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

ADVISORY BOARD REGULAR MEETING
TUESDAY, APRIL 28, 2026

1:30 p.m. – 2:20 p.m.
West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida

Members Present:	Tim Freeman, Chair
	Robin Grace, Vice Chair
	George Castrucci
County Staff:	Lorraine Moneypenny, Community Liaison
Guests:	None

Call to Order / Roll Call:
The meeting was called to order at 1:30 p.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 February 11, 2026 meeting were approved as submitted.

Unfinished Business:

a. Drainage: Mr. Freeman said heavy rain four weeks ago submerged the south end of Gulf Shores Dr. in two feet of water. It subsided in six to eight hours but was still present after twelve hours. Acknowledging the conditions that make pooling there inevitable, he requested a conditional assessment of the drainage infrastructure at the intersection to make sure everything is working as well as it was designed to.

   In February, a county stormwater engineer visited the private lake at Boca Grande to ascertain what could be done to decrease the levels. Even if there were an outlet control structure, he surmised Southwest Florida Water Management District would not be inclined to issue a permit that would increase the flow of nutrients to the bay. Judging by the presence of mangroves, he said the lake may be tidally influenced. The Advisory Board maintained that it not so. Mr. Freeman referenced a previous discussion about a pipe on the Lee County side of the island that drains streets to wetlands south of Boca Grande Club. Although the Charlotte stormwater engineer says it is doubtful such a pipe would be permitted, he believes Lee County procured emergency approval. It is an emergency, he said, when right-of-way flooding impedes first responders. He offered to speak to the Lee County sheriff about it.

Board members agreed that everything must be done to reduce flooding at the two major intersections on the island.

Mr. Castrucci said the sewer holes on Gulf Shores Drive, near the south intersection with Gulf Shores Drive, need to be vacuumed. A missing grate in front of Sea Oats is still surrounded by caution tape and is now covered with a plate.

The Advisory Board had previously requested a conditional assessment of all drainage assets in the unit. The community liaison stated that can be scheduled only after a review of all drainage issues. The Advisory Board replied that, besides those already reported, there are none.

New Business:

a. Financial Reports: The Board reviewed financial reports for the second quarter of FY26, the 2025 annual report, and the ten-year projection. They noted spending on signs, potholes and shoulders, but not on Advisory Board priorities.

Citizen Input on MSBU items (3 Minute Limit):
None.

Advisory Board Open Discussion:
The community liaison reported that construction on the Gasparilla Rd. sidewalk is estimated to begin in October. Mr. Castrucci maintained that a permanent shoulder should be installed in place of the soft shoulder on Gasparilla Rd. This is outside the purview of the MSBU.

Advisory Board members noted a large population of iguanas, including many babies, near the golf cart path. The community liaison recalled the trapper saying his activities are less aggressive in such a high visibility area. The Advisory Board urged the trapper to be more aggressive there.

Schedule Meeting / Items for Next Agenda:
Future meetings are scheduled at 9:30 a.m. as follows:

- Wednesday, August 12, 2026 – cancelled
- Wednesday, November 4, 2026 – Ann & Chuck Dever Park Recreation Center, 6971 San Casa Dr.

Next agenda: Add visit from Russ Rieke, the iguana control specialist.

Motion to Adjourn
There being no further business, the Chair adjourned the meeting at 2:20 p.m.

Submitted by: Lorraine Moneypenny
Public Works Department

_____
Chair Signature / Date

CHARLOTTE COUNTY
FLORIDA

Boca Grande Street & Drainage
Municipal Service Benefit Unit

Advisory Board Meeting Attendance
Tuesday, April 28, 2026

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

INFORMATION SUPPLIED ON THIS FORM BECOMES PUBLIC RECORD

NAME (please print)	Email Address	Phone Number
Tim Freeman	Tim@myflmanager.com	941 313 4684
Robin Graace	rg@graacepaize.tv	561 891 9587
GEORGE CASTRUCCI	GEOLOICAST@GMAIL.COM	941-979-7212

AGENDA

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

ADVISORY BOARD REGULAR MEETING WEDNESDAY, APRIL 29, 2026

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

BOARD MEMBERS:	Tim Freeman, Chair
	Robin Grace, Vice Chair
	George Castrucci
COUNTY STAFF:	Lorraine Moneypenny, 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 Minutes: February 11, 2025
5. Unfinished Business
    a) Drainage
6. New Business
    a) Financial Reports
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

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 Moneypenny, 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 Drand 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 Moneypenny
Public Works Department

_____
Chair Signature / Date

Boca Grande Street and Drainage MSBU

Fund Financial Report

Oct. 1, 2025 - Mar. 31, 2026

	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	181,506		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	$211,070	$187,654	$181,506		
Expenditures					
Contract Services	93,232	127,982	23,392	96,976	7,614
Pipe Lining	-	-	-	-	-
ROW Maintenance	-	-	-	-	-
ROW Reclaimation	-	-	-	-	-
Speciality Mowing	-	-	-	-	-
Public Works Services	6,765	44,817	1,859	-	42,958
Internal Charges	1,506	1,983	1,983	-	-
Purchased Services	1,877	4,825	3,476	-	1,349
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Total Expenditures	$103,380	$179,607	$30,711	$96,976	$51,921
Reserves (Ending Fund Balance)	$474,347	$386,803	$625,142		
Reserve %	*82.1%*	*68.3%*	*95.3%*		

Date Prepared: 4/6/2026

Monthly Funding Report

START DATE: 01/01/2026 END DATE: 03/31/2026

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
	128101	MSBU Administrative Work		01/29/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128101	MSBU Administrative Work		02/02/2026	0.25	18.33	0.00	0.00	0.00		18.33
	128101	MSBU Administrative Work		02/04/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128101	MSBU Administrative Work		02/09/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128101	MSBU Administrative Work		02/10/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128101	MSBU Administrative Work		02/11/2026	7.00	513.10	0.00	0.00	0.00		513.10
	128101	MSBU Administrative Work		02/18/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128101	MSBU Administrative Work		02/20/2026	2.00	146.60	0.00	0.00	0.00		146.60
	128101	MSBU Administrative Work		02/25/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128101	MSBU Administrative Work		02/26/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128101	MSBU Administrative Work		02/27/2026	1.50	109.95	0.00	0.00	0.00		109.95
	128101	MSBU Administrative Work		03/20/2026	0.50	36.65	0.00	0.00	0.00		36.65
	Work Order 128101 Total				16.25	1,191.13	0.00	0.00	0.00	0.00	1,191.13
		MSBU Administrative Work Total			16.25	1,191.13	0.00	0.00	0.00	0.00	1,191.13
	147551	Sign Inspection		01/29/2026	7.00	465.90	0.00	26.20	0.00		492.10
	Work Order 147551 Total		**5800 GASPARILLA RD, Charlotte, FL, 33921**		7.00	465.90	0.00	26.20	0.00	109.00	492.10
		Sign Inspection Total			7.00	465.90	0.00	26.20	0.00	109.00	492.10
			Boca Grande Street and Drainage Unit Total		23.25	1,657.03	0.00	26.20	0.00		1,683.23

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
			Grand totals for all MSBUs reported		23.25	1,657.03	0.00	26.20	0.00		1,683.23

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 Srvs	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 Srvs	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%*

Date Prepared: 1/16/2026

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
Reserve %	*82.1%*	*72.9%*	*74.2%*	*73.9%*	*73.1%*	*72.0%*	*70.4%*

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
Reserve %	*68.3%*	*65.6%*	*62.0%*	*57.1%*	*50.1%*	*39.9%*

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)