

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

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, MARCH 18, 2026**

**9:30 a.m. – 12:42 p.m.
Mac V. Horton West County Annex
6868 San Casa Drive, Englewood, Florida**

Members Present: Heather Harper-Nibert, Chair
Derek Pinkerton
Linda Powers

County Staff: Lorraine Money Penny, Community Liaison
Ray Slade, Projects Manager, Sidewalks
Jody Mansell, Lighting District Superintendent
William Stell, Lighting District Coordinator

Guests: Sign-In sheet attached

Call to Order / Roll Call:

The meeting was called to order at 9:30 a.m. A quorum was present.

Changes to the Agenda / Motion to Approve Changes:

Ms. Powers moved that the Streetlights item be moved to the top of Unfinished Business. The Board approved by acclamation.

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

Mr. Ochab commented on the need to address right-of-way parking on the south end of the key and pedestrian safety near Beachcombers.

Approval of Minutes

The minutes of the December 3, 2025 regular meeting were approved as submitted.

Unfinished Business

- a. North Beach Road Sidewalk Project / Drainage: Mr. Slade explained that, because the sidewalk on Manasota Key faces new permitting requirements, Johnson Engineering seeks an amendment to its engineering design contract: a \$20,000 contingent allowance for new rule compliance plus \$2,500 for additional survey work. In response to the Board's questions, Mr. Slade said the consultant would be required to seek Slade's approval before performing work under the allowance. This extra work would likely occur between the 60% design and the 90% design phases. If the Advisory Board recommends acceptance of the amendment, it would proceed to formal approval at the late April Board of County Commissioners meeting. Design completion is estimated to be two hundred thirty days from that point – about October. Putting the project out to bid takes three months. Assuming all goes according to plan, construction would start in summer of 2027 and continue for nine months. It is hard to know now if construction will cost more than the \$3.6 million previously estimated. Ms. Powers moved to approve Amendment 2 of the Johnson Engineering North Beach Road Sidewalk Construction contract in the amount of \$61,530 to cover the contingency of FDEP New Rule

Compliance plus utility coordination, to be used at the Charlotte County project manager's discretion. This is inclusive of the \$39,030 amendment previously approved for Drainage Option B. The motion passed 3:3.

- b. Hydro Flap gates near Little Court: All four flap gates were inspected and cleaned in January, even though there were obstructions. Shortly thereafter, the obstructing piling at El Galleon (1765 Gulf Blvd.) was removed. Public Works is seeking permission from the US Army Corps of Engineers to remove accumulated debris and silt at 135 Sand Dollar Ln. (where there are two gates) and 100 Mockingbird Ln. Quarterly inspection and cleaning will continue. The damaged flap gate is still functional. The contract was renewed last autumn.
- c. Gulf Blvd. Streetlights: Thirteen streetlights along Gulf Blvd. were damaged by hurricanes. Some sit with unsightly cones. Mr. Mansell said Public Works applied for a federal grant to fund replacements, but there is no telling if or when grant funds will arrive. If the MSBU were to fund the replacements, the cost would be \$117,000. It would not be reimbursed by grant funds, but it would be quicker. New poles would arrive within eight weeks, and the contractor would likely install them in four weeks. Mr. Mansell suggested that the Advisory Board vote to put aside \$150,000 for replacements plus a new loading station at the roundabout plus the dismantling of black light poles along N. Beach Rd. In addition, since vehicles damage about five poles every year and often no responsible party can be identified, Mr. Mansell suggested that the Advisory Board raise the lighting maintenance budget in future years from \$28,000 to \$100,000. Advisory Board members discussed insuring lights, levying impact fees, and removing the light bases. Ms. Harper-Nibert moved to defer a decision on lighting expenditures until more information is known about the grant.

Mr. Mansell estimated that it would cost \$20,000 to replace each of the speed feedback signs that were formerly located at Beach Rd. and Gulf Blvd. The Board discussed cheaper alternatives. Mr. Harper-Nibert moved to replace those speed feedback signs at a cost up to \$20,000 each. The motion was seconded and passed 3:3.

- d. ROW Landscaping / Roundabout Beautification: The community liaison reported that repairs to the irrigation system are in progress. The replant will proceed afterwards; there is no schematic or list available. Mr. Pinkerton asked if the MSBU pays for landscaping and watering along the beach parking lot.

New Business

- a. Financial Reports: The Advisory Board reviewed maintenance activity and financial reports for the first quarter of Fiscal Year (FY) 2026. Ms. Harper-Nibert was provided details about debris hauling work orders to remove barricades. Mr. Pinkerton noted that revenues through December are half of what is expected. Fewer properties are paying into the MSTU. The Advisory Board examined the 2025 annual report. They noted interest and investment earnings as well as fees for property appraiser and collections. Members reviewed the ten-year projection. Low projected reserves for 2030 will trigger a discussion during the FY28 budget process. Mr. Pinkerton asked how many homes are paying into the MSTU and when was the last rate increase.
- b. Downstream Defenders: Silt and debris were removed from three Downstream Defenders in Gulf Blvd. manholes in January. Cleaning will be done quarterly.

- c. Beach Road Crosswalk / Signs / Sidewalk Extension: Advisory Board members acknowledge that Charlotte County determined a crosswalk was not warranted on Beach Rd.; it would be too dangerous at the curve in the road. Existing crosswalks on Gulf Blvd. (where pedestrian cross between the walks) and Beach Rd. are dangerous too. Perhaps the requested speed feedback sign would make Gulf Blvd. safer. Members recommend delineator posts or a flashing crosswalk to alert drivers to pedestrians at 1961 Beach Rd. In addition, members recommend a pedestrian crossing east of the approach to the bridge from Sandpiper Key, where the sidewalk ends.
- d. Dead Trees on North Beach Road: An inspector determined that canopy trees arching over N. Beach Rd. are on private property. There is no ordinance in Charlotte County requiring private property owners to remove dead trees. Mr. Ochab insisted dropping branches could be a hazard on the road.
- e. Parking: In May 2024, the Board of County Commissioners held a comprehensive discussion about parking on Manasota Key. No major changes were decided, but the County Engineer was directed to work with individual homeowners seeking permission to install in the right-of-way landscaping that discourages parking. Ms. Harper-Nibert mused about prohibiting parking in the right-of-way on Gulf Blvd., but that would prohibit access to public beach access points – a key condition of beach renourishment funding. She suggested the spots be monitored.

Citizen Input on MSTU Items

- Mr. Ochab expressed support for speed calming and pedestrian safety measures. He expressed regret that the County will not remove dead tree limbs hanging over N. Beach Rd. He suggested that a flagpole be installed in one of the three grass patches at the roundabout, to fly the US and state flags.

Advisory Board Open Discussion

Advisory Board members agreed that a flagpole would be desirable. They voted to reschedule the June 17 meeting to June 24.

Items for Next Agenda/Meeting Schedule

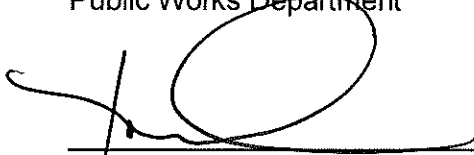
All items are retained. Meetings are scheduled for these dates at 9:30 a.m.

- Wednesday, June 24
- Wednesday, September 16
- Wednesday, December 9

Motion to Adjourn

The meeting adjourned at 12:42 p.m.

Submitted by Lorraine Money Penny
Public Works Department



Chair Signature

6.24.2026

Date

AGENDA

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

ADVISORY BOARD REGULAR MEETING WEDNESDAY, MARCH 18, 2026

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

BOARD MEMBERS: Heather Harper-Nibert, Chair
Derek Pinkerton, Vice Chair
Linda Powers

COUNTY STAFF: Lorraine Moneypenny, Community Liaison
Ray Slade, Projects Manager

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: December 3, 2025 meeting
6. Unfinished Business
 - a. North Beach Road Sidewalk Project / Drainage
 - b. Hydro Flap gates near Little Ct.
 - c. Gulf Blvd. Streetlights
 - d. ROW Landscaping / Roundabout Beautification
7. New Business
 - a. Financial Reports
 - b. Downstream Defenders
 - c. Beach Road crosswalk / signs / sidewalk extension
 - d. Dead Trees on N. Beach Rd.
 - e. Parking
8. Citizen Input on MSTU Items (3 Minute Limit)
9. Advisory Board Open Discussion
10. Items for Next Agenda
11. Motion to Adjourn

Manasota Key Street and Drainage MSTU

Fund Financial Report
Oct. 1, 2025 - Dec. 31, 2025

	Actual FY2025	Adopted Budget FY2026	YTD Actual FY2026	Encumbered FY2026	Balance FY2026
Beginning Balance	\$1,899,467	\$2,089,337	\$2,088,909		
Revenues					
Taxes & Earnings	692,282	527,562	347,795		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	3,642,000	-		
Total Revenue	\$692,282	\$4,169,562	\$347,795		
Expenditures					
Contract Services	17,400	88,750	4,710	17,155	66,885
Pipe Lining	23,738	-	-	-	-
ROW Maintenance	-	-	-	-	-
ROW Reclamation	-	-	-	-	-
Speciality Mowing	54,249	71,173	8,140	60,960	2,073
Public Works Services	271,510	103,727	-	-	103,727
Internal Charges	5,467	6,601	-	-	6,601
Purchased Services	32,154	38,172	13,370	-	24,802
Materials and Supplies	-	-	-	-	-
Capital Outlay	45,000	-	-	-	-
Debt Services	-	91,043	-	-	91,043
Project Costs					
Manasota Key Community Plan	53,322	3,833,222	1,145	-	3,832,077
Total Expenditures	\$502,840	\$4,232,688	\$27,365	78,115	4,127,208
Reserves (Ending Fund Balance)	\$2,088,909	\$2,026,211	\$2,409,339		
Reserve %	80.6%	32.4%	98.9%		

Date Prepared: 1/7/2026

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

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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
	131752	Beacon Repair		10/22/2025	4.33	420.01	48.67	60.10	0.00	0.00	528.78
	Work Order 131752 Total										
	Beacon Repair Total										
	74092	Contracted - Landscaping		10/01/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/02/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/03/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/07/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/08/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		10/09/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/10/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/16/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/17/2025	0.50	43.21	0.00	2.08	0.00	0.00	45.29
	74092	Contracted - Landscaping		10/21/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/23/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/24/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/28/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		10/29/2025	0.25	21.60	0.00	1.04	0.00	0.00	22.64
	74092	Contracted - Landscaping		11/04/2025	0.25	21.60	0.00	1.10	0.00	0.00	22.71
	74092	Contracted - Landscaping		11/05/2025	0.25	21.60	0.00	1.10	0.00	0.00	22.71
	74092	Contracted - Landscaping		11/06/2025	0.25	21.60	0.00	1.10	0.00	0.00	22.71
	74092	Contracted - Landscaping		11/07/2025	0.25	21.60	0.00	1.10	0.00	0.00	22.71

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10/01/2025

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	74092	Contracted - Landscaping		11/18/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		11/19/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		11/20/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		11/21/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/02/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/03/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/04/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/05/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/09/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/10/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/11/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/12/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/16/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/17/2025	0.25	21.60	0.00	1.10	0.00	0.00	22.71
	74092	Contracted - Landscaping		12/18/2025	0.25	21.60	0.00	1.10	0.00	0.00	22.71
		Contract Inspection Total			8.50	734.49	0.00	21.18	0.00	0.00	755.63
	74092	Contracted - Landscaping		10/17/2025	1.00	86.41	0.00	0.00	0.00	0.00	86.41
	74092	Contracted - Landscaping		11/21/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
	74092	Contracted - Landscaping		12/04/2025	0.50	43.21	0.00	0.00	0.00	0.00	43.21
		Contract Management Total			1.75	151.22	0.00	0.00	0.00	0.00	151.22
	74092	Contracted - Landscaping		10/01/2025	0.00	0.00	0.00	0.00	8,140.00	0.00	8,140.00
		Work Order 74092 Total	West County Landscape Maintenance		10.25	885.70	0.00	21.18	8,140.00	0.00	9,046.85

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
#24-030 Landscape Maintenance ROW - West County											
Contracted - Landscaping Total											
	139477	GIS Update		12/09/2025	10.25	885.70	0.00	21.18	8,140.00	0.00	9,046.85
	Work Order 139477 Total										
					0.50	36.95	0.00	0.00	0.00	2.00	36.95
					0.50	36.95	0.00	0.00	0.00	2.00	36.95
Work Order 139482 Total											
	139482	GIS Update		12/09/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	Work Order 139482 Total										
					0.50	36.95	0.00	0.00	0.00	2.00	36.95
Work Order 139485 Total											
	139485	GIS Update		12/09/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	Work Order 139485 Total										
					0.50	36.95	0.00	0.00	0.00	2.00	36.95
Work Order 128395 Total											
	128395	Investigation		12/04/2025	1.50	113.61	0.00	6.62	0.00	0.00	120.23
	Work Order 128395 Total										
					1.50	113.61	0.00	6.62	0.00	1.00	120.23
Work Order 128111 Total											
	128111	MSBU Administrative Work		10/10/2025	0.02	1.50	0.00	0.00	0.00	0.00	1.50
	Work Order 128111 Total										
					0.02	1.50	0.00	0.00	0.00	0.00	1.50
Administrative Time Total											
					0.07	4.99	0.00	0.00	0.00	0.00	4.99
MSBU Meeting Total											
					0.07	4.99	0.00	0.00	0.00	0.00	4.99
Work Order 128111 Total											
					0.01	1.00	0.00	0.00	0.00	0.00	1.00

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Work Order 128111 Total											
					0.01	1.00	0.00	0.00	0.00	0.00	1.00
					0.10	7.49	0.00	0.00	0.00	0.00	7.49
	128151	MSBU Administrative Work		10/02/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		10/03/2025	0.03	2.31	0.00	0.00	0.00	0.00	2.31
	128151	MSBU Administrative Work		10/07/2025	0.04	3.08	0.00	0.00	0.00	0.00	3.08
	128151	MSBU Administrative Work		10/09/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		10/16/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		10/17/2025	0.13	9.24	0.00	0.00	0.00	0.00	9.24
	128151	MSBU Administrative Work		10/22/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		10/23/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		10/29/2025	0.04	3.08	0.00	0.00	0.00	0.00	3.08
	128151	MSBU Administrative Work		10/31/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		11/04/2025	0.13	9.24	0.00	0.00	0.00	0.00	9.24
	128151	MSBU Administrative Work		11/05/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		11/06/2025	0.04	3.08	0.00	0.00	0.00	0.00	3.08
	128151	MSBU Administrative Work		11/19/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		11/20/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		11/21/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
	128151	MSBU Administrative Work		11/25/2025	0.04	3.08	0.00	0.00	0.00	0.00	3.08
	128151	MSBU Administrative Work		11/26/2025	0.04	3.08	0.00	0.00	0.00	0.00	3.08
	128151	MSBU Administrative Work		12/02/2025	0.13	9.24	0.00	0.00	0.00	0.00	9.24
	128151	MSBU Administrative Work		12/04/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	128151	MSBU Administrative Work		12/09/2025	0.21	15.40	0.00	0.00	0.00	0.00	15.40
	128151	MSBU Administrative Work		12/10/2025	0.08	6.16	0.00	0.00	0.00	0.00	6.16
		Administrative Time Total			1.71	126.25	0.00	0.00	0.00	0.00	126.25
	128151	MSBU Administrative Work		11/05/2025	0.42	30.79	0.00	0.00	0.00	0.00	30.79
	128151	MSBU Administrative Work		12/03/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
		MSBU Meeting Total			0.92	67.74	0.00	0.00	0.00	0.00	67.74
	128151	MSBU Administrative Work		11/05/2025	0.17	12.32	0.00	0.00	0.00	0.00	12.32
	128151	MSBU Administrative Work		12/03/2025	0.17	12.32	0.00	0.00	0.00	0.00	12.32
	128151	MSBU Administrative Work		12/04/2025	0.17	12.32	0.00	0.00	0.00	0.00	12.32
		MSBU Minutes Total			0.50	36.95	0.00	0.00	0.00	0.00	36.95
		Work Order 128151 Total			3.24	239.41	0.00	0.00	0.00	0.00	239.40
	128153	MSBU Administrative Work		11/07/2025	0.06	4.11	0.00	0.00	0.00	0.00	4.11
	128153	MSBU Administrative Work		10/10/2025	0.17	12.32	0.00	0.00	0.00	0.00	12.32
		Administrative Time Total			0.17	12.32	0.00	0.00	0.00	0.00	12.32
		Work Order 128153 Total			0.22	16.42	0.00	0.00	0.00	0.00	16.42
	128154	MSBU Administrative Work		11/04/2025	0.04	2.84	0.00	0.00	0.00	0.00	2.84
	128154	MSBU Administrative Work		11/07/2025	0.06	4.26	0.00	0.00	0.00	0.00	4.26
	128154	MSBU Administrative Work		12/10/2025	0.15	11.37	0.00	0.00	0.00	0.00	11.37
	128154	MSBU Administrative Work		10/01/2025	0.06	4.26	0.00	0.00	0.00	0.00	4.26
	128154	MSBU Administrative Work		10/02/2025	0.12	8.53	0.00	0.00	0.00	0.00	8.53
	128154	MSBU Administrative Work		10/09/2025	0.04	2.84	0.00	0.00	0.00	0.00	2.84

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Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	128154	MSBU Administrative Work		10/10/2025	0.06	4.26	0.00	0.00	0.00	0.00	4.26
	128154	MSBU Administrative Work		10/14/2025	0.02	1.42	0.00	0.00	0.00	0.00	1.42
	128154	MSBU Administrative Work		10/21/2025	0.04	2.84	0.00	0.00	0.00	0.00	2.84
	128154	MSBU Administrative Work		10/31/2025	0.10	7.11	0.00	0.00	0.00	0.00	7.11
	128154	MSBU Administrative Work		11/19/2025	0.08	5.68	0.00	0.00	0.00	0.00	5.68
	128154	MSBU Administrative Work		11/21/2025	0.08	5.68	0.00	0.00	0.00	0.00	5.68
	128154	MSBU Administrative Work		11/25/2025	0.06	4.26	0.00	0.00	0.00	0.00	4.26
	128154	MSBU Administrative Work		12/02/2025	0.08	5.68	0.00	0.00	0.00	0.00	5.68
	128154	MSBU Administrative Work		12/03/2025	0.04	2.84	0.00	0.00	0.00	0.00	2.84
	128154	MSBU Administrative Work		12/05/2025	0.08	5.68	0.00	0.00	0.00	0.00	5.68
		Administrative Time Total			0.83	61.11	0.00	0.00	0.00	0.00	61.11
	128154	MSBU Administrative Work		11/20/2025	0.38	28.42	0.00	0.00	0.00	0.00	28.42
		MSBU Meeting Total			0.38	28.42	0.00	0.00	0.00	0.00	28.42
	128154	MSBU Administrative Work		11/21/2025	0.15	11.37	0.00	0.00	0.00	0.00	11.37
		MSBU Minutes Total			0.15	11.37	0.00	0.00	0.00	0.00	11.37
		Work Order 128154 Total			1.62	119.38	0.00	0.00	0.00	0.00	119.38
		MSBU Administrative Work Total			5.18	382.69	0.00	0.00	0.00	0.00	382.70
	2846	Project Management		10/02/2025	1.00	86.41	0.00	0.00	0.00	0.00	86.41
	2846	Project Management		10/06/2025	2.00	172.82	0.00	0.00	0.00	0.00	172.82
	2846	Project Management		10/07/2025	2.00	172.82	0.00	0.00	0.00	0.00	172.82
	2846	Project Management		10/08/2025	2.00	172.82	0.00	0.00	0.00	0.00	172.82

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

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
	6726	Project Management		11/18/2025	0.50	43.21	0.00	0.00	0.00	0.00	43.21
					1.00	86.41	0.00	0.00	0.00	0.00	86.42
					1.00	86.41	0.00	0.00	0.00	0.00	86.42
		Contract Management Total									
		Work Order 6726 Total	Manasota Key								
		#21-409 Manasota Key Hydro Flap Gate Maintenance									
		Project Management Total			38.50	3,326.79	0.00	0.00	1,145.00	0.00	4,471.80
	138925	ROW - Clearing / Haul Debris		12/05/2025	6.50	428.57	0.00	45.17	0.00	0.00	473.74
	138925	ROW - Clearing / Haul Debris		12/09/2025	6.00	397.00	0.00	40.18	0.00	0.00	437.18
	138925	ROW - Clearing / Haul Debris		12/10/2025	0.50	39.89	0.00	2.21	0.00	0.00	42.10
		Work Order 138925 Total	WILHELM DR, ENGLEWOOD, FL, 34223		13.00	865.47	0.00	87.55	0.00	0.01	953.02
	140005	ROW - Clearing / Haul Debris		12/11/2025	5.00	347.23	0.00	39.63	0.00	0.00	386.86
	140005	ROW - Clearing / Haul Debris		12/17/2025	1.00	79.79	0.00	4.41	0.00	0.00	84.20
		Work Order 140005 Total	BEACHCOMBER LN, ENGLEWOOD, FL, 34223		6.00	427.02	0.00	44.04	0.00	0.01	471.06
		ROW - Clearing / Haul Debris Total			19.00	1,292.49	0.00	131.59	0.00	0.02	1,424.08
	139474	Sign Installation		12/08/2025	2.00	137.88	88.95	6.55	0.00	0.00	233.38
		Work Order 139474 Total	SAND DOLLAR LN, ENGLEWOOD, FL, 34223		2.00	137.88	88.95	6.55	0.00	3.00	233.38
		Sign Installation Total			2.00	137.88	88.95	6.55	0.00	3.00	233.38
	139466	Sign Maintenance		12/08/2025	1.00	68.94	9.15	3.28	0.00	0.00	81.37
		Work Order 139466 Total	35 SAND DOLLAR LN, Charlotte, FL, 34223		1.00	68.94	9.15	3.28	0.00	1.00	81.37

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

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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
		Sign Maintenance Total			1.00	68.94	9.15	3.28	0.00	1.00	81.37
	126810	Street Light Repair		10/15/2025	0.00	0.00	20,669.53	0.00	0.00		20,669.53
	126810	Street Light Repair		11/03/2025	0.00	0.00	0.00	0.00	45,000.00		45,000.00
		Work Order 126810 Total	2240 N BEACH RD, Charlotte, FL, 34223 Seafoam LED		0.00	0.00	20,669.53	0.00	45,000.00	0.00	65,669.53
	126971	Street Light Repair		11/26/2025	0.00	0.00	14,800.00	0.00	17,163.50		31,963.50
		Work Order 126971 Total	2025 N BEACH RD, Charlotte, FL, 34223		0.00	0.00	14,800.00	0.00	17,163.50	1.00	31,963.50
	131743	Street Light Repair		10/22/2025	2.75	263.34	0.00	13.06	0.00		276.40
	131743	Street Light Repair		10/23/2025	8.00	790.32	6,946.18	179.32	0.00		7,915.82
		Work Order 131743 Total	1815 GULF BLVD, Charlotte, FL, 34223		10.75	1,053.66	6,946.18	192.38	0.00	1.00	8,192.22
	131952	Street Light Repair		10/23/2025	4.00	395.16	0.00	96.08	0.00		491.24
		Work Order 131952 Total	Manasota, (Broken Poles)		4.00	395.16	0.00	96.08	0.00	2.00	491.24
		Street Light Repair Total			14.75	1,448.82	42,415.71	288.46	62,163.50	4.00	106,316.49
	130542	Underground Utility Locates		10/15/2025	3.20	311.14	0.00	13.31	0.00		324.45
		Work Order 130542 Total	7000 FLORIDA ST, PUNTA GORDA, FL, 33950		3.20	311.14	0.00	13.31	0.00	14.00	324.45

Monthly Funding Report

START DATE:

10/01/2025

END DATE:

12/31/2025

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
		Underground Utility Locates Total			3.20	311.14	0.00	13.31	0.00	14.00	324.45
		Manasota Key Street and Drainage Unit Total			101.21	8,498.92	42,562.48	531.08	71,448.50		123,040.97

Manasota Key Street and Drainage MSTU
Fund Financial Report - 5 Year Annual Report
Oct. 1, 2020 - Sept. 30, 2025

	Actual FY2021	Actual FY2022	Actual FY2023	Actual FY2024	Adopted Budget FY2025	Amended Budget FY2025	Actual FY2025
Beginning Balance	\$ 2,650,384	\$ 921,887	\$ 1,202,261	\$ 1,547,928	\$ 1,773,682	\$ 1,773,682	\$ 1,899,467
Revenues							
Assessments & Earnings							
Ad Valorem Taxes	442,887	469,258	522,133	521,278	656,361	-	607,758
Interest	10,272	9,846	22,549	38,036	6,209	-	44,157
Interest Earnings-L.G.S.F.T.F.	-	-	33,420	40,965	-	-	39,042
Net Inc/(Decr) Fair Market Value-Investments	(6,016)	(22,779)	10,842	21,754	-	-	10,546
Interest- Tax Coll	-	-	-	259	-	-	1,123
Misc Rev-Refund Prior Year Exp	-	-	-	-	-	-	-
Excess Fees /Property Appraiser	4,109	1,353	1,169	1,407	-	-	1,179
Excess Fees /Tax Collector	-	2,689	2,936	2,357	-	-	2,937
Less 5% Reserve - FS 129.01(2)b	-	-	-	-	(33,129)	-	-
Grant & Subsidy Revenue	-	-	-	-	-	-	-
Loans & Borrowing							
Debt Proceeds	-	-	-	-	-	-	-
Total Revenue	\$ 451,251	\$ 460,368	\$ 593,070	\$ 626,056	\$ 629,441	\$ 629,441	\$ 706,743
Expenditures							
Contract Services							
Engineering	-	-	-	-	-	-	-
Other Contractual Svcs	11,811	31,401	28,781	28,560	35,000	-	17,400
Concrete Flatwork	-	-	-	-	5,000	-	-
Street Sweeping	-	-	-	-	-	-	-
Installed Sod	-	208	-	-	-	-	-
Landscaping	475	-	360	-	10,000	-	-
Contract Services; other							
Pipe Lining	-	-	-	-	-	-	23,738
Right of Way Maint	-	-	-	-	-	-	-
ROW Reclamation	-	-	-	-	-	-	-
Specialty Mowing	67,120	77,300	71,572	67,680	76,291	-	54,249
Public Works Services							
Equip Repl Charges-PubWrks	1,071	1,088	932	1,757	13,585	-	3,312
Operating Exp-PubWrks	141,655	24,169	23,159	41,667	90,771	-	43,110
Lighting Materials	37	10	1,436	3,930	-	-	222,396
Road & Bridge Materials	310	41	-	-	69,219	-	2,338
Sign Materials	134	276	-	15	2,051	-	353
Internal Charges							
Central/Indirect Svcs	3,342	3,833	4,025	8,601	5,487	-	5,487
Purchased Services							
Personal Svcs-InterDept	1,391	429	-	-	-	-	-
Postage	-	-	-	746	-	-	-
Utility Service-Electricity	866	3,644	3,168	3,114	4,500	-	2,719
Utility Service-Water/Sewer	7,756	4,769	4,523	8,031	6,000	-	4,461
Utility Service-Traffic Signs/Lights	2,059	2,404	2,548	2,660	3,000	-	3,115
Printing & Binding	-	-	-	1,340	-	-	-
Advertising-Legal	-	-	-	-	-	-	-
Fees-Landfill	21	-	-	-	250	-	105
Property Appraiser	8,762	8,924	9,079	9,468	13,128	-	9,209
Collection Fee-Tax Collector	9,248	9,775	10,833	10,815	13,128	-	12,545
Materials and Supplies							
Equipment-Over \$1,000/Under \$5,000 Each	-	-	-	-	-	-	-
Capital Outlay							
Imprv-Other Than Bldgs	-	-	-	29,730	30,000	-	45,000
Debt Services							
Principal	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-
Project Costs							
Manasota Key Community Plan (Sidewalks)							
Engineering	5,215	-	79,271	47,086	310,906	68,300	45,926
Construction	1,910,448	1,980	-	-	-	-	-
Labor (not reported separate prior to FY23)	-	8,246	5,310	9,297	84,438	-	7,396
Manasota Key Paving Program							
Paving	8,027	640	-	-	-	-	-
Rejuvenation	-	-	1,444	-	-	-	-
Labor (not reported separate prior to FY23)	-	857	963	-	-	-	-
Total Expenditures	2,179,748	179,992	247,403	274,518	772,734	841,034	502,840
Reserves (Ending Fund Balance)	\$ 921,887	\$ 1,202,261	\$ 1,547,928	\$ 1,899,467	\$ 1,630,589	\$ 1,562,289	\$ 2,103,369
Reserve %	29.7%	67.0%	66.2%	67.4%	67.8%	65.0%	80.7%

Date Prepared: 1/30/2026

WALKERS

SERVICE INC.

**6620 Riverside Drive
Punta Gorda, FL 33982**

Quote

Date Quote #
3/12/2026 994

**Charlotte County Purchasing Division
18500 Murdock Circle #344
Port Charlotte, FL 33948**

Account #: CONTRACT#24-030
Project: ROW LS MAINT WEST COUNTY

Qty	Description	Rate	Total
	IRRIGATION REPAIR		
	MANASOTA KEY- Timer needs replaced and check zones		
1	Rainbird	164.12	164.12
1	3 Zone Module Rainbird	50.93	50.93
1	Wired Rain Sensor	42.68	42.68
1	Post	50.00	50.00
1	Parts and Fittings	200.00	200.00
507.73	7% Markup on material	0.07	35.54
9	Man hours Irrigation	160.00	1,440.00
Total			\$1,983.27

Florida Marine Works

3271 Tamiami Trail Unit G,
Port Charlotte, FL 33952 US
@FloridaMarineWorks.com



INVOICE

BILL TO
Charlotte County Board of County Commissioners
18500 Murdock cir
Port Charlotte, FI 33948

INVOICE 1688
DATE 01/14/2026
TERMS Due on receipt
DUE DATE 02/19/2026

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Hydro Flap	Clean and inspect Hydro flaps PO 26000805	1	4,350.00	4,350.00

BALANCE DUE

\$4,350.00

**Contract 2022000298
Amendment #2 Total = \$61,530**

Consultant = Johnson Engineering, LLC.

County = Charlotte County

AMENDMENT #2 - BACKGROUND

- a) The original design contract was executed April 12, 2023 (\$447,640) for adding sidewalk on the south side of Beach Rd from the beach parking lot northerly to the Charlotte/Sarasota County Line with no additional drainage improvements.
- b) After 30% design plans were submitted to County & presented to the MSBU Board, the MSBU Board convened and commissioned a Drainage Feasibility Study to commence in order to determine cost/benefit analysis of adding drainage improvements to this project.
- c) Amendment #1: Drainage Feasibility Study (\$68,300) for this project (signed Sept 2024).
- d) Amendment #1 tasks were completed and in Q3 & Q4 of 2025, there were several scenarios proposed with associated benefits/deficits and estimated construction costs presented to the MSBU Board.
- e) Amendment #1 resulted in the MSBU Board directing County adding to Contract No: 2022000298 additional services to implement Additional Drainage Option B.
- f) Option B consisted of the following costs associated with it: Design Additional Costs \$33,030, Additional Survey Data Collection: \$6,000, and additional costs for getting underground utilities feedback from providers & others. The cost for underground utilities will be \$2,500 (as shown in Task 6: Utilities Coordination).
- g) Option B summary of scope: work includes the design of stormwater storage and drainage improvements within the proposed sidewalk project limits. This effort will focus on maximizing stormwater storage capacity within the project limits through the design of surface swales and underground piping systems. The work will include developing grading, storage, and conveyance layouts to efficiently collect, store, and route stormwater, independent of evaluating runoff impacts generated by the sidewalk itself. Stormwater features will be coordinated with the sidewalk project & available existing right-of-way.
- h) A new Task 18: FDEP New Rule Compliance will be added. Beginning December 28, 2025, the Florida Department of Environmental Protection (FDEP) is implementing new statewide stormwater rules (ratified under SB 7040) that shift from a focus on water volume to a stringent performance-based approach for nutrient removal, specifically Total Nitrogen (TN) and Total Phosphorus (TP). The engineering efforts and work effects of this new rule on the permitting process for this project is unknown. Task 18 will be a beginning allowance, if needed and only after authorization from County. Again, this will be an initial allowance if needed. Only after submission of the permit package to SWFWMD and the first round of permit Request for Additional Information (RAI), will the breadth and depth of the work required to comply with the new rules be evaluated and negotiated.
- i) The CONTRACT PRICING table below shows the tasks which will be affected by Amendment #2 and their associated adjustments.

CONTRACT SCHEDULE

Preliminary Schedule, subject to change and based off no land acquisition or delays for coordination on elements outside the control of the Consultant:

Item	Description	Estimated Start Date	Target Delivery Date	Estimated Days
1	Add. Survey	4/1/2026	4/16/2026	15
2	30% Plans	4/16/2026	5/31/2026	45
3	Review	5/31/2026	6/15/2026	15

4	60% Plans & Docs	6/15/2026	8/14/2026	60
5	Review	8/14/2026	8/29/2026	15
6	*SWFWMD Permit	8/29/2026	11/7/2026	70
7	90% Plans & Docs	8/29/2026	9/18/2026	20
8	Review	9/18/2026	10/3/2026	15
9	100% Constr. Docs	10/3/2026	11/17/2026	45
			Total Days	230

* Permitting review/approval is subject to the agencies time frames not the Consultant
The estimated days will vary based on the agencies.

** If any easement acquisition is needed, this is a function of County Real Estate

CONTRACT PRICING

Task #	Description	Terms	Original	Amend #1	Amend #2	Total Fee
1	Project Administration	NTE	\$25,080		\$4,300	\$29,380
2	Surveying	NTE	\$73,050		\$6,000	\$79,050
3	Easement/Acquisition (10 parcels @ \$400/parcel)	Each	\$4,000		\$0	\$4,000
4	Geotechnical	NTE	\$5,700		\$0	\$5,700
5	Environmental	NTE	\$8,490		\$0	\$8,490
6	Utility Coordination	NTE	\$10,320		\$2,500	\$12,820
7	Drainage Design & Permitting	NTE	\$18,320		\$0	\$18,320
8	30%	NTE	\$23,700		\$10,630	\$34,330
9	60%	NTE	\$79,700		\$7,800	\$87,500
10	90%	NTE	\$55,300		\$6,500	\$61,800
11	Public Meetings	NTE	\$3,200		\$0	\$3,200
12	100% Plan Phase	NTE	\$12,940		\$3,800	\$16,740
13	Final Contract and Bid Documents	NTE	\$8,280		\$0	\$8,280
14	Advisory Services During Bidding	NTE	\$1,760		\$0	\$1,760
15	Post Design Services	NTE	\$26,360		\$0	\$26,360
16	Lighting	NTE	\$89,440		\$0	\$89,440
17	Supplemental Services	NTE	\$2,000		\$0	\$2,000
18	FDEP New Rule Compliance	NTE			\$20,000	\$20,000
Amend #1	Drainage Feasibility Study	LS		\$68,300	\$0	\$68,300
Total			\$447,640	\$68,300	\$61,530	\$577,470