

**MINUTES
NORTHWEST PORT CHARLOTTE WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JUNE 15, 2022**

**10:36 a.m. – 11:37 a.m.
Port Charlotte Public Library
2280 Aaron Street, Port Charlotte, Florida**

Members Present: Gregg Smith, Chair
Rick Chial, Vice-Chair
Ken Ardanowski
Shawn Joannes

Members Absent: Tim Fisher, Absent

County Staff: Karlene McDonald, Community Liaison
Zach Patchell, Projects Manager

Guests: None

Call to Order / Roll Call:

The meeting was called to order at 10:36 a.m. A roll call was taken, and a quorum was established.

Election of Officers:

- Chair: Mr. Joannes nominated Mr. Chial, there was no second. Mr. Chial nominated Mr. Smith, seconded by Mr. Joannes, there were no other nominations.
- Vice-Chair: Mr. Joannes nominated Mr. Chial, seconded by Mr. Smith, there were no other nominations.

Nominations were unanimously agreed; Mr. Smith accepted the position of Chair and Mr. Chial accepted the position of Vice-Chair.

Changes to the Agenda / Motion to Approve Changes:

None

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

None

Approval of Minutes:

The minutes from December 13, 2021, and May 12, 2022, were unanimously approved as submitted.

Unfinished Business:

- a. Interior Dredge Project: Arbor Tree and Land was awarded the dredge contract; the agreed notice to proceed date is August 1, 2022. Conversation ensued regarding the contractor's schedule, spoil site locations, and construction oversight.
- b. FY22 Navigational Trimming: The preliminary locations were reviewed, Mr. Patchell estimates approximately 1875FT of vegetation can be removed within the Advisory Board's approved \$75,000 budget, prioritizing locations near the Chamberlain bridge, the bend and the end of the canal.

New Business:

- a. Financial Reports: The FY22 first and second quarter financial reports and preliminary FY23 budget were reviewed. Ms. McDonald requested the Advisory Board prepare to discuss recommendations for the next biennium budget (FY24 & FY25) at the September meeting.

Discussion ensued about the need for increased navigational trimming funds, and potentially funding an exterior dredge project. Mr. Chial noted concern with the increase in construction costs, a possible rate increase may be needed to provide the same or better level of service. Ms. McDonald noted any increase to the annual assessment rate would result in a public hearing; discussion followed regarding community outreach ahead of a public hearing.

Citizen Input on MSBU Items (3 Minute Limit):

None

Advisory Board Open Discussion:

Mr. Joannes inquired about waterway damages caused by natural disasters, Public Works' Engineering Division maintains an emergency waterflow obstruction contract and pre-storm bathymetric surveys can be used for FEMA reimbursement if severe silting was to occur in the channels. Conversation ensued regarding the frequency in which to fund surveys of the exterior and interior portions of the waterways.

Schedule meetings as needed / Items for next agenda:

Future meetings are scheduled at 10:00 a.m. as follows:

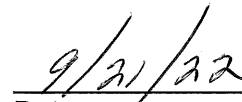
- September 21, 2022, Centennial Park
- December 21, 2022, Centennial Park

The meeting adjourned at 11:37 a.m.

Submitted by: Karlene McDonald
Public Works Department



Chair Signature



Date

**AGENDA
NORTHWEST PORT CHARLOTTE WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JUNE 15, 2022**

**10:30 a.m., Port Charlotte Public Library
2280 Aaron Street, Port Charlotte, Florida**

BOARD MEMBERS: Tim Fisher, Vice-Chair
Kenneth Ardanowski
Rich Chial
Shawn Joannes
Gregg Smith

COUNTY STAFF: Karlene McDonald, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Election of Officers
3. Changes to the Agenda / Motion to Approve Changes
4. Citizen Input on Agenda Items (3-Minute Limit)
5. Approval of Minutes: December 13, 2021, and May 12, 2022
6. Unfinished Business
 - a. Interior Dredge Project
 - b. FY22 Navigational Trimming
7. New Business
 - a. Financial Reports
8. Citizen Input on MSBU Items (3-Minute Limit)
9. Advisory Board Open Discussion
10. Meeting Schedule / Items for Next Agenda
11. Motion to Adjourn

**NORTHWEST PORT CHARLOTTE WATERWAY
Municipal Service Benefit Unit (MSBU)
FY21 Annual Report – Executive Summary
October 1, 2020 – September 30, 2021**

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 XXIII. - NORTHWEST PORT CHARLOTTE WATERWAY UNIT, Sec. 4-7-457. - Purpose.

The purpose of the unit is to provide for the dredging, maintenance, clearing, marking for navigational purposes, and providing of safety devices in the Northwest Port Charlotte waterway system. The purpose of this unit shall not include the maintenance of seawalls.

Summary

Current Rate: \$100

Max Rate: \$100

The FY21 completed work program included all internal maintenance and administrative costs, professional services for the design and engineering of the interior dredge project and contracted services for a pre-storm bathymetric survey and navigational trimming.

The current fiscal year work program includes all internal maintenance and administrative costs, professional services for design and engineering of the interior dredge project and a project bathymetric survey and contracted services for navigational trimming and dredging.

For FY23, the Advisory Board recommends budgeting for all internal maintenance and administrative costs and contracted services for a pre-storm bathymetric survey and navigational trimming.

FINAL - Q4

CHARLOTTE COUNTY PUBLIC WORKS
MSBU FINANCIAL HISTORY
FY 12 THRU FY 21
FUND 1138
NORTHWEST PORT CHARLOTTE WATERWAY MAINT UNIT

New In FY00 (NM)

	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	Adopted Budget FY 20-21	FY 20-21 12 Mo. Actual (a)
BEGINNING BALANCE	\$ 250,491.66	\$ 335,275.69	\$ 961,786.97	\$ 230,011.17	\$ 296,718.16	\$ 284,295.59	444,419.00	577,736.76	643,709.90	713,610.75	\$ 796,757.77
REVENUES RECEIVED:											
Assessments & Earnings Assessments	78,704.13	156,955.93	157,731.98	157,221.23	157,080.45	156,958.85	157,337.53	156,712.15	157,095.95	160,339.00	155,020.55
Assessments & Earnings Interest	1,638.17	4,523.25	2,449.45	2,198.04	2,076.21	4,531.80	9,017.35	13,335.40	11,140.35	2,340.01	5,208.50
Assessments & Earnings Excess Fees /Misc.	788.49	1,352.67	1,202.24	1,090.02	1,148.93	1,198.71	857.66	960.86	6,595.34	-	933.82
Assessments & Earnings Recovery from GDC	53,150.00	53,150.00	53,150.00	53,150.00	84,818.00	84,818.00	84,818.00	84,818.00	84,818.00	84,818.00	84,818.00
Grant & Subsidy Revenue											
Loans & Borrowing Debt Proceeds		750,000.00					225,000.00				
Loans & Borrowing Transfer in Canal Maint		53,000.00									
Assessments & Earnings Net Inc/(Decr) FMV/Inves	915.14	(4,942.89)	(97.04)	661.83	18.72	(992.86)	(4,178.14)	8,814.65			(4,993.01)
Assessments & Earnings Less: Reserve - FS 129.01	135,175.93	1,014,038.96	214,436.63	214,321.12	245,140.31	246,514.50	472,852.40	264,641.06	259,649.64	(8,133.95)	240,987.86
Total Revenue	385,667.59	1,349,314.65	1,176,223.60	444,332.29	541,858.47	530,810.09	917,271.40	842,377.82	903,359.54	952,973.81	1,037,745.63
TOTAL REVENUES & BALANCES											
EXPENDITURES											
NWPC WW Dredging P/S - Engineer	34,194.50	41,227.90	63,266.86	4,461.29	13,200.01				14,981.00		
NWPC WW Dredging C/S - Dredging		288,700.56	722,566.54								
NWPC WW Dredging - Interior P/S - Engineer spot dredge											
NWPC WW Dredging - Interior C/S - Dredging spot dredge											
NWPC WW Dredging - Exterior P/S - Engineer exterior dredge											
NWPC WW Dredging - Exterior C/S - Dredging exterior dredge											
Navigationl Trimming C/S - Navigational Trimming											
Survey C/S - Survey											
Contract Services C/S - Other Contractual Svcs		2,675.00									
Internal Charges Central/Indirect Allocati	2,738.00	797.00	969.00	969.00	8,083.00	1,499.00	3,741.00	1,326.00	1,802.00	1,892.00	1,892.00
Purchased Services Personal Svcs-InterDept											
Purchased Services Postage	1,136.63										
Purchased Services Advertising-Legal	184.14										
Public Works Services Maintenance Services	11,067.92	47,223.87	73,301.87	4,153.98	2,941.95	1,158.30	2,627.30	2,801.11	3,667.26	19,585.00	21,426.89
Public Works Services Equipment Repl Chtgs/IPW		6.16	5.13								
Purchased Services Tax Collector-Collector	1,070.71	2,220.33	2,328.31	2,409.32	2,305.59	2,320.37	2,317.71	2,151.40	2,007.83	4,810.00	1,982.77
Public Works Services Sign Materials		63.62									
Debt Services Interfund Trsf-Canal Mtc. Fund				53,000.00							
Debt Services Principal		4,613.24	75,000.00	75,000.00	225,000.00	75,000.00	300,000.00	150,000.00	75,000.00		
Debt Services Interest			8,771.54	7,620.54	6,032.33	6,413.42	5,770.56	3,121.41	391.68		
Total Expenditures	50,391.90	387,527.68	946,212.43	147,614.13	257,562.88	86,391.09	339,534.64	198,667.92	106,601.77	672,857.00	115,423.26
ENDING FUND BALANCE	\$ 335,275.69	\$ 961,786.97	\$ 230,011.17	\$ 296,718.16	\$ 284,295.59	\$ 444,419.00	\$ 577,736.76	\$ 643,709.90	\$ 796,757.77	\$ 280,116.81	\$ 922,322.37

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

Revenues:	Includes:
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

Expenditures:	Includes:
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)

Project Costs	Includes:
Project Costs	Construction (Dredging, Bridge Maintenance, Paving), Engineering and Design

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

Monthly MSBU Activity Report

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

PW-NWPCCWMM NW Port Charlotte WW Mtc

Project Number	WO 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
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1220405 PW-NWPCCWMM NWPC PVA-NWPCCWMM NW Port Charlotte WW Waterway MSDR Annual Work Mtc

					10-9866 MSDR									
					10/04/2021	0.75	56.95	0.00	0.00	0.00	0.00	0.75	LHR	56.95
					10/05/2021	1.00	75.93	0.00	0.00	0.00	0.00	1.00	LHR	75.93
					10/06/2021	0.75	56.95	0.00	0.00	0.00	0.00	0.75	LHR	56.95
					10/12/2021	0.25	18.98	0.00	0.00	0.00	0.00	0.25	LHR	18.98
					10/19/2021	0.25	18.98	0.00	0.00	0.00	0.00	0.25	LHR	18.98
					10/20/2021	0.25	18.98	0.00	0.00	0.00	0.00	0.25	LHR	18.98
					10/21/2021	0.50	37.97	0.00	0.00	0.00	0.00	0.50	LHR	37.97
					10/26/2021	0.50	37.97	0.00	0.00	0.00	0.00	0.50	LHR	37.97
					10/28/2021	0.50	37.97	0.00	0.00	0.00	0.00	0.50	LHR	37.97
					11/01/2021	0.75	68.54	0.00	0.00	0.00	0.00	0.75	LHR	68.54
					11/02/2021	0.25	22.85	0.00	0.00	0.00	0.00	0.25	LHR	22.85
					11/03/2021	0.25	22.85	0.00	0.00	0.00	0.00	0.25	LHR	22.85
					11/04/2021	0.25	22.85	0.00	0.00	0.00	0.00	0.25	LHR	22.85
					11/18/2021	0.25	22.85	0.00	0.00	0.00	0.00	0.25	LHR	22.85
					11/22/2021	0.25	22.85	0.00	0.00	0.00	0.00	0.25	LHR	22.85
					11/30/2021	0.25	22.85	0.00	0.00	0.00	0.00	0.25	LHR	22.85
MSDR Total							7.00	566.30	0.00	0.00	0.00	7.00	LHR	566.30
Total WO Number: 1220405							7.00	566.30	0.00	0.00	0.00	7.00	LHR	566.30

1781249 PW-NWPCCWMM Exterior Channel & Spot Dredge

cmd2102 NWPCCWMM

PW-NWPCCWMM NW Port Charlotte WW Mtc

93-9357D Project Management

					10/05/2021	0.50	43.90	0.00	0.00	0.00	0.00	0.50	LHR	43.90
					10/15/2021	0.50	43.90	0.00	0.00	0.00	0.00	0.50	LHR	43.90
					11/10/2021	1.00	106.79	0.00	0.00	0.00	0.00	1.00	LHR	106.79
					11/12/2021	2.00	213.58	0.00	0.00	0.00	0.00	2.00	LHR	213.58
					11/18/2021	4.00	427.16	0.00	0.00	0.00	0.00	4.00	LHR	427.16
					11/19/2021	3.00	320.37	0.00	0.00	0.00	0.00	3.00	LHR	320.37
					11/30/2021	1.50	160.19	0.00	0.00	0.00	0.00	1.50	LHR	160.19

Project Management Total
Total WO Number: 1781249
Total MSBU: PW-NWPCCWMM

						12.50	1,315.88	0.00	0.00	0.00	0.00	12.50	LHR	1,315.88
						19.50	1,882.17	0.00	0.00	0.00	0.00	19.50	LHR	1,882.17

NW Port Charlotte Waterway MSBU

Fund Financial Report

Oct. 1 - Dec. 31, 2021

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
Beginning Balance	\$796,758	\$835,094	\$922,322	\$922,322
Revenues				
Assessments & Earnings	240,988	239,581	185,618	239,581
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	-	-	-
Total Revenue	\$240,988	\$239,581	\$185,618	\$239,581
Expenditures				
Contract Services	-	-	-	-
Survey	24,890	25,000	-	25,000
Navigational Trimming	38,500	50,000	-	50,000
Public Works Services	21,427	23,977	1,882	23,977
Internal Charges	1,892	1,481	1,481	1,481
Purchased Services	3,342	4,957	2,014	4,957
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
NWPC WW Dredging - Interior	25,372	507,489	-	507,489
NWPC WW Dredging - Exterior	-	100,000	-	100,000
Total Expenditures	\$115,423	\$712,904	5,377	\$712,904
Reserves (Ending Fund Balance)	\$922,322	\$361,771	\$1,102,563	\$448,999
<i>Reserve %</i>	88.9%	33.7%	99.5%	38.6%

Date Prepared: 1/13/2022

Monthly MSBU Activity Report

START DATE: 12/1/2021 END DATE: 2/28/2022

PW-NWPCWMM NW Port Charlotte WW Mtc

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
1220405	PW-NWPCWMM NW Port Charlotte WW Waterway MSDR Annual Work Order	NWPC	PW-NWPCWMM NW Port Charlotte WW Mtc	10-9866 MSDR	12/02/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					12/06/2021	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
					12/09/2021	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
					12/13/2021	4.25	388.41	0.00	0.00	0.00	4.25	LHR	388.41
					12/14/2021	1.25	114.24	0.00	0.00	0.00	1.25	LHR	114.24
					12/15/2021	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
					12/20/2021	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					12/21/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					12/27/2021	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					12/29/2021	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					01/03/2022	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
					01/04/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					01/05/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					01/06/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
					01/10/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
					01/11/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					01/12/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					01/25/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					01/26/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					02/07/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					02/15/2022	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					02/16/2022	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					02/17/2022	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
					02/22/2022	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
MSDR Total						17.50	1,599.33	0.00	0.00	0.00	17.50	LHR	1,599.33
Total WO Number: 1220405						17.50	1,599.33	0.00	0.00	0.00	17.50	LHR	1,599.33

1781249 PW-NWPCWMM Exterior
Channel & Spot Dredge
cmd2102 NWPCWMM

PW-NWPCWMM NW Port Charlotte WW
Mtc

93-9357D Project Management													
					12/01/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					12/02/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					12/03/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					12/10/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					12/14/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					01/05/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					01/07/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					01/14/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					01/19/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					01/20/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					02/02/2022	1.50	160.19	0.00	0.00	0.00	1.50	LHR	160.19
					02/04/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					02/11/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79

Monthly MSBU Activity Report

START DATE: 12/1/2021 END DATE: 2/28/2022

PW-NWPCWWM

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
					02/16/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					02/17/2022	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					02/18/2022	3.00	320.37	0.00	0.00	0.00	3.00	LHR	320.37
					02/23/2022	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					02/25/2022	0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
Project Management Total						24.00	2,562.96	0.00	0.00	0.00	24.00	LHR	2,562.96
				93-9351D Meetings	02/17/2022	0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
Meetings Total						0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
Total WO Number: 1781249						24.50	2,616.36	0.00	0.00	0.00	24.50	LHR	2,616.36
Total MSBU: PW-NWPCWWM						42.00	4,215.68	0.00	0.00	0.00	42.00	LHR	4,215.68

NW Port Charlotte Waterway MSBU

Fund Financial Report
Oct. 1, 2021 - Mar. 31, 2022

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
Beginning Balance	\$796,758	\$835,094	\$922,322	\$922,322
Revenues				
Assessments & Earnings	240,988	239,581	219,082	239,581
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	-	-	-
Total Revenue	\$240,988	\$239,581	\$219,082	\$239,581
Expenditures				
Contract Services	-	-	-	-
Survey	24,890	25,000	-	-
Navigational Trimming	38,500	50,000	-	75,000
Public Works Services	21,427	23,977	6,098	23,977
Internal Charges	1,892	1,481	1,481	1,481
Purchased Services	3,342	4,957	2,665	4,957
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
NWPC WW Dredging - Interior	25,372	507,489	1,602	708,336
NWPC WW Dredging - Exterior	-	100,000	-	-
Total Expenditures	\$115,423	\$712,904	11,846	\$813,751
Reserves (Ending Fund Balance)	\$922,322	\$361,771	\$1,129,558	\$348,152
<i>Reserve %</i>	88.9%	33.7%	99.0%	30.0%

Date Prepared: 4/3/2022

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
 FY 2022/23 BUDGET
 NORTHWEST PORT CHARLOTTE WATERWAY MTC UNIT (NM)
 FUND # 1138
 PROPOSED WATERWAY UNIT WORK PROGRAM

PRELIM
6.5.22

ESTIMATED ERU'S - FY 22/23		1,596.1
	COST PER	
	<u>ERU</u>	<u>TOTAL</u>
PROJECTED FUND BALANCE - 10/1/22		\$ 1,054,886
ESTIMATED REVENUE AT PROPOSED RATE	\$ 100.00	239,637
(Includes \$84,818 of Revenue from GDC Settlement)		
FUNDS AVAILABLE		1,294,523
GRAND TOTAL MSBU WORK PROGRAM	\$ 517.63	826,185
BALANCE AFTER PROGRAM		468,338
OTHER CASH OUTFLOWS (TRANSFERS OUT)		-
PROJECTED FUND BALANCE - 9/30/23		\$ 468,338
<u>TRANSFERS AND RESERVES SUMMARY</u>		
RESERVE FOR FUTURE CAPITAL OUTLAY		209,434
RESERVE FOR CONTINGENCY-REGULAR		129,452
RESERVE-CASH CARRIED FORWARD		129,452
TOTAL TRANSFERS AND RESERVES		468,338
TOTAL CASH OUTFLOWS AND RESERVES/BALANCES		\$ 1,294,523

Desired Minimum Fund Balance:	\$137,697
Allowable Fund Balance:	\$258,905

<u>RATE HISTORY:</u>	<u>UNIT OF MEAS</u>	<u>COST PER UOM</u>	<u>PER 80' LOT</u>
FY 2012/13	ERU	\$ 100.00	\$ 100.00
FY 2013/14	ERU	\$ 100.00	\$ 100.00
FY 2014/15	ERU	\$ 100.00	\$ 100.00
FY 2015/16	ERU	\$ 100.00	\$ 100.00
FY 2016/17	ERU	\$ 100.00	\$ 100.00
FY 2017/18	ERU	\$ 100.00	\$ 100.00
FY 2018/19	ERU	\$ 100.00	\$ 100.00
FY 2019/20	ERU	\$ 100.00	\$ 100.00
FY 2020/21	ERU	\$ 100.00	\$ 100.00
FY 2021/22	ERU	\$ 100.00	\$ 100.00
FY 2022/23 Proposed	ERU	\$ 100.00	\$ 100.00

CURRENT MAXIMUM RATE \$100.00
 Totals may not add due to rounding.

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
 FY 2022/23 BUDGET
 NORTHWEST PORT CHARLOTTE WATERWAY MTC UNIT (NM)
 FUND # 1138
 PROPOSED WATERWAY UNIT WORK PROGRAM

PRELIM
6.5.22

<u>PUBLIC WORKS SERVICES</u>	<u>TOTAL EXP</u>
Maintenance Services	13,336
Equipment Replacement Charges	860
Signing & Marking Materials	0
Road/Drainage Maintenance Materials	0
TOTAL PUBLIC WORKS SERVICES	14,197
<u>OTHER DIRECT COSTS</u>	
Postage & Notices	
Central/Indirect Services Allocation	1,555
Advertising - Legal	150
TOTAL OTHER DIRECT COST	1,705
<u>CONTRACT SERVICES</u>	<u>C/O \$</u> <u>NEW \$</u>
Landfill Fees	10-9004
C/S - Navigational Trimming	84-8484 50,000
C/S - Survey	84-8499 25,000
cmd2102 P/S - Engineer interior dredge	84-8490 92,719
cmd2102 C/S - Dredging interior dredge	84-8486 637,776
TOTAL CONTRACT SERVICES	805,495
TOTAL WORK PROGRAM	821,397
TAX COLLECTOR-COLLECTION FEE	4,788
DEBT SERVICE	Principal Pymts
	Interest Pymts
GRAND TOTAL MSBU WORK PROGRAM	826,185

Budget by Single MSBU

Department: All Departments
Activity: All Activities

Budget Year: 2023-BUDGET
MSBU Code: NW Port Charlotte WW Mtc

WO #	Activity	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
NW Port Charlotte WW Mtc												
1717090	10-9866-MSDR	60.00	LHR	10.00	6.00	1.00	6.00	3,942.04	0.00	0.00	0.00	3,942.04
Program 10 Totals:		60.00			6.00		6.00	3,942.04	0.00	0.00	0.00	3,942.04
1751760	84-8484-C/S Vegetation Removal	50,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00
1717942	84-8486-Contract Dredging	637,776.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	637,776.00	637,776.00
1718028	84-8490-Professional Engineer Svcs	92,719.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92,719.00	92,719.00
1718075	84-8491-Oth Contr Svc 1 (See File)	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1718266	84-8499 - C/S Survey	25,000.00	DOL	0.00	0.00	1.00	0.00	0.00	0.00	0.00	25,000.00	25,000.00
Program 84 Totals:		805,495.00			0.00		0.00	0.00	0.00	0.00	805,495.00	805,495.00
1718299	93-9357-Project Management	330.00	LHR	15.00	22.00	0.50	11.00	9,394.34	860.20	0.00	0.00	10,254.54
Program 93 Totals:		330.00			22.00		11.00	9,394.34	860.20	0.00	0.00	10,254.54
1718544	96-9605-Stormwater Design Support	0.00	LHR	20.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00
Program 96 Totals:		0.00			0.00		0.00	0.00	0.00	0.00	0.00	0.00
PW-NWPCWWM Totals:		805,885.00			28.00		17.00	13,336.38	860.20	0.00	805,495.00	819,691.58

Capital Maintenance Schedule
 Public Works - MSBU/TU Dredging
 2023

Project Costs (in thousands)

<u>Project Name</u>	2023	2024	2025	2026	2027	2028	TOTAL
Alligator Creek - Entrance Channel	399	0	0	0	0	0	399
Buena Vista WW Maint. Dredging FY23	466	0	0	0	0	0	466
Don Pedro/Knight/Palm Island Re-nourishment	622	201	121	123	0	0	1,067
Gulf Cove WW Dredging	1,785	0	0	0	0	0	1,785
Harbour Heights WW Maintenance Dredging	65	0	0	0	0	0	65
Hayward Canal Dredging	201	155	0	0	0	0	356
Manasota Key Beach Nourishment	1,206	392	191	136	0	0	1,925
Manchester WW Maintenance Dredging FY22	732	0	0	0	0	0	732
NWPC Interior Channel Dredging FY22	741	0	0	0	0	0	741
NWPC Exterior Dredging	0	102	255	0	0	0	357
Pirate Harbor Dredging FY23	468	0	0	0	0	0	468
South Gulf Cove WW Maintenance Dredging	387	1,224	0	0	0	0	1,611
Stump Pass Maintenance Dredging	2,015	31	134	4,556	0	0	6,736
Suncoast WW Maintenance Dredging	0	0	0	0	0	0	0
TOTAL	9,088	2,105	700	4,815	0	0	16,708

