

**MINUTES  
SOUTH BURNT STORE STREET & DRAINAGE  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD SPECIAL MEETING  
WEDNESDAY, APRIL 10, 2024**

**9:15 a.m. – 9:58 a.m.  
Centennial Park Recreation Center  
1185 Centennial Blvd  
Port Charlotte, Florida**

**Members Present:** Dave Evans, Chair  
Sandra Funk, Vice-Chair  
Dr. Mary Ellen Kiss  
Thomas Freimark  
Richard Mathis

**Members Absent:** None

**County Staff:** Erica LeMaster, Community Liaison  
Denise Kolerski, Senior Financial Analyst  
James Layport, Projects Manager  
Candice White, Financial Analyst

**Guests:** None

**Call to Order / Roll Call:**

The meeting was called to order at 9:15 a.m. A roll call was taken, and a quorum was present.

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

None

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

None

**Unfinished Business:**

- a. Fiscal Year (FY)24 Paving Program: Mr. Layport updated the group on the increased paving prices informing the group that the lowest bid came back 1.6 million under Ajax. The group voiced concerns regarding the chosen contractor and if Charlotte County has used this company in the past, Mr. Layport reassured the group that we have used this company and they meet all the qualifications. Ms. Kolerski presented three budget scenarios to the group. Dr. Kiss made a motion to adopt a five-year payout which would increase the tax bill to \$345.00 per Estimated Residential Unit (ERU) with a public hearing to take place in FY2025, with an increase in FY26. The motioned was seconded by Ms. Funk and passed unanimously.

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

None

**Advisory Board Open Discussion**

The group discussed paving concerns with Mr. Layport focusing on paver driveways.

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

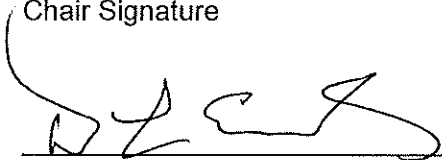
Future meetings are tentatively scheduled at 10:30 a.m.

- April 17, 2024
- July 22, 2024
- October 7, 2024

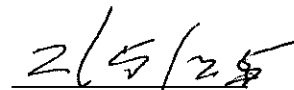
Meeting adjourned at 9:58 a.m.

Submitted by: Erica LeMaster  
Public Works Department

Chair Signature

A handwritten signature in black ink, appearing to be 'DZC', written over a horizontal line.

Date

A handwritten date '2/5/25' in black ink, written over a horizontal line.

**AGENDA**  
**SOUTH BURNT STORE STREET & DRAINAGE**  
**MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD SPECIAL MEETING**  
**Wednesday, April 10, 2024**  
**9:00 a.m., Centennial Park Recreation Center**  
**1185 Centennial Blvd, Port Charlotte, Florida**

**BOARD MEMBERS:** Dave Evans, Chair  
Sandra Funk, Vice-Chair  
Thomas Freimark  
Dr. Mary-Ellen Kiss  
Richard Mathis

**COUNTY STAFF:** Erica LeMaster, Community Liaison

**PURPOSE:** Special Meeting

1. Call to Order / Roll Call
2. Citizen Input on Agenda Items (3-Minute Limit)
3. Unfinished Business:
  - a. FY24 Paving Program
4. Citizen Input on MSBU Items (3-Minute Limit)
5. Advisory Board Open Discussion
6. Motion to Adjourn

South Burnt Store S/D MSBU  
FY24 Paving Projection - Current Rate, 5yr Loan  
as of 4.3.24

	Budget FY2024	Estimate FY2024	Planned FY2025	Projected FY2026	Projected FY2027	Projected FY2028	Projected FY2029	Projected FY2030	Projected FY2031	Projected FY2032	Projected FY2033	Projected FY2034
<b>BEGINNING BALANCE</b>	\$ 3,556,548	\$ 3,821,104	\$1,230,520	\$555,805	\$336,837	\$136,693	(\$35,891)	(\$191,503)	\$187,028	\$561,578	\$932,554	\$1,299,707
<b>OPERATING REVENUES</b>												
Assessments & Earnings	649,481	663,155	653,524	651,234	650,491	649,811	649,347	649,347	649,982	651,254	652,513	653,760
External Borrowing	2,446,000	2,668,000	-	-	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	\$3,095,481	\$3,331,155	\$653,524	\$651,234	\$650,491	\$649,811	\$649,347	\$649,347	\$649,982	\$651,254	\$652,513	\$653,760
<b>OPERATING EXPENDITURES</b>												
Paving	4,712,400	5,637,139	445,331	-	-	-	-	-	-	-	-	-
Other Operating Expenditures	252,438	254,582	250,784	261,015	265,415	262,222	266,415	270,816	275,433	280,277	285,361	290,695
Principal Pymts	-	-	534,000	534,000	534,000	534,000	532,000	-	-	-	-	-
Interest Pymts	85,618	30,018	98,124	75,188	51,220	26,173	6,543	-	-	-	-	-
<b>Total Expenditures</b>	\$5,050,456	\$5,921,739	\$1,328,239	\$870,203	\$850,635	\$822,395	\$804,959	\$270,816	\$275,433	\$280,277	\$285,361	\$290,695
<b>RESERVE (ENDING FUND BALANCE)</b>	\$1,601,573	\$1,230,520	\$555,805	\$336,837	\$136,693	(\$35,891)	(\$191,503)	\$187,028	\$561,578	\$932,554	\$1,299,707	\$1,662,771
Reserve %	24.1%	17.2%	29.5%	27.9%	13.8%	0.0%	0.0%	40.8%	67.1%	76.9%	82.0%	85.1%

Notes:

- 10 year rate increase from \$52.83 to \$297.83 in FY18.
- Projection is based on an 5 year loan as approved in FY18 budget process
- \$3,300,000 reserves applied to borrowing in FY24
- Rejuvenation to be funded by reserves in FY25



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