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

# ADVISORY BOARD REGULAR MEETING THURSDAY, FEBRUARY 10, 2022

9:30 a.m. - 10:40 a.m. West County Annex, Room 120 6868 San Casa Drive, Englewood, Florida

Members Present: Linda Cotherman, Vice Chair

Lindsay Yates

Lisa Hanev

Members Absent:

Gary Wilkins

**County Staff:** 

Guests:

Kimberly Kelley, Community Liaison

Sign-in sheet attached

# Call to Order / Roll Call:

The meeting was called to order at 9:30 a.m. A roll call was taken, and a guorum was present.

# Review Sunshine Law, and Roberts Rules of Order:

The Advisory Board watched the Sunshine Law and Roberts Rules of Order video provided by the Charlotte County Attorney's office.

# **Election of Officers:**

<u>Chair:</u> Ms. Cotherman nominated Ms. Haney, there were no other nominations. Vice-Chair: Ms. Cotherman nominated Ms. Yates, there were no other nominations. Ms. Haney accepted the position of Chair, Ms. Yates accepted the position of Vice-Chair, and it was unanimously approved.

# Changes to the Agenda/Motion to Approve Changes:

None

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

None

# Approval of the Minutes:

The November 3, 2021, minutes were unanimously approved.

# **Unfinished Business:**

a) Maintenance of Street and Drainage/Bridge Maintenance: Ms. Cotherman pointed out locations that currently needs brush cut; she will follow up with pictures and more locations. Ms. Kelley explained that at this time there is not a right-of-way (ROW) code compliance officer; the ROW concerns are on hold, and she anticipates providing more information by the next meeting. Ms. Kelley explained that the project managers for the bridge maintenance plan will be attending the next meeting to go over the recent Florida Department of Transportation bridge inspections in comparison to the bridge maintenance plan report that was provided in 2019; she believed that more funding will be needed. Ms. Yates commented that the wood on the Kosinski bridge looks terrible. Ms. Kelley explained that the project managers are sending request of letters out and inquired if the Advisory Board would want to recommend sealing the wooden bridge. The Advisory Board

unanimously agreed that the entire bridge needed to be sealed. There was additional discussion on the rehabilitation and maintenance previously performed on this bridge, the purpose of sealing and asked to see the specifications and cost of the project when sent to purchasing. Ms. Kelley explained that the Boca Grande iguana removal contract could not be shared, the Advisory Board would need to change the purpose of the unit to include this subject and a new contract would need to be acquired. Ms. Haney motioned to include removal of invasive and exotic animals into the purpose of the unit, seconded by Ms. Yates and it was unanimously approved.

- b) Road Grading: Buzz Mallet, contractor on record, stated that road grading continues, asked if there were any bad spots on the road and he will be trying to keep the wash boards to a minimum.
- c) <u>Traffic Calming:</u> Ms. Kelley stated that the traffic calming policy is being revised, until the new policy is approved by the Board of County Commissions all traffic requests are on hold. She provided the flashing radar speed data collected. Ms. Cotherman conveyed that the reports do not show the day, time, and speed breakdown; Ms. Kelley will inquire if additional information can be provided.

## **New Business:**

a) <u>Financial Reports:</u> They FY21 Qtr.4 Annual and FY22 quarter one Actual Expenditure, quarter one Activity Maintenance and the Adopted FY22/23 Budgets reports were provided for review.

# Citizen Input on MSTU items (3 Minute Limit):

Mr. Mallet stated if the bridge were to be sealed to make sure it will be done property, his
concern would be that moisture has been in the cracks of the boards and once sealed it
could trap the moisture and rot inside.

# **Advisory Board Open Discussion:**

Ms. Cotherman noted the Penn State study and vegetation placed along the roadway of sand roads for stabilization and erosion control. Ms. Cotherman stated that she has been corresponding with the Right-of-Way Supervisor regarding a specific muhly grass along the road. Ms. Kelley explained that it was staff recommendation not to place vegetation in the right-of-way along the sand roads, specifically for line-of-sight concerns and the discussions regarding removal of vegetation within the ROW.

# Schedule Meetings / Items for Next Agenda:

Future meetings are scheduled at 9:30 a.m., as follows:

- February 10, 2022, Location- Mac V. Horton West County Annex
- May 19, 2022, Location Mac V. Horton West County Annex
- August 18, 2022, Location -Ann & Chuck Dever Regional Park
- November 17, 2022, Location Mac V. Horton West County Annex

Submitted by: Kimberly Kelley Public Works Department

Chair Signature

Date



# Don Pedro & Knight Islands Street & Drainage Municipal Service Taxing Unit

Advisory Board Meeting Attendance Thursday, February 10, 2022

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

# INFORMATION SUPPLIED ON THIS FORM BECOMES PUBLIC RECORD

NAME (please print)	Email Address	Phone Number
Kimberly Kelley	Kimberly.Kelley@charlottecountyfl.gov	941-575-3613
Lindson Lates	Lifates@ Springsips Con	970-819-18
Lindsay Lates Linda Cotherman	1 cother man Qyahoo; com	941-697-087
BuzzMallett	buzze buzzmallett "can	941-830-6540
Lisa Hanes	L-haneyre yahoo, com	813-523-6362
J		

# **AGENDA**

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

# ADVISORY BOARD REGULAR MEETING THURSDAY, FEBRUARY 10, 2022

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

**BOARD MEMBERS:** 

Gary Wilkins, Chair

Linda Cotherman, Vice Chair

Lindsay Yates Lisa Haney

**COUNTY STAFF:** 

Kimberly Kelley

PURPOSE:

Regular Meeting

- 1. Call to Order / Roll Call
- 2. Sunshine Law and Roberts Rule of Order
- 3. Election of Officers
- 4. Changes to the Agenda / Motion to Approve Changes
- 5. Citizen Input on Agenda Items (3-Minute Limit)
- 6. Approval of the Minutes: November 03, 2021
- 7. Unfinished Business
  - a) Road Grading
  - b) Traffic Calming
- 8. New Business
  - a) Financial Reports
- 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

# **Don Pedro Knight Island Street and Drainage MSTU**

Fund Financial Report Oct. 1 - Dec. 31, 2021

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
Beginning Balance	\$2,195,440	\$2,262,407	\$2,496,735	\$2,496,735
Revenues Assessments & Earnings Grant & Subsidy Revenue Loans & Borrowing Total Revenue	550,485 - - - \$550,485	565,211 - - - \$565,211	407,761 - - - \$407,761	565,211 - - - \$565,211
Expenditures Contract Services Pipe Lining ROW Maintenance ROW Reclaimation Speciality Mowing Public Works Services Internal Charges	185,077 - - - - 32,881 4,951	510,000 - - 25,000 - 27,946 15,818	7,000 - - - - 2,326 15,818	510,000 - - 25,000 - 27,946 15,818
Purchased Services Materials and Supplies Capital Outlay Debt Services	26,280 - - - -	43,198 - - - -	13,787 - - - -	43,198 - - -
Project Costs Bridge Maint. Master Plan Don Pedro Bridge Rehab. Don Pedro Bridge Maint. Plan	-	- - 78,000	-	- - 78,000
Total Expenditures	\$249,190	\$699,962	\$38,931	\$699,962
Reserves (Ending Fund Balance) Reserve %	\$2,496,735 90.9%	\$2,127,656 75.2%	\$2,865,565 98.7%	\$2,361,984 77.1%

Date Prepared: 1/14/2022

	1
	1
-	1
Ξ	1
_	ı
O	ı
~	ı
مِ	ı
a	ı
w	ı
$\alpha$	ı
LL.	ı
	ı
`	i
S	ı
=	ł
	1
>	1
Ξ	ł
+-	ı
O	ı
~	ı
4	ı
•	ı
	ı
$\neg$	ı
_	ı
മ	ı
	Į
10	ł
υ,	3
ž	ı
2	Ì
	1
_	1
~	1
_	
_	
$\subseteq$	
_	
0	ı
_	ı
Service .	ı
	ı

_	
$\sim$	
Ċ	
⋋	
2	۱
$\geq$	
_	
ď	
_	
$\overline{}$	
~	
11	
벁	
Н	
Ę	
-	
-	
Ш	
_	
``	
C	
Ś	
0	
•	
~	
-	
$\sim$	
_	
٠,	
į	
H	
~	
- 2	
F	
TOV	
	i
H	
"	
U	
U	

Page 1 of 2

Project Work Or Work	PW-DPKIM	KIM	Don Pedro/Knight Isl St/Dr	ght Isl St/Dr											
Don-Pedra Wingh I is 10-see in MSDR 1001/2021 0.55 37.97 0.00 0.00 0.00 0.00 0.05 LHR 1006/2021 0.55 37.97 0.00 0.00 0.00 0.00 0.00 0.00 LHR 1006/2021 0.55 37.97 0.00 0.00 0.00 0.00 0.00 0.00 0.00	Project	i i		Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	t Contract or Cost	Work Accomp.	NOM	Total Cost
1000000000000000000000000000000000000			PW-DPKIM Don Pedro Knight Island MSDR Annual Work Order	PW-DPKIM	Don Pedro/Knight Isl St/Dr										
1006/2022   0.55   7.5 %   0.00   0.00   0.00   0.05   0.14   0.00   0.00   0.00   0.05   0						10-9866 MSDR	10/01/2021	0.50	37.97	0.00	00.00	0.00	05.0	LHR	37.97
1000/2022   0.50   37.97   0.00   0							10/05/2021	0.25	18.98	00.00	0.00	0.00	0.25	H.	18.98
100002022   0.55   18.86   0.000   0.000   0.000   0.025   LHR   1001/2022   0.25   18.86   0.000   0.000   0.000   0.025   LHR   1001/2022   0.000							10/06/2021	0.50	37.97	0.00	0.00	0.00	0.50	ב -	37.97
1000000000000000000000000000000000000							10/07/2021	0.50	37.97	0.00	00.00	0.00	0.50	H H H H	56.95
101/16/2021   0.25   18.38   0.00   0.00   0.05   0.14R   101/16/2021   0.25   18.38   0.00   0.00   0.00   0.05   0.14R   101/16/2021   0.25   18.38   0.00   0.00   0.00   0.00   0.05   0.14R   101/16/2021   0.25   18.38   0.00							10/12/2021	0.25	18.98	0.00	00.0	00.0	0.25	LHR	18.98
1014/2021   0.56   37.97   0.00   0.00   0.05   0.14   0.05   0.14   0.05   0							10/13/2021	0.25	18.98	0.00	0.00	00.00	0.25	LHR	18.98
101/202021   0.56   1.HR   101/202021   0.56   37.97   0.00   0.00   0.00   0.05   1.HR   101/202021   0.56   37.97   0.00   0.00   0.00   0.00   0.55   1.HR   101/202021   0.56   37.97   0.00   0.00   0.00   0.00   0.55   1.HR   101/202021   0.56   37.97   0.00   0.00   0.00   0.00   0.55   1.HR   101/202021   0.56   37.97   0.00   0.00   0.00   0.00   0.55   1.HR   101/202021   0.50   37.97   0.00   0.00   0.00   0.00   0.55   1.HR   101/202021   0.50   37.97   0.00   0.00   0.00   0.00   0.55   1.HR   11/202021   0.50   349.34   0.00   0.00   0.00   0.00   0.55   1.HR   11/202021   0.50   457.0   0.00   0.00   0.00   0.50   0.50   1.50   1.HR   11/202021   0.00							10/14/2021	0.50	37.97	00.00	00.0	00'0	0.50	LHR	37.97
100202021   11							10/15/2021	0.50	37.97	0.00	0.00	0.00	0.50	H	37.97
1022022   0.50   0.50   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.05   0.18   0.18   0.00   0.00   0.00   0.00   0.05   0.18   0.18   0.00							10/19/2021	0.25	18.98	0.00	00.0	0.00	0.25	E E	18.98
10022022   1.55   1.58   1.58   1.50   1.50   1.58   1.58   1.58   1.58   1.59   1.58   1.5							10/21/2021	0.50	56.95	0.00	00.0	0.00	0.75	LHR	56.95
1028/2021   0.75							10/22/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
1027/2021   1.50   113.90   0.00   0.00   0.00   1.50   LHR   1.029/2021   0.55   37.97   0.00   0.00   0.00   0.05   LHR   1.029/2021   0.75   1.48   0.00   0.00   0.00   0.00   0.75   LHR   1.0029/2021   0.50   545.34   0.00   0.00   0.00   0.00   0.75   LHR   1.1028/2021   0.50   545.34   0.00   0.00   0.00   0.00   0.50   LHR   1.108/2021   0.50   45.70   0.00   0.00   0.00   0.50   LHR   1.108/2021   0.50   45.70   0.00   0.00   0.00   0.50   LHR   1.108/2021   0.50   45.70   0.00   0.00   0.00   0.00   0.50   LHR   1.108/2021   0.50   45.70   0.00   0.00   0.00   0.25   LHR   1.124/2021   0.25   4.53.33   0.00   3.76   0.00   0.00   1.00   LHR   1.00   LHR   1.00   1.20   1.20   LHR   1.20   1.20   LHR   1.20   1.20   1.20   LHR   1.20   1.20   LHR   1.20   1.20   LHR							10/26/2021	0.75	56.95	00.00	0.00	0.00	0.75	LHR	56.95
10028/2021   0.56   37.97   0.00   0.00   0.00   0.05   UHR     11028/2021   0.75   56.95   0.00   0.00   0.00   0.00   0.05   UHR     11028/2021   0.75   56.95   0.00   0.00   0.00   0.00   0.00   0.00   UHR     11028/2021   0.50   245.74   0.00   0.00   0.00   0.00   0.05   UHR     11108/2021   0.50   45.70   0.00   0.00   0.00   0.05   UHR     11108/2021   0.50   1.863.71   0.00   0.00   0.00   0.05   UHR     11108/2021   0.50   1.863.71   0.00   0.00   0.00   0.00   0.05   UHR     11108/2021   0.50   1.863.71   0.00   0.00   0.00   0.00   0.05   UHR     11108/2021   0.50   1.863.71   0.00   0.00   0.00   0.00   0.00   UHR     11108/2021   0.50   1.863.71   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   1.00   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   1.00   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   1.00   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   1.00   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   1.00   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   1.20   1.20   1.20   UHR     1108/2021   0.20   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.20   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.00   73.33   0.00   3.76   0.00   1.00   UHR     1108/2021   0.00   73.33   0.00   3.76   0.00   0.00   1.00   UHR     1108/2021   0.00   0.00   0.00   0.00   0.00   0.00   0.00     1108/2021   0.00   0.00   0.00   0.00   0.00   0.00     1108/2021   0.00   0.00   0.00   0.00   0.00   0.00     1108/2021   0.00   0.00   0.00   0.00   0.00   0.00     1108/2021   0.00   0.00   0.00   0.00   0.00   0.00     1108/2021   0.00   0.00   0.00   0.00   0.00   0.00     1108/2021   0.00   0							10/27/2021	1.50	113.90	00.00	0.00	0.00	1.50	LHR	113.90
100292021   100292021   100   91.35   100   0.00   0.00   0.00   1.00							10/28/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
11/02/2021   1.00							10/29/2021	0.75	56.95	0.00	0.00	0.00	0.75	H :	56.95
11/03/2021   6.00 648.34   0.00 0.00 0.00 0.00 0.00 0.00 0.00 0							11/02/2021	1.00	91.39	0.00	0.00	0.00	1.00	H :	91.39
11/08/2021   2.50   228.48   0.00   0.00   0.00   0.50   LHR     11/08/2021   0.55   45.70   0.00   0.00   0.00   0.55   LHR     11/19/2021   0.25   22.85   0.00   0.00   0.00   0.55   LHR     11/19/2021   0.25   22.85   0.00   0.00   0.00   0.55   LHR     11/19/2021   1.25   144.24   0.00   0.00   0.00   0.55   LHR     11/19/2021   1.25   22.85   0.00   0.00   0.00   0.25   LHR     11/19/2021   1.00   73.33   0.00   3.76   0.00   1.00   LHR     10/29/2021   1.00   73.33   0.00   3.76   0.00   1.00   1.00   LHR     10/29/2021   1.00   73.33   0.00   0.00   0.00   1.00   1.00   LHR     10/29/2021   1.00   73.33   0.00   0.00   0.00   1.00   1.00   LHR     10/29/2021   1.00   73.33   0.00   0.00   0.00   1.00   1.00   1.00   1.00     10/29/2021   1.00   73.33   0.00   0.00   0.00   1.00   1.00   1.00   1.00     10/29/2021   1.00   73.33   0.00   0.00   0.00   1.00							11/03/2021	00'9	548.34	0.00	00.0	0.00	90.9	LHR H	548.34
11/10/2021   0.50   45.70   0.00   0.00   0.05   UHR     11/10/2021   0.55   2.285   0.00   0.00   0.00   0.05   UHR     11/10/2021   0.55   2.285   0.00   0.00   0.00   0.05   UHR     11/10/2021   0.55   45.70   0.00   0.00   0.00   0.05   UHR     11/10/2021   1.25   114.24   0.00   0.00   0.00   0.05   UHR     11/10/2021   1.20   1.863.71   0.00   0.00   0.00   0.20   UHR     11/10/2021   1.20   1.863.71   0.00   0.00   0.00   0.20   UHR     11/10/2021   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   10/29/2021   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   10/29/2021   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   10/29/2021   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00   1.00   1.00   UHR     10-9030R Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.0							11/05/2021	2.50	228.48	0.00	0.00	0.00	2.50	LHR	228.48
11/19/2021   0.55   22.85   0.00   0.00   0.00   0.05   1.18     11/24/2021   0.25   22.85   0.00   0.00   0.00   0.05   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.25   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.25   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.18   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.18   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.18   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.18   1.18     11/24/2021   0.50   45.70   0.00   0.00   0.00   0.00   1.18   1.18     11/24/2021   0.20   4563.71   0.00   0.00   0.00   0.00   1.18   1.18     11/24/2021   0.20   4563.71   0.00   0.00   0.00   0.00   1.10   1.18     11/24/2021   0.20   4563.71   0.00   0.00   0.00   0.00   1.10   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.00   1.18     11/24/2021   0.20   73.33   0.00   3.76   0.00   1.00   1.00   1.18     11/24/2021   0.20   0.20   0.20   0.20   1.00   1.00   1.18     11/24/2021   0.20   0.20   0.20   0.20   0.20   1.00							11/09/2021	0.50	45.70	0.00	0.00	0.00	0.50	H H	45.70
11/23/2021   1.25   1.24   1.24   0.00   0.00   0.00   1.25   LHR   1.24   0.00   0.00   0.00   0.00   1.25   LHR   1.24   0.00   0.00   0.00   0.00   0.55   LHR   1.24   1.25   LHR   1.24   0.00   0.00   0.00   0.00   0.00   0.55   LHR   1.24   1.25   LHR   1.24   0.00   0.00   0.00   0.00   0.00   0.55   LHR   1.24   0.00   0.00   0.00   0.00   0.00   0.55   LHR   1.24   0.00   0.00   0.00   0.00   0.00   LHR   1.24   0.00   0.00   0.00   0.00   0.00   LHR   1.24   0.00   0.00   0.00   0.00   0.00   LHR   1.24   0.00   0.00   0.00   0.00   1.00   LHR   1.24   0.00   0.00   0.00   0.00   0.00   1.00   LHR   1.24   0.00   0.0							11/10/2021	0.50	45./0	0.00	0.00	0.00	0.50	<u> </u>	7.07
11/24/2021   1.25							11/19/2021	0.25	22.85	0.00	0.00	0.00	0.25	T :	22.85
NSDR Total WO Number: 1220387   10.29/2021   1.00   1.863.71   0.00   0.00   0.00   2.200   LHR   10.00-0.00   0.00   0.00   2.200   LHR   10.00-0.00   0.00   0.00   2.200   LHR   10.00-0.00   1.00   1.00   LHR   10.00-0.00   1.00   1.00   LHR   10.00-0.00   1.00   1.00   1.00   LHR   10.00-0.00   1							11/23/2021	1.25	114.24	0.00	0.00	0.00	1.25	R H	114.24
Total WO Number: 1220387   PodaDWAY-N GULF   BLVD-DPKIM   BLVD-DPKIM   Liberation - Field Total WO Number: 177540   Liberation - Field Total WO Number: 178820   Liberation - Field Total WO Number: 1787820   Libe						MSDR Total	1202/42/1	22.00	1.863.71	0.00	0.00	0.00	22.00	LHR	1,863.71
NGDLWAY-N GULF   NGULF   NGULF					Total WO N	umber: 1220387		22.00	1,863.71	0.00	0.00	0.00	22.00	LHR	1,863.71
10-9030D   Inspection - Field Total   10/29/2021   1.00   73.33   0.00   3.76   0.00   1.00		1776740	Inspect Drainage - 61 N Gulf Blvd - DPKIM	ROAD-12449	ROADWAY-N GULF BLVD-DPKIM	N GULF BLVD									
Total WO Number: 1776740   1.00   73.33   0.00   3.76   0.00   1.00					10-9030D	Inspection - Field	10/29/2021	1.00	73.33	00.00	3.76	00'0	1.00	LHR	77.09
Total MO Number: 1776740           ROADWAY-KETTLE         KETTLE           HARBOR DR-DPKIM         HARBOR           10-9030R Inspection - Field Total WO Number: 1787882         1.00         73.33         0.00         3.76         0.00         1.00           ROADWAY-N GULF         N GULF         A COLF         1.00         73.33         0.00         3.76         0.00         1.00           ROADWAY-N GULF         N GULF         BLVD-DPKIM         1.00         73.33         0.00         3.76         0.00         1.00           ROADWAY-N GULF         N GULF         BLVD         73.33         0.00         3.76         0.00         1.00           BLVD-DPKIM         BLVD-PPKIM         1.00         73.33         0.00         3.76         0.00         1.00					luspec	tion - Field Total		1.00	73.33	0.00	3.76	0.00	1.00	LHR	77.09
ROADWAY-KETTLE         KETTLE           HARBOR DR-DPKIM         HARBOR         10.29/2021         1.00         73.33         0.00         3.76         0.00         1.00           Total WO Number: 1787882         1.00         73.33         0.00         3.76         0.00         1.00           ROADWAY-N GULF         N GULF         1.00         73.33         0.00         3.76         0.00         1.00           BLVD-DPKIM         BLVD-DPKIM         BLVD         73.33         0.00         3.76         0.00         1.00					Total WO N	umber: 1776740		1.00	73.33	0.00	3.76	00'0	1.00	LHR	77.09
10-9030R Inspection - Field Total   10/29/2021   1.00   73.33   0.00   3.76   0.00   1.00		1787882	LOS Brush Inspection- 97 & 46 Kettle Harbor Dr DPKIM	D ROAD-12425	ROADWAY-KETTLE HARBOR DR-DPKIM	KETTLE HARBOR DR-DPKIM									
Inspection - Field Total   1.00   73.33   0.00   3.76   0.00   1.00					10-9030R	Inspection - Field	10/29/2021	1.00	73.33	0.00	3.76	0.00	1.00		77.09
Total WO Number: 1787882         1.00         73.33         0.00         3.76         0.00         1.00         1.00           ROADWAY-N GULF         N GULF         BLVD         A.00         73.33         0.00         3.76         0.00         1.00					odsul	tion - Field Total		1.00	73.33	0.00	3.76	0.00	1.00	LHR	77.09
ROADWAY-N GULF N GULF BLVD-DPKIM BLVD 10-9030R Inspection - Field 10/29/2021 1.00 73.33 0.00 3.76 0.00 1.00					Total WO N	umber: 1787882		1.00	73.33	00.0	3.76	00.00	1.00	LHR	77.09
Inspection - Field 10/29/2021 1.00 73.33 0.00 3.76 0.00 1.00		1787898	LOS - 61 N. Gulf Blvd DPKIN	1 ROAD-12449	ROADWAY-N GULF BLVD-DPKIM										
					10-9030R	Inspection - Field	10/29/2021	1.00	73.33	0.00	3.76	0.00	1.00	LHR	77.09

Page 2 of 2

≥
-
⊻
Δ.
Ω
₹
<

PW-DPKIM	KIM													
Project WO Numbe	WO Number	WO WO I	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Contract Cost or Cost	Contract or Cost	Work Accomp.	NOM	Total Cost
				oedsul	Inspection - Field Total		1.00	73.33	0.00	3.76	0.00	1.00	1.00 LHR	60.77
				Total WO N	Number: 1787898		1.00	73.33	0.00	3.76	0.00	1.00	1.00 LHR	60.77
	1787901 L	1787901 LOS Brush Inspection 19 Palm ROAD-11849 Dr DPKIM	ROAD-11849	ROADWAY-PALM DR-DPKIM	PALM DR-DPKIM									
				10-9030R	Inspection - Field	10/29/2021	1.00	73.33	0.00	3.76	00.00	1.00	1.00 LHR	77.09
				obsul	Inspection - Field Total		1.00	73.33	0.00	3.76	00.0	1.00	LHR	77.09
				Total WO N	Number: 1787901		1.00	73.33	0.00	3.76	00.0	1.00	1.00 LHR	77.09
	1790362 lr	1790362 Investigate ROW Items - DPKI ROAD-11849	ROAD-11849	ROADWAY-PALM DR-DPKIM	PALM DR-DPKIM									
				10-9030R	Insp	10/29/2021	2.00	146.66	0.00	7.52	0.00	2.00	2.00 LHR	154.18
				oedsul	Inspection - Field Total		2.00	146.66	0.00	7.52	00.0	2.00	LHR	154.18
				Total WO N	Total WO Number: 1790362		2.00	146.66	0.00	7.52	00.0	2.00	LHR	154.18
				Total MSB	Total MSBU: PW-DPKIM		28.00	2,303.69	0.00	22.56	0.00	28.00 LHR	LHR	2,326.25



# FINAL - Q4

# CHARLOTTE COUNTY PUBLIC WORKS MSTU FINANCIAL HISTORY FY 12 THRU FY 21 FUND 1265 DON PEDRO/KNIGHT ISLAND ST/DR UNIT

	ted FY 20-21 -21 12 Mo. Actual (a) 794.53 \$ 2,195,440.02	C	7,034.96 13,696.16	- 5,166.23	- (13,455.58)	(28,575.59) 542,936,17 550,484.73	2,		- 85,565.00	- 00 000	7,000.00	-		-		250,000.00 97,482.40		2,030.00	4 951 00 4 951 00		500.00 48.81	19,325.45 30,196.37					11	210.24 938.66		363,817.26 249,189.50	913.44 \$ 2,496,735.25
	Adopted Budget FY 19-20 EY 20-21 2,679,996.80 \$ 1,835,794.53			1,491.64	18,261.36	(28,5 595,377,43 542,9	2			0 1		1		2 665 00	278,237.66	648,718.34 250,0		80,810.00	4715.00 4.9		18.51 5	39,373.66 19,3					16,			1,079,934.21 363,8	2,195,440.02 \$ 2,014,913.44
	FY 18-19 EY 19-20 2,546,487.97 \$ 2,679,996		(r)		37,633.59 18,	610 720 39 595	(c)					18,775.00		C		385,958.42 648		08	4 748 00 4			38,528.85 39						456.51		477,211.56 1,079	2,679,996.80 \$ 2,195
	FY 17-18 2,375,046.79 \$	2			(18,661.55)	516 474 87 67	8			1		7,895.00				247,983.32 38			4 522 DO	00:		20,505.86		775.08				864.90		345,033.69 47	\$ 2,546,487.97 \$ 2,67
OR UNIT	<u>FY 16-17</u> \$ 2,094,114.12 \$	578,448.67	25,566.84	6,319.08	(5,396.11)	804 038 48	2,699,052.60								21.621.25	225,599.89			1 800 00	00.000,1	40.32	40,275.61	1	2,215.37	6,480.00	13,307.31	12,469.57	196.49		324,005.81	\$ 2,375,046.79 \$
DON PEDRO/KNIGHT ISLAND ST/DR UNIT	<b>EY 15-16</b> \$ 1,799,292.03	545,941.09	16,189.77	5,734.45	143.20	588 OOB 54	2,			ı	I Commence of the last of the	1				171,839.64			0 237 00	00.102,2	197.64	21,931.65		1,860.04	43,990.00	13,343.22	11,819.43	241.09	5,726.71	273,186.42	\$ 2.094,114,12
DON PEDRO/	FY 14-15 \$ 1,365,688.64	533,239.13	13,325.54	5,021.77	4,127.12		1,921,402.20												00 907 6	4,430.00		33,009.72		4,043.21	35,710.00	12,480.81	11,565.38	64.65	22,740.40	122,110.17	\$ 1.799.292.03
	FY 13-14 \$ \$ 982,648.46	Ġ	7,110	6,691	1,918	20.003	-									93,295.00			000000	200,0	35.64	25.27		2,110		14,475.10				153,321.91	982 648 46 \$ 1.365.688.64
	FY 12-13 5 \$ 574,586.26	51	4,306.61			000000	-		4,243.39					LOZZO		0 51,825.46			0 242 0		342 72	20.				13,978.92			4 1,182.70	9 116,931.10	65
	FY 11-12 \$ 466,181.66	580,424.14	2.581.14	6,823,53			1,057,800.65		ual Svcs		Plan c410214		Eng cmb2201	Construction cm	lon	126,860.00			tion			11.808.71		Js/P' 861.93		Fee: 12,906.51			2	48	\$ 574 586 26
	Formerly Fund 110 (WJ) BEGINNING BALANCE	REVENUES RECEIVED: Assessments & Farnings Assessments	Assessments & Farnings Interest	Assessments & Earnings Excess Fees /Misc.	Assessments & Earnings Net Inc(Decr) FMV/Inves	Assessments & Earnings Less: Reserve - FS 129.01	I OTAL BALANCES & RSVS	EXPENDITURES	Contract Services C/S - Other Contractual Svcs	Contract Services C/S - Paving	Bridge Maint, Master Plan C/S - Bridge Master Plan c410214	Don Pedro Bridge Rehab. Engineering	Don Pedro Bridge Maint. Plan P/S - Bridge Rehab Eng cmb2201	Don Pedro Bridge Maint, Plan O.I.B - Bridge Kenab Construction cmb2201	Contract Services P/S - Bridge Inspection	Contract Services C/S - Road Grading	Contract Services C/S - Traffic Safety	Contract Services C/S - Survey	ROW Reclaimation C/S - ROW Reclamation	Internal Charges Central/Indirect Allocatio	Purchased Services Advertising-Legal	Maintenance Services Maintenance Services	Purchased Services Operating Exp-PubWrks	Maintenance Services Equipment Repl Chgs/P	Purchased Services Other Current Charges (	Purchased Services Property Appraiser Fees	Purchased Services Tax Collector-Collection	Maintenance Services Sign Materials	Maintenance Services Materials- Road & Bridg	Total Expenditures	ENDING FIIND BAI ANGE

Note (a): 1 weive Month Actuals per Ledger Summary Kepo Maintenance Mgmt System through 09/30/21

# **Explanation of Terms**

### Revenue:

- Net Inc(Decr) FMV/Invest. The Clerk of the Court's Finance Dept invests the money that the MSBU's have on hand. Every year the Clerk's Finance is required to mark up or down to fair market value all investments the County has. This markup or markdown is what gets posted to this line item.
- Excess Fees/Misc. Excess Fees returned from the tax collector and Miscellaneous Revenue from accident claims.
- Less: Reserve FS 129.01(2)(B) The receipts portion of the budget shall include 95 percent of all receipts reasonably to be anticipated from all sources.

### **Expenditure:**

- Other Contractual Services This may include but is not limited to: Street Sweeping, Tree
   Removal, Tree Replacement, Installed Sod, Repairs (Irrigation, Sidewalk, Driveway, Asphalt, etc.),
   Pipe Lining, Traffic Control, Welding, POA Fees, Fabrication, Survey.
- Central/Indirect Allocation Inter-department charges for services provided. This calculation is based on actual expenditure data from 2 years in arrears. Not to exceed 5% of the current fiscal year assessment revenue.
- **Equipment Repl Chgs/PW** Costs that are incurred for the use of equipment on a particular job. For example: The use of a tractor or excavator on a job.
- Tax Collector-Collection Fee Tax collector fees based on the collected assessment revenue.
- Materials Road & Bridge Costs of the materials used for a particular job.

# Reserves:

- Reserve for Contingencies To maintain adequate levels of fund balance to mitigate current and future risks such as revenue shortfalls, unanticipated expenditures, and other unforeseen financial situations after exhausting all other funding options. Balance not less than 5% and not greater than 10% of the total budget.
- Cash Carried Forward A reserve amount for the purpose of paying expenses from Oct. 1 of the ensuing fiscal year until the time when the revenues for that year are expected to be available. Balance not less than 5% and not greater than 10% of the total budget.
- Future Capital Outlay Reserve amount accumulated for the purpose of funding capital
  projects must be spent on such project within six years from the date it was assessed or
  collected.

# Category Definitions - Quarterly Financial Reports

Revenues:	Includes:
Assessments & Earnings	Assessment fees, Interest and Investment Earnings
Grant & Subsidy Revenue	Federal, State and Local Grants, Subsidies from other funding sources
Loans & Borrowing	Debt proceeds
Expenditures:	Includes:
Contract Services	Installed Sod Repairs (Irrigation, Sidewalk, Driveway, Asphalt, etc.) Street Sweeping Survey Traffic Control Tree Removal / Replacement **excludes project costs and itemized contracual items listed below  Different templates will show different itemized accounts Itemized Items - SD Template - Pipe Lining, ROW Maint, ROW Recl, Spec Mowing Itemized Items - WW template - Survey, Navigatoinal Trimming Itemized Items - Stormwater - Pipe Lining, Water Quality Itemized Items - Beaches - none, most expenses are project related
Public Works Services	Costs incurred by the MSBU Work Program and Project(s) for Labor, Tools/Equipment and Material usage  Public Works Services periods covered: Q1 PE 12.31 = (2mo) October - November actuals Q2 PE 3.31 = (5mo cumulative) October - February actuals Q3 PE 6.30 = (8mo cumulative) October - May actuals Q4 PE 9.30 = (12mo cumulative) October - September actuals
Internal Charges	Inter-department charges for services provided. This calculation is based on actual expenditure data from 2 years in arrears. Not to exceed 5% of the current fiscal year assessment revenue.
Purchased Services	Legal Advertising (MSBU Notice Mailings) / Postage Aquatic Weed Charges Landfill Fees POA Fees Electricity & Water Tax Collector Collection Fees
Materials and Supplies	Operating Supplies (Example: Stakes for sea turtle nest / beach monitoring)
Capital Outlay	Non project related capital costs (Example: Permanent radar signs) Right of Way Acquisition (Example: Easements)
Debt Services	Principal Loan Payments Interest Payments Cost of debt (arbitrage, closing costs, etc)
Project Costs	includes:
Project Costs	Construction (Dredging, Bridge Maintenance, Paving), Engineering and Design
Reserves (Ending Fund Balance)	Includes:
Reserves / Ending Fund Balance	Reserve for Contingencies, Cash Carried Forward, Future Capital Outlay (per reserve policy)