

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

**ADVISORY BOARD REGULAR MEETING  
THURSDAY, DECEMBER 11, 2025**

9:30 a.m. – 11:11 a.m.

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

**Members Present:** Laura Ingrassia, Chair  
Nicholas Kotzalas, Vice Chair  
Samuel Besase  
Carol Delucca  
Leo VanOrden

**County Staff:** Lorraine Money Penny, Community Liaison

**Guests:** Sign-up 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 quorum was present.

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

None.

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

None.

**Approval of Minutes:**

Mr. Kotzalas pointed out 2026 meeting dates listed were not updated to reflect those agreed. With that change, he motioned to approve the minutes. Mr. Besase seconded and the minutes were approved as corrected.

**Unfinished Business**

- a) Community Meeting About Drainage: The non-MSBU community meeting is set for January 22, 2026. The Public Works director and staff will present and accept questions. Ms. Ingrassia said it will be a good opportunity to educate citizens about the 72-hour rule and the unique design of the Rotonda West drainage system. As Sunshine Law prevents all but one advisory board member from speaking, she nominated Mr. Besase to represent the Board at the meeting. Mr. VanOrden said the Public Works director should be prepared for questions about existing work orders (display on map) and how to pay for the greenbelt remediation.

b) Bridge #113 Status: The community liaison read the bridge status report from Jeff Litherland. "Construction is complete on the Rotonda bridges for this year. The next bridge to be worked on is Bridge #113. It must be operational before we can begin rehabilitations of the remaining four bridges south of Rotonda Blvd. West. We will begin design of those repairs as soon as we advertise for bids on the Bridge #113 replacement. The status of the Bridge #113 replacement is unchanged since Public Works Director John Elias sent an update to Sam Besase on November 24." That update:

- Permit – The public comment period for the Army Corps of Engineers (ACOE) permit ended October 24. The government shutdown delayed the issuance of the permit.
- RFP for Construction – The bid specifications have not been advertised yet, as the permit is not in hand and the funding is still ambiguous. Mr. Elias plans to consult with the Board of County Commissioners the best way forward. The risk is that the County may lose any funding from FEMA if it proceeds without its agreement.

Mr. Besase expressed hope that the permit and funding will come through before the next government shutdown. He reached out to Congressman Steube's office in multiple ways. Mr. Kotzalas noted that the bridge replacement cost was originally estimated at \$711,000.

c) Rotonda Circle Milling: This Advisory Board moved unanimously at its last meeting to add the milling of Rotonda Circle to the current paving contract. Public Works prepared a point paper and a cost estimate (\$887,000) and confirmed that the MSBU has sufficient funds. Public Works is preparing an agenda item to gain the approval of the Board of County Commissioners (BCC). That item and its attachments are published on a Tuesday a week in advance of a meeting. Rotonda Circle residents who have lifted driveway pavers in anticipation of resurfacing might experience frustration. Mr. Kotzalas suggested that less asphalt – the main price driver – would be required for a mill and overlay compared to the planned overlay. Ms. Ingrassia asked how many dollars of the existing contract are associated with Rotonda Circle. There is evidence that the contract is fixed-price and evidence that it is materials-based. She asked for clarification. Mr. Besase itemized recent MSBU savings that might be applied to the cost. He presented a letter he drafted for the Commissioners that urges approval of the change order for the milling of Rotonda Circle. Advisory Board members made some edits to the letter and decided that Ms. Ingrassia would send it to the Commissioners on behalf of the MSBU Advisory Board. The edited draft is attached. With respect for Sunshine Law, Advisory Board members plan to attend the BCC meeting that addresses the issue.

#### **New Business:**

a) Financial Reports: The Board examined the Fiscal Year 2025 fourth quarter fund and maintenance activity reports. There were no questions.

b) Paving Loan Payoff: The community liaison read a note from Fiscal Services in response the Advisory Board request for payoff information for the paving loan. "The original payoff projections remain the most accurate reference available," it said. Because the 15-year loan was just issued in May 2025 and the first payment is not due until June 2026, there is not yet enough data to provide an updated analysis. Further, the analysis could be impacted by

unbudgeted milling and bridge repairs. Additional payments may be made at the 5-year balloon points, 2030 and 2035. Extra payments must be in \$1,000 increments with 45-60 days' notice to the Clerk's Office.

- Loan amount: \$10,263,000
- Loan term: 15 years
- Estimated interest: \$4,335,272 (at 5% interest rate)

Ms. Ingrassia remarked that MSBU funds earn well on interest and investments.

- c) Golf Cart Crossing Signs: Mr. VanOrden presented a list of golf cart intersections with notes about the signage at each. He said more golf cart crossing signs might prevent crashes; there was already a near miss. Ms. Ingrassia agreed that signs might be necessary at Tournament Rd. and Medalist Rd. Mr. Besase said there are too many signs already, and there is no evidence of golf cart/vehicle encounters. Golf cart drivers do and should use caution at vehicle intersections. Ms. Ingrassia suggested the Board Members examine the crossings and discuss further at the March meeting.

#### **Citizen Input to MSBU Items**

Ms. Ward said the pavement on the lower end of Boundary Blvd. is in poor shape. Board members said that area, being curb-and-gutter, qualifies for milling under the terms of the paving contract.

**Election of Officers:** Ms. Ingrassia was nominated as Chair by Ms. Deluca. The nomination was seconded by Mr. Kotzalas and passed unanimously. Mr. Kotzalas was nominated for Vice Chair by Ms. Ingrassia. The nomination was seconded by Ms. Deluca and passed unanimously.

**Annual Review: Robert's Rules of Order, Florida Sunshine Law:** In lieu of watching training videos, the Board was given an opportunity to discuss Robert's Rules of Order, Florida Sunshine Law, and the Public Records Law. Each signed a statement attesting that they understand the requirements for MSBU advisory board members.

**Advisory Board Open Discussion:** The site of a Utilities project on the corner of White Marsh Ln. and Medalist Rd. was not restored to its original condition. Now it is being used to stage paving vehicles. The Advisory Board will report if the paving contractor, when its work is done, does not restore the area with sod.

Pavement was repaired at the site of a water main break at Rotonda Blvd. West and Rotonda Circle. However, the curb-and-gutter was not restored, and it should be.

Mr. Kotzalas stated many residents are bearing high expense to lift and replace driveway pavers. Mr. Besase said a pool that forms at the end of a driveway has little negative impact; it evaporates. Mr. Kotzalas countered that the sediment can stain pavers.

Ms. Deluca offered that impact fees in Charlotte County are among the lowest in the state.

Mr. VanOrden wondered how the Florida legislature's plan to phase out property taxes would impact communities. Mr. Besase noted that school and public safety are excepted from the plan. They make up 87% of property taxes.

Advisory Board members noted that new landscaping on Gasparilla Rd. is pleasing. Construction of traffic lights at Rotonda Blvd. East and Ingram Blvd. starts in April. Since Hurricane Ian, some streetlights along Gasparilla Rd. still require replacement.

**Schedule Meetings / Items for Next Agenda:**


Future meetings are scheduled at 9:30 AM at the West County Annex as follows:

- Thursday, March 26, 2026
- Thursday, June 25, 2026
- Thursday, September 24, 2026
- Thursday, December 3, 2026

The meeting adjourned at 11:11 a.m.

Submitted by Lorraine Money Penny  
Public Works Department

  
Chair Signature

  
Date



## AGENDA

### ROTONDA WEST STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

### ADVISORY BOARD REGULAR MEETING THURSDAY, DECEMBER 11, 2025

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

**BOARD MEMBERS:** Laura Ingrassia, Chair  
Nicholas Kotzalas, Vice Chair  
Samuel Besase  
Carol Delucca  
Leo VanOrden

**COUNTY STAFF:** Lorraine Moneypenny, Community Liaison  
Jeff Litherland or Kelly Slaughter, Bridge Projects

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3 Minute Limit)
4. Approval of Minutes: September 25, 2025
5. Unfinished Business
  - a. Drainage Meeting
  - b. Bridge #113 Status
  - c. Rotonda Circle milling
6. New Business
  - a. Financial Reports
  - b. Paving Loan Payoff
7. Citizen Input on MSBU Items (3 Minute Limit)
8. Election of Officers
9. Annual Review: Robert's Rules of Order, Florida Sunshine Law
10. Advisory Board Open Discussion
11. Meeting Schedule / Items for Next Agenda
12. Motion to Adjourn

## Rotonda West Street and Drainage MSBU

Fund Financial Report  
Oct. 1, 2024 - Sept. 30, 2025

*Unaudited as of 9.30.25*

	Actual FY2024	Adopted Budget FY2025	Amended Budget FY2025	YTD Actual FY2025	Encumbered FY2025	Balance FY2025
<b>Beginning Balance</b>	\$12,295,390	\$13,885,630	\$13,885,630	\$14,210,053		
<b>Revenues</b>						
Assessments & Earnings	4,604,472	3,792,077		4,541,120		
Grant & Subsidy Revenue	-	-		-		
Loans & Borrowing	-	17,677,000		10,263,000		
<b>Total Revenue</b>	\$4,604,472	\$21,469,077	\$21,469,077	\$14,804,120		
<b>Expenditures</b>						
Contract Services	45,269	17,748	-	21,147	4,182	(7,581)
Pipe Lining	418,551	350,000	-	168,993	7,315	173,692
ROW Maintenance	28,175	29,892	-	30,068	4,289	(4,465)
ROW Reclamation	-	-	-	-	-	-
Speciality Mowing	89,254	125,746	-	94,268	34,132	(2,654)
Public Works Services	181,960	1,046,899	-	498,531	-	548,368
Internal Charges	12,671	19,031	-	19,031	-	-
Purchased Services	48,051	88,492	-	86,214	-	2,278
Materials and Supplies	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Debt Services	-	883,840	-	139,472	-	744,368
<b>Project Costs</b>						
Rotonda West Bridge Rehab	1,865,878	8,862,638	-	1,889,962	779,994	6,192,682
Paving Program FY25	-	16,840,200	426,632	4,296,460	12,699,494	273,721
<b>Total Expenditures</b>	\$2,689,809	\$28,264,486	28,691,118	\$7,244,146	\$13,529,405	\$7,920,409
<b>Reserves (Ending Fund Balance)</b>	\$14,210,053	\$7,090,221	\$6,663,589	\$21,770,027		
Reserve %	84.1%	20.1%	18.8%	75.0%		

*\*Budget Amendment to add addtl funds for paving*

Date Prepared: 10/31/2025

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

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## Rotonda West 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
	108756	Asphalt Maintenance		07/07/2025	5.00	355.55	31.28	59.24	0.00		446.07
	108756	Asphalt Maintenance		07/14/2025	0.50	39.90	0.00	0.00	0.00		39.90
	<b>Work Order 108756 Total</b>		<b>412022526000, 255 BOUNDARY BLVD, ENGLEWOOD, FL</b>		5.50	395.45	31.28	59.24	0.00	0.34	485.97
	109207	Asphalt Maintenance		07/07/2025	4.00	286.61	32.20	44.43	0.00		363.24
	109207	Asphalt Maintenance		07/14/2025	0.50	39.90	0.00	0.00	0.00		39.90
	<b>Work Order 109207 Total</b>		<b>25 CADDY RD, ROTONDA WEST, FL, 33947</b>		4.50	326.51	32.20	44.43	0.00	0.35	403.14
	112901	Asphalt Maintenance		07/07/2025	4.00	286.61	32.20	44.43	0.00		363.24
	112901	Asphalt Maintenance		07/14/2025	0.50	39.90	0.00	0.00	0.00		39.90
	<b>Work Order 112901 Total</b>		<b>713 BOUNDARY BLVD, ROTONDA WEST, FL, 33947</b>		4.50	326.51	32.20	44.43	0.00	0.35	403.14
	114320	Asphalt Maintenance		07/03/2025	6.50	463.46	42.86	9.50	0.00		515.82
	114320	Asphalt Maintenance		07/08/2025	20.00	1,337.20	23.00	97.80	0.00		1,458.00
	<b>Work Order 114320 Total</b>		<b>995 ROTONDA CIR, ROTONDA WEST, FL, 33947</b>		26.50	1,800.66	65.86	107.30	0.00	0.26	1,973.82
	115809	Asphalt Maintenance		07/14/2025	6.00	408.44	27.60	49.26	0.00		485.30
	<b>Work Order 115809 Total</b>		<b>131 BOUNDARY BLVD, Charlotte, FL, 33947</b>		6.00	408.44	27.60	49.26	0.00	0.30	485.30
	116242	Asphalt Maintenance		07/17/2025	7.00	482.58	23.00	73.50	0.00		579.08
	<b>Work Order 116242 Total</b>		<b>919 ROTONDA CIR, ROTONDA WEST, FL, 33947</b>		7.00	482.58	23.00	73.50	0.00	0.25	579.08

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

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## Rotonda West 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
	126315	Asphalt Maintenance		09/25/2025	4.00	267.44	9.20	39.12	0.00		315.76
	<b>Work Order 126315 Total</b>		969 ROTONDA CIR, ROTONDA WEST, FL, 33947		4.00	267.44	9.20	39.12	0.00	0.10	315.76
	126662	Asphalt Maintenance		09/24/2025	2.00	137.88	0.00	29.62	0.00		167.50
	126662	Asphalt Maintenance		09/25/2025	0.00	0.00	18.40	0.00	0.00		18.40
	<b>Work Order 126662 Total</b>		126 BOUNDARY BLVD, ROTONDA WEST, FL, 33947		2.00	137.88	18.40	29.62	0.00	0.20	185.90
	126663	Asphalt Maintenance		09/24/2025	2.00	137.88	0.00	29.62	0.00		167.50
	126663	Asphalt Maintenance		09/25/2025	0.00	0.00	9.20	0.00	0.00		9.20
	<b>Work Order 126663 Total</b>		264 ROTONDA CIR, ROTONDA WEST, FL, 33947		2.00	137.88	9.20	29.62	0.00	0.10	176.70
	127926	Asphalt Maintenance		09/30/2025	4.50	318.78	92.00	29.62	0.00		440.40
	<b>Work Order 127926 Total</b>		167 BOUNDARY BLVD, Charlotte, FL, 33947		4.50	318.78	92.00	29.62	0.00	1.00	440.40
	<b>Asphalt Maintenance Total</b>										
	123395	Brush Cutting		09/03/2025	88.50	6,130.49	706.64	650.09	0.00	4.47	7,487.23
	<b>Work Order 123395 Total</b>		MEDALIST RD & ROTONDA CIR, ROTONDA WEST, FL, 33947		10.00	697.20	0.00	197.40	0.00		894.60
	126622	Brush Cutting		09/23/2025	9.00	612.66	0.00	118.44	0.00		731.10
	<b>Work Order 126622 Total</b>		185 PARADE CIR, ROTONDA WEST, FL, 33947		9.00	612.66	0.00	118.44	0.00	450.00	731.10

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

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## Rotonda West 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
	110871	Concrete Catch Basin Repair		07/17/2025	0.00	0.00	30.00	0.00	0.00		30.00
	110871	Concrete Catch Basin Repair		09/18/2025	4.00	287.24	0.00	51.69	0.00		338.93
	<b>Work Order 110871 Total</b>		<b>61 MARINER LN, FL, 33947</b>		4.00	287.24	30.00	51.69	0.00	2.00	368.93
	111123	Concrete Catch Basin Repair		07/17/2025	0.00	0.00	125.00	0.00	0.00		125.00
	111123	Concrete Catch Basin Repair		07/30/2025	0.50	39.90	0.00	0.00	0.00		39.90
	<b>Work Order 111123 Total</b>		<b>93 MARINER LN, Charlotte, FL, 33947</b>		0.50	39.90	125.00	0.00	0.00	2.00	164.90
	111124	Concrete Catch Basin Repair		07/01/2025	8.00	541.12	0.00	60.04	0.00		601.16
	111124	Concrete Catch Basin Repair		07/03/2025	28.50	2,255.43	0.00	365.28	0.00		2,620.71
	111124	Concrete Catch Basin Repair		07/08/2025	24.00	1,640.61	0.00	223.08	0.00		1,863.69
	111124	Concrete Catch Basin Repair		07/09/2025	12.00	818.48	530.00	151.80	0.00		1,500.28
	111124	Concrete Catch Basin Repair		07/10/2025	4.00	270.56	0.00	30.02	0.00		300.58
	111124	Concrete Catch Basin Repair		09/18/2025	3.00	221.70	0.00	58.38	0.00		280.08
	<b>Work Order 111124 Total</b>		<b>109 MARINER LN, FL, 33947</b>		79.50	5,747.90	530.00	888.60	0.00	2.00	7,166.50
	111125	Concrete Catch Basin Repair		07/01/2025	6.00	405.84	0.00	45.03	0.00		450.87
	111125	Concrete Catch Basin Repair		07/02/2025	32.50	2,308.13	610.74	388.61	0.00		3,307.48
	111125	Concrete Catch Basin Repair		07/03/2025	8.00	541.12	0.00	60.04	0.00		601.16
	111125	Concrete Catch Basin Repair		07/07/2025	6.00	408.44	0.00	49.64	0.00		458.08
	111125	Concrete Catch Basin Repair		07/17/2025	0.00	0.00	60.00	0.00	0.00		60.00
	<b>Work Order 111125 Total</b>		<b>119 MARINER LN, Charlotte, FL, 33947</b>		52.50	3,663.53	670.74	543.32	0.00	2.00	4,877.59

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

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## Rotonda West 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
	116225	Concrete Catch Basin Repair		08/13/2025	3.00	209.35	0.00	23.80	0.00	0.00	233.15
	116225	Concrete Catch Basin Repair		08/20/2025	11.85	801.11	0.00	62.28	0.00	0.00	863.39
	116225	Concrete Catch Basin Repair		08/21/2025	10.00	676.40	250.00	75.05	0.00	0.00	1,001.45
	116225	Concrete Catch Basin Repair		08/22/2025	4.00	270.56	0.00	30.02	0.00	0.00	300.58
	116225	Concrete Catch Basin Repair		08/26/2025	2.00	135.28	0.00	5.19	0.00	0.00	140.47
	116225	Concrete Catch Basin Repair		09/16/2025	13.50	900.27	0.00	67.55	0.00	0.00	967.82
	116225	Concrete Catch Basin Repair		09/17/2025	30.00	2,000.60	0.00	150.10	0.00	0.00	2,150.70
	116225	Concrete Catch Basin Repair		09/18/2025	6.00	433.48	0.00	103.38	0.00	0.00	536.86
	<b>Work Order 116225 Total</b>										
					80.35	5,427.05	250.00	517.37	0.00	2.00	6,194.42
	116226	Concrete Catch Basin Repair		08/22/2025	4.00	270.56	0.00	30.02	0.00	0.00	300.58
	116226	Concrete Catch Basin Repair		08/26/2025	2.00	135.28	0.00	5.19	0.00	0.00	140.47
	<b>Work Order 116226 Total</b>										
					6.00	405.84	0.00	35.21	0.00	0.00	441.05
	118143	Concrete Catch Basin Repair		07/29/2025	50.00	3,413.58	67.54	399.62	0.00	0.00	3,880.74
	118143	Concrete Catch Basin Repair		09/08/2025	2.00	135.28	0.00	5.19	0.00	0.00	140.47
	118143	Concrete Catch Basin Repair		09/24/2025	12.00	800.24	0.00	60.04	0.00	0.00	860.28
	118143	Concrete Catch Basin Repair		09/26/2025	9.50	641.15	0.00	25.95	0.00	0.00	667.10
	118143	Concrete Catch Basin Repair		09/30/2025	10.00	676.40	0.00	25.95	0.00	0.00	702.35
	<b>Work Order 118143 Total</b>										
					83.50	5,666.65	67.54	516.75	0.00	1.00	6,250.94
	122275	Concrete Catch Basin Repair		08/25/2025	15.00	1,021.10	0.00	124.10	0.00	0.00	1,145.20
	<b>Work Order 122275 Total</b>										
					15.00	1,021.10	0.00	124.10	0.00	1.00	1,145.20

# Monthly Funding Report

START DATE:

07/01/2025

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09/30/2025

## Rotonda West Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Comp	Total Cost
	74083	Contracted - Landscaping		08/07/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/12/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74083	Contracted - Landscaping		08/14/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/15/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/19/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/20/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/21/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/22/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/26/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/27/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/28/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		08/29/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/09/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/10/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/11/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/12/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/16/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/17/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/18/2025	0.23	19.44	0.00	0.94	0.00	0.00	20.38
	74083	Contracted - Landscaping		09/19/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/23/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/24/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74083	Contracted - Landscaping		09/25/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64

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## Rotonda West Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Comp	Total Cost
	75832	Contracted Work		07/11/2025	0.00	0.00	0.00	0.00	3,150.10		3,150.10
	75832	Contracted Work		07/30/2025	0.00	0.00	0.00	0.00	3,150.10		3,150.10
	75832	Contracted Work		09/01/2025	0.00	0.00	0.00	0.00	3,150.10		3,150.10
	75832	Contracted Work		09/11/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
					0.25	21.60	0.00	0.00	0.00	0.00	21.60
					0.25	21.60	0.00	0.00	12,600.40	1,272.00	12,622.00
					0.25	21.60	0.00	0.00	0.00	0.00	21,622.00
					0.25	21.60	0.00	0.00	0.00	0.00	21,622.00
					1.00	75.74	0.00	4.16	0.00	0.00	79.90
					1.00	75.74	0.00	4.16	0.00	1.00	79.90
					0.50	37.87	0.00	2.08	0.00	0.00	39.95
					0.50	37.87	0.00	2.08	0.00	0.50	39.95
					0.50	37.87	0.00	2.08	0.00	0.00	39.95
					0.50	37.87	0.00	2.08	0.00	0.50	39.95
					2.00	151.48	0.00	8.32	0.00	2.00	159.80
					51.50	3,559.31	0.00	487.92	0.00	0.00	4,047.23
					0.00	0.00	1,375.00	0.00	0.00	0.00	1,375.00

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## Rotonda West 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	
	121385	GIS Update		08/20/2025	0.25	18.48	0.00	0.00	0.00		18.48	
	<b>Work Order 121385 Total</b>											
	121387	GIS Update		08/20/2025	0.25	18.48	0.00	0.00	0.00		18.48	
	<b>Work Order 121387 Total</b>											
	124281	GIS Update		09/09/2025	0.25	18.48	0.00	0.00	0.00		18.48	
	<b>Work Order 124281 Total</b>											
	36 MEDALIST RD, ROTONDA WEST, FL, 33947											
	124840	GIS Update		09/10/2025	0.25	18.48	0.00	0.00	0.00		18.48	
	<b>Work Order 124840 Total</b>											
	24 PAR VIEW RD, ROTONDA WEST, FL, 33947											
	<b>GIS Update Total</b>											
	106607	Investigation		07/02/2025	1.25	94.67	0.00	5.20	0.00		99.88	
	<b>Work Order 106607 Total</b>											
	412022254004, 234 ROTONDA CIR, ROTONDA WEST, FL											
	111244	Investigation		07/02/2025	1.00	75.74	0.00	4.16	0.00		79.90	
	<b>Work Order 111244 Total</b>											
	412013479012, 51 MARKER RD, ROTONDA WEST, FL											
	112426	Investigation		07/10/2025	1.50	113.61	0.00	6.24	0.00		119.85	
	<b>Work Order 112426 Total</b>											
	205 Boundary Blvd											

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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
	<b>Work Order 116426 Total</b>		GOLFVIEW RD, ROTONDA WEST, FL, 33947		2.00	151.48	0.00	8.32	0.00	1.00	159.80
	117116	Investigation		09/04/2025	1.00	75.74	0.00	4.16	0.00	0.00	79.90
	<b>Work Order 117116 Total</b>		100 Rotonda Cir		1.00	75.74	0.00	4.16	0.00	1.00	79.90
	117263	Investigation		09/08/2025	1.00	75.74	0.00	4.16	0.00	0.00	79.90
	<b>Work Order 117263 Total</b>		36 MEDALIST RD, ROTONDA WEST, FL, 33947		1.00	75.74	0.00	4.16	0.00	1.00	79.90
	117719	Investigation		09/10/2025	1.00	75.74	0.00	4.16	0.00	0.00	79.90
	<b>Work Order 117719 Total</b>		24 PAR VIEW RD, ROTONDA WEST, FL, 33947		1.00	75.74	0.00	4.16	0.00	1.00	79.90
	124958	Investigation		09/11/2025	1.00	75.74	0.00	4.16	0.00	0.00	79.90
	<b>Work Order 124958 Total</b>		241 FAIRWAY RD, ROTONDA WEST, FL, 33947		1.00	75.74	0.00	4.16	0.00	1.00	79.90
	126038	Investigation		09/18/2025	1.50	113.61	0.00	6.24	0.00	0.00	119.85
	<b>Work Order 126038 Total</b>		963 BOUNDARY BLVD, ROTONDA WEST, FL, 33947		1.50	113.61	0.00	6.24	0.00	1.00	119.85
	126085	Investigation		09/18/2025	1.00	75.74	0.00	4.16	0.00	0.00	79.90
	<b>Work Order 126085 Total</b>		532 BOUNDARY BLVD, ROTONDA WEST, FL, 33947		1.00	75.74	0.00	4.16	0.00	1.00	79.90
	127105	Investigation		09/25/2025	1.00	75.74	0.00	4.16	0.00	0.00	79.90
	<b>Work Order 127105 Total</b>		32 MEDALIST LN, ROTONDA WEST, FL, 33947		1.00	75.74	0.00	4.16	0.00	1.00	79.90

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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
	72739	MSBU Administrative Work		07/22/2025	2.00	147.80	0.00	0.00	0.00	0.00	147.80
	72739	MSBU Administrative Work		08/12/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
	72739	MSBU Administrative Work		08/13/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
	72739	MSBU Administrative Work		08/14/2025	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	72739	MSBU Administrative Work		08/15/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
	72739	MSBU Administrative Work		08/19/2025	1.00	73.90	0.00	0.00	0.00	0.00	73.90
	72739	MSBU Administrative Work		08/20/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	72739	MSBU Administrative Work		08/21/2025	1.00	73.90	0.00	0.00	0.00	0.00	73.90
	72739	MSBU Administrative Work		08/26/2025	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	72739	MSBU Administrative Work		08/27/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	72739	MSBU Administrative Work		08/28/2025	1.00	73.90	0.00	0.00	0.00	0.00	73.90
	72739	MSBU Administrative Work		09/03/2025	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	72739	MSBU Administrative Work		09/05/2025	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	72739	MSBU Administrative Work		09/30/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
		<b>Administrative Time Total</b>			16.00	1,182.40	0.00	0.00	0.00	0.00	1,182.42
	72739	MSBU Administrative Work		09/25/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
	72739	MSBU Administrative Work		09/30/2025	3.00	221.70	0.00	0.00	0.00	0.00	221.70
		<b>MSBU Minutes Total</b>			4.50	332.55	0.00	0.00	0.00	0.00	332.55
	72739	MSBU Administrative Work		09/25/2025	5.00	369.50	0.00	0.00	0.00	0.00	369.50
		<b>MSBU Meeting Total</b>			5.00	369.50	0.00	0.00	0.00	0.00	369.50
		<b>Work Order 72739 Total</b>			45.25	3,343.98	0.00	0.00	0.00	152.50	3,344.00
		<b>MSBU Administrative Work Total</b>			45.25	3,343.98	0.00	0.00	0.00	152.50	3,344.00



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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
	5212	Project Management		09/09/2025	3.00	237.89	0.00	8.32	0.00		246.21
	5212	Project Management		09/10/2025	4.50	349.58	0.00	16.64	0.00		366.22
	5212	Project Management		09/11/2025	5.00	389.37	0.00	16.64	0.00		406.01
	5212	Project Management		09/12/2025	5.00	389.37	0.00	16.64	0.00		406.01
	5212	Project Management		09/15/2025	1.00	75.74	0.00	4.16	0.00		79.90
	5212	Project Management		09/16/2025	1.00	75.74	0.00	4.16	0.00		79.90
	5212	Project Management		09/17/2025	3.00	237.89	0.00	8.32	0.00		246.21
	5212	Project Management		09/18/2025	2.00	151.48	0.00	8.32	0.00		159.80
	5212	Project Management		09/19/2025	4.00	324.30	0.00	8.32	0.00		332.62
	5212	Project Management		09/22/2025	1.00	75.74	0.00	4.16	0.00		79.90
	5212	Project Management		09/23/2025	3.00	255.39	0.00	4.16	3,056.00		3,315.55
	5212	Project Management		09/24/2025	2.00	162.15	0.00	4.16	294,324.44		294,490.75
	5212	Project Management		09/29/2025	2.00	151.48	0.00	8.32	0.00		159.80
	5212	Project Management		09/30/2025	3.00	237.89	0.00	8.32	0.00		246.21
	5212	Project Management		07/07/2025	2.00	151.48	0.00	8.32	0.00		159.80
	5212	Project Management		07/08/2025	2.00	151.48	0.00	8.32	0.00		159.80
	5212	Project Management		07/09/2025	2.00	151.48	0.00	8.32	0.00		159.80
	5212	Project Management		07/10/2025	1.00	75.74	0.00	4.16	0.00		79.90
	5212	Project Management		07/11/2025	2.00	151.48	0.00	8.32	0.00		159.80
	5212	Project Management		07/16/2025	3.00	227.22	0.00	12.48	0.00		239.70
	5212	Project Management		07/18/2025	2.00	151.48	0.00	8.32	0.00		159.80
					14.00	1,060.36	0.00	58.24	0.00		1,118.60
					158.00	12,438.76	0.00	505.44	583,039.07	0.00	595,983.27
<b>Project Inspection Total</b>											
<b>Rotonda Rehabilitation #5 014060, 014063, 014100</b>											
<b>Work Order 5212 Total</b>											

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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
	25417	Project Management		08/15/2025	2.00	151.48	0.00	8.32	0.00		159.80
	25417	Project Management		08/19/2025	2.00	172.82	0.00	0.00	0.00		172.82
	25417	Project Management		08/20/2025	1.00	86.41	0.00	0.00	0.00		86.41
	25417	Project Management		08/22/2025	2.00	172.82	0.00	0.00	3,556.26		3,729.08
	25417	Project Management		08/25/2025	4.00	302.96	0.00	16.64	0.00		319.60
	25417	Project Management		08/26/2025	4.00	320.46	0.00	12.48	0.00		332.94
	25417	Project Management		08/27/2025	4.00	302.96	0.00	16.64	0.00		319.60
	25417	Project Management		08/28/2025	4.00	324.30	0.00	8.32	0.00		332.62
	25417	Project Management		08/29/2025	2.00	151.48	0.00	8.32	0.00		159.80
	25417	Project Management		09/02/2025	3.00	227.22	0.00	12.48	0.00		239.70
	25417	Project Management		09/03/2025	3.00	227.22	0.00	12.48	0.00		239.70
	25417	Project Management		09/04/2025	4.00	320.46	0.00	12.48	0.00		332.94
	25417	Project Management		09/05/2025	3.00	227.22	0.00	12.48	0.00		239.70
	25417	Project Management		09/08/2025	2.00	151.48	0.00	8.32	0.00		159.80
	25417	Project Management		09/09/2025	2.00	151.48	0.00	8.32	0.00		159.80
	25417	Project Management		09/10/2025	4.50	349.58	0.00	16.64	271,848.09		272,214.31
	25417	Project Management		09/11/2025	5.00	378.70	0.00	20.80	3,556.24		3,955.74
	25417	Project Management		09/12/2025	5.00	378.70	0.00	20.80	0.00		399.50
	25417	Project Management		09/15/2025	1.00	75.74	0.00	4.16	0.00		79.90
	25417	Project Management		09/16/2025	1.00	75.74	0.00	4.16	0.00		79.90
	25417	Project Management		09/17/2025	2.00	151.48	0.00	8.32	0.00		159.80
	25417	Project Management		09/18/2025	4.00	324.30	0.00	8.32	0.00		332.62
	25417	Project Management		09/19/2025	2.00	151.48	0.00	8.32	0.00		159.80

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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
	70599	Project Management		07/17/2025	9.25	700.59	0.00	38.48	0.00		739.08
	70599	Project Management		07/21/2025	12.50	946.75	0.00	52.00	0.00		998.75
	70599	Project Management		07/22/2025	11.50	871.01	0.00	47.84	0.00		918.85
	70599	Project Management		07/23/2025	5.00	378.70	0.00	20.80	0.00		399.50
	70599	Project Management		07/24/2025	8.00	605.92	0.00	33.28	0.00		639.20
	70599	Project Management		07/25/2025	12.75	965.68	0.00	53.04	0.00		1,018.73
	70599	Project Management		07/28/2025	12.25	927.81	0.00	50.96	0.00		978.78
	70599	Project Management		07/29/2025	10.00	757.40	0.00	41.60	0.00		799.00
	70599	Project Management		07/30/2025	12.00	908.88	0.00	20.80	0.00		929.68
	70599	Project Management		07/31/2025	13.00	984.62	0.00	104.00	0.00		1,088.62
	70599	Project Management		08/04/2025	10.00	757.40	0.00	41.60	0.00		799.00
	70599	Project Management		08/05/2025	11.00	833.14	0.00	62.40	0.00		895.54
	70599	Project Management		08/06/2025	10.25	776.33	0.00	42.64	0.00		818.98
	70599	Project Management		08/07/2025	10.25	776.33	0.00	42.64	0.00		818.98
	70599	Project Management		08/08/2025	9.00	681.66	0.00	37.44	0.00		719.10
	70599	Project Management		08/11/2025	10.75	814.20	0.00	44.72	0.00		858.93
	70599	Project Management		08/12/2025	10.50	795.27	0.00	43.68	0.00		838.95
	70599	Project Management		08/13/2025	12.50	946.75	0.00	52.00	0.00		998.75
	70599	Project Management		08/14/2025	12.75	965.68	0.00	53.04	0.00		1,018.73
	70599	Project Management		08/15/2025	9.00	681.66	0.00	37.44	0.00		719.10
	70599	Project Management		08/18/2025	11.00	833.14	0.00	45.76	0.00		878.90
	70599	Project Management		08/19/2025	11.00	833.14	0.00	45.76	0.00		878.90
	70599	Project Management		08/20/2025	10.25	776.33	0.00	42.64	0.00		818.98

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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
	70599	Project Management		09/24/2025	10.50	795.27	0.00	43.68	0.00		838.95
	70599	Project Management		09/25/2025	11.00	833.14	0.00	45.76	0.00		878.90
	70599	Project Management		09/26/2025	8.25	624.85	0.00	34.32	0.00		659.18
	70599	Project Management		09/29/2025	8.00	605.92	0.00	33.28	0.00		639.20
	70599	Project Management		09/30/2025	8.00	605.92	0.00	0.00	0.00		605.92
	70599	Project Management		07/11/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		07/16/2025	3.00	259.23	0.00	12.48	0.00		271.71
	70599	Project Management		07/22/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		07/29/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		08/01/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		08/06/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		08/15/2025	2.50	216.02	0.00	8.32	0.00		224.35
	70599	Project Management		08/19/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		08/22/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		08/26/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		08/27/2025	3.00	259.23	0.00	12.48	0.00		271.71
	70599	Project Management		09/04/2025	5.00	432.05	0.00	20.80	0.00		452.85
	70599	Project Management		09/09/2025	2.00	172.82	0.00	8.32	0.00		181.14
	70599	Project Management		09/16/2025	4.00	345.64	0.00	16.64	0.00		362.28
	70599	Project Management		09/19/2025	2.00	172.82	0.00	8.32	0.00		181.14
		<b>Site Visits Total</b>			37.47	3,240.34	0.00	153.88	0.00		3,394.27
	70599	Project Management		08/13/2025	1.50	129.61	0.00	0.00	0.00		129.62
		<b>Project Meetings Total</b>			1.50	129.61	0.00	0.00	0.00		129.62

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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
	114040	Sign Fabrication		07/02/2025	8.00	577.20	479.63	54.72	0.00		1,111.55
	<b>Work Order 114040 Total</b>		163 ROTONDA BLVD E, ROTONDA WEST, CHARL, FL, 33947		8.00	577.20	479.63	54.72	0.00	32.00	1,111.55
	115129	Sign Fabrication		07/09/2025	0.50	36.08	44.88	3.42	0.00		84.38
	<b>Work Order 115129 Total</b>		796 ROTONDA CIR, Charlotte, FL, 33947		0.50	36.08	44.88	3.42	0.00	2.00	84.38
	119430	Sign Fabrication		08/06/2025	0.50	36.08	162.55	3.42	0.00		202.05
	<b>Work Order 119430 Total</b>		TEE VIEW RD, ROTONDA WEST, FL, 33947		0.50	36.08	162.55	3.42	0.00	2.00	202.05
	121759	Sign Fabrication		08/20/2025	0.50	36.08	118.03	3.42	0.00		157.52
	<b>Work Order 121759 Total</b>		BOUNDARY BLVD, ROTONDA WEST, FL, 33947		0.50	36.08	118.03	3.42	0.00	2.00	157.52
	125968	Sign Fabrication		09/17/2025	0.50	36.08	68.13	1.71	0.00		105.91
	<b>Work Order 125968 Total</b>		BOUNDARY BLVD, ROTONDA WEST, FL, 33947		0.50	36.08	68.13	1.71	0.00	2.00	105.91
	<b>Sign Fabrication Total</b>										
					17.50	1,262.63	1,291.24	117.99	0.00	70.00	2,671.86
	113777	Sign Installation		07/01/2025	1.00	64.78	58.25	5.19	0.00		128.22
	113777	Sign Installation		07/03/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 113777 Total</b>		796 ROTONDA CIR, Charlotte, FL, 33947		1.25	80.98	58.25	5.19	0.00	2.00	144.42
	119658	Sign Installation		08/07/2025	0.50	33.74	0.00	2.60	0.00		36.33
	119658	Sign Installation		08/08/2025	0.50	33.74	116.21	5.19	0.00		155.13

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## Rotonda West 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 112788 Total</b>		352 BOUNDARY BLVD, Charlotte, FL, 33947		0.25	16.20	0.00	0.00	0.00	1.00	16.20
	112795	Sign Maintenance		07/01/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 112795 Total</b>		447 BOUNDARY BLVD, Charlotte, FL, 33947		0.25	16.20	0.00	0.00	0.00	1.00	16.20
	112996	Sign Maintenance		07/01/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 112996 Total</b>		6 LONG MEADOW PL, Charlotte, FL, 33947		0.25	16.20	0.00	0.00	0.00	4.00	16.20
	112998	Sign Maintenance		07/01/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 112998 Total</b>		1 PINEHURST CT, Charlotte, FL, 33947		0.25	16.20	0.00	0.00	0.00	2.00	16.20
	112999	Sign Maintenance		07/01/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 112999 Total</b>		100 ROTONDA BLVD E, 12, PORT CHARLOTTE, FL		0.25	16.20	0.00	0.00	0.00	2.00	16.20
	113341	Sign Maintenance		07/02/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 113341 Total</b>		MEDALIST CT, ROTONDA WEST, FL, 33947		0.25	16.20	0.00	0.00	0.00	22.00	16.20
	113558	Sign Maintenance		07/02/2025	0.25	16.20	0.00	0.00	0.00		16.20
	<b>Work Order 113558 Total</b>		SPORTSMAN RD, ROTONDA WEST, FL, 33947		0.25	16.20	0.00	0.00	0.00	34.00	16.20
	114163	Sign Maintenance		07/03/2025	3.00	198.38	0.00	7.79	0.00		206.16
	<b>Work Order 114163 Total</b>				3.00	198.38	0.00	7.79	0.00	12.00	206.16

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## Rotonda West 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 87371 Total</b>											
			159 FAIRWAY RD, ROTONDA WEST, FL, 33947		6.00	418.36	0.00	9.50	0.00	0.00	427.86	
	116545	Small Pipe Repair (Pipes 31" And Under)		07/21/2025	36.00	2,479.14	0.00	348.28	0.00		2,827.42	
	116545	Small Pipe Repair (Pipes 31" And Under)		07/22/2025	0.00	0.00	183.73	0.00	0.00		183.73	
	116545	Small Pipe Repair (Pipes 31" And Under)		07/23/2025	41.00	2,824.68	538.17	485.92	0.00		3,848.77	
	116545	Small Pipe Repair (Pipes 31" And Under)		07/28/2025	4.50	310.46	0.00	9.50	0.00		319.96	
	<b>Work Order 116545 Total</b>											
			GOLFVIEW RD, ROTONDA WEST, FL, 33947		81.50	5,614.28	721.90	843.70	0.00	1.00	7,179.88	
	<b>Small Pipe Repair (Pipes 31" And Under) Total</b>											
					100.50	6,949.15	721.90	872.20	0.00	1.00	8,543.26	
	121136	Support (Post) Maintenance		08/18/2025	2.00	137.88	58.04	10.38	0.00		206.30	
	<b>Work Order 121136 Total</b>											
			PINE VALLEY CT, ROTONDA WEST, FL, 33947		2.00	137.88	58.04	10.38	0.00	8.00	206.30	
	122807	Support (Post) Maintenance		08/19/2025	2.00	137.88	52.87	10.38	0.00		201.13	
	<b>Work Order 122807 Total</b>											
			261 SPORTSMAN RD, Charlotte, FL, 33947		2.00	137.88	52.87	10.38	0.00	6.00	201.13	
	123499	Support (Post) Maintenance		09/02/2025	0.50	34.47	52.87	2.60	0.00		89.94	
	<b>Work Order 123499 Total</b>											
			302 ROTONDA BLVD W, Charlotte, FL, 33947		0.50	34.47	52.87	2.60	0.00	3.00	89.94	
	<b>Support (Post) Maintenance Total</b>											
					4.50	310.23	163.78	23.36	0.00	17.00	497.37	
	113829	Underground Utility Locates		07/01/2025	2.67	259.28	0.00	11.09	0.00		270.37	
	<b>Work Order 113829 Total</b>											
					2.67	259.28	0.00	11.09	0.00	21.00	270.37	

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## Rotonda West 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
	120695	Underground Utility Locates		08/15/2025	0.00	0.00	10.39	0.00	0.00	0.00	10.39
	<b>Work Order 120695 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		1.33	129.64	10.39	5.55	0.00	7.00	145.57
	120953	Underground Utility Locates		08/15/2025	6.00	583.38	0.00	24.96	0.00	0.00	608.34
	<b>Work Order 120953 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		6.00	583.38	0.00	24.96	0.00	8.00	608.34
	121826	Underground Utility Locates		08/21/2025	5.33	518.56	0.00	22.19	0.00	0.00	540.75
	<b>Work Order 121826 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		5.33	518.56	0.00	22.19	0.00	9.00	540.75
	122005	Underground Utility Locates		08/22/2025	5.33	518.56	41.55	22.19	0.00	0.00	582.30
	<b>Work Order 122005 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		5.33	518.56	41.55	22.19	0.00	10.00	582.30
	122523	Underground Utility Locates		08/25/2025	3.60	350.03	0.00	14.98	0.00	0.00	365.01
	<b>Work Order 122523 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		3.60	350.03	0.00	14.98	0.00	6.00	365.01
	122798	Underground Utility Locates		08/26/2025	2.91	282.85	0.00	12.10	0.00	0.00	294.95
	<b>Work Order 122798 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		2.91	282.85	0.00	12.10	0.00	9.00	294.95
	124070	Underground Utility Locates		09/05/2025	4.00	388.92	0.00	16.64	0.00	0.00	405.56
	<b>Work Order 124070 Total</b>		7000 FLORIDA ST, PUNTA GORDA, FL, 33950		4.00	388.92	0.00	16.64	0.00	9.00	405.56
	124627	Underground Utility Locates		09/09/2025	6.86	666.72	0.00	28.53	0.00	0.00	695.25

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## Rotonda West 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
	Work Order 65718 Total		412013254003, 664 ROTONDA CIR, ROTONDA WEST, FL		3.00	222.63	0.00	50.04	0.00	1.00	272.67
	66183	Vacuum Culvert Cleaning		07/23/2025	12.00	852.98	0.00	237.72	0.00		1,090.70
	Work Order 66183 Total		76 LONG MEADOW PL, ROTONDA WEST, FL, 33947		12.00	852.98	0.00	237.72	0.00	5.00	1,090.70
	118545	Vacuum Culvert Cleaning		08/01/2025	2.00	138.68	0.00	45.88	0.00		184.56
	Work Order 118545 Total		8 MARINER LN, ROTONDA WEST, FL, 33947		2.00	138.68	0.00	45.88	0.00	0.00	184.56
	122374	Vacuum Culvert Cleaning		08/25/2025	14.00	991.66	0.00	283.60	0.00		1,275.26
	Work Order 122374 Total		79 OAKLAND HILLS CT, ROTONDA WEST, FL, 33947		0.50	39.90	0.00	0.00	0.00		39.90
	122377	Vacuum Culvert Cleaning		08/25/2025	8.00	554.72	0.00	183.52	0.00		738.24
	Work Order 122377 Total		237 LONG MEADOW LN, ROTONDA WEST, FL, 33947		0.50	39.90	0.00	0.00	0.00		39.90
	Vacuum Culvert Cleaning Total				40.00	2,840.46	0.00	800.76	0.00	9.00	3,641.23
Rotonda West Street and Drainage Unit Total											
2,202.37 162,609.51 11,191.50 13,344.52 913,656.82 1,100,801.75											

## Golf Cart Caution Signs

Location	Yes/No	Notes
Tournament Road	No	
Medalist Road #1	No	
Medalist Road #2	Yes	
Pine Valley Lane / White Marsh Lane Loop	No	
White Marsh Lane	Yes	2 signs each way with a 200 foot warning sign below the main sign
Rotonda Blvd East	Yes	2 signs each way with a 400 foot warning sign below the main sign. The sign close to the cart part also has a yellow caution light
Long Meadow Lane S	Yes	
Marker Road	Yes	
Pinehurst Place	Partial	Sign on one direction only, words only no symbol. Sign is only about 2-3 feet high
Clubhouse Road	Partial	Sign on one direction only, words only no symbol. Sign is only about 2-3 feet high
Pinehurst Court	Partial	Sign on one direction only, words only no symbol. Sign is only about 2-3 feet high
Oakland Hills Place	No	
Golfview Road	No	
Oakland Hills Court	No	



# Charlotte County Government

"To exceed expectations in the delivery of public services."

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## MEMORANDUM

JSK 25-063

Date: September 17, 2025  
To: All County Recording Secretaries  
From: Janette S. Knowlton, County Attorney *JSK*  
Subject: Quorum Provision Update

Please be advised that, in response to recent case law, we are implementing an important update regarding quorum requirements when a board member has a voting conflict of interest.

**Effective immediately**, when a board member is legally prohibited from voting on a matter due to a conflict of interest and must recuse themselves, that member **shall not be counted toward the quorum for that specific item**.

If the recusal results in the loss of a quorum on that matter, the item can automatically be **continued to the next scheduled meeting** for further consideration.

This change will be formally incorporated into board rules and bylaws during the next scheduled review process. In the interim, please distribute this memo at your upcoming board meetings and ensure that board Chairs are made aware of this procedural adjustment so they may implement it as appropriate.

Should you have any questions or require clarification, feel free to contact me directly.

Thank you for your attention to this important matter.

JSK/ca

**OFFICE OF THE COUNTY ATTORNEY**  
18500 Murdock Circle | Port Charlotte, FL 33948  
Phone: 941.743.1330 | Fax: 941.743.1550