

**MINUTES  
GARDENS OF GULF COVE STREET & DRAINAGE  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, FEBRUARY 7, 2024**

**9:30 a.m. – 11:19 a.m.**

**Mac V. Horton, West County Annex, Room 120  
6868 San Casa Drive, Englewood, Florida**

**Members Present:** Martha Vanderbilt, Chair  
Benjamin Sinclair, Vice Chair  
Raymond Forshee  
James Newkirk

**Members Absent:** None

**County Staff:** Karlene McDonald, Operations Supervisor

**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 established.

**Changes to the Agenda / Motion to Approve Changes:**

None

**Citizen Input on Agenda Items Only (3 Minute Limit):**

None

**Approval of Minutes:**

The November 8, 2023, minutes were unanimously approved as written.

**Unfinished Business:**

- a. Maintenance of Street and Drainage: Discussion ensued regarding how to address the leaning palm in the first median on Coliseum Boulevard off State Road (SR) 776. Mr. Sinclair motioned to stake the palm on Coliseum Boulevard if the cost is under \$400, seconded by Mr. Newkirk and conversation followed regarding the Property Owner's Association (POA) with mowing the Right-of-Way (ROW). Madam chair called for a vote and the motion was adopted. The Projects Manager is working on scheduling an on-site meeting with Hinterland Group to review the possibility of lining the pipe on Darnell Avenue, preliminary cost estimates to line the pipe, address the junction boxes and restore the right-of-way is \$1,000,000. The Advisory Board discussed the upcoming paving program and potential updates to the cost estimate for the project, there was discussion about the 10-year budget projections for the MSBU and how quickly the remaining pipes can be lined.

**New Business:**

- a. Financial Reports: The fiscal year (FY) 2023 annual report, FY2024 first quarter actual expenditure report and October 2023 and November 2024 maintenance activity reports were reviewed. There was an inquiry as to the funding of a sign on Coliseum Blvd right at the MSBU

boundary line under work order 19965. Ms. McDonald reviewed how the maintenance activity reports are broken down by work order, then activity type, then by MSBU total expenditures.

**Citizen Input on MSBU Items (3 Minute Limit):**

None

**Advisory Board Open Discussion:**

The Advisory Board discussed the recent underground fiberoptic work in the ROW and Sunshine Law regarding POA meetings.

**Election of Officers:**

Ms. McDonald confirmed all members present, but Mr. Sinclair who has served for 3 consecutive years, are eligible for nomination.

Chair: Mr. Newkirk nominated Ms. Vanderbilt, seconded by Mr. Forshee; there were no other nominations.

Vice Chair: Ms. Vanderbilt nominated Mr. Newkirk, seconded by Mr. Forshee; there were no other nominations.

The positions were unanimously approved, Ms. Vanderbilt accepted the position of Chair, and Mr. Newkirk accepted the position of Vice Chair.

**Annual Review: Sunshine Law, Robert's Rules of Order and Public Records:**

Ms. McDonald provided an overview of Sunshine Law and Robert's Rules of Order, the presentations will be forwarded to the Advisory Board for their records. Florida State Statue regarding record retention policy was discussed and the question was raised about Advisory Board member's documents and notes being subject to public record, any public document or email is subject to record requests.

**Scheduled Future Meetings as Needed / Items for Next Agenda:**

There will not be a quorum for the May 22, 2024, meeting. Ms. McDonald will look to reschedule. Future meetings are scheduled at 9:30 a.m. in the West County Annex Conference Room 120 as follows:

- Wednesday, August 28, 2024
- Wednesday, November 20, 2024

The meeting adjourned at 11:19 a.m.

Submitted by Karlene McDonald  
Public Works Department



Chair Signature



Date



**Gardens of Gulf Cove Street & Drainage  
Municipal Service Benefit Unit**

**Advisory Board Attendance**  
9:30 a.m., Wednesday, February 7, 2024

**Location: 6868 San Casa Drive, Englewood, FL 33950  
West County Annex**

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

NAME (please print)	Email Address	Phone Number
Ben Sinclair	Sinclair.Benjamin@gmail	815-3841
MARTHA VAN DERBILT		513-280-0130
Jim Newkirk		941-830-2310
RAY FORSHEE		201-289-2216
Kanene McDonald	kanene.mcdonald@charlottecountyfl.gov	941-575-3600

## AGENDA

### GARDENS OF GULF COVE STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

#### ADVISORY BOARD REGULAR MEETING WEDNESDAY, FEBRUARY 7, 2024

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

**ADVISORY BOARD:** Martha Vanderbilt, Chair  
Benjamin Sinclair, Vice Chair  
Raymond Forshee  
James Newkirk

**COUNTY STAFF:** Karlene McDonald, Operations Supervisor

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Changes to the Agenda / Motion to Approve Changes
4. Citizen Input on Agenda Items (3 Minute Limit)
5. Approval of Minutes: November 8, 2023
6. Unfinished Business
  - a. Maintenance of Street and Drainage
7. New Business
  - a. Financial Reports
8. Citizen Input on MSBU Items (3 Minute Limit)
9. Advisory Board Open Discussion
10. Election of Officers
11. Annual Review: Sunshine Law, Robert's Rules of Order and Public Records
12. Meeting Schedule / Items for Next Agenda
13. Motion to Adjourn

**MINUTES  
GARDENS OF GULF COVE STREET & DRAINAGE  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, NOVEMBER 8, 2023**

9:27 a.m. – 10:33 a.m.

**Mac V. Horton, West County Annex, Room 120  
6868 San Casa Drive, Englewood, Florida**

**Members Present:** Martha Vanderbilt, Chair  
Benjamin Sinclair, Vice Chair  
Raymond Forshee  
James Newkirk

**Members Absent:** None

**County Staff:** Kellie Stewart, Community Liaison

**Call to Order / Roll Call:**

The meeting was called to order at 9:27 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 May 10, 2023, minutes were unanimously approved as written. Mr. Newkirk abstained from voting due to his non-membership on the Advisory Board at that particular time.

**Unfinished Business:**

- a) Maintenance of Street and Drainage: Ms. Stewart gave a status report on the road crossing pipe beneath SR 776 near Thorman Road. Mr. Forshee asked about the maintenance of the weir and vegetation near Darnell Avenue / Legend Street. The conversation then turned to immersed pipes, pipe lining, and the pipe that extends from Darnell Avenue to Coliseum Boulevard.
- b) Median Landscaping – Coliseum Boulevard / Muriel Avenue: The Advisory Board discussed the leaning palm trees situated along the median on Coliseum Boulevard near Muriel Avenue and opted not to take any action. Ms. Stewart conveyed that if the trees start impeding visibility on the road, Public Works should be notified. Discussion followed.

**New Business:**

- a) Financial Reports: The fiscal year (FY) 2024-2025 budget, FY 2023 quarter three and quarter four actual expenditure and activity maintenance reports were provided for review. Subsequent discussion occurred about the reports, year-to-date actual balances, reserves, and the estimated paving loan.

**Citizen Input on MSBU Items (3 Minute Limit):**

None

**Advisory Board Open Discussion:**

There was discussion on placing a mobile speed radar feedback sign near Myakka River Elementary School, the Charlotte County app, street sweeping, and street sign replacements.

**Scheduled Future Meetings as Needed / Items for Next Agenda:**

Mr. Sinclair motioned to approve the 2024 meeting dates. It was seconded and unanimously approved. Future meetings are scheduled at 9:30 a.m. in the West County Annex Conference Room 120 as follows:

- Wednesday, February 7, 2024
- Wednesday, May 22, 2024
- Wednesday, August 28, 2024
- Wednesday, November 20, 2024

The meeting adjourned at 10:33 a.m.

Submitted by Kellie Stewart  
Public Works Department

\_\_\_\_\_  
Chair Signature

\_\_\_\_\_  
Date

**Gardens of Gulf Cove Street and Drainage MSBU**  
Fund Financial Report - 5 Year Annual Report  
Oct. 1, 2018 - Sept. 30, 2023

	Actual FY2019	Actual FY2020	Actual FY2021	Actual FY2022	Adopted Budget FY2023	Actual FY2023
<b>Beginning Balance</b>	\$ 693,331	\$ 175,681	\$ 189,852	\$ 414,096	\$ 462,059	\$ 617,882
<b>Revenues</b>						
<b>Assessments &amp; Earnings</b>						
Assessments	143,685	337,277	335,090	334,509	346,535	334,775
Interest	7,704	4,255	2,175	5,151	1,956	31,507
Net Inc/(Decr) Fair Market Value-Investments	2,998	1,654	(2,211)	(11,840)	-	6,368
Misc Rev-Refund Prior Year Exp	-	-	-	-	-	-
GDC Recovery (Interfund Trf-Capital Projects)	-	-	-	-	-	-
Excess Fees /Tax Collector	881	-	2,019	1,841	-	1,815
Less 5% Reserve - FS 129.01(2)b	-	-	-	-	(17,425)	-
<b>Grant &amp; Subsidy Revenue</b>						
State Grant	-	-	-	-	-	-
<b>Loans &amp; Borrowing</b>						
Debt Proceeds	-	-	-	-	-	-
<b>Total Revenue</b>	\$ 155,268	\$ 343,186	\$ 337,073	\$ 329,661	\$ 331,066	\$ 374,465
<b>Expenditures</b>						
<b>Contract Services</b>						
Engineering	-	-	-	-	-	-
Other Contractual Svcs	-	425	-	12,538	-	1,872
Concrete Flatwork	1,553	-	-	-	15,000	-
Drainage	-	-	-	-	-	-
Street Sweeping	7,555	7,555	7,636	5,194	7,400	-
Installed Sod	2,140	4,806	-	-	-	-
Landscaping	4,400	-	-	-	-	-
Paving	-	-	-	-	-	-
<b>Contract Services; other</b>						
Pipe Lining	564,913	214,654	52,925	23,860	200,000	-
Right of Way Maint	-	-	-	-	-	-
ROW Reclamation	-	-	-	-	-	-
Specialty Mowing	-	-	-	-	-	-
<b>Public Works Services</b>						
Equip Repl Charges-PubWrks	6,676	9,926	3,405	6,146	3,397	1,763
Operating Exp-PubWrks	69,628	73,725	38,390	61,457	33,005	17,533
Road & Bridge Materials	7,648	11,599	2,562	3,157	5,141	776
Sign Materials	505	-	686	2,033	58	-
<b>Internal Charges</b>						
Central/Indirect Svcs	1,013	2,014	2,115	5,053	2,639	2,639
<b>Purchased Services</b>						
Postage-MSBU Notices	-	-	-	-	-	-
Personal Svcs-InterDept	-	-	-	-	-	-
Postage	-	-	-	-	-	-
Utility Service-Electricity	-	-	-	-	-	-
Advertising-Legal	264	-	-	-	150	-
Fees-Landfill	4,652	-	824	2,208	500	-
Collection Fee-Tax Collector	1,973	4,311	4,286	4,230	6,931	4,040
<b>Materials and Supplies</b>						
<b>Capital Outlay</b>						
Imprv-Other Than Bldgs	-	-	-	-	-	-
<b>Debt Services</b>						
Principal	-	-	-	-	-	-
Interest	-	-	-	-	-	-
Other Debt Service Costs	-	-	-	-	-	-
<b>Total Expenditures</b>	672,918	329,015	112,829	125,875	274,221	28,623
<b>Reserves (Ending Fund Balance)</b>	\$ 175,681	\$ 189,852	\$ 414,096	\$ 617,882	\$ 518,904	\$ 963,724
Reserve %	20.7%	36.6%	78.6%	83.1%	65.4%	97.1%

Date Prepared: 12/29/2023

## Gardens of Gulf Cove Street and Drainage MSBU

Fund Financial Report  
Oct. 1, 2023 - Dec. 31, 2023

	Actual FY2023	Adopted Budget FY2024	YTD Actual FY2024	Encumbered FY2024	Balance FY2024
<b>Beginning Balance</b>	\$617,882	\$674,727	\$963,724		
<b>Revenues</b>					
Assessments & Earnings	374,465	331,570	255,702		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
<b>Total Revenue</b>	\$374,465	\$331,570	\$255,702		
<b>Expenditures</b>					
Contract Services	1,872	22,553	1,080	13,920	7,553
Pipe Lining	-	200,000	-	-	200,000
ROW Maintenance	-	-	-	-	-
ROW Reclamation	-	-	-	-	-
Speciality Mowing	-	-	-	-	-
Public Works Services	20,071	112,249	2,427	-	109,822
Internal Charges	2,639	3,083	3,083	-	-
Purchased Services	4,040	7,431	5,147	-	2,284
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
<b>Total Expenditures</b>	\$28,623	\$345,316	\$11,736	\$13,920	\$319,660
<b>Reserves (Ending Fund Balance)</b>	\$963,724	\$660,981	\$1,207,689		
<i>Reserve %</i>	97.1%	65.7%	99.0%		

Date Prepared: 1/22/2024

# Monthly Funding Report

START DATE:

10/01/2023

END DATE:

10/31/2023

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## Gardens of Gulf Cove 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
	10475	Asphalt Maintenance		10/17/2023	5.00	329.50	30.10	31.60	0.00	0.35	391.20
	<b>Work Order 10475 Total</b>		13368 ENGLEWOOD RD, PORT CHARLOTTE, 33981		5.00	329.50	30.10	31.60	0.00	0.35	391.20
	<b>Asphalt Maintenance Total</b>				5.00	329.50	30.10	31.60	0.00	0.35	391.20
	19860	Brush Cutting		10/11/2023	8.00	527.20	0.00	78.04	0.00	100.00	605.24
	<b>Work Order 19860 Total</b>		13366 BRONZE AVE, Port Charlotte, 33981		8.00	527.20	0.00	78.04	0.00	100.00	605.24
	<b>Brush Cutting Total</b>				8.00	527.20	0.00	78.04	0.00	100.00	605.24
	15461	Contracted Sidewalk Repair/Replace		10/17/2023	0.00	0.00	0.00	0.00	1,080.00		1,080.00
	15461	Contracted Sidewalk Repair/Replace		10/17/2023	0.75	64.09	0.00	2.94	0.00		67.03
	<b>Contract Inspection Total</b>				0.75	64.09	0.00	2.94	0.00		67.03
	<b>Work Order 15461 Total</b>		13474 BENNETT DR, PORT CHARLOTTE, 33981		0.75	64.09	0.00	2.94	1,080.00	60.00	1,147.03
	<b>Contracted Sidewalk Repair/Replace Total</b>				0.75	64.09	0.00	2.94	1,080.00	60.00	1,147.03
	6113	MSBU Administrative Work		10/03/2023	0.25	18.24	0.00	0.00	0.00		18.24
	6113	MSBU Administrative Work		10/05/2023	0.25	18.24	0.00	0.00	0.00		18.24
	<b>Administrative Time Total</b>				0.50	36.47	0.00	0.00	0.00		36.48
	<b>Work Order 6113 Total</b>		Gardens of Gulf Cove S&D		0.50	36.47	0.00	0.00	0.00	80.75	36.48
	20030	MSBU Administrative Work		10/06/2023	0.50	36.47	0.00	0.00	0.00		36.47
	20030	MSBU Administrative Work		10/10/2023	0.25	18.24	0.00	0.00	0.00		18.24

# Monthly Funding Report

START DATE:

10/01/2023

END DATE:

10/31/2023

## Gardens of Gulf Cove 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	
	20030	MSBU Administrative Work		10/12/2023	0.25	18.24	0.00	0.00	0.00	0.00	18.24	
	20030	MSBU Administrative Work		10/17/2023	0.50	36.47	0.00	0.00	0.00	0.00	36.47	
	20030	MSBU Administrative Work		10/18/2023	0.25	18.24	0.00	0.00	0.00	0.00	18.24	
	20030	MSBU Administrative Work		10/20/2023	0.25	18.24	0.00	0.00	0.00	0.00	18.24	
	20030	MSBU Administrative Work		10/24/2023	0.25	18.24	0.00	0.00	0.00	0.00	18.24	
	20030	MSBU Administrative Work		10/26/2023	0.50	36.47	0.00	0.00	0.00	0.00	36.47	
	20030	MSBU Administrative Work		10/31/2023	0.50	36.95	0.00	0.00	0.00	0.00	36.95	
	<b>Administrative Time Total</b>											
	<b>Work Order 20030 Total</b>					3.25	237.54	0.00	0.00	0.00	0.00	237.56
	<b>MSBU Administrative Work Total</b>											
	3793	Project Management		10/17/2023	0.50	42.73	0.00	1.96	0.00	0.00	44.69	
	<b>Work Order 3793 Total</b>					0.50	42.73	0.00	1.96	0.00	44.69	
	<b>Street Sweeping</b>											
	<b>Project Inspection Total</b>											
	<b>Work Order 3793 Total</b>					0.50	42.73	0.00	1.96	0.00	44.69	
	<b>#20-214 Street Sweeping</b>											
	<b>Project Management Total</b>											
	19864	ROW - Clearing / Haul Debris		10/11/2023	2.00	139.08	0.00	27.04	107.89	0.00	274.01	
	<b>Work Order 19864 Total</b>					2.00	139.08	0.00	27.04	107.89	2.75	274.01
	<b>13366 BRONZE AVE, Port Charlotte, 33981</b>											
	<b>ROW - Clearing / Haul Debris Total</b>											
	19431	Sign Inspection		10/09/2023	2.00	127.64	0.00	19.04	0.00	0.00	146.68	

# Monthly Funding Report

START DATE:

10/01/2023

END DATE:

10/31/2023

## Gardens of Gulf Cove 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
	<b>Work Order 19431 Total</b>		<b>MURIEL AVE &amp; LORI TER, PORT CHARLOTTE, 33981</b>		2.00	127.64	0.00	19.04	0.00	274.00	146.68
	19436	Sign Inspection		10/09/2023	2.00	127.64	0.00	19.04	0.00		146.68
	<b>Work Order 19436 Total</b>		<b>CONISTON ST &amp; ENGLEWOOD RD, PORT CHARLOTTE, 33981</b>		2.00	127.64	0.00	19.04	0.00	290.00	146.68
	19965	Sign Inspection		10/11/2023	0.02	1.44	0.00	0.21	0.00		1.65
	<b>Work Order 19965 Total</b>		<b>WILLMINGTON BLVD &amp; COLISEUM BLVD, PORT CHARLOTTE, 33981</b>		0.02	1.44	0.00	0.21	0.00	473.00	1.65
	<b>Sign Inspection Total</b>				4.02	256.72	0.00	38.29	0.00	1,037.00	295.01
	19386	Sign Maintenance		10/09/2023	1.50	95.73	84.35	14.28	0.00		194.36
	<b>Work Order 19386 Total</b>		<b>Gardens of Gulf Cove.</b>		1.50	95.73	84.35	14.28	0.00	3.00	194.36
	19398	Sign Maintenance		10/09/2023	0.50	31.91	0.00	2.38	0.00		34.29
	<b>Work Order 19398 Total</b>		<b>LEGEND ST &amp; DARNELL AVE, PORT CHARLOTTE, 33981</b>		0.50	31.91	0.00	2.38	0.00	2.00	34.29
	19411	Sign Maintenance		10/09/2023	0.50	31.91	21.48	4.76	0.00		58.15
	<b>Work Order 19411 Total</b>		<b>LA PORTE TER &amp; OVERTON AVE</b>		0.50	31.91	21.48	4.76	0.00	1.00	58.15
	19421	Sign Maintenance		10/09/2023	0.50	31.91	0.00	4.76	0.00		36.67
	<b>Work Order 19421 Total</b>		<b>THORMAN RD &amp; ENGLEWOOD RD, Port Charlotte, 33981</b>		0.50	31.91	0.00	4.76	0.00	1.00	36.67
	19427	Sign Maintenance		10/09/2023	0.50	31.91	0.00	4.76	0.00		36.67

# Monthly Funding Report

START DATE:

10/01/2023

END DATE:

10/31/2023

## Gardens of Gulf Cove 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
	19427	Sign Maintenance		10/10/2023	0.00	0.00	21.48	0.00	0.00	1.00	21.48
	<b>Work Order 19427 Total</b>		<b>CONISTON ST &amp; THORMAN RD, PORT CHARLOTTE, 33981</b>		0.50	31.91	21.48	4.76	0.00	1.00	58.15
	19429	Sign Maintenance		10/09/2023	0.50	32.39	28.12	4.76	0.00	1.00	65.27
	<b>Work Order 19429 Total</b>		<b>DRUCKER CIR &amp; COLISEUM BLVD, PORT CHARLOTTE, 33981</b>		0.50	32.39	28.12	4.76	0.00	1.00	65.27
	19926	Sign Maintenance		10/11/2023	0.50	31.91	26.35	4.76	0.00	1.00	63.02
	<b>Work Order 19926 Total</b>		<b>DARNELL AVE &amp; COLISEUM BLVD, PORT CHARLOTTE, 33981</b>		0.50	31.91	26.35	4.76	0.00	1.00	63.02
	<b>Sign Maintenance Total</b>				4.50	287.67	181.79	40.46	0.00	10.00	509.91
	19375	Support (Post) Maintenance		10/09/2023	1.00	63.82	0.00	9.52	0.00	2.00	73.34
	<b>Work Order 19375 Total</b>		<b>Gardens of Gulf Cove.</b>		1.00	63.82	0.00	9.52	0.00	2.00	73.34
	<b>Support (Post) Maintenance Total</b>				1.00	63.82	0.00	9.52	0.00	2.00	73.34
	<b>Gardens of Gulf Cove Street and Drainage Unit Total</b>				29.52	1,984.81	211.89	229.85	1,187.89		3,614.47



# Monthly Funding Report

START DATE:

11/01/2023

END DATE:

11/30/2023

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## Gardens of Gulf Cove 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
	27120	Contracted - Concrete (Driveways)		11/27/2023	0.50	43.21	0.00	0.00	0.00	0.00	43.21
		<b>Contract Management Total</b>			0.50	43.21	0.00	0.00	0.00	0.00	43.21
	<b>Work Order 27120 Total</b>		<b>6299 COLISEUM BLVD</b>		0.50	43.21	0.00	0.00	0.00	0.00	43.21
		<b>#23-603 Concrete Flatwork</b>									
		<b>Contracted - Concrete (Driveways) Total</b>			0.50	43.21	0.00	0.00	0.00	0.00	43.21
	20030	MSBU Administrative Work		11/01/2023	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	20030	MSBU Administrative Work		11/07/2023	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	20030	MSBU Administrative Work		11/08/2023	1.25	92.38	0.00	0.00	0.00	0.00	92.38
	20030	MSBU Administrative Work		11/09/2023	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	20030	MSBU Administrative Work		11/16/2023	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	20030	MSBU Administrative Work		11/17/2023	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	20030	MSBU Administrative Work		11/28/2023	1.00	73.90	0.00	0.00	0.00	0.00	73.90
	20030	MSBU Administrative Work		11/30/2023	0.25	18.48	0.00	0.00	0.00	0.00	18.48
		<b>Administrative Time Total</b>			5.25	387.98	0.00	0.00	0.00	0.00	387.99
		<b>MSBU Meeting Total</b>			3.00	221.70	0.00	0.00	0.00	0.00	221.70
	20030	MSBU Administrative Work		11/16/2023	1.25	92.38	0.00	0.00	0.00	0.00	92.38
	20030	MSBU Administrative Work		11/17/2023	0.50	36.95	0.00	0.00	0.00	0.00	36.95
		<b>MSBU Minutes Total</b>			1.75	129.33	0.00	0.00	0.00	0.00	129.33
		<b>Work Order 20030 Total</b>			10.00	739.00	0.00	0.00	0.00	0.00	739.02
		<b>MSBU Administrative Work Total</b>			10.00	739.00	0.00	0.00	0.00	0.00	739.02

Monthly Funding Report

START DATE:

11/01/2023

END DATE:

11/30/2023

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
					10.50	782.21	0.00	0.00	0.00		782.23

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Gardens of Gulf Cove Street and Drainage Unit Total

Monthly Funding Report

START DATE:

11/01/2023

END DATE:

11/30/2023

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
					10.50	782.21	0.00	0.00	0.00		782.23

Grand totals for all MSBUS reported