

**MINUTES  
ROTONDA LAKES STREET & DRAINAGE  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD SPECIAL MEETING  
MONDAY, MARCH 31, 2025**

11:30 a.m. – 12:33 p.m.  
Mac V. Horton West County Annex, Room 120  
6868 San Casa Drive, Englewood, Florida

**Members Present:** Richard Maxson, Chair  
Joseph Finn  
Rhonda Hawes  
David Teitel  
**Absent:** Paul McGinley, Vice Chair  
**County Staff:** Lorraine Moneypenny, Community Liaison  
**Guests:** None

**Call to Order / Roll Call:**

The meeting was called to order at 11:30 a.m. A roll call was taken, and a quorum was present.

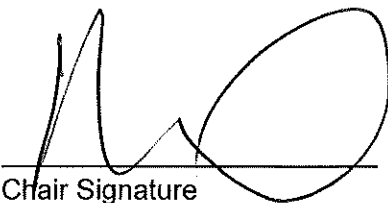
**FY26/27 Budget:**

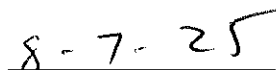
Board members reviewed the budget. Mr. Finn motioned to approve the FY26/27 budget. Ms. Hawes seconded, and the motion carried. Mr. Maxson asked for clarification on the conservative budgeting of interest and L.G.S.F.S.T.F. He asked the rationale for a drop in operating expenses vs. FY25.

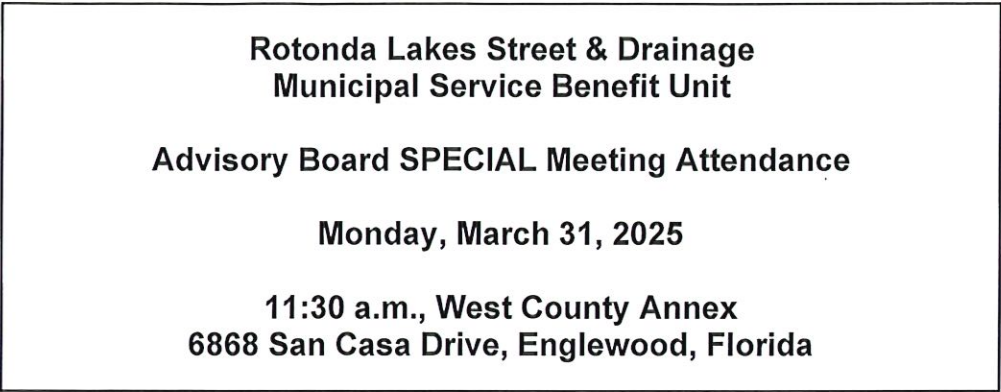
**Adjournment:**

The meeting adjourned at 12:33 p.m.

Submitted by Lorraine Moneypenny  
Public Works Department

  
Chair Signature

  
Date

[illegible]

**AGENDA**  
**ROTONDA LAKES STREET & DRAINAGE**  
**MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING**  
**MONDAY, MARCH 31, 2025**

**11:30 A.m., West County Annex, Room 120**  
**6868 San Casa Drive, Englewood, Florida**

**BOARD MEMBERS:** Richard Maxson, Chair  
Paul McGinley, Vice Chair  
Joseph Finn  
Rhonda Hawes  
David Teitel

**COUNTY STAFF:** Lorraine Moneypenny, Community Liaison

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. FY26/27 Budget
3. Motion to Adjourn

# Rotonda Lakes Street and Drainage MSBU

Preliminary 2 Year Budget

FY2026 & FY2027

## Estimated ERU's and Cost per ERU

	FY2026	FY2027
<b>Vacant</b>		
<i>Estimated ERU's</i>	2,210.910	2,210.910
<i>Cost per ERU</i>	\$ 110.00	\$ 110.00
<b>Occupied</b>		
<i>Estimated ERU's</i>	1,259.200	1,259.200
<i>Cost per ERU</i>	\$ 110.00	\$ 110.00
<b>Current FY25 Rate</b>	\$ 110.00	
<b>Current Maximum Rate</b>	\$ 110.00	

## Beginning Balance

### Revenues

#### **Assessments & Earnings**

<i>Assessments</i>	381,713	381,713
<i>Interest</i>	8,246	8,886
<i>Interest Earnings-L.G.S.F.T.F.</i>	-	-
<i>Net Inc/(Decr) Fair Market Value-Investments</i>	-	-
<i>Interest-Tax Coll</i>	-	-
<i>Misc Rev</i>	-	-
<i>Excess Fees /Tax Collector</i>	-	-
<i>Less 5% Reserve - FS 129.01(2)b</i>	(19,498)	(19,530)

#### **Grant & Subsidy Revenue**

<i>State Grant</i>	-	-
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#### **Loans & Borrowing**

<i>Debt Proceeds</i>	-	-
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#### **Total Revenue**

\$ 370,461	\$ 371,069
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### Expenditures

#### **Contract Services**

<i>Engineering</i>	-	-
<i>Other Contractual Svcs</i>	-	-
<i>Concrete Flatwork</i>	7,500	7,500
<i>Drainage</i>	-	-
<i>Street Sweeping</i>	-	-
<i>Installed Sod</i>	-	-
<i>Paving</i>	-	-

	Preliminary Budget FY2026	Preliminary Budget FY2027
<b>Contract Services; other</b>		
<i>Pipe Lining</i>	20,000	20,000
<i>Right of Way Maint</i>	-	-
<i>ROW Reclamation</i>	-	-
<i>Specialty Mowing</i>	25,000	25,750
<b>Public Works Services</b>		
<i>Equip Repl Charges-PubWrks</i>	14,555	15,567
<i>Operating Exp-PubWrks</i>	87,523	94,476
<i>Road &amp; Bridge Materials</i>	21,852	26,444
<i>Sign Materials</i>	-	-
<b>Internal Charges</b>		
<i>Central/Indirect Svcs</i>	2,615	2,746
<b>Purchased Services</b>		
<i>Personal Svcs-InterDept</i>	-	-
<i>Postage</i>	-	-
<i>Printing &amp; Binding</i>	-	-
<i>Utility Service-Electricity</i>	-	-
<i>Advertising-Legal</i>	-	-
<i>Fees-Landfill</i>	1,000	1,000
<i>Collection Fee-Tax Collector</i>	7,635	7,635
<b>Materials and Supplies</b>		
<b>Capital Outlay</b>		
<i>Imprv-Other Than Bldgs</i>	-	-
<b>Debt Services</b>		
<i>Principal</i>	-	-
<i>Interest</i>	-	-
<i>Other Debt Service Costs</i>	-	-
<b>Total Expenditures</b>	187,680	201,118
<b>Reserves (Ending Fund Balance)</b>	\$ 2,538,718	\$ 2,708,669
<i>Reserve %</i>	93.1%	93.1%

Version Date            3/15/2025

# Budget Report

Activity Description: All Rotonda Lakes Street and Drainage Unit  
Budget Year: 2026

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
Asphalt Maintenance	2	TONS	\$1,438.60	\$233.00	\$148.10	\$1,819.70
Brush Cutting	500	CY	\$538.18		\$98.38	\$636.56
Camera/Video	4	PIPES	\$2,454.08		\$946.08	\$3,400.16
Concrete - Armoring	4	CY	\$1,114.15	\$769.86	\$194.60	\$2,078.61
Concrete (Catch Basins)	1	CATCH BASINS	\$2,950.00	\$424.55	\$404.20	\$3,778.75
Concrete Catch Basin Repair	3	REPAIRS	\$2,181.30	\$182.45	\$242.70	\$2,606.45
Data Collection	120	CT	\$3,790.56		\$114.00	\$3,904.56
Drainage Maintenance - Swale Grading	10,000	SF	\$8,481.14	\$5,478.17	\$1,370.29	\$15,329.60
Drainage Maintenance Re-grading	1,000	SF	\$586.88	\$6.91	\$95.92	\$689.71
Fuel Work	35	EQUIPMENT	\$2,644.95		\$793.10	\$3,438.05
GIS Update	50	CT	\$1,316.17			\$1,316.17
Graffiti Removal	50		\$294.57	\$14.52	\$32.25	\$341.34
Ground Penetrating Radar	1	TICKETS	\$39.49		\$4.09	\$43.57
Investigation	15	INSPECTIONS	\$1,212.15		\$71.25	\$1,283.40
Large Pipe Install (Pipes 31" And Up)	40	LF	\$2,968.40	\$5,687.99	\$1,163.40	\$9,819.79
Large Pipe Repair (Pipes 31" And Up)	1	REPAIRS	\$1,467.20	\$152.78	\$581.70	\$2,201.68
MSBU Administrative Work	120	HOURS	\$9,476.40		\$499.20	\$9,975.60
Open Road Cut Road Repair	3	TONS	\$539.48	\$367.81	\$55.54	\$962.82
Pavement Markings	40	MARKINGS	\$2,323.28	\$226.04	\$407.12	\$2,956.44
Project Management	3	LABOR	\$281.27			\$281.27
ROW - Clearing / Haul Debris	2	TONS	\$877.72		\$171.80	\$1,049.52
ROW - Vegetation / Boom Mowing	75,000	CY	\$3,700.50		\$1,202.50	\$4,903.00
ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$9.80	\$178.70	\$887.00

# Budget Report

Activity Description: All

Rotonda Lakes Street and Drainage Unit

Budget Year: 2026

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
ROW Watering	20,000	GALLONS	\$4,934.00		\$654.67	
Shoulder Repair	1	MILES	\$2,877.20	\$197.19	\$195.20	
Sidelot Outfall Maintenance	1,250	SF	\$1,271.45	\$1,047.18	\$407.75	
Sign Fabrication	25	SIGNS	\$551.57	\$830.51	\$24.43	
Sign Inspection	1,500	SIGNS	\$5,633.06		\$791.94	
Sign Installation	5	SIGNS	\$174.63	\$82.77	\$24.55	
Sign Maintenance	200	SIGNS	\$6,985.00	\$3,154.00	\$982.00	
Small Pipe Install (Pipes 31" And Under)	32	LF	\$2,194.30	\$2,181.52	\$294.30	
Small Pipe Repair (Pipes 31" And Under)	1	REPAIRS	\$1,097.15	\$82.33	\$202.10	
Standard Cuts	600	SF	\$4,388.60	\$436.60	\$588.60	
Support (Post) Maintenance	45	POSTS	\$785.81	\$285.65	\$110.48	
Transport	3	TRIP	\$789.70		\$127.30	
Vacuum Culvert Cleaning	30	CULVERTS	\$4,464.60		\$1,376.40	
Rotonda Lakes Street and Drainage Unit Total			\$87,522.03	\$21,851.63	\$14,554.61	
						\$123,928.26

# Budget Report

Activity Description: All Rotonda Lakes Street and Drainage Unit  
Budget Year: 2027

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
Asphalt Maintenance	2	TONS	\$1,438.60	\$244.65	\$148.10	\$1,831.35
Brush Cutting	500	CY	\$538.18		\$98.38	\$636.55
Camera/Video	4	PIPES	\$2,454.08		\$946.08	\$3,400.16
Concrete - Armoring	4	CY	\$1,114.15	\$808.35	\$194.60	\$2,117.10
Concrete (Catch Basins)	1	CATCH BASINS	\$2,950.00	\$445.77	\$404.20	\$3,799.97
Concrete Catch Basin Repair	3	REPAIRS	\$2,181.30	\$191.57	\$242.70	\$2,615.57
Data Collection	120	CT	\$3,790.56		\$114.00	\$3,904.56
Drainage Maintenance - Swale Grading	10,000	SF	\$8,481.14	\$5,751.83	\$1,370.29	\$15,603.26
Drainage Maintenance Re-grading	1,000	SF	\$586.88	\$6.91	\$95.92	\$689.71
Fuel Work	35	EQUIPMENT	\$2,644.95		\$793.10	\$3,438.05
GIS Update	50	CT	\$1,316.17			\$1,316.17
Graffiti Removal	50		\$294.57	\$15.24	\$32.25	\$342.06
Ground Penetrating Radar	1	TICKETS	\$39.49		\$4.09	\$43.57
Investigation	15	INSPECTIONS	\$1,212.15		\$71.25	\$1,283.40
Large Pipe Install (Pipes 31" And Up)	40	LF	\$2,968.40	\$5,972.38	\$1,163.40	\$10,104.18
Large Pipe Repair (Pipes 31" And Up)	1	REPAIRS	\$1,467.20	\$160.42	\$581.70	\$2,209.32
MSBU Administrative Work	120	HOURS	\$9,476.40		\$499.20	\$9,975.60
Open Road Cut Road Repair	3	TONS	\$539.48	\$386.20	\$55.54	\$981.21
Pavement Markings	40	MARKINGS	\$2,323.28	\$237.34	\$407.12	\$2,967.74
Project Management	3	LABOR	\$281.27			\$281.27
Road Edging	5,000	LF	\$1,102.80		\$265.60	\$1,368.40
ROW - Clearing / Haul Debris	2	TONS	\$877.72		\$171.80	\$1,049.52
ROW - Vegetation / Boom Mowing	75,000	CY	\$3,700.50		\$1,202.50	\$4,903.00

# Budget Report

Activity Description: All Rotonda Lakes Street and Drainage Unit  
Budget Year: 2027

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$10.29	\$178.70	\$887.49
ROW Watering	20,000	GALLONS	\$4,934.00		\$654.67	\$5,588.67
RPM Install	500	RPM	\$2,603.00	\$693.08	\$226.79	\$3,522.86
Shoulder Repair	1	MILES	\$2,877.20	\$207.05	\$195.20	\$3,279.45
Sidelot Outfall Maintenance	1,250	SF	\$1,271.45	\$1,099.50	\$407.75	\$2,778.70
Sign Fabrication	25	SIGNS	\$551.57	\$872.04	\$24.43	\$1,448.04
Sign Inspection	1,800	SIGNS	\$6,759.68		\$950.32	\$7,710.00
Sign Installation	7	SIGNS	\$244.48	\$121.68	\$34.37	\$400.52
Sign Maintenance	200	SIGNS	\$6,985.00	\$3,311.70	\$982.00	\$11,278.70
Small Pipe Install (Pipes 31" And Under)	32	LF	\$2,194.30	\$2,290.59	\$294.30	\$4,779.19
Small Pipe Repair (Pipes 31" And Under)	1	REPAIRS	\$1,097.15	\$86.45	\$202.10	\$1,385.70
Standard Cuts	600	SF	\$4,388.60	\$458.40	\$588.60	\$5,435.60
Striping	20,000	LF	\$1,963.80	\$2,738.98	\$339.27	\$5,042.05
Support (Post) Maintenance	50	POSTS	\$873.13	\$333.26	\$122.75	\$1,329.14
Transport	3	TRIP	\$789.70		\$127.30	\$917.00
Vacuum Culvert Cleaning	30	CULVERTS	\$4,464.60		\$1,376.40	\$5,841.00
Rotonda Lakes Street and Drainage Unit Total			\$94,475.40	\$26,443.66	\$15,566.74	\$136,485.81