

**MINUTES
PIRATE HARBOR WATERWAY
MUNICIPALSERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, FEBRUARY 10, 2022**

**10:00 a.m. – 11:49 a.m.
Punta Gorda Charlotte Library
401 Shreve Street, Punta Gorda, Florida**

Members Present: Jeffrey Nilsson, Chair
Robert DiMuzio
Charles Falesch
Lynn McCulloch

Members Absent: None

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

Guests: See attached sign-in sheet

Call to Order / Roll Call:

The meeting was called to order at 10:00 a.m. A roll call was taken, and a quorum was present.

Changes to the Agenda / Motion to Approve Changes:

None

Election of Officers:

- Chair: Mr. Nilsson nominated Mr. DiMuzio, seconded by Mr. Falesch, there were no other nominations
- Vice-Chair: Mr. Nilsson nominated Mr. Falesch seconded by Ms. McCulloch, there were no other nominations.

Nominations were unanimously agreed; Mr. DiMuzio accepted the position of Chair and Mr. Falesch accepted the position of Vice-Chair.

Sunshine Law, Roberts Rules of Order and Public Records Review:

The Advisory Board viewed the Roberts Rules of Order video and the Sunshine Law presentation; Mr. DiMuzio requested confirmation that a waterway Advisory Board member can talk to a Street & Drainage Advisory Board member about MSBU issues and inquired about Advisory Board members at Association meetings. Ms. McDonald confirmed two members of different boards can discuss any MSBU items, when attending an association meeting, citizen input can be received and if no Advisory Board member shares their personal opinions, there is no Sunshine Law violation.

Citizen Input on Agenda Items (3 Minute Limit):

- Mr. Smallwood requested when the Advisory Board discusses the update on the interior dredge project, they look at taking the chicane out and make an easier turn from Jolly Roger to Yacht Club.

Approval of Minutes:

The draft minutes from July 29, 2021, were unanimously approved as submitted.

Unfinished Business:

- a. Update – Interior Dredge Project: Coastal Engineering Consultants (CEC) was the design firm selected for Pirate Harbor’s interior dredge project. Mr. Patchell reminded the Advisory Board of the increased cost to marine contract work over the last year, noted he was able to negotiate the fee for the consultant to \$98,930 without reducing the scope of work. Mr. DiMuzio inquired about the permitted depth for the interior waterway dredge. Mr. Patchell will have to confirm this area would qualify for the County-wide permit for maintenance dredging to -5FT MLW. Conversation followed regarding a shoal outside the current project scope, west of the meander line. Mr. Chair entertained a motion to open citizen input, so moved by Mr. Nilsson, seconded by Ms. McCulloch and unanimously agreed.
- Mr. Smallwood clarified where the shoal in the access channel is located and commented on the channel marker locations.

The Chair closed citizen input. Mr. Patchell noted adding this to the established project scope would require a change order to the engineering services, a bathymetric survey, possibly additional permitting and would require the Advisory Board to omit areas of the interiors in order for this to remain under the approved \$350,000 construction budget. Mr. Falesch inquired about the possibility of obtaining an extension on the existing permit. Mr. Patchell stated extensions are not an option for these types of permits. Mr. Falesch expressed concern with dredging the interiors without being able to through the access channel. Mr. Nilsson requested confirmation that an annual pre-storm survey was budgeted for FY22 and it was confirmed by Ms. McDonald. Mr. Nilsson stated there may be two projects to consider, first the interiors and then possibly a spot dredge project in the access channel. Discussion ensued regarding marine marker relocations.

Mr. DiMuzio inquired about Mr. Smallwood’s request to realign the channel off Jolly Roger and Yacht Club. Mr. Patchell noted this would most likely be classified as a new dredge. Mr. Chair entertained a motion to open citizen input, so moved by Mr. Nilsson, seconded by Ms. McCulloch and unanimously approved.

- Mr. Smallwood agreed it was not worth pursuing at this time.

Citizen input was closed, and discussion followed regarding seagrass mitigation. Mr. DiMuzio expressed concern that the seagrass is not taking and inquired about alternative mitigation options. Mr. Patchell noted this was a permit requirement and he would have to confirm with the Coastal and Environmental Projects Manager overseeing the mitigation monitoring. Conversation circled back around to future dredging. Mr. Falesch requested confirmation that the Advisory Board wishes to move forward with the original plan and no additional action is needed, the Advisory Board unanimously agreed. Mr. Patchell inquired about conducting an FY22 pre-storm survey of the access channel; conversation ensued, and Ms. McCulloch motioned to move forward with this year’s pre-storm, seconded by Mr. Falesch and it was unanimously approved.

New Business:

- a. Financial Reports: The FY21 fourth quarter and FY22 first quarter financial reports were reviewed. Mr. DiMuzio requested an update on the seagrass mitigation monitoring.

Citizen Input on MSBU Items (3 Minute Limit):

None

Advisory Board Open Discussion:

Conversation ensued regarding Florida record retention laws; Ms. McCulloch stated Advisory Board minutes should be held in perpetuity for historical reference, Ms. McDonald will forward the link to the statute for reference. Mr. DiMuzio inquired about a statue for the Waterway MSBU, Ms. McDonald stated the Advisory Board can bring forth a request and Public Works will submit a

Legal Service Request for the County Attorney's Office to review or the POA can submit a letter of intent to the County Attorney's Office directly.

Meeting Schedule / Items for Next Agenda:

Future meetings are scheduled at 10:00 a.m. at the Punta Gorda Charlotte Library as follows:

- April 28, 2022
- August 24, 2022
- November 30, 2022

The meeting adjourned at 11:49 a.m.

Submitted by: Karlene McDonald
Public Works Department



Chair Signature

4-28-22
Date

**AGENDA
PIRATE HARBOR WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, FEBRUARY 10, 2022**

**10:00 a.m. Punta Gorda Charlotte Library
401 Shreve Street, Punta Gorda, Florida**

BOARD MEMBERS: Jeffrey Nilsson, Chair
Dr. Alan Maki, Vice-Chair
Robert DiMuzio
Chuck Falesch
Lynn McCulloch

COUNTY STAFF: Karlene McDonald, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Election of Officers
4. Annual Review: Sunshine Law, Roberts Rules of Order, Public Records
5. Citizen Input on Agenda Items (3-Minute Limit)
6. Approval of Minutes: July 29, 2021
7. Unfinished Business
 - a. Update - Interior Dredge Project
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

Monthly MSBU Activity Report

START DATE: 7/1/2021 END DATE: 9/30/2021

PW-PHWWM Pirate Harbor WW Unit

Project	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
C390504	1011031	PW-MSBU-S Pirate Harbor Rock/2300 ft C390504	PW-PHWWM	Pirate Harbor WW Unit										
				93-9357D Project Management		07/29/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
						08/03/2021	0.00	0.00	0.00	0.00	0.00	0.00	LHR	0.00
				Project Management Total			1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
				93-9351D Meetings		07/29/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
				Meetings Total			1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
				Total WO Number: 1011031			2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
1220409	PW-PHWWM	Pirate Harbor Waterway MSDR Annual Work Order	PW-PHWWM	Pirate Harbor WW Unit										
				10-9866 MSDR		07/12/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						07/14/2021	0.75	56.95	0.00	0.00	0.00	0.75	LHR	56.95
						07/22/2021	1.00	75.93	0.00	0.00	0.00	1.00	LHR	75.93
						07/26/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						07/29/2021	1.50	113.90	0.00	0.00	0.00	1.50	LHR	113.90
						08/02/2021	1.00	75.93	0.00	0.00	0.00	1.00	LHR	75.93
						08/03/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						08/16/2021	0.75	56.95	0.00	0.00	0.00	0.75	LHR	56.95
						08/17/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						08/18/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						08/19/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						08/30/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/01/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/02/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						09/07/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/09/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/13/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/15/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/16/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/20/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/21/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/22/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						09/27/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						09/30/2021	0.75	56.95	0.00	0.00	0.00	0.75	LHR	56.95
				MSDR Total			11.50	873.20	0.00	0.00	0.00	11.50	LHR	873.20
				Total WO Number: 1220409			11.50	873.20	0.00	0.00	0.00	11.50	LHR	873.20
				Total MSBU: PW-PHWWM			13.50	1,048.78	0.00	0.00	0.00	13.50	LHR	1,048.78

FINAL - Q4

CHARLOTTE COUNTY PUBLIC WORKS
 MSBU FINANCIAL HISTORY
 FY 12 THROUGH FY 21
 FUND 1143
 PIRATE HARBOR WATERWAY MAINT UNIT (SR)

New in FY03 SR

	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>FY 19-20</u>	<u>Adopted Budget FY 20-21</u>	<u>FY 20-21 12 Mo. Actual (a)</u>
BEGINNING BALANCE	\$ 622,321.85	\$ 738,451.21	\$ 592,829.59	\$ 663,290.39	\$ 755,810.55	\$ 758,907.42	\$ 784,238.57	\$ 732,889.85	\$ 707,372.96	\$ 204,199.34	\$ 183,928.95
REVENUES RECEIVED:											
Assessments & Earnings Assessments	154,148.52	153,278.03	133,567.61	122,176.97	55,506.52	55,513.04	55,355.75	55,287.57	63,595.99	65,600.00	63,375.08
Assessments & Earnings Interest	3,502.98	2,970.79	3,499.63	5,473.51	5,772.92	8,380.88	12,451.35	15,495.73	3,648.99	723.94	1,026.39
Assessments & Earnings Excess Fees /Misc.	1,505.15	1,320.97	1,018.06	847.06	405.28	423.96	301.75	338.99	-	-	381.76
Loans & Borrowing External Borrowing									-	-	
Loans & Borrowing Transfer fr Canal Maint									-	-	
Assessments & Earnings Net Inc(Decr) FMV/Inves	2,415.37	(2,298.24)	904.81	1,686.78	50.68	(1,770.86)	(5,505.23)	9,706.98	1,579.08	-	(968.32)
Assessments & Earnings Less: Reserve - FS 129.01										(3,316.20)	
Total Revenue	<u>161,572.02</u>	<u>155,271.55</u>	<u>138,990.11</u>	<u>130,184.32</u>	<u>61,735.40</u>	<u>62,547.02</u>	<u>62,603.62</u>	<u>80,829.27</u>	<u>68,824.06</u>	<u>63,007.74</u>	<u>63,814.91</u>
TOTAL REVENUES & BALANCES	<u>783,893.87</u>	<u>893,722.76</u>	<u>731,819.70</u>	<u>793,474.71</u>	<u>817,545.95</u>	<u>821,454.44</u>	<u>846,842.19</u>	<u>813,719.12</u>	<u>776,197.02</u>	<u>267,207.09</u>	<u>247,743.86</u>
EXPENDITURES											
Pirate Harbor Dredging FY23 P/S - Engineering cmd2	12,565.01	76,186.53	55,419.51	28,123.01	50,276.93	29,208.25	53,590.89	39,970.94	104,060.67	80,986.07	5,985.50
Pirate Harbor Dredging FY23 C/S - Dredging cmd2202		202,394.97				1,555.74		55,077.58	473,560.00	13,722.42	26,530.00
Navigational Trimming C/S - Navigational Trim							40,500.00		-	-	
Survey C/S - Survey							250.00		-	25,000.00	30,510.00
Internal Charges Central/Indirect Allocati	4,697.00	1,746.00	984.00	984.00	1,313.00	858.00	1,347.00	848.00	1,715.00	1,801.00	1,801.00
Purchased Services Admin. Svs - PW							223.08		-	-	
Public Works Services Maintenance Services	6,408.82	12,821.87	4,987.77	3,914.91	6,233.89	4,773.22	14,305.93	9,690.63	11,837.34	2,643.70	6,615.57
Public Works Services Equipment Repl Chgs/PW									-	-	
Purchased Services Collection Fee-Tax Colle	2,097.08	2,168.31	1,971.62	1,872.29	814.71	820.66	815.44	759.01	812.81	1,144.50	810.59
Purchased Services Reimb-Aquatic Weed		5,575.49	5,166.41	2,769.95					282.25	5,000.00	892.88
Total Expenditures	<u>45,442.66</u>	<u>300,893.17</u>	<u>68,529.31</u>	<u>37,664.16</u>	<u>58,638.53</u>	<u>37,215.87</u>	<u>113,952.34</u>	<u>106,346.16</u>	<u>592,268.07</u>	<u>130,297.69</u>	<u>73,145.54</u>
ENDING FUND BALANCE	<u>\$ 738,451.21</u>	<u>\$ 592,829.59</u>	<u>\$ 663,290.39</u>	<u>\$ 755,810.55</u>	<u>\$ 758,907.42</u>	<u>\$ 784,238.57</u>	<u>\$ 732,889.85</u>	<u>\$ 707,372.96</u>	<u>\$ 183,928.95</u>	<u>\$ 136,909.40</u>	<u>\$ 174,598.32</u>

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

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
 FY 2021/22 BUDGET
 PIRATE HARBOR WATERWAY MAINT UNIT (SR)
 FUND 1143
 ADOPTED WATERWAY WORK PROGRAM

ADOPTED
9.27.21

ESTIMATED ERU'S - FY 21/22		327.0
	COST PER	
	<u>ERU</u>	<u>TOTAL</u>
PROJECTED FUND BALANCE - 10/1/21		\$ 156,050
ESTIMATED REVENUE RATE	\$335.00	<u>104,642</u>
FUNDS AVAILABLE		260,692
GRAND TOTAL MSBU WORK PROGRAM	\$477.49	<u>156,138</u>
BALANCE AFTER PROGRAM		104,554
OTHER CASH OUTFLOWS (TRANSFERS OUT TO CANAL MTC FUND)		
PROJECTED FUND BALANCE - 9/30/22		\$ 104,554

TRANSFERS AND RESERVES SUMMARY

RESERVE FOR FUTURE CAPITAL OUTLAY		52,415
RESERVE FOR CONTINGENCY-REGULAR		26,069
RESERVE-CASH CARRIED FORWARD		<u>26,069</u>
<i>TOTAL TRANSFERS AND RESERVES</i>		104,554
TOTAL CASH OUTFLOWS AND RESERVES/BALANCES		260,692

Desired Minimum Fund Balance:	\$26,023
Allowable Fund Balance:	\$52,138

<u>RATE HISTORY:</u>	<u>UNIT OF MEAS</u>	<u>COST PER UOM</u>	<u>PER 80' LOT</u>
FY 2012/13	ERU	\$485.00	\$485.00
FY 2013/14	ERU	\$385.00	\$385.00
FY 2014/15	ERU	\$385.00	\$385.00
FY 2015/16	ERU	\$175.00	\$175.00
FY 2016/17	ERU	\$175.00	\$175.00
FY 2017/18	ERU	\$175.00	\$175.00
FY 2018/19	ERU	\$175.00	\$175.00
FY 2019/20	ERU	\$200.00	\$200.00
FY 2020/21	ERU	\$200.00	\$200.00
FY 2021/22	ERU	\$335.00	\$335.00

CURRENT MAXIMUM RATE \$828.25

Totals may not add due to rounding.

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
 FY 2021/22 BUDGET
 PIRATE HARBOR WATERWAY MAINT UNIT (SR)
 FUND 1143
 ADOPTED WATERWAY WORK PROGRAM

ADOPTED
9.27.21

<u>PUBLIC WORKS SERVICES</u>		<u>TOTAL EXP</u>
Maintenance Services		\$ 9,102
Equipment Replacement Charges		415
Signing & Marking Materials		
Road/Drainage Maintenance Materials		
TOTAL PUBLIC WORKS SERVICES		9,517
<u>OTHER DIRECT COSTS</u>		
Postage & Notices		
Central/Indirect Services Allocation		5,477
Advertising-Legal		
TOTAL OTHER DIRECT COST		5,477
<u>CONTRACT SERVICES</u>	<u>C/O \$</u>	<u>NEW \$</u>
Landfill Fees		10-9006
P/S - Engineering-Seas Grass Mitigation		84-8490
c390504 P/S - Engineer-Dredging		84-8490 100,000
c390504 C/S - Dredging		84-9086 -
C/S - Survey		84-8499 25,000
C/S - Aquatic Weed (Mitigation per Permit)		84-8412 15,000
C/S - Navigational Trim		84-9092 -
TOTAL CONTRACT SERVICES		140,000
TOTAL WORK PROGRAM		154,994
TAX COLLECTOR-COLLECTION FEE		1,145
DEBT SERVICE		Principal Pymts
		Interest Pymts
GRAND TOTAL MSBU WORK PROGRAM		\$ 156,138

Budget by Single MSBU

Budget Year: 2022-BUDGET
MSBU Code:

Department: All Departments
Activity: All Activities

WO #	Activity	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
1710423	10-9866-MSDR	70.00	LHR	10.00	7.00	1.00	7.00	4,422.16	0.00	0.00	0.00	4,422.16
	Program 10 Totals:	70.00			7.00		7.00	4,422.16	0.00	0.00	0.00	4,422.16
1711128	84-8412-Aquatic Weed Svcs	15,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00	15,000.00
1711219	84-8484-C/S Vegetation Removal	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1713375	84-8486-Contract Dredging	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1711366	84-8490-Professional Engineer Svcs	100,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00
1711435	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
1713255	84-8492-Oth Contr Svc 2 (See File)	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1711991	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:	140,000.00			0.00		0.00	0.00	0.00	0.00	140,000.00	140,000.00
1712037	93-9357-Project Management	167.40	LHR	15.00	11.16	0.50	5.58	4,582.21	415.15	0.00	0.00	4,997.36
	Program 93 Totals:	167.40			11.16		5.58	4,582.21	415.15	0.00	0.00	4,997.36
1712224	95-9532-Survey	1.00	LHR	20.00	0.05	2.00	0.10	97.44	0.00	0.00	0.00	97.44
	Program 95 Totals:	1.00			0.05		0.10	97.44	0.00	0.00	0.00	97.44
	PW-PHWWM Totals:	140,238.40			18.21		12.68	9,101.81	415.15	0.00	140,000.00	149,516.96

APPROVED
9.27.21

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
FY 2022/23 BUDGET
PIRATE HARBOR WATERWAY MAINT UNIT (SR)
FUND 1143
PROPOSED WATERWAY WORK PROGRAM

ESTIMATED ERU'S - FY 22/23		327.0
	COST PER	
	<u>ERU</u>	<u>TOTAL</u>
PROJECTED FUND BALANCE - 10/1/22		\$ 104,554
ESTIMATED REVENUE AT PROPOSED RATE	335	<u>495,288</u>
FUNDS AVAILABLE		599,841
GRAND TOTAL MSBU WORK PROGRAM	\$1,320.74	<u>431,882</u>
BALANCE AFTER PROGRAM		167,959
OTHER CASH OUTFLOWS (TRANSFERS OUT TO CANAL MTC FUND)		
PROJECTED FUND BALANCE - 9/30/23		\$ 167,959

TRANSFERS AND RESERVES SUMMARY

RESERVE FOR FUTURE CAPITAL OUTLAY		47,991
RESERVE FOR CONTINGENCY-REGULAR		59,984
RESERVE-CASH CARRIED FORWARD		<u>59,984</u>
<i>TOTAL TRANSFERS AND RESERVES</i>		167,959
TOTAL CASH OUTFLOWS AND RESERVES/BALANCES		599,841

Desired Minimum Fund Balance:	\$71,980
Allowable Fund Balance:	\$119,968

RATE HISTORY:	UNIT OF MEAS	COST PER UOM	PER 80' LOT
FY 2013/14	ERU	\$385.00	\$385.00
FY 2014/15	ERU	\$385.00	\$385.00
FY 2015/16	ERU	\$175.00	\$175.00
FY 2016/17	ERU	\$175.00	\$175.00
FY 2017/18	ERU	\$175.00	\$175.00
FY 2018/19	ERU	\$175.00	\$175.00
FY 2019/20	ERU	\$200.00	\$200.00
FY 2020/21	ERU	\$200.00	\$200.00
FY 2021/22	ERU	\$335.00	\$335.00
FY 2022/23 Proposed	ERU	\$335.00	\$335.00

CURRENT MAXIMUM RATE \$828.25

Totals may not add due to rounding.

APPROVED
9.27.21

CHARLOTTE COUNTY PUBLIC WORKS DIVISION
FY 2022/23 BUDGET
PIRATE HARBOR WATERWAY MAINT UNIT (SR)
FUND 1143
PROPOSED WATERWAY WORK PROGRAM

<u>PUBLIC WORKS SERVICES</u>		TOTAL EXP
Maintenance Services		\$ 22,973
Equipment Replacement Charges		1,677
Signing & Marking Materials		-
Road/Drainage Maintenance Materials		-
TOTAL PUBLIC WORKS SERVICES		24,650
<u>OTHER DIRECT COSTS</u>		
Postage & Notices		
Central/Indirect Services Allocation		5,477
Advertising-Legal		
TOTAL OTHER DIRECT COST		5,477
<u>CONTRACT SERVICES</u>	<u>C/O \$</u>	<u>NEW \$</u>
Landfill Fees		10-9006 -
P/S - Engineering-Seas Grass Mitigation		84-8490
c390504 P/S - Engineer-Dredging		84-8490 -
c390504 C/S - Dredging		84-9086 350,000
C/S - Survey		84-8499 25,000
C/S - Aquatic Weed (Mitigation per Permit)		84-8412 10,000
C/S - Navigational Trim		84-9092 -
TOTAL CONTRACT SERVICES		385,000
TOTAL WORK PROGRAM		415,127
TAX COLLECTOR-COLLECTION FEE		1,145
DEBT SERVICE		Principal Pymts
		Interest Pymts 15,610
GRAND TOTAL MSBU WORK PROGRAM		\$ 431,882

Budget by Single MSBU

Budget Year: 2023-BUDGET
MSBU Code:

Department: All Departments
Activity: All Activities

WO #	Activity	Work Quantity	Work UOM	ADP	Crew Days	Crew Size	Labor Days	Labor Cost	Tool Cost	Parts Cost	Lump Sum	Budget Total
1717091	10-9866-MSDR	70.00	LHR	10.00	7.00	1.00	7.00	4,599.05	0.00	0.00	0.00	4,599.05
	Program 10 Totals:	70.00			7.00		7.00	4,599.05	0.00	0.00	0.00	4,599.05
1717788	84-8412-Aquatic Weed Svcs	10,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00	10,000.00
1717943	84-8486-Contract Dredging	350,000.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350,000.00	350,000.00
1718029	84-8490-Professional Engineer Svcs	0.00	DOL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1718079	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
1718249	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:	385,000.00			0.00		0.00	0.00	0.00	0.00	385,000.00	385,000.00
1718297	93-9357-Project Management	643.50	LHR	15.00	42.90	0.50	21.45	18,318.97	1,677.39	0.00	0.00	19,996.36
	Program 93 Totals:	643.50			42.90		21.45	18,318.97	1,677.39	0.00	0.00	19,996.36
1718493	95-9532-Survey	1.00	LHR	20.00	0.05	2.00	0.10	55.01	0.00	0.00	0.00	55.01
	Program 95 Totals:	1.00			0.05		0.10	55.01	0.00	0.00	0.00	55.01
	PW-PHWWM Totals:	385,714.50			49.95		28.55	22,973.03	1,677.39	0.00	385,000.00	409,650.42

FY2022 Capital Improvements Budget / FY 2022 - FY 2027 Project Detail Project No. **c390504**

GENERAL PROJECT DATA:		Status	In Progress	CONCURRENCY REQUIREMENTS:		(Y/N)	PROJECT NEED CRITERIA	PROJECT SCHEDULE	FY22				FY23				FY24				FY25				FY26				FY27			
Project Title:		Pirate Harbor Maintenance Dredging		Does project add new capacity?		No	Safety	X	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Functional Area:		Engineering, Dredging, Coastal Mgmt		Is project required to maintain level of service:			Mandate		Design/Arch																							
Department:		Public Works\Engineering		- Within 5 years? List project in CIE		No	Replace		Land/ROW																							
Location:		Pirate Harbor Waterway MSBU, South County		- From 6 to 10 years? Monitor Annually		No	Growth		Construct																							
								Equipment																								

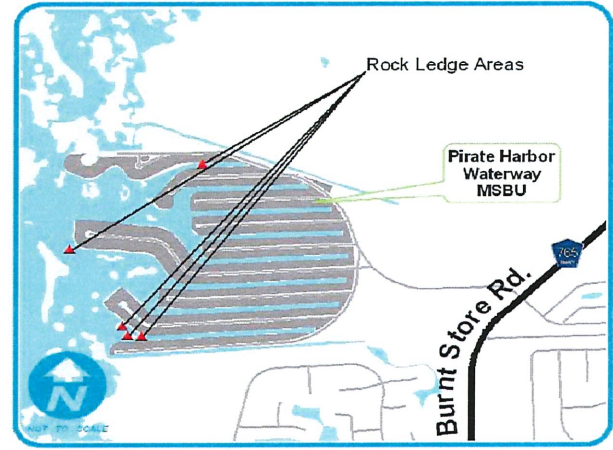
PROJECT DESCRIPTION:
 Engineering to seek permits through state and federal agencies to dredge the exterior channel.

 FY20 will include engineering to seek permits through the state and federal agencies for maintenance dredging of the interior waterway.
 FY22 construction

PROJECT RATIONALE (Include Additional LOS Detail, if necessary):
 The FDEP denied dredging of the 2,300' of the main access channel under the FY 03/04 dredging project and considers this action as new dredging requiring a standard general permit with engineering to justify the dredging project. Phase 2 (construction) will be completed in FY19.
 The Pirate Harbor WW Advisory Committee has identified the future need for an interior maintenance dredge to -5' MLW.

OPERATING BUDGET IMPACT:

	Calc. for FY22					FY22	FY23	FY24	FY25	FY26	FY27	FUTURE	Total
	Prior Actual	Est FY21	Orig. FY22	Est c/o to FY22	New \$ FY22								
EXPENDITURE PLAN (000'S)													
Design/Arch/Eng	532			52	48	100							632
Land (or ROW)													
Construction	761		270	14	-284		350						1,110
Internal Costs	89		10		-5	5	20						114
Equipment													
Interest	7												7
Survey													
Total Project Cost	1,389		280	66	-241	105	370						1,864
FUNDING PLAN (000'S)													
MSBU/TU Assessments	1,318		280	66	-241	105	370						1,793
Debt Proceeds	71												71
Total Funding	1,389		280	66	-241	105	370						1,864
LOAN REPAYMENT SCHEDULE (000'S)													
Assessments	71												71
Total Loan Repayment	71												71
OPERATING BUDGET IMPACT (000'S)													
Personal Svc.													
Non-personal													
Capital													
Total Operating													



Monthly MSBU Activity Report

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

PW-PHWWM Pirate Harbor WW Unit

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
C390504	1011031	PW-MSBU-S Pirate Harbor Rock/2300 ft C390504	PW-PHWWM	Pirate Harbor WW Unit										
				93-9357D	Project Management	11/02/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
						11/03/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
						11/04/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
						11/05/2021	4.00	427.16	0.00	0.00	0.00	4.00	LHR	427.16
						11/09/2021	3.50	373.77	0.00	0.00	0.00	3.50	LHR	373.77
						11/30/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
				Project Management Total			12.50	1,334.88	0.00	0.00	0.00	12.50	LHR	1,334.88
				Total WO Number: 1011031			12.50	1,334.88	0.00	0.00	0.00	12.50	LHR	1,334.88
1220409	PW-PHWWM	Pirate Harbor Waterway MSDR Annual Work Order	PW-PHWWM	Pirate Harbor WW Unit										
				10-9866	MSDR	10/04/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						10/05/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						10/12/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						10/18/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						10/19/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						10/20/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
						10/21/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						10/26/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
						11/02/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						11/03/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						11/18/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						11/22/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
				MSDR Total			3.75	300.20	0.00	0.00	0.00	3.75	LHR	300.20
				Total WO Number: 1220409			3.75	300.20	0.00	0.00	0.00	3.75	LHR	300.20
				Total MSBU: PW-PHWWM			16.25	1,635.07	0.00	0.00	0.00	16.25	LHR	1,635.07

Pirate Harbor Waterway MSBU

Fund Financial Report

Oct. 1 - Dec. 31, 2021

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
Beginning Balance	\$183,929	\$ 156,049.00	\$174,598	\$ 174,598.32
Revenues				
Assessments & Earnings	63,815	104,642	74,578	104,642
Grant & Subsidy Revenue	-	-	-	-
Loans & Borrowing	-	-	-	-
Total Revenue	\$63,815	\$104,642	\$74,578	\$104,642
Expenditures				
Contract Services	-	-	-	-
Survey	30,510	25,000	-	25,000
Navigational Trimming	-	-	-	-
Public Works Services	6,616	9,517	1,635	9,517
Internal Charges	1,801	5,477	5,477	5,477
Purchased Services	1,703	16,145	1,491	16,145
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
Project Costs				
Pirate Harbor Dredging FY23	32,516	100,000	8,232	100,000
Total Expenditures	\$73,146	\$156,139	\$16,835	\$156,139
Reserves (Ending Fund Balance)	\$174,598	\$104,552	\$232,341	\$123,101
<i>Reserve %</i>	70.5%	40.1%	93.2%	44.1%

Date Prepared: 1/13/2022

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	<p>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</p> <p>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</p>
Public Works Services	<p>Costs incurred by the MSBU Work Program and Project(s) for Labor, Tools/Equipment and Material usage</p> <p>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</p>
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	<p>Legal Advertising (MSBU Notice Mailings) / Postage Aquatic Weed Charges Landfill Fees POA Fees Electricity & Water Tax Collector Collection Fees</p>
Materials and Supplies	Operating Supplies (Example: Stakes for sea turtle nest / beach monitoring)
Capital Outlay	<p>Non project related capital costs (Example: Permanent radar signs) Right of Way Acquisition (Example: Easements)</p>
Debt Services	<p>Principal Loan Payments Interest Payments Cost of debt (arbitrage, closing costs, etc)</p>

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 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.