to the island. If the plan were to move forward, there would be impacts to streets and drainage under the Board's purview. Ms. Cotherman moved that the Advisory Board stands against the location of the traffic-intensive Freedom Transit operation at 100 Kettle Harbor. Ms. Kitchen seconded. The motion passed unanimously.

Ms. Yates addressed the surprising decision by the County Attorney's office in September that the Neighborhood Plan does not fall under the purpose of the MSTU. She asked if there is a written rationale. The community liaison stated there is a new requirement that all MSBU/MSTU projects go under legal review at inception.

Ms. Cotherman and Ms. Yates were appointed last month to new three-year terms. Questions about the eligibility of a third applicant rested on the definition of "resident" in the context of Ordinance 2015-045 *Adopting a County-Wide Uniform Standard for MSBUs and MSTUs*, which states that all members of an advisory board shall be residents and owners of real property within the unit. Ms. Cotherman asked for clarification from the County Attorney.

Ms. Kitchen advocated for handicapped access to the beach entrance before the Palm Island Estates (PIE) resort. Ms. Cotherman directed her to PIE to arrange that.

Ms. Yates expressed satisfaction with the latest iguana control report.

Schedule of Meetings / Items for Next Agenda:

Future meetings are scheduled at 9:30 a.m., at the Mac V. Horton West County Annex as follows:

- Thursday, Feb. 19, 2026
- Thursday, May 21, 2026
- Thursday Aug. 13, 2026 - Different Location
- Thursday, Nov. 12, 2026

The meeting was adjourned at 10:38 a.m.

Submitted by Lorraine Money Penny
Public Works Department

Jim De Catherina
Chair Signature

Feb 19, 2026
Date

AGENDA

DON PEDRO & KNIGHT ISLANDS STREET & DRAINAGE MUNICIPAL SERVICE TAXING UNIT (MSTU)

ADVISORY BOARD REGULAR MEETING
THURSDAY, NOVEMBER 13, 2025
9:30 a.m., West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida

BOARD MEMBERS: Linda Cotherman, Chair
David Cohen, Vice Chair
Lisa Haney
Kim Kitchen
Lindsay Yates

COUNTY STAFF: Lorraine Money Penny, Community Liaison

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 the Minutes: July 24, 2025
5. Unfinished Business
 - a. Encroachment on Right-of-Way / Right-of-Way Restoration
 - b. Brush cutting at N. Gulf Blvd.
 - c. Road Grooming and Recrowning
6. New Business
 - a. Financial Reports
 - b. New Quorum Rule
 - c. 2026 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

Don Pedro Knight Island Street and Drainage MSTU

Fund Financial Report

Oct. 1, 2024 - Sept. 30, 2025

Unaudited as of 9.30.25

	Actual FY2024	Adopted Budget FY2025	Amended Budget FY2025	YTD Actual FY2025	Encumbered FY2025	Balance FY2025
Beginning Balance	\$3,248,808	\$3,610,107	\$3,610,107	\$3,993,282		
Revenues						
Assessments & Earnings	905,073	779,940	-	923,846		
Grant & Subsidy Revenue	-	-	-	-		
Loans & Borrowing	-	-	-	-		
Total Revenue	\$905,073	\$779,940	779,940	\$923,846		
Expenditures						
Contract Services	113,395	502,000	50,000	177,118	196,535	178,347
Pipe Lining	-	-	-	-	-	-
ROW Maintenance	-	-	-	-	-	-
ROW Reclamation	-	-	-	-	-	-
Speciality Mowing	-	-	-	-	-	-
Public Works Services	12,922	32,239	-	27,459	-	4,780
Internal Charges	6,349	8,592	-	8,592	-	-
Purchased Services	27,653	40,336	-	29,248	1,940	9,148
Materials and Supplies	-	-	-	-	-	-
Capital Outlay	-	15,000	-	-	-	15,000
Debt Services	-	-	-	-	-	-
Project Costs						
Don Pedro Bridge Maint. Plan	280	58,048	-	5,100	-	52,948
Total Expenditures	\$160,598	\$656,215	706,215	\$247,517	\$198,475	\$260,223
Reserves (Ending Fund Balance)	\$3,993,282	\$3,733,832	\$3,683,832	\$4,669,612		
Reserve %	96.1%	85.1%	83.9%	95.0%		

Budget Amendment to add funds for Iguana removal and monitoring agreement.

Date Prepared: 10/23/2025

Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

Don Pedro and Knight Islands 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
	124461	Brush Cut - Investigation		09/11/2025	2.00	151.48	0.00	8.32	0.00		159.80
	124461	Brush Cut - Investigation		09/12/2025	0.50	36.95	0.00	0.00	0.00		36.95
	Work Order 124461 Total		90 GASPARILLA WAY, KNIGHT ISLAND, FL, 33946		2.50	188.43	0.00	8.32	0.00	1.00	196.75
	126002	Brush Cut - Investigation		09/19/2025	1.00	69.34	0.00	4.91	0.00		74.25
	Work Order 126002 Total		22 Palm Dr		1.00	69.34	0.00	4.91	0.00	1.00	74.25
	Brush Cut - Investigation Total										
	15010	Brush Cutting		07/24/2025	18.00	1,166.04	0.00	87.42	0.00		1,253.46
	15010	Brush Cutting		08/01/2025	24.00	1,633.76	0.00	116.56	0.00		1,750.32
	15010	Brush Cutting		08/04/2025	12.00	846.71	0.00	84.30	0.00		931.01
	15010	Brush Cutting		08/18/2025	1.00	79.79	0.00	4.16	0.00		83.95
	15010	Brush Cutting		08/20/2025	10.00	689.40	0.00	0.00	246.68		936.08
	15010	Brush Cutting		08/29/2025	1.00	79.79	0.00	4.16	0.00		83.95
	Work Order 15010 Total		412033127006, 11 N GULF BLVD, PLACIDA, FL		66.00	4,495.49	0.00	296.60	246.68	5,005.00	5,038.77
	52099	Brush Cutting		07/30/2025	9.60	653.50	0.00	126.34	0.00		779.84
	Work Order 52099 Total		COHASSET AVE & CHELSEA CT, PORT CHARLOTTE, FL, 33952		9.60	653.50	0.00	126.34	0.00	300.00	779.84
	124839	Brush Cutting		09/10/2025	1.00	79.79	0.00	4.16	0.00		83.95
	124839	Brush Cutting		09/12/2025	21.50	1,484.63	0.00	83.37	0.00		1,568.00
	Work Order 124839 Total		90 GASPARILLA WAY, KNIGHT ISLAND, FL, 33946		22.50	1,564.42	0.00	87.53	0.00	150.00	1,651.95

Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

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Don Pedro and Knight Islands 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
	129222	Brush Cutting		09/19/2025	16.00	1,119.89	0.00	0.00	0.00		1,119.89
	Work Order 129222 Total		22 PALM DR, KNIGHT ISLAND, FL, 33946		16.00	1,119.89	0.00	0.00	0.00	500.00	1,119.89
	Brush Cutting Total				114.10	7,833.30	0.00	510.46	246.68	5,955.00	8,590.45
	83436	Contracted Work		07/23/2025	1.00	88.58	0.00	0.00	0.00		88.58
	Work Order 83436 Total		N GULF BLVD, KNIGHT ISLAND, FL, 33946		1.00	88.58	0.00	0.00	0.00	5.75	88.58
	Contracted Work Total		Project Meetings Total		1.00	88.58	0.00	0.00	0.00		88.58
	95448	Investigation		07/17/2025	0.30	22.72	0.00	1.25	0.00		23.97
	Work Order 95448 Total		1142 EDGEWEMERE PL, ENGLEWOOD, FL		0.30	22.72	0.00	1.25	0.00	1.00	23.97
	108951	Investigation		07/17/2025	0.20	15.15	0.00	0.83	0.00		15.98
	Work Order 108951 Total		10129 Gasparilla Rd		0.20	15.15	0.00	0.83	0.00	1.00	15.98
	Investigation Total				0.50	37.87	0.00	2.08	0.00	2.00	39.95
	72637	MSBU Administrative Work		07/24/2025	5.50	406.45	0.00	0.00	0.00		406.45
	MSBU Meeting Total				5.50	406.45	0.00	0.00	0.00		406.45
	72637	MSBU Administrative Work		07/24/2025	4.00	295.60	0.00	0.00	0.00		295.60
	MSBU Minutes Total				4.00	295.60	0.00	0.00	0.00		295.60
	72637	MSBU Administrative Work		07/01/2025	2.00	147.80	0.00	0.00	0.00		147.80

Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

Don Pedro and Knight Islands Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accompl	Total Cost
	72637	MSBU Administrative Work		07/22/2025	2.00	147.80	0.00	0.00	0.00		147.80
	72637	MSBU Administrative Work		07/23/2025	2.00	147.80	0.00	0.00	0.00		147.80
	72637	MSBU Administrative Work		07/26/2025	1.50	110.85	0.00	0.00	0.00		110.85
	72637	MSBU Administrative Work		08/12/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72637	MSBU Administrative Work		08/13/2025	2.00	147.80	0.00	0.00	0.00		147.80
	72637	MSBU Administrative Work		08/14/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72637	MSBU Administrative Work		08/15/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72637	MSBU Administrative Work		08/21/2025	1.50	110.85	0.00	0.00	0.00		110.85
	72637	MSBU Administrative Work		08/26/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72637	MSBU Administrative Work		08/27/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72637	MSBU Administrative Work		08/28/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72637	MSBU Administrative Work		09/09/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72637	MSBU Administrative Work		09/12/2025	0.50	36.95	0.00	0.00	0.00		36.95
		Administrative Time Total			16.75	1,237.83	0.00	0.00	0.00		1,237.83
	72637	MSBU Administrative Work		07/14/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72637	MSBU Administrative Work		07/15/2025	1.50	110.85	0.00	0.00	0.00		110.85
	72637	MSBU Administrative Work		07/17/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72637	MSBU Administrative Work		07/18/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72637	MSBU Administrative Work		07/23/2025	2.00	186.48	0.00	0.00	0.00		186.48
	72637	MSBU Administrative Work		07/24/2025	2.00	186.48	0.00	0.00	0.00		186.48
	72637	MSBU Administrative Work		07/30/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72637	MSBU Administrative Work		07/31/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72637	MSBU Administrative Work		08/01/2025	4.00	295.60	0.00	0.00	0.00		295.60

Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

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Don Pedro and Knight Islands Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accompl	Total Cost
	Work Order 72637 Total										
					40.25	3,051.84	0.00	0.00	0.00	112.50	3,051.85
	MSBU Administrative Work Total										
	7030	Project Management		07/07/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	7030	Project Management		08/07/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	7030	Project Management		09/16/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
		Plant/Spec Review Total									
					0.75	64.81	0.00	0.00	0.00	0.00	64.80
					0.75	64.81	0.00	0.00	0.00	0.00	64.80
	Work Order 7030 Total 26 COLE PL., KNIGHT ISLAND, 33946										
					40.25	3,051.84	0.00	0.00	0.00	112.50	3,051.85
	#23-008 DPKI Sand Road Maintenance										
	96491	Project Management		07/17/2025	2.00	172.82	0.00	0.00	0.00	0.00	172.82
	96491	Project Management		09/26/2025	1.00	86.41	0.00	0.00	0.00	0.00	86.41
		Work Order 96491 Total DPKI MSBU Michael Kosinski Bridge									
					3.00	259.23	0.00	0.00	0.00	0.00	259.23
	cmb2201 - Don Pedro Bridge Maintenance Plan										
					3.75	324.04	0.00	0.00	0.00	0.00	324.03
	Project Management Total										
	122627	ROW - Clearing / Haul Debris		08/26/2025	5.00	358.67	0.00	56.44	0.00	0.00	415.11
	122627	ROW - Clearing / Haul Debris		08/27/2025	31.00	2,082.03	0.00	292.55	303.24	0.00	2,677.82
	122627	ROW - Clearing / Haul Debris		09/02/2025	1.00	79.79	0.00	4.16	0.00	0.00	83.95
	122627	ROW - Clearing / Haul Debris		09/09/2025	0.25	19.95	0.00	1.04	0.00	0.00	20.99
		Work Order 122627 Total 1 N GULF BLVD, Charlotte, FL, 33946									
					37.25	2,540.44	0.00	354.19	303.24	7.72	3,197.87
	ROW - Clearing / Haul Debris Total										
					37.25	2,540.44	0.00	354.19	303.24	7.72	3,197.87
	118918	ROW - Vegetation / Boom Mowing		08/04/2025	23.00	1,605.05	0.00	296.60	0.00	0.00	1,901.65

Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

Don Pedro and Knight Islands 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
	Work Order 118918 Total		GULF BLVD, KNIGHT ISLAND, FL, 33946		23.00	1,605.05	0.00	296.60	0.00	15,000.00	1,901.65
	ROW - Vegetation / Boom Mowing Total				23.00	1,605.05	0.00	296.60	0.00	15,000.00	1,901.65
	118477	Shoulder Repair		07/31/2025	13.25	916.62	0.00	63.48	0.00		980.10
	118477	Shoulder Repair		08/01/2025	7.50	528.13	110.24	35.38	0.00		673.74
	118477	Shoulder Repair		08/06/2025	0.50	39.90	0.00	2.08	0.00		41.98
	Work Order 118477 Total		412033154007, 40 S GULF BLVD, 3090 OVERIJS		21.25	1,484.64	110.24	100.94	0.00	0.01	1,695.82
	Shoulder Repair Total				21.25	1,484.64	110.24	100.94	0.00	0.01	1,695.82
	118457	Sign Fabrication		07/30/2025	0.25	18.04	36.84	1.71	0.00		56.58
	Work Order 118457 Total		N GULF BLVD, KNIGHT ISLAND, FL, 33946		0.25	18.04	36.84	1.71	0.00	1.00	56.58
	Sign Fabrication Total				0.25	18.04	36.84	1.71	0.00	1.00	56.58
	121621	Sign Installation		08/20/2025	2.00	133.72	46.33	5.19	0.00		185.24
	Work Order 121621 Total		39 N GULF BLVD, Charlotte, FL, 33946		2.00	133.72	46.33	5.19	0.00	2.00	185.24
	Sign Installation Total				2.00	133.72	46.33	5.19	0.00	2.00	185.24
	Don Pedro and Knight Islands Street and Drainage Unit Total				246.85	17,375.28	193.40	1,284.40	549.92		19,403.02

Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
					246.85	17,375.28	193.40	1,284.40	549.92		19,403.02
				Grand totals for all MSBUs reported							

Don Pedro Knight Island Street and Drainage MSTU
 2 Year Budget
 FY2026 & FY2027

Valuation

	FY2026	FY2027
Valuation	\$ 768,528	\$ 845,380
Current Millage	1.4410	1.4410

	Adopted Budget FY2026	Approved Budget FY2027
Beginning Balance	\$ 4,183,415	\$ 4,245,402
<u>Revenues</u>		
Assessments & Earnings		
<i>Ad Valorem Taxes</i>	768,528	845,381
<i>Interest</i>	14,642	14,859
<i>Less 5% Reserve - FS 129.01(2)b</i>	(39,159)	(43,012)
Grant & Subsidy Revenue		
Loans & Borrowing		
Total Revenue	\$ 744,011	\$ 817,228
<u>Expenditures</u>		
Contract Services		
<i>Professional Svcs-Gen</i>	-	-
<i>Engineering</i>	-	-
<i>Other Contractual Svcs</i>	52,500	55,125
<i>Concrete Flatwork</i>	5,000	5,000
<i>Street Sweeping</i>	-	-
<i>Grading</i>	500,000	500,000
<i>Installed Sod</i>	-	-
Contract Services; other		
<i>Pipe Lining</i>	-	-
<i>Right of Way Maint</i>	-	-
<i>ROW Reclamation</i>	-	-
<i>Specialty Mowing</i>	-	-

	Adopted Budget FY2026	Approved Budget FY2027
Public Works Services		
<i>Equip Repl Charges-PubWrks</i>	2,515	2,802
<i>Operating Exp-PubWrks</i>	20,338	22,753
<i>Road & Bridge Materials</i>	3,094	6,970
<i>Sign Materials</i>	-	-
Internal Charges		
<i>Central/Indirect Srvs</i>	5,565	5,843
Purchased Services		
<i>R/M-Bridges</i>	-	-
<i>Other Current Chrgs and Oblig</i>	4,000	4,000
<i>Advertising-Legal</i>	-	-
<i>Fees-Landfill</i>	500	500
<i>Property Appraiser</i>	15,371	16,908
<i>Collection Fee-Tax Collector</i>	15,371	16,908
Materials and Supplies		
Capital Outlay		
<i>Imprv-Other Than Bldgs</i>	-	-
Debt Services		
<i>Principal</i>	-	-
<i>Interest</i>	-	-
Project Costs		
<i>Don Pedro Bridge Maint Plan</i>		
<i>Engineering</i>	15,578	20,000
<i>Construction</i>	37,287	250,000
<i>Labor</i>	4,905	9,000
Total Expenditures	682,024	915,809
Reserves (Ending Fund Balance)	\$ 4,245,402	\$ 4,146,821
<i>Reserve %</i>	<i>86.2%</i>	<i>81.9%</i>

Version Date 9/23/2025

Budget Report

Don Pedro and Knight Islands Street and Drainage Unit

Budget Year: 2026

Activity Description: All

Budget Details							Total
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost	Total
Asphalt Maintenance	1	TONS	\$719.30	\$116.50	\$74.05		\$909.85
Camera/Video	1	PIPES	\$613.52		\$236.52		\$850.04
Data Collection	20	CT	\$631.76		\$19.00		\$650.76
Drainage Maintenance - Swale Grading	4,000	SF	\$3,392.46	\$2,191.27	\$548.11		\$6,131.84
Drainage Maintenance Re-grading	400	SF	\$234.75	\$0.58	\$38.37		\$273.70
Fuel Work	2	EQUIPMENT	\$151.14		\$45.32		\$196.46
GIS Update	50	CT	\$1,316.17				\$1,316.17
Ground Penetrating Radar	1	TICKETS	\$39.49		\$4.09		\$43.57
Investigation	2	INSPECTIONS	\$161.62		\$9.50		\$171.12
MSBU Administrative Work	70	HOURS	\$5,527.90		\$291.20		\$5,819.10
Project Management	10	LABOR	\$937.57				\$937.57
ROW - Vegetation / Boom Mowing	30,000	CY	\$1,480.20		\$481.00		\$1,961.20
ROW Watering	8,000	GALLONS	\$1,973.60		\$261.87		\$2,235.47
Sign Fabrication	5	SIGNS	\$110.31	\$166.10	\$4.89		\$281.30
Sign Inspection	80	SIGNS	\$300.43		\$42.24		\$342.67
Sign Installation	5	SIGNS	\$174.63	\$82.77	\$24.55		\$281.95
Sign Maintenance	30	SIGNS	\$1,047.75	\$473.10	\$147.30		\$1,668.15
Support (Post) Maintenance	10	POSTS	\$174.63	\$63.48	\$24.55		\$262.65
Transport	4	TRIP	\$1,052.93		\$169.73		\$1,222.67
Vacuum Culvert Cleaning	2	CULVERTS	\$297.64		\$91.76		\$389.40
Don Pedro and Knight Islands Street and Drainage Unit Total			\$20,337.79	\$3,093.80	\$2,514.04		\$25,945.63

Budget Report

Don Pedro and Knight Islands Street and Drainage Unit
Budget Year: 2027

Budget Details							Contractor Cost	Total
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost	Total	
Asphalt Maintenance	1	TONS	\$719.30	\$122.33	\$74.05		\$915.68	
Camera/Video	1	PIPES	\$613.52		\$236.52		\$850.04	
Data Collection	20	CT	\$631.76		\$19.00		\$650.76	
Drainage Maintenance - Swale Grading	2,500	SF	\$2,120.29	\$1,437.96	\$342.57		\$3,900.81	
Drainage Maintenance Re-grading	250	SF	\$146.72	\$0.38	\$23.98		\$171.08	
Fuel Work	2	EQUIPMENT	\$151.14		\$45.32		\$196.46	
GIS Update	50	CT	\$1,316.17				\$1,316.17	
Graffiti Removal	100	LF	\$324.06	\$30.48	\$64.50		\$419.04	
Ground Penetrating Radar	1	TICKETS	\$39.49		\$4.09		\$43.57	
Investigation	2	INSPECTIONS	\$161.62		\$9.50		\$171.12	
MSBU Administrative Work	70	HOURS	\$5,527.90		\$291.20		\$5,819.10	
Pavement Markings	30	MARKINGS	\$1,742.46	\$178.00	\$305.34		\$2,225.80	
Project Management	10	LABOR	\$937.57				\$937.57	
ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$10.29	\$178.70		\$887.49	
ROW Watering	5,000	GALLONS	\$1,233.50		\$163.67		\$1,397.17	
Sign Fabrication	10	SIGNS	\$220.63	\$348.82	\$9.77		\$579.22	
Sign Inspection	80	SIGNS	\$300.43		\$42.24		\$342.67	
Sign Installation	5	SIGNS	\$174.63	\$86.91	\$24.55		\$286.09	
Sign Maintenance	35	SIGNS	\$1,222.38	\$579.55	\$171.85		\$1,973.77	
Striping	30,000	LF	\$2,945.70	\$4,108.47	\$508.90		\$7,563.07	
Support (Post) Maintenance	10	POSTS	\$174.63	\$66.65	\$24.55		\$265.83	
Transport	4	TRIP	\$1,052.93		\$169.73		\$1,222.67	

Budget Report

Activity Description: All

Budget Year: 2027

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
Vacuum Culvert Cleaning	2	CULVERTS	\$287.64		\$91.76	
Don Pedro and Knight Islands Street and Drainage Unit Total			\$22,752.94	\$6,969.84	\$2,801.78	
						\$389.40
						\$32,524.56

Capital Maintenance Schedule
 Public Works - MSBU/TU Bridges
 2026-2027

Costs (in thousands)

Project Title	2026	2027	2028	2029	2030	2031	TOTAL
Don Pedro Bridge Maintenance and Rehabilitation Program	58	279	-	284	-	284	905
Englewood East Bridge Maintenance and Rehabilitation Program	1,344	-	-	-	-	-	1,344
Greater Port Charlotte Bridge Maintenance and Rehabilitation Program	3,019	816	1,180	184	1,112	442	6,753
Northwest Port Charlotte Bridge Maintenance and Rehabilitation Program	3,177	1,352	-	-	-	-	4,529
Rotonda West Bridge Maintenance and Rehabilitation Program	7,537	565	-	-	-	-	8,101
South Gulf Cove Bridge Maintenance and Rehabilitation Program	4,047	843	112	100	88	75	5,264
TOTAL	19,182	3,855	1,292	568	1,200	801	26,897

Don Pedro & Knight Islands Community Meeting

Right-of-Way Encroachment

August 18, 2025

Roadway and Right-of-Way Issues

- Sand roads on the island are not centered within the right-of-way, creating alignment and management challenges.
- Some properties have additional right-of-way space due to the meandering topography of the sand roads (approx. 40–66 feet, depending on location), complicating maintenance and community expectations. If a clear zone was enforced, some property owners could have more space within the ROW to work with than others.
- Hardscape, vegetation, and landscaping in the right-of-way were identified as potential hazards.
- Safety concerns were raised regarding walking along roads, vehicles backing out of driveways, and limited visibility at curves.
- Clear zone requirements (10–15 feet depending on speed/conditions) are not always met, creating liability and risk exposure for the county.
- Low-lying, frangible plants in the right-of-way could be acceptable; larger plants or trees may obstruct sight lines and be unsafe.
- Questions were raised about permitting requirements for working or placing items in the right-of way.

Beach Parking and Beach Access Concerns

- Community concerns about beach parking and access were discussed.
- The 250 designated parking spots are required for beach renourishment project funding.
- There are 13 private beach access easements as part of PIE (Palm Island Estate) and 5 additional easements providing public access; each contains approximately 50 spots.
- Residents suggested the possibility of designating vacant land or WCIND land for public beach parking.

- Complaints have been raised regarding blocked access and proper use of parking areas. Staff confirmed there are no vehicle restrictions for the parking spaces.
- Parking spots are measured at 10x20 feet. Staff confirmed an additional 10-foot clear zone along the road would not be necessary at these locations, unless otherwise specified by engineering.
- Easements across private and public property were discussed, including their role in grant funding for beach renourishment.
- Some public easements are granted for five years and renewed periodically.
- Public beach access easements do not indicate county ownership; they are granted for public use.
- Clarification provided that signage and markings indicate property access, but enforcement and public education remain challenges.
- Public and private access points must be clearly communicated to visitors and residents. Staff will look into public outreach and education options available such as social media. The conservancy also optioned to post information on their bulletin just outside of PIE.

Enforcement Challenges

- Obstructions in the right-of-way create enforcement challenges.
- Current enforcement is largely complaint-driven rather than proactive.
- County legal guidance disapproves of selective enforcement, provided it aligns with code and liability standards.

Advisory Committee Input

- Committee gathers input from residents and ensures representation of island interests.
- County-appointed advisory board members provided recommendations on right-of-way encroachment issues:
 - Follow the July 2024 Beach Parking Plan
 - Prioritize N. Gulf Boulevard
 - Focus on hardscape items

- Advisory board recommendations are advisory; enforcement and final implementation rest with the Board of County Commissioners and the County Attorney.

Legal and Liability Considerations

- Property owners are responsible for maintaining right-of-way in front of their properties.
- County and property owners may be liable for accidents caused by obstructions or unsafe conditions.

Public Comments

- Residents expressed concerns about road visibility, pedestrian and child safety, and equitable access to parking.
- Emphasis on balancing community input, safety, and compliance with county ordinances.
- Questions were raised about parking proximity to public beach access points, ownership of easements, and management of vegetation in right-of-way.
- Clear communication and education regarding public versus private access are needed to prevent misuse.
- Emphasis on equitable treatment across all properties.

Recommendations Received

1. Implement July 2024 Beach Parking Plan for consistency and funding compliance.
2. Maintain 10-foot clear zone along roads for safety and traffic flow.
3. Review of easement and access issues.
4. Educate the public on designated access points (private and public).
5. Monitor and maintain roads, vegetation, and parking areas to ensure safety and compliance.
6. Phase enforcement where possible to maintain safety and access while minimizing disruption.
7. Explore potential use of vacant land for additional designated parking, where feasible and safe.