

**MINUTES  
WEST CHARLOTTE STORMWATER UTILITY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, FEBRUARY 16, 2022**

**9:30 a.m. – 11:22 a.m.  
West County Annex  
6868 San Casa Drive, Englewood, Florida**

**Members Present:** Geoffrey Norton, Chair  
Stuart Peterson, Vice Chair  
Benjamin Sinclair  
Anne Marie Hunter

**Members Absent:** Henry Killion

**County Staff:** Kimberly Kelley, Community Liaison  
Brandon Moody, Water Quality Manager

**Guests:** Sign-in 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.

**Review Sunshine Law, and Roberts Rules of Order:**

The Advisory Board watched the Sunshine Law and Roberts Rules of Order video provided by the Charlotte County Attorney's office.

**Election of Officers:**

Mr. Sinclair nominated Mr. Norton and Mr. Peterson to remain as Chair and Vice Chair, there were no other nominations, and it was unanimously approved.

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

None

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

None

**Approval of Minutes:**

The draft minutes from November 18, 2021 were reviewed and approved as written.

**Unfinished Business:**

- a) Water Quality: Ms. Kelley conveyed the details of the upcoming Water Summit; Mr. Moody indicated he will present as well as other entities of government agencies; he noted the details of the summit on One Charlotte One Water webpage. Mr. Moody reviewed maps that were presented at the public outreach meeting in January, discussed areas being monitored, areas to be possibly monitored, what and where the focus is and prioritizing locations.
- b) Canal Sediment Removal Program: Ms. Kelley stated that the project manager has met with the Florida Department of Environmental Protection (FDEP), working with Brandon Moody and Johnson Engineering. Noting this project may take longer than expected with many variables to be considered. The project manager did convey that FDEP was delighted with how proactive Charlotte County with their water quality program.
- c) Drainage Maintenance: Ms. Kelley conveyed that \$424,528 has been expended Rotonda West and \$220,096 has been expended in Englewood East for fiscal year 2021 for pipe

lining that was funded by this MSBU. Mr. Sinclair inquired on what determines ponds for stormwater; there was additional discussions on stormwater ditches, etc.

**New Business:**

- a) Financial Reports: The FY21 annual and FY22 quarter one Actual Expenditure, and Activity Maintenance reports was provided for review. Mr. Norton inquired the total amount of funds expended on the South Gulf Cove Waterway lock.

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

None

**Advisory Board Open Discussion:**

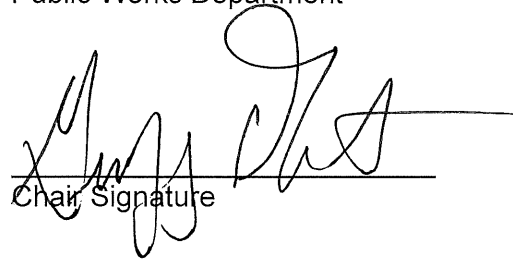
Mr. Peterson stated that the Oyster Creek Homeowners Association had their bridge inspected and it was noted that the vegetation around the bridge would need to be eliminated as it could cause issues for the bridge; it was noted that removal is typically done with the Oyster Creek Flow Enhancement Project. Ms. Kelley conveyed that aquatic and biological specialist will deem necessary the release of grass carp in compliance of the county permit. The Advisory Board inquired on the guidelines of releasing, what is the appropriate size and approximately when would they be released. Ms. Kelley did explain that it is not the purview of an Advisory Board member to be on site when grass carp are released; she will inquire on more information and provide during the next meeting.

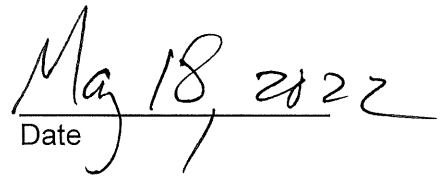
**Schedule Meetings / Items for Next Agenda:**

Future meetings are scheduled at 9:30 a.m. in the West County Annex Conference Room as follows:

- Wednesday, May 18, 2022
- Wednesday, August 24, 2022, location change Ann & Chuck Dever Regional Park
- Wednesday, November 30, 2022

Submitted by Kimberly Kelley  
Public Works Department

  
Chair Signature

  
Date



## AGENDA

### WEST CHARLOTTE STORMWATER UTILITY MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

#### ADVISORY BOARD REGULAR MEETING WEDNESDAY, FEBRUARY 16, 2022

9:30 a.m., West County Annex  
6868 San Casa Drive, Room 120, Englewood, Florida

**BOARD MEMBERS:** Geoffrey Norton, Chair  
Stuart Peterson, Vice-Chair  
Anne-Marie Hunter  
Hank Killion  
Benjamin Sinclair

**COUNTY STAFF:** Kimberly Kelley

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Sunshine Law/ Roberts Rules Presentation
3. Election of Officers
4. Changes to the Agenda
5. Citizen Input on Agenda Items (3-Minute Limit)
6. Approval of Minutes: November 18, 2022
7. Unfinished Business
  - a. Water Quality
  - b. Canal Sediment Removal Program
  - c. Drainage Maintenance
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

## West Charlotte Stormwater MSBU

Fund Financial Report

Oct. 1 - Dec. 31, 2021

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
<b>Beginning Balance</b>	\$6,583,759	\$6,146,596.00	\$6,386,782	\$6,386,782
<b>Revenues</b>				
Assessments & Earnings	1,140,987	1,106,075	747,275	1,106,075
Grant & Subsidy Revenue	-	1,667	-	1,667
Loans & Borrowing	-	-	-	-
<b>Total Revenue</b>	\$1,140,987	\$1,107,742	\$747,275	\$1,107,742
<b>Expenditures</b>				
Contract Services	29,599	146,430	1,425	146,430
Pipe Lining	644,644	2,000,000	63,589	2,000,000
Water Quality	32,571	82,000	8,366	82,000
Public Works Services	375,585	844,802	75,430	844,802
Internal Charges	10,509	18,248	18,248	18,248
Purchased Services	240,411	257,863	39,890	257,863
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
<b>Project Costs</b>				
Nat'l Pollution Discharge Elimination	-	66,657	-	66,657
Total Maximum Daily Load Program	-	133,333	-	133,333
Canal Sediment Removal-West County	4,645	700,000	2,502	700,000
<b>Total Expenditures</b>	\$1,337,963	\$4,249,333	\$209,450	\$4,249,333
<b>Reserves (Ending Fund Balance)</b>	\$6,386,782	\$3,005,005	\$6,924,607	\$3,245,191
<i>Reserve %</i>	82.68%	41.4%	97.1%	43.3%

Date Prepared: 1/13/2022



# Monthly MSBU Activity Report

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

## PW-WCSWM

Project Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accomp.	UOM	Total Cost
1220435 PW-WCSWM West Charlotte PW-WCSWM West Charl Stormwater Stormwater MSDR Annual Work Order Total WO Number: 1015693													
				10-9866 MSDR	10/01/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/05/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/06/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/07/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/08/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/12/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/15/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/19/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/20/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/21/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/22/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/25/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/27/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/29/2021	0.75	56.95	0.00	0.00	0.00	0.75	LHR	56.95
					11/04/2021	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
					11/10/2021	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
					11/12/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					11/16/2021	1.50	137.09	0.00	0.00	0.00	1.50	LHR	137.09
					11/17/2021	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
					11/18/2021	5.00	456.95	0.00	0.00	0.00	5.00	LHR	456.95
					11/19/2021	2.00	182.78	0.00	0.00	0.00	2.00	LHR	182.78
					11/24/2021	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
						<b>17.75</b>	<b>1,537.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17.75</b>	<b>LHR</b>	<b>1,537.14</b>
						<b>17.75</b>	<b>1,537.14</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17.75</b>	<b>LHR</b>	<b>1,537.14</b>
MSDR Total Total WO Number: 1220435													

1635486 West City S.Water Annual "ROUTINE" WO - Menzie WCSWU													
				10-3006D Menzi Muck	10/04/2021	20.00	1,500.40	0.00	1,387.80	0.00	92,280.00	SF	2,888.20
					10/05/2021	10.00	750.20	0.00	693.90	0.00	60,000.00	SF	1,444.10
					10/06/2021	10.00	750.20	0.00	693.90	0.00	30,000.00	SF	1,444.10
					10/07/2021	7.00	525.14	0.00	485.73	0.00	30,000.00	SF	1,010.87
					10/11/2021	10.00	750.20	0.00	693.90	0.00	50,000.00	SF	1,444.10
					10/12/2021	8.00	600.16	0.00	555.12	0.00	40,000.00	SF	1,155.28
					10/13/2021	10.00	750.20	0.00	693.90	0.00	35,000.00	SF	1,444.10
					10/14/2021	10.00	750.20	0.00	693.90	0.00	45,000.00	SF	1,444.10
					10/18/2021	10.00	750.20	0.00	693.90	0.00	45,000.00	SF	1,444.10
					10/19/2021	10.00	750.20	0.00	693.90	0.00	60,000.00	SF	1,444.10
					10/21/2021	10.00	750.20	0.00	693.90	0.00	45,000.00	SF	1,444.10
					10/25/2021	10.00	750.20	0.00	693.90	0.00	52,300.00	SF	1,444.10
					10/26/2021	7.00	521.78	0.00	387.41	0.00	29,000.00	SF	909.19
					10/27/2021	10.00	750.20	0.00	693.90	0.00	64,000.00	SF	1,444.10

# Monthly MSBU Activity Report

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

PW-WCSWM

Project	WO Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accomp.	UOM	Total Cost
						10/28/2021	10.00	750.20	0.00	693.90	0.00	56,500.00	SF	1,444.10
						11/01/2021	10.00	851.50	0.00	781.30	0.00	54,000.00	SF	1,632.80
						11/02/2021	10.00	851.50	0.00	781.30	0.00	48,600.00	SF	1,632.80
						11/03/2021	10.00	851.50	0.00	781.30	0.00	51,750.00	SF	1,632.80
						11/08/2021	8.50	723.78	0.00	684.11	0.00	52,500.00	SF	1,387.88
						11/09/2021	18.00	1,401.66	0.00	1,119.94	0.00	75,500.00	SF	2,521.60
						11/10/2021	20.00	1,703.00	0.00	1,562.60	0.00	132,500.00	SF	3,265.60
						11/15/2021	20.00	1,703.00	0.00	1,562.60	0.00	100,000.00	SF	3,265.60
						11/16/2021	20.00	1,703.00	0.00	1,562.60	0.00	106,850.00	SF	3,265.60
						11/17/2021	19.00	1,617.85	0.00	1,484.47	0.00	107,400.00	SF	3,102.32
						11/18/2021	20.00	1,703.00	0.00	1,562.60	0.00	78,000.00	SF	3,265.60
						11/22/2021	16.00	1,362.40	0.00	1,233.10	0.00	90,575.00	SF	2,595.50
						11/23/2021	16.00	1,362.40	0.00	1,250.08	0.00	102,000.00	SF	2,612.48
						11/29/2021	20.00	1,703.00	0.00	1,562.60	0.00	83,500.00	SF	3,265.60
						11/30/2021	20.00	1,703.00	0.00	1,562.60	0.00	108,000.00	SF	3,265.60
					<b>Menzi Muck Total</b>		<b>379.50</b>	<b>30,640.27</b>	<b>0.00</b>	<b>27,920.16</b>	<b>0.00</b>	<b>1,925,255.00</b>	<b>SF</b>	<b>58,560.42</b>
					10-9852D Supervision	10/04/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/05/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/06/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/07/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/11/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/12/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/13/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/14/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
						10/18/2021	1.75	142.08	0.00	6.49	0.00	1.75	LHR	148.58
						10/19/2021	0.00	0.00	0.00	0.00	0.00	0.00	LHR	0.00
						10/28/2021	0.75	60.89	0.00	0.00	0.00	0.75	LHR	60.89
						11/09/2021	1.75	179.41	0.00	5.78	0.00	1.75	LHR	185.19
						11/10/2021	1.75	179.41	0.00	5.78	0.00	1.75	LHR	185.19
						11/15/2021	1.75	179.41	0.00	5.78	0.00	1.75	LHR	185.19
						11/16/2021	1.75	179.41	0.00	5.78	0.00	1.75	LHR	185.19
						11/17/2021	1.75	179.41	0.00	5.78	0.00	1.75	LHR	185.19
						11/18/2021	1.75	179.41	0.00	5.78	0.00	1.75	LHR	185.19
						11/19/2021	2.00	205.04	0.00	6.60	0.00	2.00	LHR	211.64
						11/22/2021	4.00	410.08	0.00	23.58	0.00	4.00	LHR	433.66
						11/23/2021	2.00	205.04	0.00	6.60	0.00	2.00	LHR	211.64
						11/29/2021	2.00	205.04	0.00	6.60	0.00	2.00	LHR	211.64
						11/30/2021	1.50	153.78	0.00	4.95	0.00	1.50	LHR	158.73
					<b>Supervision Total</b>		<b>38.50</b>	<b>3,681.24</b>	<b>0.00</b>	<b>141.41</b>	<b>0.00</b>	<b>38.50</b>	<b>LHR</b>	<b>3,822.65</b>
					10-8003D Fuel Truck	10/04/2021	1.50	110.01	0.00	30.35	0.00	1.50	LHR	140.36
						10/12/2021	1.00	73.34	0.00	20.23	0.00	1.00	LHR	93.57
						10/14/2021	1.00	73.34	0.00	20.23	0.00	1.00	LHR	93.57
						10/18/2021	1.00	73.34	0.00	20.23	0.00	1.00	LHR	93.57
						10/19/2021	1.50	110.01	0.00	30.35	0.00	1.50	LHR	140.36



# Monthly MSBU Activity Report

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

## PW-WCSWM

Project Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accompl.	UOM	Total Cost
					11/15/2021	1.50	124.56	0.00	15.18	0.00	1.50	LHR	139.74
					11/16/2021	1.00	83.04	0.00	10.12	0.00	1.00	LHR	93.16
					11/17/2021	1.50	124.56	0.00	15.18	0.00	1.50	LHR	139.74
					11/18/2021	1.00	83.04	0.00	10.12	0.00	1.00	LHR	93.16
					11/23/2021	1.00	83.04	0.00	10.12	0.00	1.00	LHR	93.16
					11/29/2021	1.00	83.04	0.00	10.12	0.00	1.00	LHR	93.16
					11/30/2021	1.00	83.04	0.00	10.12	0.00	1.00	LHR	93.16
	<b>Fuel Truck Total</b>					<b>14.00</b>	<b>1,104.36</b>	<b>0.00</b>	<b>202.34</b>	<b>0.00</b>	<b>14.00</b>	<b>LHR</b>	<b>1,306.70</b>
	10-9002D Misc. Activity				10/19/2021	4.00	280.64	0.00	96.20	0.00	4.00	LHR	376.84
	<b>Misc. Activity Total</b>					<b>4.00</b>	<b>280.64</b>	<b>0.00</b>	<b>96.20</b>	<b>0.00</b>	<b>4.00</b>	<b>LHR</b>	<b>376.84</b>
	10-3001D Drainage Maint.				11/19/2021	3.00	255.45	0.00	60.87	0.00	100.00	SF	316.32
					11/22/2021	4.00	340.60	0.00	66.36	0.00	500.00	SF	406.96
	<b>Drainage Maint. Total</b>					<b>7.00</b>	<b>596.05</b>	<b>0.00</b>	<b>127.23</b>	<b>0.00</b>	<b>600.00</b>	<b>SF</b>	<b>723.28</b>
	10-9020R ROW Clr & Haul				10/01/2021	3.00	248.31	0.00	45.93	0.00	1.00	LD	294.24
					11/22/2021	5.00	295.68	0.00	16.33	0.00	2.00	LD	312.00
	<b>ROW Clr &amp; Haul Total</b>					<b>8.00</b>	<b>543.99</b>	<b>0.00</b>	<b>62.26</b>	<b>0.00</b>	<b>3.00</b>	<b>LD</b>	<b>606.24</b>
	<b>Total WO Number: 1635486</b>					<b>451.00</b>	<b>36,846.54</b>	<b>0.00</b>	<b>28,549.59</b>	<b>0.00</b>	<b>1,925,914.50</b>	<b>LD</b>	<b>65,396.13</b>
C392002	1677307 PW-WCSWM West County Canal Sediment Removal C392002	PW-WCSWM	West Charl Stormwater										
	96-9657D Stormwater Project Mgmt				10/06/2021	0.50	43.90	0.00	0.00	0.00	0.50	LHR	43.90
					10/12/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					11/02/2021	1.00	106.76	0.00	0.00	0.00	1.00	LHR	106.76
					11/03/2021	1.00	106.76	0.00	0.00	0.00	1.00	LHR	106.76
					11/05/2021	1.00	106.76	0.00	0.00	0.00	1.00	LHR	106.76
					11/10/2021	1.00	106.76	0.00	0.00	0.00	1.00	LHR	106.76
					11/30/2021	2.00	213.52	0.00	0.00	0.00	2.00	LHR	213.52
	<b>Stormwater Project Mgmt Total</b>					<b>7.50</b>	<b>772.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>LHR</b>	<b>772.25</b>
	<b>Total WO Number: 1677307</b>					<b>7.50</b>	<b>772.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7.50</b>	<b>LHR</b>	<b>772.25</b>
1703052	Year 1 Specialty Mowing (West Charl SW) Contract # 20-047	POND-1148	RETPOND-Winchester Blvd_1	Winchester Blvd_1									
	10-9657R Project Management				10/01/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/05/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/06/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/07/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/08/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/12/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/13/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/14/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/15/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/19/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89
					10/20/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89

# Monthly MSBU Activity Report

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

## PW-WCSWM

Project Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accomp.	UOM	Total Cost					
1754160	Review for pipe lining from Greenbeet to Canal - 37 White Marsh Ln - WCSWM	PW-WCSWM	West Charl Stormwater		10/21/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89					
					10/22/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89					
					10/26/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89					
					10/27/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89					
					10/28/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89					
					10/29/2021	0.25	21.95	0.00	0.94	0.00	0.25	LHR	22.89					
					11/02/2021	0.25	29.86	0.00	0.83	0.00	0.25	LHR	30.69					
					11/03/2021	0.25	29.86	0.00	0.83	0.00	0.25	LHR	30.69					
					11/04/2021	0.25	29.86	0.00	0.83	0.00	0.25	LHR	30.69					
					11/05/2021	0.25	29.86	0.00	0.83	0.00	0.25	LHR	30.69					
					11/30/2021	0.25	29.86	0.00	0.83	0.00	0.25	LHR	30.69					
					<b>Project Management Total</b>						<b>5.50</b>	<b>522.41</b>	<b>0.00</b>	<b>20.06</b>	<b>0.00</b>	<b>5.50</b>	<b>LHR</b>	<b>542.47</b>
					<b>Total WO Number: 1703052</b>						<b>5.50</b>	<b>522.41</b>	<b>0.00</b>	<b>20.06</b>	<b>0.00</b>	<b>5.50</b>	<b>LHR</b>	<b>542.47</b>
1754161	Review for Pipe Lining from Canal to Lake - 41 Medalist Ln - WCSWM	PW-WCSWM	West Charl Stormwater		10/05/2021	0.50	43.90	0.00	1.86	0.00	0.50	LHR	45.75					
					10/26/2021	0.50	43.90	0.00	1.86	0.00	0.50	LHR	45.75					
					<b>Project Management Total</b>						<b>1.00</b>	<b>87.79</b>	<b>0.00</b>	<b>3.71</b>	<b>0.00</b>	<b>1.00</b>	<b>LHR</b>	<b>91.50</b>
					<b>Total WO Number: 1754160</b>						<b>1.00</b>	<b>87.79</b>	<b>0.00</b>	<b>3.71</b>	<b>0.00</b>	<b>1.00</b>	<b>LHR</b>	<b>91.50</b>
					<b>Project Management Total</b>						<b>1.00</b>	<b>87.79</b>	<b>0.00</b>	<b>3.71</b>	<b>0.00</b>	<b>1.00</b>	<b>LHR</b>	<b>91.50</b>
1785982	PW-MSBU-W WCSWUM Floodwise Communities	PW-WCSWM	West Charl Stormwater		11/08/2021	1.00	119.44	0.00	3.30	0.00	1.00	LHR	122.74					
					11/15/2021	0.50	59.72	0.00	1.65	0.00	0.50	LHR	61.37					
					11/16/2021	0.50	59.72	0.00	1.65	0.00	0.50	LHR	61.37					
					11/17/2021	1.50	179.16	0.00	4.95	0.00	1.50	LHR	184.11					
					<b>Project Management Total</b>						<b>3.50</b>	<b>418.04</b>	<b>0.00</b>	<b>11.55</b>	<b>0.00</b>	<b>3.50</b>	<b>LHR</b>	<b>429.59</b>
					<b>Total WO Number: 1754161</b>						<b>3.50</b>	<b>418.04</b>	<b>0.00</b>	<b>11.55</b>	<b>0.00</b>	<b>3.50</b>	<b>LHR</b>	<b>429.59</b>
					<b>Project Management Total</b>						<b>3.50</b>	<b>418.04</b>	<b>0.00</b>	<b>11.55</b>	<b>0.00</b>	<b>3.50</b>	<b>LHR</b>	<b>429.59</b>
1788298	Fence Repair - Downing Street Retention Pond - WCSW	PW-WCSWM	West Charl Stormwater		11/04/2021	1.00	106.76	0.00	0.00	0.00	1.00	LHR	106.76					
					11/17/2021	2.00	213.52	0.00	0.00	0.00	2.00	LHR	213.52					
					11/18/2021	2.00	213.52	0.00	0.00	0.00	2.00	LHR	213.52					
					<b>Stormwater Project Mgmt Total</b>						<b>5.00</b>	<b>533.80</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>LHR</b>	<b>533.80</b>	
					<b>Total WO Number: 1785982</b>						<b>5.00</b>	<b>533.80</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>LHR</b>	<b>533.80</b>
1788298	Fence Repair - Downing Street Retention Pond - WCSW	PW-WCSWM	West Charl Stormwater		10/20/2021	1.00	87.79	0.00	3.71	0.00	1.00	LHR	91.50					
					10/21/2021	0.50	43.90	0.00	1.86	0.00	0.50	LHR	45.75					
					<b>Project Management Total</b>						<b>1.50</b>	<b>131.69</b>	<b>0.00</b>	<b>5.57</b>	<b>0.00</b>	<b>1.50</b>	<b>LHR</b>	<b>137.25</b>
					<b>Total WO Number: 1788298</b>						<b>1.50</b>	<b>131.69</b>	<b>0.00</b>	<b>5.57</b>	<b>0.00</b>	<b>1.50</b>	<b>LHR</b>	<b>137.25</b>
					<b>Project Management Total</b>						<b>1.50</b>	<b>131.69</b>	<b>0.00</b>	<b>5.57</b>	<b>0.00</b>	<b>1.50</b>	<b>LHR</b>	<b>137.25</b>

Total MSBU: PW-WCSWM

568.00

47,667.77

0.00

28,590.48

0.00

1,926,031.50

LHR

76,258.25

**FINAL - Q4**

CHARLOTTE COUNTY PUBLIC WORKS  
MSBU FINANCIAL HISTORY  
FY 12 THRU FY 21  
FUND 1188  
WEST CHARLOTTE STORMWATER UNIT

	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	FY 20-21	Adopted Budget FY 20-21	FY 20-21 12 Mo. Actual (a)
<b>BEGINNING BALANCE</b>	\$ 2,202,032.13	\$ 2,728,957.80	\$ 3,351,458.11	\$ 3,582,889.47	\$ 3,837,314.52	\$ 4,588,972.96	\$ 5,348,534.76	\$ 5,709,989.20	\$ 6,255,651.13	\$ 5,089,541.00		\$ 6,583,759.00
<b>REVENUES RECEIVED:</b>												
Assessments & Earnings Assessments	1,119,687.70	1,122,770.28	1,137,020.01	1,123,033.05	1,122,027.93	1,199,655.57	1,116,309.76	1,119,103.23	1,120,326.12	1,142,426.00		1,132,134.88
Assessments & Earnings Interest	12,396.17	14,937.30	19,656.52	29,051.73	33,941.68	56,876.98	95,414.19	127,796.85	96,193.69	16,832.00		37,108.88
Assessments & Earnings Excess Fees (Misc.)	10,932.92	9,676.22	8,666.39	7,786.04	8,192.57	8,703.66	6,569.13	6,661.67	-	-		6,819.78
Assessments & Earnings Net Inc(Decr) FIM/Invest.	8,766.29	(13,672.20)	4,896.16	8,632.89	306.54	(12,124.16)	(43,310.46)	83,639.96	55,303.71	-		(95,076.84)
Grant & Subsidy Revenue SWFWMD GRANT					1,182.66							
Grant & Subsidy Revenue Grant-Stormwater Mgmt												
Grant & Subsidy Revenue NPDES Public Ed Grant c390202												
Assessments & Earnings Less: Reserve - FS 129.01	1,151,783.08	1,133,711.60	1,170,239.08	1,168,603.71	1,165,651.38	1,193,112.05	1,174,982.62	1,337,401.71	1,271,823.52	(67,963.00)		1,140,986.70
<b>Total Revenue</b>	<b>3,353,815.21</b>	<b>3,862,669.40</b>	<b>4,521,697.19</b>	<b>4,751,393.18</b>	<b>5,002,965.90</b>	<b>5,782,085.01</b>	<b>6,523,517.38</b>	<b>7,047,390.91</b>	<b>7,527,474.65</b>	<b>6,190,836.00</b>		<b>7,724,745.70</b>
<b>TOTAL REVENUES &amp; BALANCES</b>												
<b>EXPENDITURES</b>												
Canal Sediment Removal-West County PIS - Canal Sediment Removal c392002												4,645.24
Canal Sediment Removal-West County C/S - Canal Sediment Removal c392002												
Contract Services C/S - Misc Drainage		71,500.00										
Water Quality C/S - Water Quality Monitoring	14,186.55	15,229.69	14,536.56	21,042.67	18,471.34	24,389.05	20,275.27	26,750.21	20,172.28	28,000.00		32,571.00
Narr Pollution Discharge Elimination P/S - Eng/NPDES c390202	5,555.00	3,200.00	7,460.27	7,870.85	781.06					111,333.00		
<b>Total Maximum Daily Load Program P/S - TMD Load Program-Water Quality Monitoring c390305</b>			249,415.00			3,295.90	61.28	164,436.00		133,333.33		644,644.00
Pipe Lining C/S - Pipe Lining										1,250,000.00		
Contract Services C/S - Vegetation - Oyster Creek Flow Enhancement												
Contract Services C/S - Newgate Sediment			410,962.00									
Contract Services C/S - ROW Reclamation			421,747.92									
Contract Services C/S - Lock Mtc Projects												
Contract Services C/S - Vegetation - Grass Carp	22,331.90	10,981.88	81,043.09	3,043.30		16,500.00			15,300.00	50,000.00		
Contract Services C/S - Specialty Mowing	10,260.00	11,790.00	11,900.00	11,050.00	11,290.00	27,012.00	27,012.00	27,012.00	25,771.00	30,604.39		28,497.00
Contract Services C/S - Sod Installed				576.00			187.50	600.00	5,100.00	86,070.00		1,102.00
Contract Services C/S - Other Contractual Svcs	39,625.01	85.00	4,040.00	35.00	4,526.78			100.00				
Internal Charges Central/Indirect Allocation	6,707.00	8,489.00	7,314.00	7,275.00	12,729.00	11,024.00	9,809.00	7,117.00	10,009.00	10,509.00		10,509.00
Purchased Services Advertising - Legal										150.00		
Purchased Services Postage	1.85											
Purchased Services Printing & Binding	220.91					166.66						
Public Works Services Maintenance Services	175,799.60	142,237.11	231,438.44	173,536.69	124,745.81	190,411.38	330,185.54	340,003.57	272,626.79	391,309.17		231,964.21
Purchased Services Personal Svcs Inter Dept.	2,333.33	2,333.33	2,333.33	2,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33	3,333.33		3,333.33
Public Works Services Equipment Repl Chgs/PW	38,282.57	31,119.88	53,890.31	48,405.69	39,540.36	55,498.45	61,805.06	133,451.48	128,663.53	107,708.62		140,747.96
Purchased Services Reimb Aquatic Weed Chgs	135,662.48	137,298.97	196,389.46	150,141.91	168,027.62	100,845.92	254,668.85	232,738.07	235,390.33	192,401.00		222,204.82
Purchased Services ROW - Locks					7,800.00					5,000.00		
Purchased Services Fees - Landfill		856.80	1,015.56	100.44	60.72	121.68	3,463.20	1,078.32	292.61	2,000.00		172.94
Purchased Services Tax Collector-Collection Fee	15,232.56	15,883.02	16,783.74	17,209.64	16,466.82	16,847.83	16,444.15	15,963.48	14,316.77	22,848.52		14,480.45
Purchased Services Educational Expenses								219.00				219.00
Purchased Services Equipment-Under \$1000 Each					1,791.00							
Public Works Services Sign Materials	18.89	3.59	48,922.64	1,433.72	59.96	454.40	69,763.00	1,792.32	1,737.30	26,375.10		2,872.42
Public Works Services Materials- Road & Bridge			1,368.32	960.52	960.52	169.65	4,139.46	2,181.00	4,139.46			
Capital Outlay ROW Acquisition			938,807.72	914,078.66	413,992.94	433,550.25	813,528.18	791,739.78	943,715.65	3,900,975.46		1,337,963.37
<b>Total Expenditures</b>	<b>624,657.41</b>	<b>511,211.29</b>	<b>938,807.72</b>	<b>914,078.66</b>	<b>413,992.94</b>	<b>433,550.25</b>	<b>813,528.18</b>	<b>791,739.78</b>	<b>943,715.65</b>	<b>3,900,975.46</b>		<b>1,337,963.37</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 2,728,957.80</b>	<b>\$ 3,351,458.11</b>	<b>\$ 3,582,889.47</b>	<b>\$ 3,837,314.52</b>	<b>\$ 4,588,972.96</b>	<b>\$ 5,348,534.76</b>	<b>\$ 5,709,989.20</b>	<b>\$ 6,255,651.13</b>	<b>\$ 6,583,759.00</b>	<b>\$ 2,289,850.54</b>		<b>\$ 6,386,782.33</b>

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

**Category Definitions - Quarterly Financial Reports**

<b>Revenues:</b>	<b>Includes:</b>
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

<b>Expenditures:</b>	<b>Includes:</b>
Contract Services	Installed Sod Repairs (Irrigation, Sidewalk, Driveway, Asphalt, etc.) Street Sweeping Survey Traffic Control Tree Removal / Replacement **excludes project costs and itemized contractual 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)

<b>Project Costs</b>	<b>Includes:</b>
Project Costs	Construction (Dredging, Bridge Maintenance, Paving), Engineering and Design

<b>Reserves (Ending Fund Balance)</b>	<b>Includes:</b>
Reserves / Ending Fund Balance	Reserve for Contingencies, Cash Carried Forward, Future Capital Outlay (per reseve 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.