

**MINUTES
MANASOTA KEY STREET & DRAINAGE
MUNICIPAL SERVICE TAXING UNIT (MSTU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JUNE 7, 2023**

**9:31 am – 10:34 am
Mac V. Horton West County Annex
6868 San Casa Drive, Englewood, Florida**

Members Present: Kathi Obendorfer, Chair
Michael Beaudoin, Vice-Chair
Lorraine Johannessen
Betsy McCallum
Wayne L'Heureux

Members Absent: None

County Staff: Karlene McDonald, Operations Supervisor
Erica LeMaster, Community Liaison
Jody Mansell, Lighting District Superintendent

Guests: None

Call to Order / Roll Call:

The meeting was called to order at 9:31 a.m. A roll call was taken, and a quorum was established.

Changes to the Agenda / Motion to Approve Changes:

None

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

None

Approval of Minutes:

The March 15, 2023, minutes were unanimously approved as submitted.

Unfinished Business:

a. North Beach Road Sidewalk and Lighting Project Update: Johnson Engineering will start the matrix this month to determine which side of the street the sidewalk will be designed for. Ms. McDonald confirmed this is part of the engineering budget. Discussion followed regarding the history of the Manasota Key Masterplan, and opposition to the Gulf Boulevard sidewalk prior to construction. Ms. McCallum expressed concerns with the cost of design and moving forward with a sidewalk and commented on the petition signed by citizens against the project. Madam Chair confirmed the Board of County Commissioners have the executive authority over MSTU business and the Advisory Board already provided their recommendation to move forward with the design of the sidewalk for North Beach Road. There was discussion regarding the safety benefits for cyclists and pedestrians and Ms. McCallum expressed her disagreement to this concept.

Conversation ensued regarding the condition of the streetlights on Manasota Key and Mr. Beaudoin inquired about a timeline to get them operational. Discussion followed regarding the possibility of underground electric with the North Beach Road Sidewalk Project by Florida Power and Light (FP&L). Ms. McCallum motioned to investigate underground wiring for the north end of the Key with FP&L, seconded by Ms. Johannessen and unanimously approved. Mr. Mansell commented on water intrusion issues and salinity levels for ground water on the Key and the relation to electric wiring.

b. Maintenance of Street and Drainage/Lighting: The new bench for Wilhelm Drive should be

delivered today and then replacement will be scheduled. Conversation ensued regarding public parking, grant funding for the Beach Renourishment project and right-of-way violations (plantings and material being installed) that prohibit public parking.

New Business:

- a. Financial Reports: The FY23 second quarter financial reports were reviewed. The Advisory Board had no questions at this time.
- b. FY22 Executive Summary: The executive summary was reviewed, Ms. Obendorfer commented on the planned lighting maintenance for FY24.

Citizen Input on MSBU items (3 Minute Limit):

None

Sunshine Law/Roberts Rules of Order: The Advisory Board watched the Sunshine Law and Roberts Rules of Order presentation by County Attorney, Janette Knowlton. Mr. Beaudoin inquired about Advisory Board members attending Homeowners' Association meetings and Sunshine Law; Ms. McDonald confirmed it is recommended additional members leave when the Chair provides an update on the MSTU, but it is not required.

Advisory Board Open Discussion:

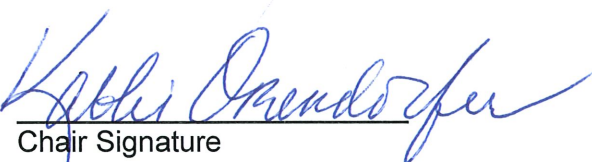
None


Schedule Meetings / Items for Next Agenda:

Future meetings are scheduled at 9:30 a.m. in the Mac V. Horton, West County Annex Room 120, as follows:

- Thursday, September 14, 2023
- Wednesday, December 13, 2023

Submitted by: Karlene McDonald
Public Works Department


Chair Signature


Date

AGENDA

MANASOTA KEY STREET & DRAINAGE MUNICIPAL SERVICE TAXING UNIT (MSTU)

ADVISORY BOARD REGULAR MEETING WEDNESDAY, JUNE 7, 2023

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

BOARD MEMBERS: Kathi Obendorfer, Chair
Michael Beaudoin, Vice Chair
Lorraine Johannessen
Betsy McCallum
Wayne L'Heureux

COUNTY STAFF: Karlene McDonald

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Citizen Input on Agenda Items (3-Minute Limit)
4. Changes to the Agenda / Motion to Approve Changes
5. Approval of Minutes: March 15, 2023
6. Unfinished Business
 - a. N. Beach Rd. Sidewalk and Lighting Project Update
 - b. Maintenance of Street and Drainage
7. New Business
 - a. Financial Reports
 - b. FY22 Executive Summary
8. Citizen Input on MSTU Items (3-Minute Limit)
9. Sunshine Law/Roberts Rules of Order
10. Advisory Board Open Discussion
11. Meeting Schedule / Items for Next Agenda
12. Motion to Adjourn

Manasota Key Street and Drainage MSTU

Fund Financial Report
Oct. 1, 2022 - Mar. 31, 2023

	Actual FY2022	Adopted Budget FY2023	YTD Actual FY2023	Projected FY2023
Beginning Balance	\$ 921,887.12	\$ 1,085,681.00	\$1,202,261	\$ 1,202,260.82
Revenues				
Taxes & Earnings	460,366	530,281	502,130	530,281
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	-	-	-
Total Revenue	\$460,366	\$530,281	\$502,130	\$530,281
Expenditures				
Contract Services	31,609	77,800	15,909	73,300
Pipe Lining	-	-	-	-
ROW Maintenance	-	-	-	-
ROW Reclamation	-	-	-	-
Speciality Mowing	77,300	78,830	27,852	78,830
Public Works Services	25,583	55,947	5,903	55,947
Internal Charges	3,833	4,025	4,025	4,025
Purchased Services	29,945	43,392	20,968	43,392
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Manasota Key Community Plan	10,226	403,938	1,324	1,328
Manasota Key Paving Program	1,497	13,791	1,615	1,615
Total Expenditures	\$179,992	\$677,723	\$77,597	\$258,437
Reserves (Ending Fund Balance)	\$1,202,261	\$938,239	\$1,626,794	\$1,474,105
<i>Reserve %</i>	87.0%	58.1%	95.4%	85.1%

Date Prepared: 4/28/2023

Monthly Funding Report

START DATE: 01/01/2023 END DATE: 03/31/2023

Manasota Key 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
	3284	Beacon Repair		02/28/2023	15.50	1,762.10	0.00	138.52	0.00		1,900.61
	Work Order 3284 Total		1170 LITTLE CT, ENGLEWOOD, 34223		15.50	1,762.10	0.00	138.52	0.00	1.00	1,900.61
	Beacon Repair Total				15.50	1,762.10	0.00	138.52	0.00		1,900.61
	6977	GIS Update		01/11/2023	0.25	18.24	0.00	0.00	0.00		18.24
	Work Order 6977 Total		6519 Friendship Ln		0.25	18.24	0.00	0.00	0.00	1.00	18.24
	GIS Update Total				0.25	18.24	0.00	0.00	0.00		18.24
	7775	Investigation		02/10/2023	1.00	78.83	0.00	3.92	0.00		82.75
	Work Order 7775 Total		1325 HOLIDAY DR, ENGLEWOOD, 34223		1.00	78.83	0.00	3.92	0.00	1.00	82.75
	Investigation Total				1.00	78.83	0.00	3.92	0.00		82.75
	9052	Load Center Repairs		03/24/2023	6.00	684.46	30.92	78.04	0.00		793.42
	Work Order 9052 Total		1715 Gulf Blvd		6.00	684.46	30.92	78.04	0.00	2.00	793.42
	Load Center Repairs Total				6.00	684.46	30.92	78.04	0.00		793.42
	7126	Miscellaneous		01/19/2023	4.00	278.16	0.00	38.08	0.00		316.24
	7126	Miscellaneous		01/23/2023	6.00	437.64	0.00	57.12	0.00		494.76
	Work Order 7126 Total		FRIENDSHIP LN, ENGLEWOOD, 34223		10.00	715.80	0.00	95.20	0.00	12.00	811.00
	Miscellaneous Total				10.00	715.80	0.00	95.20	0.00		811.00

Monthly Funding Report

START DATE:

01/01/2023

END DATE:

03/31/2023

Manasota Key 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
	6117	MSBU Administrative Work		01/04/2023	1.00	72.94	0.00	0.00	0.00		72.94
	6117	MSBU Administrative Work		01/05/2023	1.00	72.94	0.00	0.00	0.00		72.94
	6117	MSBU Administrative Work		01/06/2023	1.00	72.94	0.00	0.00	0.00		72.94
	6117	MSBU Administrative Work		01/07/2023	0.25	18.24	0.00	0.00	0.00		18.24
	6117	MSBU Administrative Work		01/10/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		01/11/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		01/24/2023	0.75	54.71	0.00	0.00	0.00		54.71
	6117	MSBU Administrative Work		01/25/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		01/26/2023	0.75	54.71	0.00	0.00	0.00		54.71
	6117	MSBU Administrative Work		01/27/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		02/14/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		02/16/2023	1.00	72.94	0.00	0.00	0.00		72.94
	6117	MSBU Administrative Work		02/17/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		02/24/2023	1.50	109.41	0.00	0.00	0.00		109.41
	6117	MSBU Administrative Work		03/14/2023	2.50	182.35	0.00	0.00	0.00		182.35
	6117	MSBU Administrative Work		03/16/2023	1.50	109.41	0.00	0.00	0.00		109.41
	6117	MSBU Administrative Work		03/17/2023	0.75	54.71	0.00	0.00	0.00		54.71
	6117	MSBU Administrative Work		03/21/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		03/24/2023	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		03/31/2023	1.00	72.94	0.00	0.00	0.00		72.94
		Administrative Time Total			17.00	1,239.98	0.00	0.00	0.00		1,240.00
	6117	MSBU Administrative Work		03/15/2023	4.50	328.23	0.00	7.84	0.00		336.07
		MSBU Meeting Total			4.50	328.23	0.00	7.84	0.00		336.07

Monthly Funding Report

START DATE:

01/01/2023

END DATE:

03/31/2023

Manasota Key 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
	6117	MSBU Administrative Work		03/17/2023	1.75	127.65	0.00	0.00	0.00		127.65
		MSBU Minutes Total			1.75	127.65	0.00	0.00	0.00		127.65
		Work Order 6117 Total			23.25	1,695.86	0.00	7.84	0.00	0.00	1,703.72
		MSBU Administrative Work Total			23.25	1,695.86	0.00	7.84	0.00	0.00	1,703.72
	2846	Project Management		01/04/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		01/16/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		02/09/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		03/02/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		03/13/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		03/23/2023	1.00	85.45	0.00	0.00	0.00		85.45
		Plan/Spec Review Total			5.00	427.25	0.00	0.00	0.00		427.25
	2846	Project Management		02/07/2023	0.50	42.73	0.00	0.00	0.00		42.73
	2846	Project Management		02/20/2023	0.50	42.73	0.00	0.00	0.00		42.73
	2846	Project Management		03/15/2023	1.00	85.45	0.00	3.92	0.00		89.37
	2846	Project Management		03/20/2023	0.50	42.73	0.00	0.00	0.00		42.73
		Public Outreach Total			2.50	213.63	0.00	3.92	0.00		217.56
	2846	Project Management		01/05/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		01/23/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		01/26/2023	1.00	85.45	0.00	0.00	0.00		85.45
	2846	Project Management		03/15/2023	1.00	85.45	0.00	3.92	0.00		89.37
		Project Meetings Total			4.00	341.80	0.00	3.92	0.00		345.72

Monthly Funding Report

START DATE:

01/01/2023

END DATE:

03/31/2023

Manasota Key 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 2846 Total	North Beach Road Sidewalks		12.50	1,068.13	0.00	7.84	0.00	0.00	1,075.98
		C411406 - Manasota Key Community Plan									
	3855	Project Management		01/02/2023	0.00	0.00	0.00	0.00	3,870.00		3,870.00
	3855	Project Management		02/01/2023	0.00	0.00	0.00	0.00	3,870.00		3,870.00
	3855	Project Management		03/16/2023	0.25	21.36	0.00	0.00	0.00		21.36
					0.25	21.36	0.00	0.00	0.00		21.36
	3855	Project Management		01/05/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/10/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/18/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/20/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/24/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/25/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/26/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		01/31/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/01/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/03/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/07/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/08/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/09/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/14/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/15/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/16/2023	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		02/17/2023	0.25	21.36	0.00	0.98	0.00		22.34

Monthly Funding Report

START DATE:

01/01/2023

END DATE:

03/31/2023

Manasota Key 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
	3855	Project Management		02/28/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/01/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/02/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/03/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/07/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/08/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/09/2023	0.50	42.73	0.00	1.96	0.00	0.00	44.69
	3855	Project Management		03/10/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/14/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/15/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/16/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/17/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/21/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/22/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/23/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/24/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/28/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/29/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/30/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
	3855	Project Management		03/31/2023	0.25	21.36	0.00	0.98	0.00	0.00	22.34
				Project Inspection Total		9.50	811.78	0.00	37.24	0.00	848.93
				Work Order 3855 Total		9.75	833.14	0.00	37.24	7,740.00	8,610.29
				West County Landscape Maintenance							

#21-054 Landscape Maintenance ROW - West County

Monthly Funding Report

START DATE:

01/01/2023

END DATE:

03/31/2023

Manasota Key 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
	7048	Underground Utility Locates		01/17/2023	0.89	101.60	0.65	4.15	0.00		106.40
	Work Order 7048 Total										
	7076	Underground Utility Locates		01/18/2023	1.14	130.63	2.49	5.34	0.00		138.46
	Work Order 7076 Total										
	7108	Underground Utility Locates		01/19/2023	5.63	643.47	0.00	26.29	0.00		669.76
	Work Order 7108 Total										
	7489	Underground Utility Locates		02/01/2023	3.56	406.40	0.00	16.60	0.00		423.00
	Work Order 7489 Total										
	Underground Utility Locates Total										
	Manasota Key Street and Drainage Unit Total										
					130.48	12,495.60	1,422.82	658.72	7,740.00		22,317.10

Monthly Funding Report

START DATE:

01/01/2023

END DATE:

03/31/2023

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Grand totals for all MSBUS reported											
					130.48	12,495.60	1,422.82	658.72	7,740.00		22,317.10

Monthly Funding Report

START DATE:

10/01/2022

END DATE:

12/31/2022

Manasota Key Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equip. Cost	Contractor Cost	Work Accompl	Total Cost
	6519	Investigation		12/08/2022	1.50	112.17	0.00	5.88	0.00		118.05
	Work Order 6519 Total										
			FRIENDSHIP LN, ENGLEWOOD, 34223		1.50	112.17	0.00	5.88	0.00	1.00	118.05
	Investigation Total										
	3676	MSBU Administrative Work		10/19/2022	0.75	56.60	0.00	0.00	0.00		56.60
	3676	MSBU Administrative Work		10/21/2022	0.75	56.60	0.00	0.00	0.00		56.60
	3676	MSBU Administrative Work		10/26/2022	0.50	37.73	0.00	0.00	0.00		37.73
	3676	MSBU Administrative Work		10/27/2022	0.50	37.73	0.00	0.00	0.00		37.73
	3676	MSBU Administrative Work		11/01/2022	1.00	72.94	0.00	0.00	0.00		72.94
	3676	MSBU Administrative Work		11/02/2022	0.50	36.47	0.00	0.00	0.00		36.47
	3676	MSBU Administrative Work		11/03/2022	0.25	18.24	0.00	0.00	0.00		18.24
	3676	MSBU Administrative Work		11/04/2022	0.50	36.47	0.00	0.00	0.00		36.47
	3676	MSBU Administrative Work		11/08/2022	0.50	36.47	0.00	0.00	0.00		36.47
	3676	MSBU Administrative Work		11/15/2022	0.25	18.24	0.00	0.00	0.00		18.24
	Administrative Time Total										
					5.50	407.47	0.00	0.00	0.00	0.00	407.49
					5.50	407.47	0.00	0.00	0.00	0.00	407.49
	Work Order 3676 Total										
	6117	MSBU Administrative Work		11/23/2022	0.75	54.71	0.00	0.00	0.00		54.71
	6117	MSBU Administrative Work		11/30/2022	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		12/06/2022	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		12/22/2022	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		12/28/2022	0.50	36.47	0.00	0.00	0.00		36.47
	6117	MSBU Administrative Work		12/29/2022	0.75	54.71	0.00	0.00	0.00		54.71

Monthly Funding Report

START DATE:

10/01/2022

END DATE:

12/31/2022

Manasota Key Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
				Administrative Time Total							
	6117	MSBU Administrative Work		12/07/2022	3.50	255.29	0.00	0.00	0.00	0.00	255.30
					4.00	291.76	0.00	3.92	0.00	0.00	295.68
		MSBU Meeting Total			4.00	291.76	0.00	3.92	0.00	0.00	295.68
	6117	MSBU Administrative Work		12/22/2022	2.50	182.35	0.00	0.00	0.00	0.00	182.35
					2.50	182.35	0.00	0.00	0.00	0.00	182.35
		MSBU Minutes Total			10.00	729.40	0.00	3.92	0.00	0.00	733.33
		Work Order 6117 Total			15.50	1,136.87	0.00	3.92	0.00	0.00	1,140.82
		MSBU Administrative Work Total									
	2846	Project Management		11/22/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
	2846	Project Management		12/13/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
	2846	Project Management		11/17/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
	2846	Project Management		11/28/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
		Plan/Spec Review Total			2.00	170.90	0.00	0.00	0.00	0.00	170.90
	2846	Project Management		11/15/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
		Project Inspection Total			1.00	85.45	0.00	0.00	0.00	0.00	85.45
	2846	Project Management		11/01/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
	2846	Project Management		12/05/2022	1.00	85.45	0.00	3.92	0.00	0.00	89.37
	2846	Project Management		12/08/2022	2.00	170.90	0.00	0.00	0.00	0.00	170.90
		Project Meetings Total			4.00	341.80	0.00	3.92	0.00	0.00	345.72
	2846	Project Management		10/31/2022	0.50	42.73	0.00	0.00	0.00	0.00	42.73
	2846	Project Management		12/21/2022	1.00	85.45	0.00	0.00	0.00	0.00	85.45
		Public Outreach Total			1.50	128.18	0.00	0.00	0.00	0.00	128.18
		Work Order 2846 Total	North Beach Road Sidewalks		10.50	897.23	0.00	3.92	0.00	0.00	901.15

Monthly Funding Report

START DATE:

10/01/2022

END DATE:

12/31/2022

Manasota Key Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
C411406 - Manasota Key Community Plan											
	3855	Project Management		10/01/2022	0.00	0.00	0.00	0.00	2,322.00		2,322.00
	3855	Project Management		11/01/2022	0.25	21.45	0.00	0.98	5,670.00		5,692.43
	3855	Project Management		11/02/2022	0.25	21.36	0.00	0.98	0.00		22.35
	3855	Project Management		11/30/2022	0.21	17.94	0.00	0.82	0.00		18.77
	3855	Project Management		12/01/2022	0.00	0.00	0.00	0.00	12,120.00		12,120.00
	3855	Project Management		12/02/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		12/06/2022	0.26	21.96	0.00	1.01	0.00		22.97
	3855	Project Management		12/21/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		11/04/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		11/15/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		11/18/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		11/29/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		12/08/2022	0.23	19.94	0.00	0.91	0.00		20.85
	3855	Project Management		12/09/2022	0.27	23.14	0.00	1.06	0.00		24.20
	3855	Project Management		12/14/2022	0.27	22.89	0.00	1.05	0.00		23.94
	3855	Project Management		12/16/2022	0.25	21.36	0.00	0.98	0.00		22.34
	3855	Project Management		12/22/2022	0.25	21.36	0.00	0.98	0.00		22.34
				2.27	194.14	0.00	0.00	8.91	0.00		203.03
				3.74	319.58	0.00	0.00	14.66	20,112.00	0.00	20,446.23
				Project Inspection Total							
				West County Landscape Maintenance							
				Work Order 3855 Total							
				West County Landscape Maintenance ROW - West County							
	6726	Project Management		12/21/2022	1.00	85.45	0.00	0.00	0.00		85.45
				1.00	85.45	0.00	0.00	0.00	0.00		85.45
				Work Order 6726 Total							
				Manasota Key							

Monthly Funding Report

START DATE:

10/01/2022

END DATE:

12/31/2022

Manasota Key Street and Drainage Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
#21-409 Manasota Key Hydro Flap Gate Maintenance											
		Project Management Total			15.24	1,302.26	0.00	18.58	20,112.00		21,432.83
6397		Underground Utility Locates		11/23/2022	2.67	304.80	1.94	11.68	0.00		318.42
		Work Order 6397 Total			2.67	304.80	1.94	11.68	0.00	5.00	318.42
Underground Utility Locates Total											
					2.67	304.80	1.94	11.68	0.00		318.42
Manasota Key Street and Drainage Unit Total											
					34.91	2,856.10	1.94	40.06	20,112.00		23,010.12

Monthly Funding Report

START DATE:

10/01/2022

END DATE:

12/31/2022

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
					34.91	2,866.10	1.94	40.06	20,112.00		23,010.12

Grand totals for all MSBUs reported

**MANASOTA KEY STREET AND DRAINAGE
Municipal Service Taxing Unit (MSTU)
FY22 Annual Report – Executive Summary
October 1, 2021 – September 30, 2022**

Ordinance 2015-045 adopts a countywide Uniform Standard for Municipal Service Benefit Unit (MSBU) And Municipal Service Taxing Unit (MSTU) Advisory Boards.

Sec. 4-1-18. Duties/Responsibilities

The advisory board shall make recommendations to the Board of County Commissioners and staff, limited to the scope and purpose of the Unit which includes, but is not limited to, the following:

1. To make recommendations to the County for expenditure of the funds within the budget in accordance with the law and Board of County Commissioners approved purchasing guidelines and;
2. To make recommendations to the Board of County Commissioners regarding the annual proposed budget for the Unit.

Purpose

Code of Laws and Ordinances, ARTICLE XLIV. - MANASOTA KEY STREET AND DRAINAGE UNIT, Sec. 4-6-914. - Purpose.

The purpose of the unit is to provide for the construction, reconstruction, repair, paving, repaving, hard-surfacing, re-hard surfacing, widening, guttering, and draining of streets platted and accepted for maintenance by the county, including the necessary appurtenances thereto, as well as sidewalks, bike paths, and beautification projects, from funds derived from ad valorem taxes within the unit. (Ord. No. 93-73, § 4, 12-21-93)

Summary

Current Rate: \$0.7798 mils

The FY22 completed work program included all internal maintenance and administrative costs. Contracted services for landscaping, flapper gate maintenance, paving, street sweeping, lighting maintenance, right-of-way and specialty mowing, and completion of Community Plan components (sidewalks and lighting on Gulf Boulevard from the roundabout to Stump Pass Beach Park).

The current fiscal year work program includes all internal maintenance and administrative costs. Contracted services for right-of-way and specialty mowing, flapper gate maintenance, street sweeping, landscaping, lighting maintenance and design of a sidewalk along Gulf Boulevard North from the existing sidewalk to the Sarasota County line with decorative lighting.

For FY24, the Advisory Board recommends budgeting for all internal maintenance and administrative costs and contracted services for specialty mowing, flapper gate maintenance, concrete flatwork, landscaping, street sweeping, and lighting maintenance.

Future paving is anticipated in 2032