## MINUTES HARBOUR HEIGHTS WATERWAY MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

#### ADVISORY BOARD REGULAR MEETING WEDNESDAY, FEBRUARY 23, 2022

10:00 a.m. – 11:36 a.m. East Port Environmental Campus 25550 Harborview Boulevard, Port Charlotte, Florida

Members Present: Lee Phillips, Chair

Maggie Scott, Vice-Chair

James McBride Perrin Peterson

Members Absent:

None

County Staff:

Karlene McDonald, Community Liaison

Zach Patchell, Projects Manager Lisa Eby, Executive Assistant

Guests:

See attached sign-in sheet

#### Call to Order / Roll Call:

The meeting was called to order at 10:00 a.m. A roll call was taken, and a quorum was present.

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

None

#### **Election of Officers:**

- Chair: Ms. Scott nominated Mr. Peterson, seconded by Mr. Phillips, there were no other nominations
- Vice-Chair: Ms. Scott nominated herself seconded by Mr. Phillips, there were no other nominations.

Mr. Peterson noted he may be moving out of the waterway MSBU, discussion ensued regarding his nomination for chair, nominations were unanimously agreed; Mr. Peterson accepted the position of Chair and Ms. Scott accepted the position of Vice-Chair.

#### Sunshine Law, Roberts Rules of Order and Public Records Review:

The Advisory Board viewed the Sunshine Law presentation and Roberts Rules of Order video and Ms. McDonald reviewed where to find the Records Management Department Contact Information on the County webpage, there were no questions regarding public records law.

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

None

#### Approval of Minutes:

Mr. Phillips requested confirmation that the historical costs and figures provided at the last meeting would be included with the minutes, Ms. McDonald confirmed they will be attached as backup documentation. The minutes from July 22, 2021, were approved as submitted.

#### **Unfinished Business:**

a. <u>Spot Dredge Update:</u> 60% design plans were reviewed, with the updated survey and volume calculations to -4FT MLW (Mean-Low Water) the project scope totals 844 CY (cubic yards) to be removed from the mouths of the channels. Mr. Patchell noted the low volume in the

Dover and Santa Barbara Waterways and suggested removing them from the project scope. Ms. McDonald reported citizen requests for dredging further inland on the Santa Barbara and Balboa Waterways. Mr. Patchell did not recommend adding additional areas to the scope of work as it would require a change order for engineering services and the Advisory Board is currently working within a limited budget. He also noted an area at the mouth of the Santa Clara Waterway and noted this would not fall within the County-wide maintenance dredge permit as it's considered open waters. To dredge this area would require additional permitting. Discussion ensued regarding the need for a future access/ exterior waterway dredge project, the dynamics of tidal waters and future funding availability. Ms. McDonald noted there are three options for a future access channel dredge project, first would be take out a loan to fund the dredge project, this option limits additional dredging work during the duration of the loan, second would be building reserves for a few years, and third, the Advisory Board and Board of County Commissioners approve a rate increase in FY24. The Advisory Board agreed additional data is needed prior to making a decision. Mr. Phillips motioned to exclude the Santa Clara and Dover Waterways from the interior dredge project. seconded by Mr. McBride and unanimously approved.

- b. <u>Future Navigational Trimming:</u> Ms. McDonald has not received any citizen complaints, stated there is \$50,000 budgeted this fiscal year, but does not have to be expended and inquired about any areas the Advisory Board wished to discuss; conversation ensued regarding navigational trimming and property owner responsibility. Mr. McBride inquired about the methodology for trimming. The Advisory Board agreed to table this until after Citizen Input on MSBU Items.
- c. <u>FY22 Pre-Storm Survey:</u> Mr. Phillips motioned to move forward with the FY22 pre-storm survey, seconded by Ms. Scott who requested confirmation on the cost. Mr. Patchell confirmed the \$30,000 budgeted would be sufficient, Mr. Chair called for a vote on the motion, and it was unanimously passed.

#### **New Business:**

a. <u>Financial Reports</u>: The FY21 fourth quarter and FY22 first quarter financial reports, and the FY22 adopted budget were reviewed.

#### Citizen Input on MSBU Items (3-Minute Limit):

- Mr. Bautz noted concern with the recent water main replacement project.
- Mr. Good stated that navigational trimming has never provided. and noted concern with the riprap encroaching the navigable channel.

#### **Advisory Board Open Discussion:**

Mr. Patchell commented on the FY21 navigational trimming project. Ms. McDonald noted there is not sufficient staffing and only 1 vessel at Public Works, to inspect all the channels for the Waterway MSBUs wouldn't be feasible. Mr. Patchell noted on Engineering's side, he is the only Waterway maintenance staff, and it is not feasible for him either and noted Public Works relies on the community and Advisory Board members who live and boat in the area. Mr. Phillips motioned for the Advisory Board to direct staff to trim the San Salvador Canal in total, seconded by Mr. McBride and Ms. Scott inquired about the north, south or both sections of San Salvador. Mr. Phillips clarified it was for the North. Mr. Chair called for a vote on the motion to trim the San Salvador Canal North Section and entrance where needed and it was unanimously approved.

#### Meeting Schedule / Items for Next Agenda:

Future meetings are scheduled at 10:00 a.m. at the Charlotte Harbor Event Center as follows:

- May 19, 2022
- August 4, 2022
- November 4, 2022

Meeting adjourned at 11:36 a.m.

Submitted by: Karlene McDonald Public Works Department

Chair Signature

Date

#### **AGENDA** HARBOUR HEIGHTS WATERWAY MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

#### ADVISORY BOARD REGULAR MEETING WENDESDAY, FEBRUARY 23, 2022

10:00 a.m., East Port Environmental Campus 25550 Harborview Road, Port Charlotte, Florida

**BOARD MEMBERS**: Lee Phillips, Chair

Perrin Peterson, Vice-Chair

James McBride Margaret Scott

COUNTY STAFF:

Karlene McDonald, Community Liaison

PURPOSE:

Regular Meeting

- 1. Call to Order / Roll Call
- 2. Changes to the Agenda / Motion to Approve Changes
- 3. Election of Officers
- 4. Annual Review: Sunshine Law, Roberts Rules of Order, Public Records
- 5. Citizen Input on Agenda Items (3-Minute Limit)
- 6. Approval of Minutes: July 22, 2021
- 7. Unfinished Business
  - a. Spot Dredge Update
  - b. Future Navigational Trimming
  - c. FY22 Pre-Storm Survey
- 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



#### Harbour Heights Waterway Municipal Service Benefit Unit

Advisory Board Meeting Attendance Wednesday, February 23, 2022

Location: 25550 Harborview Boulevard, Port Charlotte, Florida East Port Environmental Campus

## INFORMATION SUPPLIED ON THIS FORM BECOMES PUBLIC RECORD

NAME (please print)	Email Address	Phone Number
Karlene McDonald	Karlene.McDonald@charlottecountyfl.gov	941.575.3627
LEE PHILLIPS	LJP9579@ AOLCOM	941-766-0544
Lisa Eby	onfile	mfile
Patrick Bants	Patrick & filelity Blueline	815.222-3492
JEFF Good	superiettgood agmail.com	941-787-0404
Jim McBride	Jimshelbyexpress, Com	941-268-1734
Missir Scott	- NA	(941) 627-35KI
Perrin letersan	Shrinkrap@ mindspring .cum	9416968363
Tack Plate hely	Zede for extle Charlatton	-94 5-15-36A

## CHARLOTTE COUNTY PUBLIC WORKS MSBU FINANCIAL HISTORY FY 12 THRU FY 21 FUND 1127 HARBOUR HEIGHTS WATERWAY MAINT

FINAL - Q4

FINAL - Q4			<u>H.</u>	ARBOUR HEIGH	TS WATERWAY	MAINT				Adopted	
Formerly Fund 172 (NE)	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Budget FY 20-21	FY 20-21 12 Mo. Actual (a
BEGINNING BALANCE	\$ 172,957.41	\$ 32,376.18	\$ 65,435.95	\$ 184,930.90	\$ 333,547.14	\$ 201,540.85	\$ 128,545.03	\$ 198,749.35	\$ 250,539.07	\$ 287,521.00	\$ 304,736.06
REVENUES RECEIVED									== coc /=	77 000 00	75 000 00
Assessments & Earnings Assessments	37,887.75	37,841.10	150,537.59	150,654.44	75,235.68	75,300.81	75,237.69	75,261.43	75,800.45	77,660.00	75,028.98
Assessments & Earnings Interest	567.07	282.78	941.08	2,358.76	2,734.45	1,356.21	3,029.52	5,098.90	4,169.06	1,049.00	1,864.76
Assessments & Earnings Net Inc(Decr) FMV/Invest	369.10	(270.73)	284.97	739.97	22.16	(286.20)	(1,438.20)	3,244.47	2,520.97	•	(1,820.74
Assessments & Earnings Excess Fees /Misc.	369.95	326.12	1,147.40	1,044.49	549.34	20,994.66	410.13	461.46	-	(0.000.00)	451.96
Assessments & Earnings Less: Reserve - FS 129.01									-	(3,935.00)	
Loans & Borrowing External Borrowing									-		
Loans & Borrowing Interfund Transfer from Cl	MF								-	-	75.504.00
Total Revenue	39,193.87	38,179.27	152,911.04	154,797.66	78,541.63	97,365.48	77,239.14	84,066.26	82,490.48	74,774.00	75,524.96
TOTAL REVENUES & BALANCES	212,151.28	70,555.45	218,346.99	339,728.56	412,088.77	298,906.33	205,784.17	282,815.61	333,029.55	362,295.00	380,261.02
EXPENDITURES											
Harbour Heights Maint, Dredge P/S - Engineering c3907(	18,670.00		25,976.00	210.00	24,731.18	14,380.32			-	60,000.00	8,446.96
Harbour Heights Maint. Dredge C/S - Dredging c390705					179,018.00	148,608.00		24,426.00	-		0.050.00
Navigational Trimming C/S - Nav. Trimming									4,650.00	15,000.00	9,950.00
Survey C/S - Survey									19,980.00	30,000.00	19,980.00
Internal Charges Central/Indirect Allocatio	4,721.00	672.00	661.00	657.00	859.00	452.00	3,169.00	2,267.00	343.00	360.00	360.00
Purchased Services Postage - MSBU Notices	23.40								-		
Purchased Services Advertising-Legal									-		
Public Works Services Maintenance Services	2,058.26	3,912.19	4,556.98	3,005.73	4,835.45	5,807.79	2,757.51	4,550.32	2,351.69	2,150.31	9,055.60
Purchased Services Per. Ser Inter Dept.									-	-	
Public Works Services Equipment Repl. Chgs.									-	-	
Purchased Services Tax Collector-Collection	515.44	535.31	2,222.11	2,308.69	1,104.29	1,113.19	1,108.31	1,033.22	968.80	1,553.20	959.65
Debt Services Principal Pymts									-		
Debt Services Interest Pymts	7.537.00								-	-	
Debt Services Repay Advance to CMF	146,250,00								-	-	
Public Works Services Sign Materials									-	-	
Total Expenditures	179,775.10	5,119.50	33,416.09	6,181.42	210,547.92	170,361.30	7,034.82	32,276.54	28,293.49	109,063.51	48,752.21
ENDING FUND BALANCE	\$ 32,376.18	\$ 65,435.95	\$ 184,930.90	\$ 333.547.14	\$ 201,540.85	\$ 128.545.03	\$ 198.749.35	\$ 250,539.07	\$ 304,736.06	\$ 253,231.49	\$ 331,508.81

Note (a): Twelve Month Actuals per Ledger Summary Report of 09/30/21

Maintenance Mgmt System through 09/30/21

## CHARLOTTE COUNTY PUBLIC WORKS DIVISION FY 2021/22 BUDGET

#### HARBOUR HEIGHTS WATERWAY MTC MAINT UNIT (NE) FUND # 1127

## **ADOPTED 9.27.21**

#### ADOPTED WATERWAY UNIT WORK PROGRAM

ESTIMATED ERU's - FY21/22	Wet Lots				388.3
		CC	ST PER		
			ERU		TOTAL
PROJECTED FUND BALANCE - 10/1/	21		2006 An street engage and the second of the	\$	215,467
ESTIMATED REVENUE RATE	Wet L	ots \$	200.00		74,479
FUNDS AVAILABLE					289,946
GRAND TOTAL MSBU WORK PROGI	RAM	\$	492.18		<u> 191,115</u>
BALANCE AFTER PROGRAM					98,831
OTHER CASH OUTFLOWS (T					-
PROJECTED FUND BALANCE - 9				\$	98,831
TRANSFERS AND RESERVE					
RESERVE FOR FUTURE CAPITAL O					40,842
RESERVE FOR CONTINGENCY-REG	GULAR				28,995
RESERVE-CASH CARRIED FORWAR	RD				28,995
TOTAL TRANSFERS AND RE	SERVES				98,831
***TOTAL CASH OUTFLOWS AND	D RESERVES/BALAN	CES***			289,946
Desired Minimum Fund Balance:	\$31,853				
Allowable Fund Balance:	\$57,989				
RATE HISTORY:	UNIT OF MEAS		ST PER UOM	SECTION SECTION	R 80' LOT
FY 2012/13	ERU	\$	100.00	\$	100.00
FY 2013/14	ERU	\$	400.00	\$	400.00
FY 2014/15	ERU	\$	400.00	\$	400.00
FY 2015/16	ERU	\$	200.00	\$	200.00
FY 2016/17	ERU	\$	200.00	\$	200.00
FY 2017/18	ERU	\$	200.00	\$	200.00
FY 2018/19	ERU	\$	200.00	\$	200.00
FY 2019/20	ERU	\$	200.00	\$	200.00
FY 2020/21	ERU	\$	200.00	\$	200.00
FY 2021/22	ERU	\$	200.00	\$	200.00
CURRENT MAXIMUM RATE					
					\$400.00

## CHARLOTTE COUNTY PUBLIC WORKS DIVISION FY 2021/22 BUDGET HARBOUR HEIGHTS WATERWAY MTC MAINT UNIT (NE) FUND # 1127

## **ADOPTED 9.27.21**

ADOPTED WATERWAY UNIT WORK PROGRAM

PUBLIC WORKS SERVICES			<u>_ T</u>	OTAL EXP
Maintenance Services			\$	8,299
Equipment Replacement Charges				408
Signing & Marking Materials				<del>-</del>
Road/Drainage Maintenance Materials				_
TOTAL PUBLIC WORKS SERVICES				8,707
OTHER DIRECT COSTS				
Postage & Notices				_
Central/Indirect Services Allocation				855
Advertising - Legal				
TOTAL OTHER DIRECT COST				855
CONTRACT SERVICES	C/O \$	NEW \$		
Landfill Fees			10-9004	
c390705 P/S - Engineering			84-8490	
c390705 C/S - Dredging			84-8486	100,000
C/S - Survey			84-8499	30,000
C/S - Navigational Trimming			84-8484	50,000
TOTAL CONTRACT SERVICES				180,000
TOTAL WORK PROGRAM				189,562
COLLECTION FEES				1,553
DEBT SERVICE			Principal	
			Interest	
CRAND TOTAL MCDILLMORK DDOCDAN	Ā			101 115
GRAND TOTAL MSBU WORK PROGRAM	VI		<u>\$</u>	191,115

#### **Budget by Single MSBU**

**Budget Year:** 2022-BUDGET **MSBU Code:** 

**Department:** All Departments

Activity: All Activities

WO #	Activity	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
1710396	10-9866-MSDR	60.00	LHR	10.00	6.00	1.00	6.00	3,790.43	0.00	0.00	0.00	3,790.43
	Program 10 Totals:	60.00			6.00		6.00	3,790.43	0.00	0.00	0.00	3,790.43
1751754	84-8484-C/S Vegetation Removal	50,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00
1711273	84-8486-Contract Dredging	100,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00
1711376	84-8490-Professional Engineer Svcs	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1711998	84-8499 - C/S Survey	30.000.00	DOL	0.00	0.00	1.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
	Program 84 Totals:	180,000.00			0.00		0.00	0.00	0.00	0.00	180,000.00	180,000.00
1712025	93-9357-Project Management	164.70	LHR	15.00	10.98	0.50	5.49	4,508.30	408.46	0.00	0.00	4,916.76
	Program 93 Totals:	164.70			10.98		5.49	4,508.30	408.46	0.00	0.00	4,916.76
1712257	96-9605-Stormwater Design Support	0.00	LHR	20.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00
	Program 96 Totals:	0.00			0.00		0.00	0.00	0.00	0.00	0.00	0.00
	PW-HHWWM Totals:	180,224.70			16.98		11.49	8,298.73	408.46	0.00	180,000.00	188,707.19

Page 1 of 1

Created: 11/29/2007 Modified: 3/26/2021

03/26/2021 10:20:41AM

### CHARLOTTE COUNTY PUBLIC WORKS DIVISION FY 2022/23 BUDGET

#### HARBOUR HEIGHTS WATERWAY MTC MAINT UNIT (NE) FUND # 1127

## **APPROVED** 9.27.21

#### PROPOSED WATERWAY UNIT WORK PROGRAM

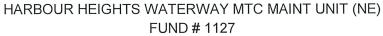
ESTIMATED ERU's - FY22/23	Wet Lots			07.070		388.3
		(	nestro antes	ST PER		
				<u>ERU</u>		TOTAL
PROJECTED FUND BALANCE - 10/1/	PROPERTY AND A PROCESSION AND RECEIVED A STATE OF THE PROPERTY		17400.0		\$	98,831
ESTIMATED REVENUE AT PROPOSI	ED RATE	Wet Lots	\$	200.00		74,161
FUNDS AVAILABLE						172,992
GRAND TOTAL MSBU WORK PROG	RAM		\$	222.49		86,393
BALANCE AFTER PROGRAM			<b>T</b>			86,599
OTHER CASH OUTFLOWS (1		7)				-
PROJECTED FUND BALANCE - 9					\$	86,599
TRANSFERS AND RESERVE	SSUMMARY	-				
RESERVE FOR FUTURE CAPITAL O	UTLAY					52,000
RESERVE FOR CONTINGENCY-REG	SULAR					17,299
RESERVE-CASH CARRIED FORWAR	RD					17,299
TOTAL TRANSFERS AND RE	SERVES					86,599
***TOTAL CASH OUTFLOWS AND		ALANCES***	k .			172,992
***TOTAL CASH OUTFLOWS AND Desired Minimum Fund Balance:			ŧ			172,992
	D RESERVES/B		<b>k</b>			172,992
Desired Minimum Fund Balance:	D RESERVES/B2 \$14,399		<b>k</b>			172,992
Desired Minimum Fund Balance:	D RESERVES/B2 \$14,399			ST PER UOM		172,992 ER 80' LOT
Desired Minimum Fund Balance: Allowable Fund Balance:	\$14,399 \$34,598	<u>S</u> <u>C</u>		ST PER UOM 400.00	\$	_
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY:	\$14,399 \$34,598 UNIT OF MEAS	<u>S</u> <u>C</u>	CO			R 80' LOT
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14	D RESERVES/B. \$14,399 \$34,598 UNIT OF MEAS	<u>S</u> <u>C</u>	<u>CO:</u>	400.00	\$	R 80' LOT 400.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15	D RESERVES/BA \$14,399 \$34,598 UNIT OF MEAS ERU ERU	<u>S</u> <u>C</u>	CO: \$	400.00 400.00	\$ \$	ER 80' LOT 400.00 400.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15 FY 2015/16	STATES OF THE ST	<u>S</u> <u>C</u>	CO: \$ \$ \$	400.00 400.00 200.00	\$ \$ \$	ER 80' LOT 400.00 400.00 200.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15 FY 2015/16 FY 2016/17	UNIT OF MEASERU ERU ERU ERU ERU ERU ERU ERU ERU	<u>S</u> <u>C</u>	CO: \$ \$ \$ \$	400.00 400.00 200.00 200.00	\$ \$ \$ \$	400.00 400.00 200.00 200.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15 FY 2015/16 FY 2016/17 FY 2017/18	STATES OF THE ST	<u>S</u> <u>C</u>	CO \$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00	\$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15 FY 2015/16 FY 2016/17 FY 2017/18 FY 2018/19	STATES OF THE ST	<u>S</u> <u>C</u>	CO: \$ \$ \$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00 200.00	\$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00 200.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15 FY 2015/16 FY 2016/17 FY 2017/18 FY 2018/19 FY 2019/20	UNIT OF MEASERU ERU ERU ERU ERU ERU ERU ERU ERU ERU	<u>S</u> <u>C</u>	COS \$ \$ \$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00 200.00 200.00	\$ \$ \$ \$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00 200.00 200.00
Desired Minimum Fund Balance: Allowable Fund Balance:  RATE HISTORY: FY 2013/14 FY 2014/15 FY 2015/16 FY 2016/17 FY 2017/18 FY 2018/19 FY 2019/20 FY 2020/21	STATES OF THE ST	<u>S</u> <u>C</u>	CO \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00 200.00 200.00 200.00	\$ \$ \$ \$ \$ \$	400.00 400.00 200.00 200.00 200.00 200.00 200.00 200.00

**CURRENT MAXIMUM RATE** 

\$400.00

Totals may not add due to rounding.

#### CHARLOTTE COUNTY PUBLIC WORKS DIVISION FY 2022/23 BUDGET





#### PROPOSED WATERWAY UNIT WORK PROGRAM

PUBLIC WORKS SERVICES				TO	TAL EXP
Maintenance Services				\$	3,942
Equipment Replacement Charges					_
Signing & Marking Materials					-
Road/Drainage Maintenance Materials					-
TOTAL PUBLIC WORKS SERVICES					3,942
OTHER DIRECT COSTS					
Postage & Notices					_
Central/Indirect Services Allocation					898
Advertising - Legal					
TOTAL OTHER DIRECT COST					898
CONTRACT SERVICES	C/O \$	NEW \$			
Landfill Fees	<i>ΟΙΟ</i> φ	ΙΝΕΛΛ Φ	10-9004		_
c390705 P/S - Engineering			84-8490		
c390705 C/S - Dredging			84-8486		
C/S - Survey			84-8499		30,000
C/S - Navigational Trimming			84-8484		50,000
TOTAL CONTRACT SERVICES					80,000
TOTAL WORK PROGRAM					84,840
COLLECTION FEES					1,553
DEBT SERVICE			Principal		<u>-</u>
			Interest		_
GRAND TOTAL MSBU WORK PROGRAM				\$	86,393

#### **Budget by Single MSBU**

Budget Year: 2023-BUDGET

MSBU Code:

**Department:** All Departments

Activity: All Activities

····	A - 41	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
WO #	Activity 10-9866-MSDR	60.00	LHR	10.00	6.00	1.00	6.00	3,942.04	0.00	0.00	0.00	3,942.04
1717005	Program 10 Totals:	60.00	LIIIX	10.00	6.00	1.00	6.00	3,942.04	0.00	0.00	0.00	3,942.04
1751157	84-8484-C/S Vegetation Removal	50.000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00
1717936	84-8486-Contract Dredging	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1718039	84-8490-Professional Engineer Svcs	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1718256	84-8499 - C/S Survey	30,000.00	DOL	0.00	0.00	1.00	0.00	0.00	0.00	0.00	30,000.00	30,000.00
	Program 84 Totals:	80,000.00			0.00		0.00	0.00	0.00	0.00	80,000.00	80,000.00
1718304	93-9357-Project Management	0.00	LHR	15.00	0.00	1.50	0.00	0.00	0.00	0.00	0.00	0.00
	Program 93 Totals:	0.00			0.00		0.00	0.00	0.00	0.00	0.00	0.00
1718525	96-9605-Stormwater Design Support	0.00	LHR	20.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00
	Program 96 Totals:	0.00			0.00		0.00	0.00	0.00	0.00	0.00	0.00
	PW-HHWWM Totals:	80,060.00			6.00		6.00	3,942.04	0.00	0.00	80,000.00	83,942.04

Created: 11/29/2007 Page 1 of 1

Modified: 3/26/2021

	FY2022 Capita	al Improvements Budget / FY 2022 - FY 202	7 Projec	t Detail				Proje	ect No.	c3907	
GENERAL PROJECT DATA:		CONCURRENCY REQUIREMENTS:		PROJECT NEED	PROJECT	FY22	FY23	FY24	FY25	FY26	FY27
	3	Does project add new capacity?	No	CRITERIA	SCHEDULE	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
Project Title.	Transour Treights VVVV Maintenance Breaging	Book project dad non capacity		Safety	Desgn/Arch						,
Functional Area:	Engineering, Dredging, Coastal Management	Is project required to maintain level of service:		Mandate	Land/ROW	o discours autorium provincia					
Department:	Public Works\Engineering	- Within 5 years? List project in CIE	No	Replace	Construct					1	
Location:	Harbour Heights WW, Peace River, No County	- From 6 to 10 years? Monitor Annually	No	Maint X	Equipment						
		-		IDPO IEC	T PATIONAL F	(Include Ac	dditional I (	)S Detail i	f necessar	۸).	

PROJECT DESCRIPTION:

Maintenance Dredging of existing waterways to their permitted conditions for safe navigation.

FY21 includes design, permitting and construction management.

FY22, construction cost to be determined and/or updated during the design and permitting.

Survey money has been moved to line item section of the financials and will be budgeted for the same amount each year.

#### OPERATING BUDGET IMPACT:

41				alc. for F									
	Prior		Orig.	Est c/o	New \$								
	Actual	FY21	FY22	to FY22	FY22	FY22	FY23	FY24	FY25	FY26	FY27	FUTURE	Total
						PENDITU	IRE PLA	N (000'S)					100
Design/Arch/Eng	129			60	-60								129
Land (or ROW)													1 1 5 7
Construction	1,057		100			100							1,157
Internal Costs	26			2	3	5							31
Equipment													8
Interest	8												0
Survey													
						105							1 201
Total Project Cost	1,219		100	62		105		(00010)					1,324
						FUNDING		000'5)					1,074
MSBU/TU Assessments	969	<u> </u>	100	62	-57	105							250
Other	250	<u> </u>											200
		<u> </u>											
		<u> </u>											
		-											
	-												
		<del> </del>											
Total Funding	1,219	-	100	62	-57	105							1,324
Total Funding	1,219		100			EPAYME		EDITE (	200'S)				1,02.
Assessments	250	_			LOAN	LIZITATION	1	T	Τ ,				
Assessments	200	$\vdash$											
		-											
	-												
Total Loan Repayment	250	<del></del>											
Total Loan Repayment	200				OPERA	TING BU	DGET IN	IPACT (0	00'S)				
Personal Svc.					J. L.V.		_ <u></u>	1.0.70	T ,	150			
Non-personal													
Capital		_					-						
Total Operating	_												
Total Operating													

Maintenance Dredging all existing manmade canals and access channel(s) to restore safe navigation within the system.

The project was requested and approved by the Harbour Heights Waterway advisory committee.

#### REPLACEMENT COUNTY PROPERTY NO .:



START DATE: 10/1/2021 END DATE: 11/30/2021

PW-HH	wwm	Harbour Hts WV	V Mtc											
Project	WO Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipmen Cost	t Contract or Cost	Work Accomp.	UOM	Total Cost
C390705		PW-MSBU-N Harbour Heights WW Dredging c390705	PW-HHWWM	Harbour Hts WW Mtc										
				93-9357D Project	t Management	10/05/2021	0.50	43.90	0.00	0.00	0.00	0.50		43.90
				,	ŭ	10/08/2021	1.00	87.79	0.00	0.00	0.00	1.00		87.79
						10/12/2021	1.50	131.69	0.00	0.00	0.00	1.50		131.69
						11/16/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
				Project Mana	gement Total		4.00	370.16	0.00	0.00	0.00		LHR	370.16
				Total WO Num	ber: 1011047		4.00	370.16	0.00	0.00	0.00	4.00	LHR	370.16
		PW-HHWWM Harbor Heights Waterway MSDR Annual Work Order	PW-HHWWM	Harbour Hts WW Mtc									5	
				10	0-9866 MSDR	10/04/2021	0.50	37.97	0.00	0.00	0.00	0.50		37.97
						10/06/2021	0.75	56.95	0.00	0.00	0.00		LHR	56.95
						10/12/2021	0.50	37.97	0.00	0.00	0.00	0.50		37.97
						10/13/2021	0.25	18.98	0.00	0.00	0.00	0.25		18.98
						10/14/2021	0.25	18.98	0.00	0.00	0.00	0.25		18.98
						10/18/2021	1.00	75.93	0.00	0.00	0.00	1.00		75.93
						10/20/2021	0.50	37.97	0.00	0.00	0.00	0.50		37.97
						10/21/2021	0.50	37.97	0.00	0.00	0.00	0.50		37.97
						10/25/2021	0.25	18.98	0.00	0.00	0.00	0.25		18.98
						10/26/2021	0.25	18.98	0.00	0.00	0.00	0.25		18.98
						11/01/2021	0.50	45.70	0.00	0.00	0.00	0.50		45.70
						11/03/2021	0.50	45.70	0.00	0.00	0.00	0.50		45.70
						11/08/2021	0.25	22.85	0.00	0.00	0.00	0.25		22.85
						11/09/2021	0.75	68.54	0.00	0.00	0.00		LHR	68.54
						11/10/2021	0.75	68.54	0.00	0.00	0.00		LHR	68.54
					MSDR Total		7.50	611.99	0.00	0.00	0.00		LHR	611.99
				Total WO Num	ber: 1220397		7.50	611.99	0.00	0.00	0.00		LHR	611.99
				Total MSBU: P	WWHH-W		11.50	982.15	0.00	0.00	0.00	11.50	LHR	982.15

#### **Harbour Heights Waterway MSBU**

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

Γ		Adopted		
	Actual	Budget	YTD Actual	Projected
	FY2021	FY2022	FY2022	FY2022
Beginning Balance	\$304,736	\$215,467	\$331,509	\$331,509
Revenues				
Assessments & Earnings	75,525	74,479	54,354	74,479
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing		-	-	-
Total Revenue	\$75,525	\$74,479	\$54,354	\$74,479
Expenditures				7. 4
Contract Services	-		-	-
Survey	19,980	30,000		30,000
Navigational Trimming	9,950	50,000	-	50,000
Public Works Services	9,056	8,707	982	8,707
Internal Charges	360	855	855	855
Purchased Services	960	1,553	1,087	1,553
Materials and Supplies	-		-	
Capital Outlay		-	-	-
Debt Services	-	-	-	-
D 1 40 4				
Project Costs	0.447	400.000		100.000
Harbour Heights Maint. Dredge	8,447	100,000	-	100,000
Total Expanditures	48,752	191,115	2,924	191,115
Total Expenditures	40,752	181,115	2,924	191,115
Reserves (Ending Fund Balance)	\$331,509	\$98,831	\$382,939	\$214,873
Reserve %	87.2%	34.1%	99.2%	52.9%

Date Prepared: 1/13/2022

#### 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)		

#### **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.

Waterway	Quantity			
	4' Depth	5' Depth		
Balboa Canal (S.)	± 16 C.Y.	± 207 C.Y.		
Balboa Canal (N.)	± 76 C.Y.	± 456 C.Y.		
DeSoto Canal	± 1 C.Y.	± 46 C.Y.		
Santa Clara Canal	± 273 C.Y.	± 625 C.Y.		
Dover Cnala	± 6 C.Y.	± 99 C.Y.		
Santa Barbara Canal	± 7 C.Y.	± 143 C.Y.		
San Salvador Canal (S.)	± 73 C.Y.	± 322 C.Y.		
San Salvador Canal (N.)	± 30 C.Y.	± 333 C.Y.		
San Marino Canal	± 362 C.Y.	± 825 C.Y.		
Total:	± 844 C.Y.	± 3056 C.Y.		

# CONSTRUCTION PLANS FOR DREDGING - HARBOUR HEIGHTS CANALS FOR CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS CHARLOTTE COUNTY, FLORIDA

#### SECTIONS 22 & 28 TOWNSHIP 40 SOUTH, RANGE 23 EAST

	INDEX OF PLANS				
SHEET NO.	DESCRIPTION				
01	COVER SHEET - LOCATION MAP				
02	OVERALL SITE PLAN & SHEET INDEX				
03	BALBOA CANAL (S.)				
04	BALBOA CANAL (N.)				
05	DeSOTO CANAL				
06	SANTA CLARA CANAL				
07	DOVER CANAL				
08	SANTA BARBARA CANAL				
09	SAN SALVADOR CANAL (S.)				
10	SAN SALVADOR CANAL (N.)				
11	SAN MARINO CANAL				
12	CONST. NOTES & DETAILS (& DREDGING SUMMARY TABLE)				



January 14, 2022

#### County Commissioners

Ken Doherty, District 1 Christopher Constance, District 2 Bill Truex, District 3 Stephen R. Deutsch, District 4 Joe Tiseo, District 5

#### County Engineer Joanne Vernon, P.E.

Project Manager Zach Patchell



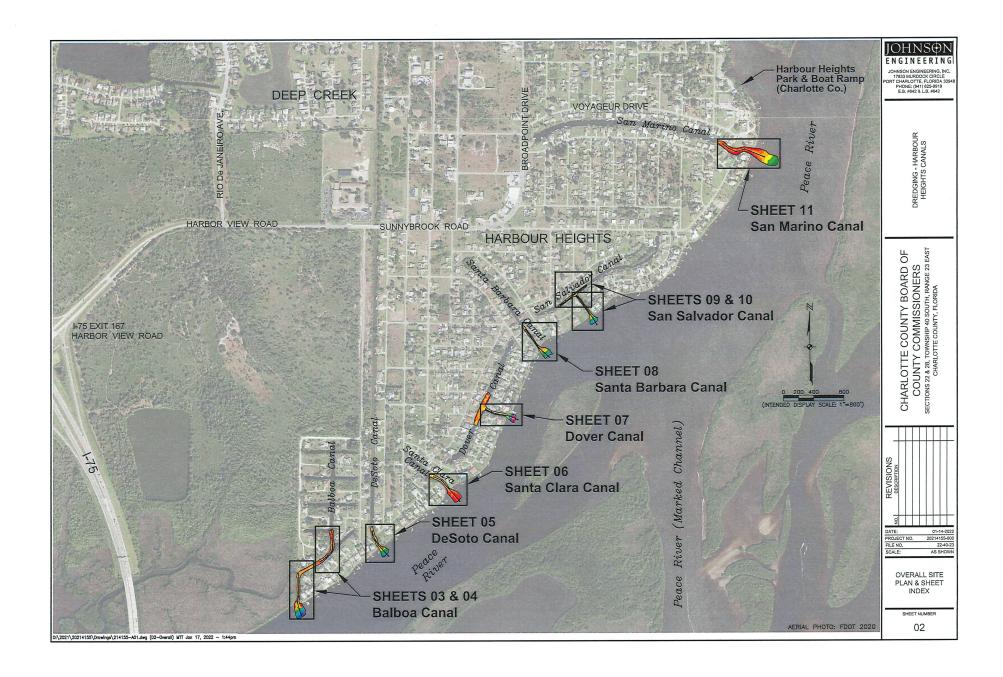
JOHNSON ENGINEERING, INC. 17829 MURDOCK CIRCLE SUITE B PORT CHARLOTTE, FLORIDA 33948 PHONE (941) 525-9919 FAX (941) 825-3259 E.B. #642 & L.B. #642

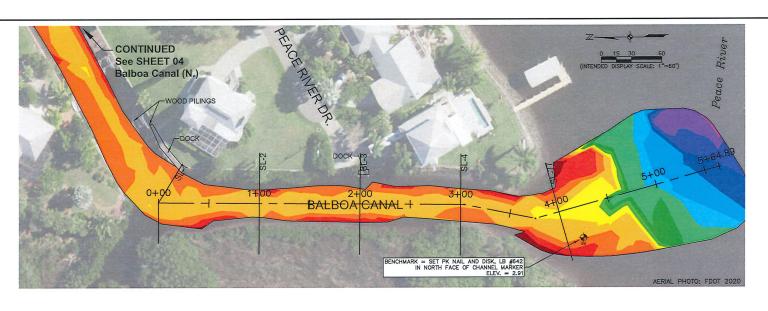
REGISTERED PROFESSIONAL ENGINEER FLORIDA LICENSE NO. 64594

CHRISTOPHER D. BEERS, PE

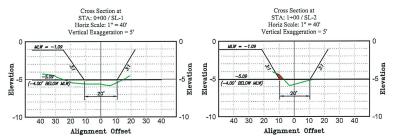
ATE

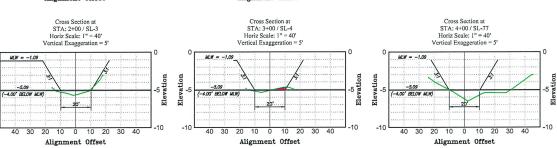
SHEET NUMBER











IOHNSON ENGINEERING

JOHNSON ENGINEERING, INC. 17833 MURDOCK CIRCLE ORT CHARLOTTE, FLORIDA 3394 PHONE: (941) 625-9919 E.B. #642 & L.B. #642

DREDGING - HARBOUR HEIGHTS CANALS

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS SECTIONS 22 8.28, TOWNSHIP 40 SOUTH, RANGE 23 EAST CHARLOTTE COUNTY, FLORIDA

Cut Volume Table (Cubic Yards)

Cum Cut Vol

0.00

3.33

6.95

11.47

15.81

Cut Vol

0.00

3.33

3.62

4.52

4.34

Station

0+00

1+00

2+00

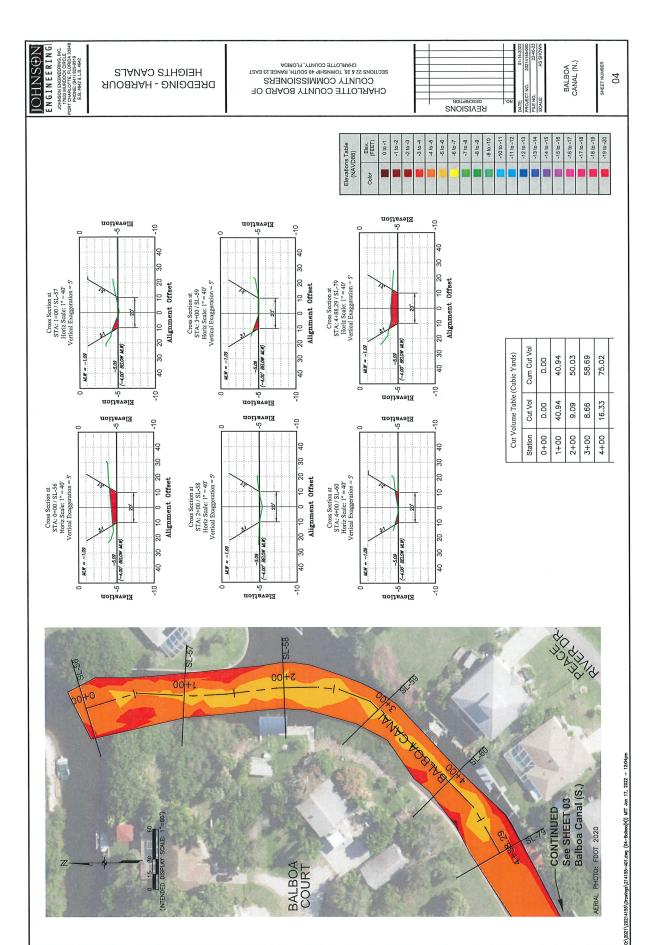
3+00

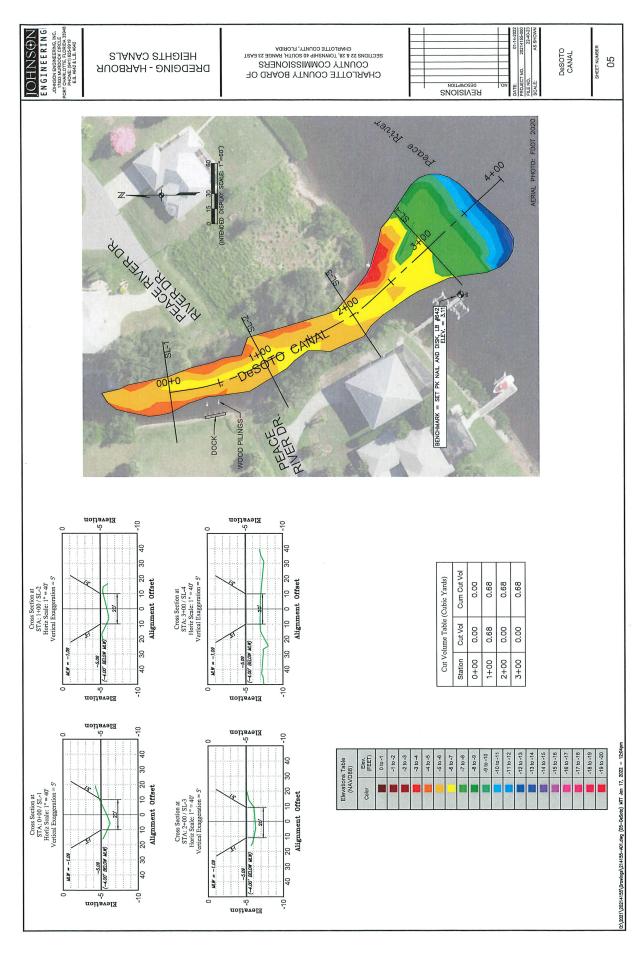
4+00

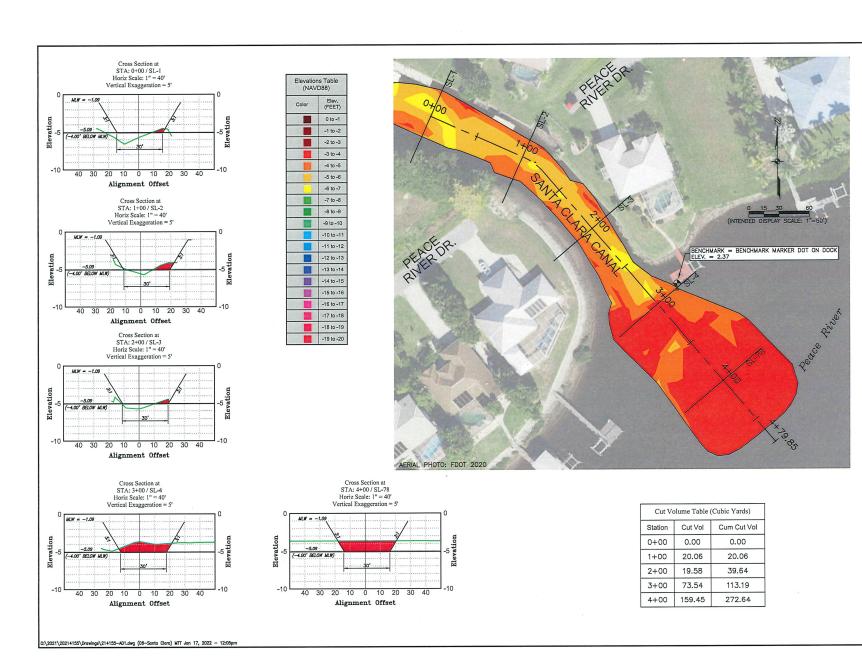


BALBOA CANAL (S.)

SHEET NUMBER 03







IOHNSÐN

ENGINEERING

JOHNSON ENGINEERING, INC. 17833 MURDOCK CIRCLE PORT CHARLOTTE, FLORIDA 3394 PHONE: (941) 625-9919 E.B. #642 & L.B. #642

DREDGING - HARBOUR HEIGHTS CANALS

CHARLOTTE COUNTY BOARD OF COUNTY COMMISSIONERS SECTIONS 22 8.12 TOWNSHIP OF SOUTH, RANGE 23 EAST CHARLOTTE COUNTY, FLORIDA

SECT

REVISIONS DESCRIPTION

- Q

PROJECT NO.

FILE NO.

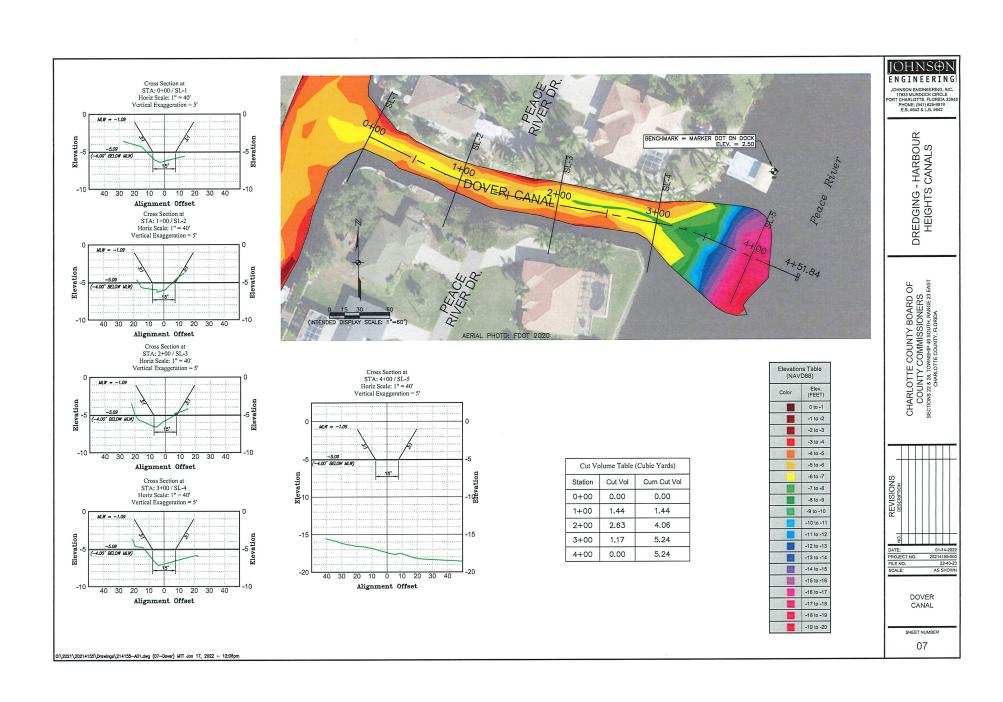
20214155-00

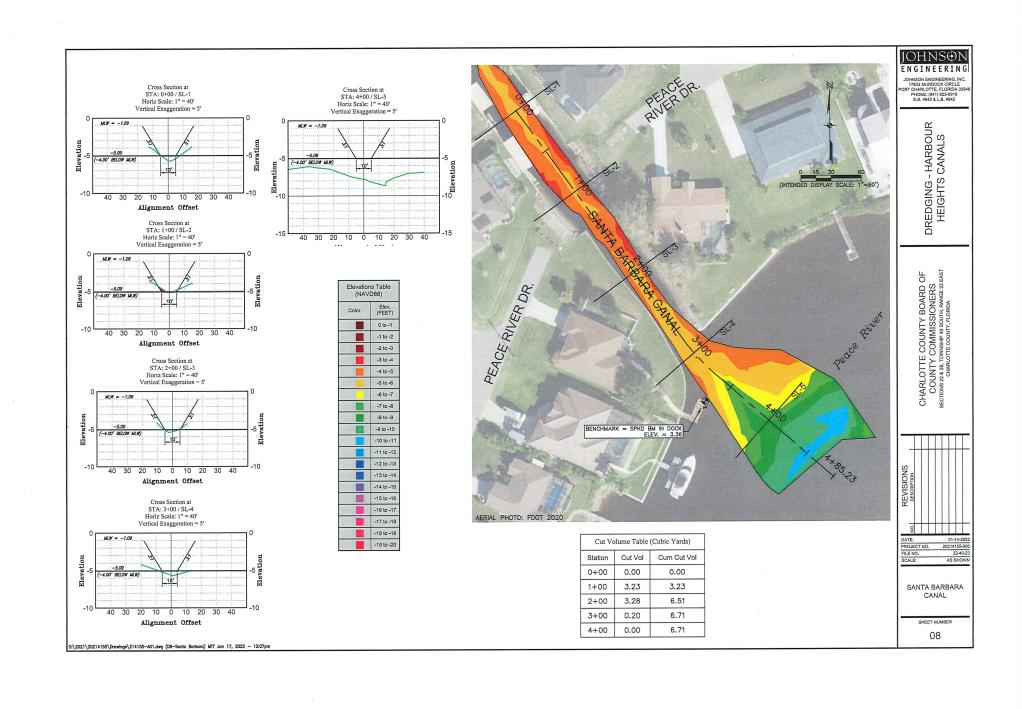
SANTA CLARA

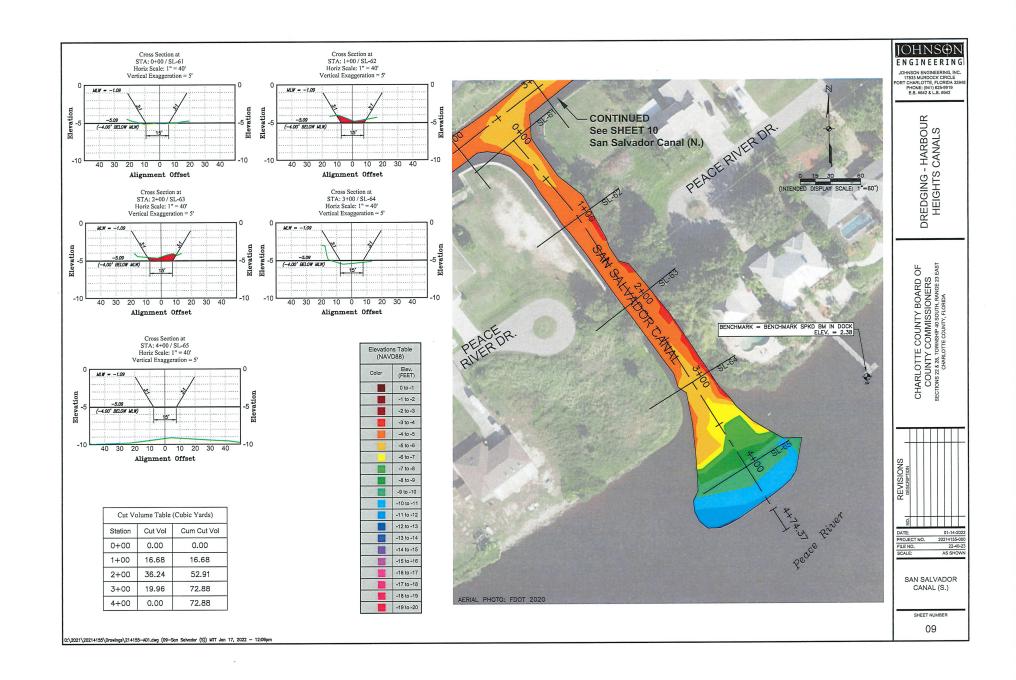
CANAL

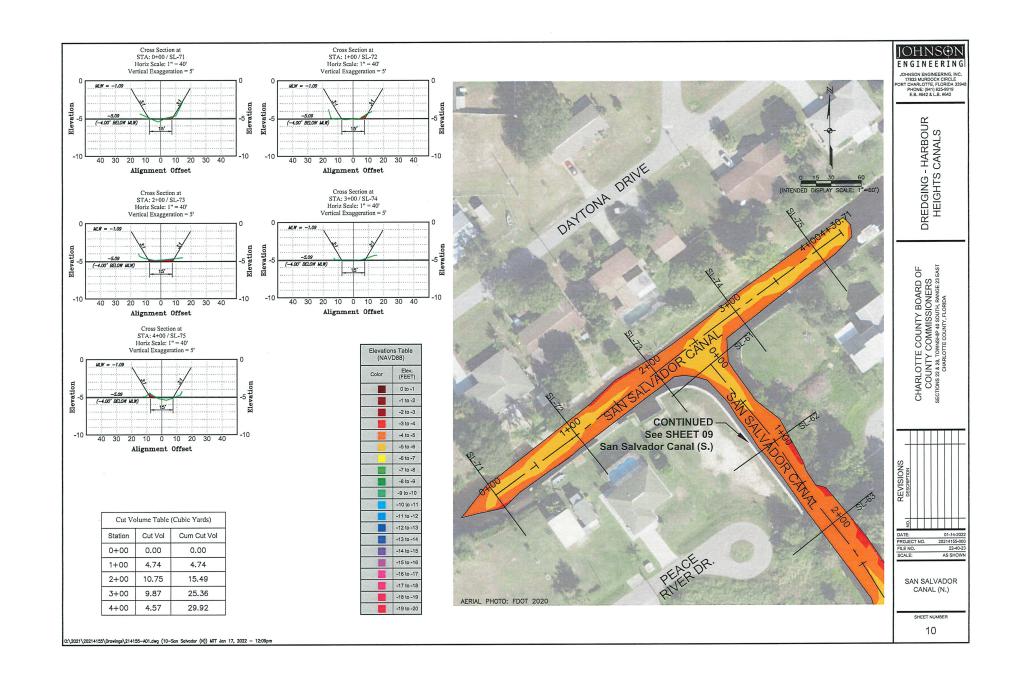
SHEET NUMBER 06

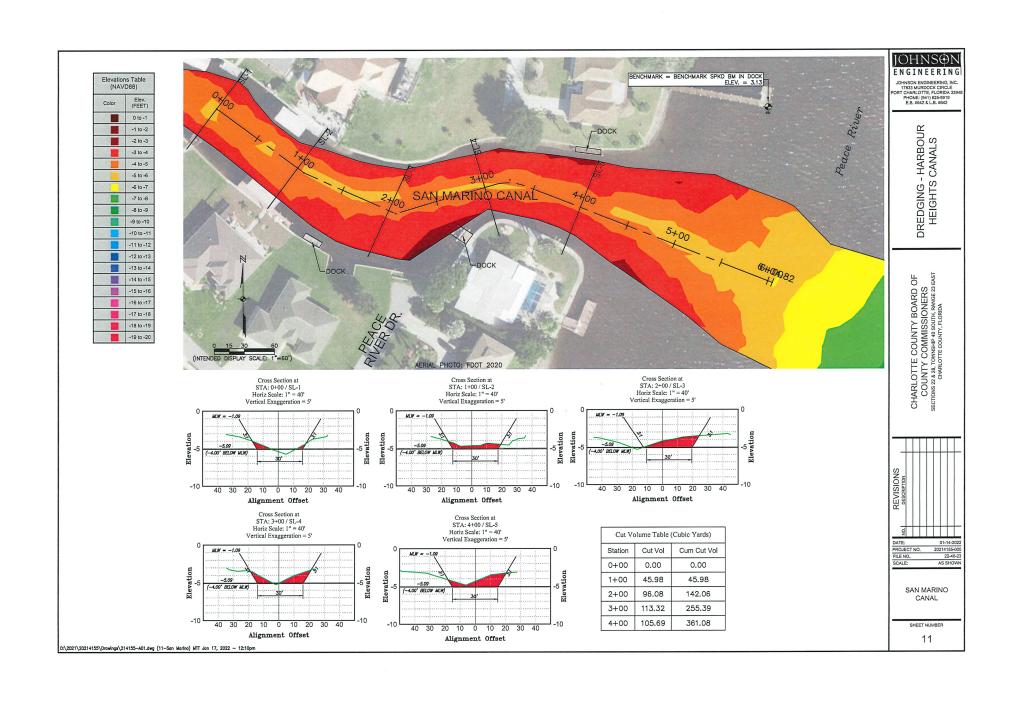
22-40-23 AS SHOWN









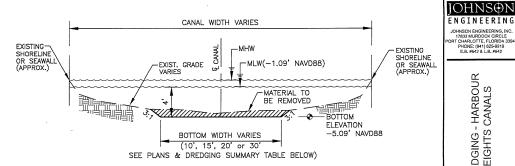


#### **DREDGING NOTES:**

- 1. BENCHMARKS SHOWN ARE IN FEET REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).
- 2. PROPOSED DREDGE BOTTOM 4' DEPTH IS ELEVATION -5.09' NAVD88 OR -4' BELOW MLW OF -1.09' NAVD88.
- AN OVERDEPTH TOLERANCE OF 0.25' OR ELEVATION -5.34' NAVD88 WILL BE ALLOWED. HOWEVER, THE TOTAL PAY QUANTITY WILL NOT EXCEED THE QUANTITY BID.
- FULL DEPTH (-5.34' NAVD88) EXCAVATION OPERATIONS WILL COME NO CLOSER THAN 5' TO ANY SEAWALL OR DOCK PILING.
- THE CONTRACTOR SHALL CONTACT ALL UTILITY COMPANIES TO DETERMINE THE EXACT LOCATION OF THEIR LINES BEFORE BEGINNING EXCAVATION OPERATIONS. COORDINATE WORK WITH THE UTILITY COMPANIES TO INSURE FACILITIES ARE PROTECTED AND SERVICE IS MAINTAINED.
- THE CONTRACTOR SHALL USE TURBIDITY CURTAINS AROUND THE DREDGING EQUIPMENT AT ALL TIMES AND AT NO TIME SHALL ACCESS BY THE BOATING PUBLIC BE IMPEDED.

#### SPOIL SITE NOTES:

- 1. FOR THIS PROJECT, THE CONTRACTOR IS RESPONSIBLE FOR LOCATING A SUITABLE SPOIL OFFLOAD SITE WITHOUT WETLANDS OR ENDANGERED SPECIES.
- 2. THE CONTRACTOR SHALL GET PRE-APPROVAL FROM THE COUNTY ALONG WITH THE PROPER AGREEMENTS WITH THE PRIVATE PROPERTY OWNER THAT ALSO NEEDS TO BE PRE-APPROVED AND ACCEPTED BY THE COUNTY. ANY ALTERNATE SITE SELECTED BY THE CONTRACTOR SHALL BE UPLAND AND USE PRECAUTIONS LISTED HEREIN AND IN THE PERMITS.
- 3. SPOIL MATERIAL WILL BE HAULED TO THE ZEMEL ROAD LANDFILL. TRUCK ROUTE IS 1-75 SOUTH TO TUCKERS GRADE AND SOUTH ON U.S. 41 TO ZEMEL RD. COUNTY WILL WAIVE TIPPING FEES.
- 4. CONTRACTOR SHALL UTILIZE BEST MANAGEMENT PRACTICES AT ALL TIMES AND NOT ALLOW ANY WATER TO RETURN TO WATERS OF THE STATE.
- 5, CONTRACTOR SHALL USE STAKED SILT FENCE AROUND THE SPOIL SITE. UPON COMPLETION CONTRACTOR SHALL RESTORE SITE TO BETTER THAN ORIGINAL CONDITIONS AS DETERMINED BY THE COUTNY AND RE-ESTABLISH GRASS ON ALL DISTURBED AND BARREN AREAS.



#### Typ. Dredging Cross Section

NOT TO SCALE

#### HARBOUR HEIGHTS DREDGING SUMMARY TABLE:

WATERWAY	APPROX. STATIONS	LENGTH	BOT. WIDTH	N.A.V.D.	QUANTITY
Balboa Canal (S.)	0+00 to 5+00	500 LF	20' B.W.	-5.09'	±16 C.Y.
Balboa Canal (N.)	0+00 to 4+88	488 LF	20' B.W.	-5.09'	±76 C.Y.
DeSoto Canal	0+00 to 3+00	300 LF	20' B.W.	-5.09'	±1 C.Y.
Santa Clara Canal	0+00 to 4+80	480 LF	30' B.W.	-5.09'	±273 C.Y.
Dover Canal	0+00 to 4+00	400 LF	15' B.W.	-5.09'	±6 C.Y.
Santa Barbara Canal	0+00 to 4+00	400 LF	10' B.W.	-5.09'	±7 C.Y.
San Salvador Canal (S.)	0+00 to 4+00	400 LF	15' B.W.	-5.09	±73 C.Y.
San Salvador Canal (N.)	0+00 to 4+00	400 LF	15' B.W.	-5.09	±30 C.Y.
San Marino Canal	0+00 to 6+00	600 LF	30' B.W.	-5.09	±362 C.Y.
				TOTAL:	±844 C.Y.

9

PHONE: (941) 625-9919 E.B. #642 & L.B. #642

- HARBOUR CANALS

DREDGING -HEIGHTS (

HARLOTTE COUNTY BOARD (COUNTY COMMISSIONERS TIONS 22 & 28, TOWNSHIP 40 SOUTH, FRANGE 23 CHARLOTTE COUNTY, FLORIDA S



**DETAILS** SHEET NUMBER

12

