

**MINUTES
GROVE CITY STREET & DRAINAGE
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD SPECIAL MEETING
MONDAY, MARCH 31, 2025
2:30 P.m. – 3:08 p.m.**

**Mac V. Horton West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida**

Members Present: Rose Gladfelter, Chair
Jack Donovan, Vice Chair
Stephanie Blaisdell
Christopher Wilcox
Members Absent: Jeffrey Deems
County Staff: Lorraine Moneypenny, Community Liaison

Call to Order / Roll Call:

The meeting was called to order at 2:30 p.m. A roll call was taken, and a quorum was present.

FY26/27 Budget

The Board examined the FY26/27 budget, seeking clarification of definitions and process. Mr. Wilcox moved that the FY26/27 budget be approved. Ms. Blaisdell seconded, and the motion passed.

The meeting adjourned at 3:08 p.m.

Submitted by Lorraine Moneypenny
Public Works Department

Chair Signature

Date

AGENDA

GROVE CITY STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

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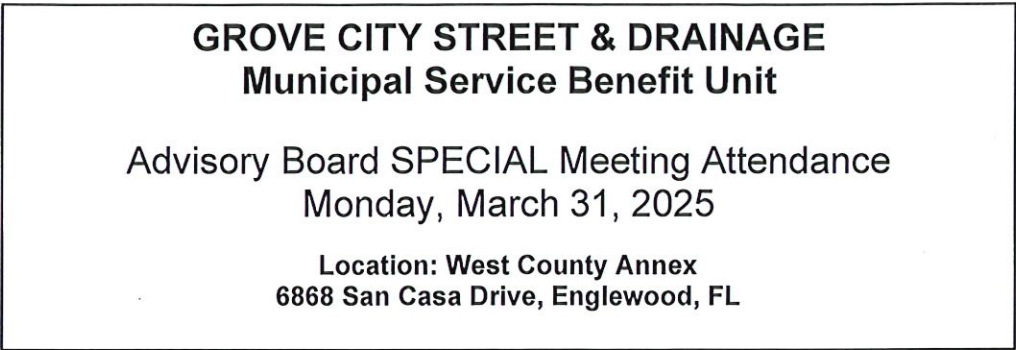
**9:30 a.m., Mac. V. Horton West County Annex
6868 San Casa Drive, Englewood, FL**

ADVISORY BOARD: Rose Gladfelter, Chair
 Jack Donovan, Vice Chair
 Jerry Deems
 Stephanie Blaisdell

COUNTY STAFF: Lorraine Moneypenny, Community Liaison

PURPOSE: SPECIAL Meeting

1. Call to Order / Roll Call
2. FY26/27 Budget
3. Motion to Adjourn

[illegible]

Grove City Street and Drainage MSBU
Preliminary 2 Year Budget
FY2026 & FY2027

Estimated ERU's and Cost per ERU

	FY2026	FY2027
Vacant		
<i>Estimated ERU's</i>	572.450	572.450
<i>Cost per ERU</i>	\$ 220.00	\$ 220.00
Occupied		
<i>Estimated ERU's</i>	2,107.520	2,107.520
<i>Cost per ERU</i>	\$ 220.00	\$ 220.00
Current FY25 Rate	\$ 220.00	
Current Maximum Rate	\$ 222.52	

	Preliminary Budget FY2026	Preliminary Budget FY2027
Beginning Balance	\$ 2,044,856	\$ 1,212,275
<u>Revenues</u>		
Assessments & Earnings		
<i>Assessments</i>	589,594	589,594
<i>Interest</i>	7,157	4,243
<i>Interest Earnings-L.G.S.F.T.F.</i>	-	-
<i>Net Inc/(Decr) Fair Market Value-Investments</i>	-	-
<i>Interest-Tax Coll</i>	-	-
<i>Misc Rev-Refund Prior Year Exp</i>	-	-
<i>Excess Fees /Tax Collector</i>	-	-
<i>Less 5% Reserve - FS 129.01(2)b</i>	(29,480)	(29,480)
Grant & Subsidy Revenue		
Loans & Borrowing		
<i>Debt Proceeds</i>	3,918,000	-
Total Revenue	\$ 4,485,271	\$ 564,357
<u>Expenditures</u>		
Contract Services		
<i>Engineering</i>	-	-
<i>Other Contractual Svcs</i>	-	-
<i>Concrete Flatwork</i>	10,000	10,000
<i>Drainage</i>	-	-
<i>Street Sweeping</i>	248	256
<i>Installed Sod</i>	-	-
<i>Landscaping</i>	-	-
<i>Paving</i>	-	-
Contract Services; other		
<i>Pipe Lining</i>	-	-
<i>Right of Way Maint</i>	9,035	9,307
<i>ROW Reclamation</i>	-	-
<i>Specialty Mowing</i>	31,354	32,295
Public Works Services		
<i>Equip Repl Charges-PubWrks</i>	17,601	16,768
<i>Operating Exp-PubWrks</i>	112,265	105,798
<i>Road & Bridge Materials</i>	20,186	16,584

	Preliminary Budget FY2026	Preliminary Budget FY2027
<i>Sign Materials</i>	-	-
Internal Charges		
<i>Central/Indirect Svcs</i>	5,910	6,206
Purchased Services		
<i>Personal Svcs-InterDept</i>	-	-
<i>Utility Service-Electricity</i>	-	-
<i>Utility Service-Traffic Signals/Lights</i>	1,500	1,530
<i>R/M-Other</i>	-	-
<i>Advertising-Legal</i>	-	-
<i>Fees-Landfill</i>	2,000	2,000
<i>Collection Fee-Tax Collector</i>	11,792	11,792
Materials and Supplies		
Capital Outlay		
<i>Imprv-Other Than Bldgs</i>	-	-
Debt Services		
<i>Principal</i>	-	262,000
<i>Interest</i>	97,961	186,842
<i>Other Debt Service Costs</i>	-	-
Project Costs		
Grove City Paving Program		
<i>Paving</i>	4,885,000	-
<i>Rejuvenation</i>	-	274,000
<i>Labor</i>	113,000	25,000
Total Expenditures	5,317,852	960,378
Reserves (Ending Fund Balance)	\$ 1,212,275	\$ 816,255
<i>Reserve %</i>	18.6%	45.9%

*Equip Repl Charges and Operating Exp includes Investigation for work program activities

Version Date 3/13/2025

Budget Report

Activity Description: All
Grove City Street and Drainage Unit
Budget Year: 2026

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
ADA Mat	1	MATS	\$121.18	\$63.29	\$4.33	\$188.80
Asphalt Maintenance	3	TONS	\$2,157.90	\$349.50	\$222.15	\$2,729.55
Brush Cutting	1,250	CY	\$1,345.44		\$245.94	\$1,591.38
Camera/Video	7	PIPES	\$4,294.64		\$1,655.64	\$5,950.28
Concrete - Armoring	3	CY	\$835.61	\$577.39	\$145.95	\$1,558.95
Concrete (Catch Basins)	5	CATCH BASINS	\$14,750.00	\$2,122.75	\$2,021.00	\$18,893.75
Concrete (Driveways)	240	SF	\$1,163.36	\$676.16	\$120.08	\$1,959.60
Concrete Catch Basin Repair	8	REPAIRS	\$5,816.80	\$486.52	\$647.20	\$6,950.52
Data Collection	30	CT	\$947.64		\$28.50	\$976.14
Drainage Maintenance - Swale Grading	1,250	SF	\$1,060.14	\$684.77	\$171.29	\$1,916.20
Drainage Maintenance Re-grading	625	SF	\$366.80	\$0.91	\$59.95	\$427.66
Fuel Work	10	EQUIPMENT	\$755.70		\$226.60	\$982.30
GIS Update	50	CT	\$1,316.17			\$1,316.17
Graffiti Removal	50		\$294.57	\$14.52	\$32.25	\$341.34
Ground Penetrating Radar	1	TICKETS	\$39.49		\$4.09	\$43.57
Investigation	67	INSPECTIONS	\$5,414.27		\$318.25	\$5,732.52
MSBU Administrative Work	70	HOURS	\$5,527.90		\$291.20	\$5,819.10
Open Road Cut Road Repair	6	TONS	\$1,078.95	\$735.62	\$111.08	\$1,925.65
Pavement Markings	30	MARKINGS	\$1,742.46	\$169.53	\$305.34	\$2,217.33
Project Management	10	LABOR	\$937.57			\$937.57
Road Edging	1,000	LF	\$220.56		\$53.12	\$273.68
ROW - Clearing / Haul Debris	5	TONS	\$2,194.30		\$429.50	\$2,623.80
ROW - Vegetation / Boom Mowing	65,000	CY	\$3,207.10		\$1,042.17	\$4,249.27

Budget Report

Activity Description: All
 Grove City Street and Drainage Unit
 Budget Year: 2026

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$9.80	\$178.70	\$887.00
ROW Watering	2,500	GALLONS	\$616.75		\$81.83	\$698.58
RPM Install	700	RPM	\$3,644.20	\$924.12	\$317.50	\$4,885.82
Shoulder Repair	1	MILES	\$2,877.20	\$197.19	\$195.20	\$3,269.59
Sign Fabrication	20	SIGNS	\$441.26	\$664.41	\$19.54	\$1,125.21
Sign Inspection	2,000	SIGNS	\$7,510.75		\$1,055.91	\$8,566.67
Sign Installation	10	SIGNS	\$349.25	\$165.55	\$49.10	\$563.90
Sign Maintenance	250	SIGNS	\$8,731.25	\$3,942.50	\$1,227.50	\$13,901.25
Small Pipe Install (Pipes 31" And Under)	48	LF	\$3,291.45	\$3,272.28	\$441.45	\$7,005.18
Small Pipe Repair (Pipes 31" And Under)	3	REPAIRS	\$3,291.45	\$246.99	\$606.30	\$4,144.74
Standard Cuts	1,200	SF	\$8,777.20	\$873.20	\$1,177.20	\$10,827.60
Striping	30,000	LF	\$2,945.70	\$3,912.82	\$508.90	\$7,367.42
Support (Post) Maintenance	15	POSTS	\$261.94	\$95.22	\$36.83	\$393.98
Vacuum Culvert Cleaning	75	CULVERTS	\$11,161.50		\$3,441.00	\$14,602.50
Grove City Street and Drainage Unit Total			\$110,186.94	\$20,185.04	\$17,472.57	\$147,844.55

Budget Report

Activity Description: All Grove City Street and Drainage Unit
Budget Year: 2027

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
ADA Mat	1	MATS	\$121.18	\$66.46	\$4.33	\$191.96
Asphalt Maintenance	1	TONS	\$719.30	\$122.33	\$74.05	\$915.68
Brush Cutting	1,250	CY	\$1,345.44		\$245.94	\$1,591.38
Camera/Video	7	PIPES	\$4,294.64		\$1,655.64	\$5,950.28
Concrete - Armoring	3	CY	\$835.61	\$606.26	\$145.95	\$1,587.82
Concrete (Catch Basins)	5	CATCH BASINS	\$14,750.00	\$2,228.85	\$2,021.00	\$18,999.85
Concrete (Driveways)	240	SF	\$1,163.36	\$709.97	\$120.08	\$1,993.41
Concrete Catch Basin Repair	8	REPAIRS	\$5,816.80	\$510.84	\$647.20	\$6,974.84
Data Collection	30	CT	\$947.64		\$28.50	\$976.14
Drainage Maintenance - Swale Grading	1,250	SF	\$1,060.14	\$718.98	\$171.29	\$1,950.41
Drainage Maintenance Re-grading	625	SF	\$366.80	\$0.96	\$59.95	\$427.71
Fuel Work	10	EQUIPMENT	\$755.70		\$226.60	\$982.30
GIS Update	50	CT	\$1,316.17			\$1,316.17
Graffiti Removal	50	LF	\$294.57	\$15.24	\$32.25	\$342.06
Ground Penetrating Radar	1	TICKETS	\$39.49		\$4.09	\$43.57
Investigation	67	INSPECTIONS	\$5,414.27		\$318.25	\$5,732.52
MSBU Administrative Work	70	HOURS	\$5,527.90		\$291.20	\$5,819.10
Open Road Cut Road Repair	3	TONS	\$539.48	\$386.20	\$55.54	\$981.21
Pavement Markings	35	MARKINGS	\$2,032.87	\$207.67	\$356.23	\$2,596.77
Project Management	10	LABOR	\$937.57			\$937.57
ROW - Clearing / Haul Debris	5	TONS	\$2,194.30		\$429.50	\$2,623.80
ROW - Vegetation / Boom Mowing	65,000	CY	\$3,207.10		\$1,042.17	\$4,249.27
ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$10.29	\$178.70	\$887.49

Budget Report

Activity Description: All Grove City Street and Drainage Unit
Budget Year: 2027

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Contractor Cost
ROW Watering	2,500	GALLONS	\$616.75		\$81.83	
Shoulder Repair	1	MILES	\$2,877.20	\$207.05	\$195.20	
Sign Fabrication	25	SIGNS	\$551.57	\$872.04	\$24.43	
Sign Inspection	2,000	SIGNS	\$7,510.75		\$1,055.91	
Sign Installation	10	SIGNS	\$349.25	\$173.83	\$49.10	
Sign Maintenance	300	SIGNS	\$10,477.50	\$4,967.55	\$1,473.00	
Small Pipe Install (Pipes 31" And Under)	48	LF	\$3,291.45	\$3,435.89	\$441.45	
Small Pipe Repair (Pipes 31" And Under)	3	REPAIRS	\$3,291.45	\$259.34	\$606.30	
Standard Cuts	1,200	SF	\$8,777.20	\$916.80	\$1,177.20	
Support (Post) Maintenance	25	POSTS	\$436.56	\$166.63	\$61.38	
Vacuum Culvert Cleaning	75	CULVERTS	\$11,161.50		\$3,441.00	
Grove City Street and Drainage Unit Total			\$103,720.01	\$16,583.15	\$16,715.24	\$137,018.40

Capital Maintenance Schedule
Public Works - MSBU/TU Road Paving
2026-2027

Project Costs (in thousands)	Project Name							2026	2027	2028	2029	2030	2031	TOTAL
Burnt Store Village/Woodland Estates								40	6	5	5	4	6	66
Englewood East Paving Program FY25								10,228	206	195	182	170	156	11,138
Englewood East Paving Program FY26								12,320	1,001	247	230	213	195	14,207
Englewood East Paving Program FY27								-	16,417	1,144	247	230	213	18,251
Gardens of Gulf Cove Paving Program								3,024	307	140	132	124	115	3,843
Greater Port Charlotte Paving Program FY25								11,109	-	-	-	-	-	11,109
Greater Port Charlotte Paving Program FY26								4,911	-	-	-	-	-	4,911
Greater Port Charlotte Paving Program FY27								-	4,911	-	-	-	-	4,911
Greater Port Charlotte Paving Program FY28								-	-	4,911	-	-	-	4,911
Greater Port Charlotte Paving Program FY29								-	-	-	4,911	-	-	4,911
Greater Port Charlotte Paving Program FY30								-	-	-	-	4,911	-	4,911
Greater Port Charlotte Paving Program FY31								-	-	-	-	4,911	-	4,911
Grove City Paving Program								5,096	486	177	167	157	146	6,229
Lemon Bay Paving and Maintenance Program								8,893	283	265	245	225	205	10,116
Pirate Harbor Paving Program								316	38	35	32	30	27	478
Placida Paving and Maintenance Program								4,150	100	94	88	82	75	4,588
Rotonda Meadows and Villas Paving and Mnt Program								-	-	9,303	731	218	205	10,457
Rotonda West Paving Program								18,943	464	438	411	382	320	20,957
South Burnt Store Paving								6,233	75	51	33	-	-	6,393
South Gulf Cove Paving Program Phase 2								13,786	768	-	-	-	-	14,554
South Gulf Cove Paving Program Phase 3								-	14,337	767	-	-	-	15,104
TOTAL								99,050	39,400	17,773	7,415	6,746	6,575	176,957

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ROW - Vegetation Management	300	STRUCTURES	\$698.50	\$10.29	\$178.70	\$887.49

Budget Report

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Budget Year: 2027

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Grove City Street and Drainage Unit Total			\$103,720.01	\$16,583.15	\$16,715.24	
						\$137,018.40

Capital Maintenance Schedule
Public Works - MSBU/TU Road Paving
2026-2027

Project Costs (in thousands)	Project Name									
	2026	2027	2028	2029	2030	2031	TOTAL			
Burnt Store Village/Woodland Estates	40	6	5	5	4	6	66			
Englewood East Paving Program FY25	10,228	206	195	182	170	156	11,138			
Englewood East Paving Program FY26	12,320	1,001	247	230	213	195	14,207			
Englewood East Paving Program FY27	-	16,417	1,144	247	230	213	18,251			
Gardens of Gulf Cove Paving Program	3,024	307	140	132	124	115	3,843			
Greater Port Charlotte Paving Program FY25	11,109	-	-	-	-	-	11,109			
Greater Port Charlotte Paving Program FY26	4,911	-	-	-	-	-	4,911			
Greater Port Charlotte Paving Program FY27	-	4,911	-	-	-	-	4,911			
Greater Port Charlotte Paving Program FY28	-	-	4,911	-	-	-	4,911			
Greater Port Charlotte Paving Program FY29	-	-	-	4,911	-	-	4,911			
Greater Port Charlotte Paving Program FY30	-	-	-	-	4,911	-	4,911			
Greater Port Charlotte Paving Program FY31	-	-	-	-	-	4,911	4,911			
Grove City Paving Program	5,096	486	177	167	157	146	6,229			
Lemon Bay Paving and Maintenance Program	8,893	283	265	245	225	205	10,116			
Pirate Harbor Paving Program	316	38	35	32	30	27	478			
Placida Paving and Maintenance Program	4,150	100	94	88	82	75	4,588			
Rotonda Meadows and Villas Paving and Mnt Program	-	-	9,303	731	218	205	10,457			
Rotonda West Paving Program	18,943	464	438	411	382	320	20,957			
South Burnt Store Paving	6,233	75	51	33	-	-	6,393			
South Gulf Cove Paving Program Phase 2	13,786	768	-	-	-	-	14,554			
South Gulf Cove Paving Program Phase 3	-	14,337	767	-	-	-	15,104			
TOTAL	99,050	39,400	17,773	7,415	6,746	6,575	176,957			