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

ADVISORY BOARD REGULAR MEETING THURSDAY, MARCH 27, 2025

9:30 a.m. - 11:47 a.m.

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

Members Present: Carol Delucca, Chair

Laura Ingrassia, Vice Chair

Samuel Besase Nicholas Kotzalas Leo VanOrden

County Staff:

Lorraine Moneypenny, Community Liaison

James Layport, Paving Projects Manager

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:

Ms. Ingrassia moved to hear Item 7(c) before Citizen Input, to respect the time of the paving manager. Mr. Van Orden seconded, and the motion carried.

Citizen Input on Agenda Items (3 Minute Limit):

- Mr. Froggatt asked about paving edges in the Oakland Hills section, which has curbs. The pavement is milled out to the same elevation where it touches the curb.
- Ms. McDowell cautioned that bridges cannot be closed for construction in the Pine Valley area, as there is no other way out. Mr. Layport said his contractors can pave one lane at a time. The crown of Boulevard West, recently paved, is already crumbling. Mr. Layport said that is the fines being baked out of the paving; it is not a structural problem.
- Ms. Ward said the asphalt at the crown of the 200 block of Rotonda Circle is thin. There
 are two drains above street level.
- Mr. Kovarik emphasized that Rotonda West needs a solution for Bridge #13, and that closures for rehabilitation of other bridges should consider the needs of residents who would be trapped by a closure.
- Kevin Gallagher said the rebuild of Bridge #13 is a safety issue for people on Medalist Rd., who would not be able to evacuate in case of fire.

Approval of Minutes:

Ms. Ingrassia moved that the minutes of the December 19, 2024 meeting be approved as submitted. Mr. Kotzalas seconded, and the motion carried.

Unfinished Business:

a) Bridge Maintenance Program: The community liaison read a statement by Kelly Slaughter, who cannot attend because she is working with arbitration attorneys on the Rotonda West Bridge #014013 (Bridge #13) appeal to Federal Emergency Management Agency (FEMA): "Construction started on March 10 on Bridge #014107 - Rotonda Circle over Long Meadow Creek. This is a 30-day closure. Next, contactors move to Bridge #014104 - Rotonda Circle over Broadmoor Creek. The bridge contractor is working in coordination with the paving contractor to limit traffic issues. The bridge rehab project will be completed on October 6, 2025." The liaison reminded the Board and visiting citizens that updates can always be found on the Project Status page of the website. The color-coded map provided in December (included here) is still up to date.

Mr. Van Orden asked about the law firm recently hired by the Board of County Commissioners to appeal the FEMA decision about Bridge #13. What is its success rate? Is there a cap on what it can charge? What is the Plan B for financing the bridge rebuild if the appeal fails? The community liaison relayed that engineering design is at 90% and will be at 100% in June. A Plan B for financing would be devised after an appeal failure. That may include a contribution by the MSBU. Once funds are in place, the County would be able to move to the construction phase.

- b) <u>Graffiti-Resistant Paint on Bridges</u>: The Board discussed the differences among the estimates for painting bridges with graffiti-resistant paint:
 - 014062 Cape Haze and 014061 Rotonda Circle \$14,500 at each bridge
 - 014099 Rebel Court and 014099 Rotonda Circle \$20,000 each bridge
 - Rotonda #4 and #5 \$13,000 at each of the 6 bridges.

The community liaison will provide an explanation for why some are more expensive to paint.

c) Paving: Mr. Layport conveyed that work on the Rotonda West Fiscal Year (FY)25 paving program begins May 19. The cost is \$16.5 million, as reflected in the MSBU budget. The contractor will set the sequence of streets in coordination with the bridge rehabilitation contractor. Two to three days before starting a new segment, the contractor places notices on every doorknob. As Mr. Layport learns that new segments are scheduled, he will try to notify the community liaison, who will convey that information to the Board. County information officers also get the word out. The work will take 284 calendar days and proceeds mostly on weekdays. Homeowners with driveway pavers are asked to remove the row of pavers closest to the road; to get a proper edge, the paving machines must spread one foot into driveways. The Board asked how the contractor will address anomalies in the road: alligator cracking, sunken manholes, utility patches. Mr. Layport described the milling, base repair, filling, manhole spacing, grading, and grass edge cutting that is integral to the project. Sod is installed at each side after paving. With regard to oversight, he said a County inspector rides with the contractor every day. The contractor sends a sample from each day's batch of asphalt to a laboratory for testing; the results are sent to the County. Permanent property markers paved over are replaced, but not survey markers. He provided a USPS mailbox installation guideline document for distribution to residents. He said pothole repair is not in his purview but that of Maintenance & Operations. Mr. Kotzalas emphasized that some potholes need repeated repairs and the MSBU should not be charged for repeat work. Citizens provided examples: Rotonda Circle at Medalist Road and Rotonda Circle at Pine Valley Lane.

- d) <u>Grass Carp in Rotonda River</u>: Keo Fish Farms is the successful bidder to provide and release grass carp in the Rotonda River. The cost is borne by the West Charlotte Stormwater MSBU.
- e) <u>Greenbelt Restoration</u>: The community liaison announced that the temporary rights of entry are in place to begin greenway restoration in Fairway, the pilot segment. Public Works will remediate segments sequentially over the coming dry seasons, in phases, based on available funds. Until then, Public Works responds to drainage issues in the greenway as they arise.

New Business:

- a) <u>Financial Reports:</u> The Board examined the FY25 first quarter fund and maintenance activity reports. Mr. Kotzalas noted that asphalt maintenance jobs take two or three visits and that the MSBU is paying for Placida Area paving. Mr. Besase reminded the board that ten percent of the MSBU is in Placida.
- b) <u>FY26/27 Budget</u>: The Board examined the preliminary FY26/27 budget. Ms. Ingrassia motioned to approve it. Mr. Kotzalas seconded, and it was approved unanimously.
- c) Asphalt Maintenance: This issue was covered under the Pavement item.

Citizen Input to MSBU Items

- Ms. Ward asked who maintains swales. Ms. Ingrassia said homeowners are responsible
 for mowing them and keeping them free of debris. When pipes fail, the County is
 responsible. Mr. Besase volunteered to submit an article to the community newsletter to
 educate homeowners about that. He asked the community liaison to send the relevant
 statute.
- Mr. Froggatt said drainage issues behind homes in Rotonda West should be addressed.

Advisory Board Open Discussion

Mr. Besase remarked that the healthy budget might be evidence of overcharging taxpayers. Ms. Ingrassia expressed confidence that the remaining money can be used for the good of the community – perhaps for graffiti-resistant paint or stamped crosswalks or just a rainy day. Mr. Kotzalas added that money could be used to beautify medians.

Schedule Meetings / Items for Next Agenda:

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

- Thursday, June 26, 2025
- Thursday, September 25, 2025
- Thursday, December 11, 2025

The meeting adjourned at 11:47 a.m.

Submitted by Lorraine Moneypenny Public Works Department

hair Signature

<u>6-26-2025</u> Date

AGENDA

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

ADVISORY BOARD REGULAR MEETING THURSDAY, MARCH 27, 2025

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

BOARD MEMBERS: Carol Delucca, Chair

Laura Ingrassia, Vice Chair

Samuel Besase Nicholas Kotzalas Leo VanOrden

COUNTY STAFF: Lorraine Moneypenny, Community Liaison

James Layport, Paving Projects Manager

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
- Citizen Input on Agenda Items (3 Minute Limit)
- 4. Approval of Minutes: December 19, 2024
- 5. Election of Officers
- 6. Florida Sunshine Law / Robert's Rules of Order / Public Records
- 7. Unfinished Business
 - a. Bridge Maintenance Program
 - b. Graffiti-Resistant Paint on Bridges
 - c. Paving 2025
 - d. Rotonda River Grass Carp
 - e. Greenbelt Restoration Fairway
- 8. New Business
 - a. Financial Reports
 - b. FY26/27 Budget
 - c. Asphalt Maintenance
- 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



ROTONDA WEST STREET & DRAINAGE Municipal Service Benefit Unit

Advisory Board Meeting Attendance Thursday, March 27, 2025

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

INFORMATION SUPPLIED ON THIS FORM BECOMES PUBLIC RECORD

NAME (please print)	Email Address	Phone Number
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SBESASE		
d. Ingrassea	1.	
STACK HORNER	ThoRNER \$8@gmail. COM	941-662-9727
Marie Coleman	DAVE QTHE KOVARINS, COM	m 2848
DAVE KOVARIVE	DAVE QTHE KOVARING, COM	7134104717
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	,	
STEPHENTROGGATT Maureen & Bunky Mc Bowell	SPARKYTHEFROGOHOTMAIL.COM Maure ene nicolowell a yahow.com	508-934-6085
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Rotonda West Street and Drainage MSBU
Fund Financial Report
Oct. 1, 2024 - Dec. 31, 2024

	Actual	Adopted Budget	YTD Actual	Encumbered	Balance
3	FY2024	FY2025	FY2025	FY2025	FY2025
Beginning Balance	\$12,295,390	\$13,885,630	\$14,210,520		
Revenues					
Assessments & Earnings	4,604,472	3,792,077	2,577,301		
Grant & Subsidy Revenue	-	47.077.000			
Loans & Borrowing	64 604 472	17,677,000	\$2,577,301		
Total Revenue	\$4,604,472	\$21,469,077	\$2,577,301		
Expenditures				FC-1	
Contract Services	45,269	17,748	9,462	15,867	(7,581)
Pipe Lining	418,551	350,000	-	158,363	191,637
ROW Maintenance	28,175	29,892	5,630	28,727	(4,465)
ROW Reclaimation		-			-
Speciality Mowing	89,254	125,746	5,744	121,856	(1,854)
Public Works Services	181,960	1,046,899	12,620		1,034,279
Internal Charges	12,671	19,031	19,031	-	-
Purchased Services	47,584	88,492	51,619	-	36,873
Materials and Supplies	-	-		4 007 646	(4 927 646)
Capital Outlay	-	002 040	•	1,827,616	(1,827,616) 883,840
Debt Services	-	883,840			003,040
Project Costs					
Rotonda West Bridge Rehab	1,865,878	8,862,638	28,304	73,960	8,760,374
Paving Program FY25	-	16,840,200	4,288	16,510,000	325,912
1 479 1 109.4 1 120					
Total Expenditures	\$2,689,342	\$28,264,486	\$136,698	\$18,736,389	\$9,391,399
Reserves (Ending Fund Balance)	\$14,210,520	\$7,090,221	\$16,651,123		
Reserves (Ending Fund Balance)	84.1%	20.1%	99.2%		
Keseive %	04.178	20.170	30.270		

Date Prepared: 2/3/2025

Rotonda West Street and Drainage MSBU CHARLOTTE COUNTY Stateplane Proje Datum: NAD83 Units: Feet Source: Public Works/Asset Management Metadata available upon request Street & Drainage Rotonda West Rotonda West Street & Drainage D CLUBHOUSE MARINER G. C. Herring Park Rotonda West S&D Streets & Roads WEST PINE VALLEY TOURNAMENT WHITE MARSH Rotonda Community Park Location of Confirmed Bike Rack (2 at this location) 0.5 © Copyright 2024 Port Charlotte, FL by C □Miles (Not To Scale) CHARLOTTE COUNTY PUBLIC WORKS

CHARLOTTE COUNTY **Rotonda West** PUBLIC WORKS Paving Program - FY 2025 SEABROOK AVE SANDRIFTAVE S WATERCRESTAVE CROCUS AVE DARDEN ST CLAGGETTAVE RDN ENICE RE INDIGO RD SPUR WAYNE RD DR KINGS DR RD DR DR BERYLDR FLOWER RD MARKER RD MEDALIST RD PARADE CIR EVELYN RD SPRING SPRING VALLEY RD BANTRY IDLECT SHIPS -BAY BLVD LNBRIG RIG CIR I SABOT MASTER DR FLARE CT INDIANA RD LN RTOLN VESTEAD ETHLYNI HARNESS RD 35 VARDARMOR 35 CATS-PAW DR PIER WINDWARD ANNE UNDERWOOD ESTWIND DR Paving Program MAINT BY: ➤ Dedicated - Not Maintained Major Roads Dedicated - Privately Maintained Source: Public Works Metadata available upon request Other Streets © Copyright 2016 Port Charlotte, FL by Charlotte Co Updated: 12/8/2022 2:53:32 PM by: 0 Jo Mt'publicworks\AreProjects10\PavMan\FY2025_RotondaWest





Hinterland Group Inc. 2051 West Blue Heron Blvd Riviera Beach, FL 33404 Info@HinterlandGroup.com

2/19/2024

Charlotte County BOCC Attn: Randy Vowell 18500 Murdock Circle Port Charlotte, FL 33948 Randy.Vowell@charlottecountyfl.gov

Job Name: 162 Marker Road

Item	Description	Qty	Unit	Unit Price	Extended Price
1a.	TV Survery: Pre and Post Construction Survey	383	LF	\$ 15.00	\$5,745.00
2	Warranty	383	LF	\$ 20.00	\$7,660.00
5a.	Heavy Cleaning, 16"-29"	383	LF	\$ 10.00	\$3,830.00
12	24" Cured In Place Pipe - 10.5mm	383	$_{ m LF}$	\$ 115.00	\$44,045.00
50	Disposal of Materials	93	CY	\$ 235.00	\$21,855.00
51	Mobilization	1	EA	\$ 9,600.00	\$9,600.00
	Point Repair to Remove Plastic Pipe				
	2 man survey crew	12	HR	\$ 225.00	\$2,700.00
	Track/Wheeled Excavator w/ Operator	12	HR	\$ 155.00	\$1,860.00
	Dirt	10	EA	\$ 75.00	\$750.00
	Floritam Sod	200	EA	\$ 9.00	\$1,800.00

Grand Total: \$99,845.00

Exclusions from Scope:

- 1. Permitting and Bonding
- 2. Any major MOT required (road closures, lane closures, detours, etc.)
- 3. Sizes shown on plans are assumed to be correct
- 4. This quote does not provide any bypass or manhole lining
- 5. Hinterland will not be held liable for line collapse during clean and tv due to the unknown condition of existing pipe.
- 6. Any other work not specifically listed in inclusions above
- 7. Hinterland is not responsible for pipe collapse during calcium deposit removal due to unknown conditions located in host pipe

NOTE: Due to the fragile condition of the existing pipe(s), the possibility of the pipe collapsing exists during the construction phase. If this unlikely event occurs, we will provide you with an additional estimate for a necessary point repair to complete the lining process. Due to the poor condition of the original host pipe, residual settling may appear at the surface grade post lining. This condition is not covered under warranty. Unforescen conditions can affect the amount of time to complete the work, therefore increasing or decreasing estimate.

ALL PO's/Contractual Issuances are to be emailed to: info@hinterlandgroup.com

Prepared By:

Jake Crowe

jcrowe@hinterlandgroup.com

Office: (561) 640-3503 Mobile: (803)309-7487 CGC1520354 • CUC1224634 • CBC1255077 • EC13003615

USPS-Approved Mailbox Sizes & Installation Guidelines

The following is per USPS regulations regarding mailbox sizes and installation...

Mailboxes must be placed so they can be safely and conveniently served by carriers without leaving their vehicles. They must be on the right-hand side of the road in the direction of travel of the carrier in all cases where traffic conditions are such that it would be dangerous for the carriers to drive to the left to reach the boxes, or where their doing so would constitute a violation of traffic laws and regulations.

Generally, mailboxes should be installed:

- With the bottom of the box at a vertical height of between 3-1/2 to 4 feet from the road surface.
- 6" 8" from the front face of the curb or road edge to the mailbox door.
- Must be placed to conform to any additional state laws and regulations.

Since road and curb conditions vary, the USPS recommends that customers be advised to contact their local postmaster or carrier before erecting or replacing their mailboxes and supports.

There are three standard sizes and two styles of mailboxes:

STYLE/SIZE	LENGTH	WIDTH	HEIGHT	
T1 and C1	18 1/2"	5"	6"	
T2 and C2	19 1/2"	6"	7"	
T3 and C3	22 1/2"	8"	11 1/2"	

T - Traditional style

C - Contemporary style

Dimensions reflect the minimum interior size.

Section D041 of the Domestic Mail Manual contains additional information about curbside mailboxes.

Please go to http://www.usps.com/ for more info.