

**MINUTES
ROTONDA HEIGHTS STREET & DRAINAGE
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
THURSDAY, MAY 7, 2026
9:30 a.m. – 11:11 a.m.
Mac V. Horton West County Annex,
6868 San Casa Drive, Englewood, Florida**

Members Present: Florian O'Day, Chair
John Balas
Melissa Sullivan
Members Absent: James Harper, Vice Chair
County Staff: Lorraine Moneypenny, Community Liaison
Guests: See Sign-in sheet

Call to Order / Roll Call:

The meeting was called to order at 9:30 a.m. A roll call was taken, and a quorum was established by the Chair.

Changes to the Agenda / Motion to Approve Changes:

None.

Citizen Input on Agenda Items (3 Minute Limit):

None.

Approval of Minutes:

The minutes were approved as submitted.

Unfinished Business:

- a. Winchester Buffer: Mr. O'Day observed the installation of plants had begun; he hopes the finished result will be more substantial. Others remarked that it adds little appeal. He asked for reassurance that the irrigation system is repaired, working well, and supplied with enough reclaimed water. Mr. Balas reported that a tree and an irrigation spigot near Canal Rd. had been uprooted by a vehicle.
- a. Rotonda Heights Association MOU: Ms. Sullivan expressed disappointment that the request by Rotonda Heights Association (HOA) to the County for maintenance of association drainage infrastructure was denied. The decision was made at the highest levels of Public Works and County Administration. Because it did not call for a change to the status quo, the decision did not require approval by the Board of County Commissioners. The Advisory Board reread the staff point paper (attached) that informed that decision. Mr. O'Day emphasized that Public Works maintains all pipe and basin infrastructure in the unit; the

denial refers to "maintenance of properties identified as parks, lakes and/ or canals dedicated to its property owners in Rotonda Heights for recreation." Many properties labeled parks were originally intended as retention ponds, according to the plats. He detailed his efforts to convince the property appraiser to relabel parks as retention ponds. Ms. Sullivan said the association would take the issue down other avenues. It is no longer an MSBU issue.

New Business:

- a. Financial Reports: The Board reviewed the fund financials and maintenance activity report for the second quarter of Fiscal Year (FY) 2026. Members noted spend on shoulder repair, boom mowing, sign installation. Mr. Florian said an expensive regrading project on Venice Rd. near Red Rd. should have been done by the builder. The associated work order indicates the work was done in response to a citizen complaint.

The Board examined the FY25 annual report, noting interest and earnings and a high reserve. The Board turned its attention to the ten-year projection. Mr. Florian noted "Other Operating Expenditures" are in excess already this year. The community liaison said it is appropriate now for the Board to consider projects it might undertake in FY28. There was inconclusive discussion about sidewalks. Mr. O'Day suggested addressing community entrance signs. Two were installed last year. The remaining three are showing wear and could be replaced to match. Members agreed that the sign at Sunset and Winchester Blvd. could be eliminated, and those at Bonita St. and Rebel Ct. and at Sunset Rd. and Cougar Dr. should be replaced and lit. Ms. Sullivan said there are electrical boxes at those sites, but service was disconnected by the HOA. The community liaison offered that the estimate for each of the recently installed signs was \$8,000. Mr. Balas made a motion to obtain pricing on lighted one-sided Rotonda Heights entrance sign at two locations: Sunset/Cougar and Bonita/Rebel. If the estimate is lower than \$30,000, the County shall proceed. The motion passed unanimously.

- b. Drainage Impact of Placida Village II Property: Roadside water is directed to the drainage easement between Hardee Way and Boundary Blvd. that is maintained by the County. If Placida II were to seek a permit to develop, Southwest Florida Water Management District (SWFWMD) would take into consideration the historical flows of stormwater. The developer would have to submit engineering models to prove post-construction runoff rates are not greater than pre-construction run-off rates.

Citizen Input on MSBU Items (3 Minute Limit):

- Mr. Brookfield thanked the Board for an educational meeting.

Advisory Board Open Discussion:

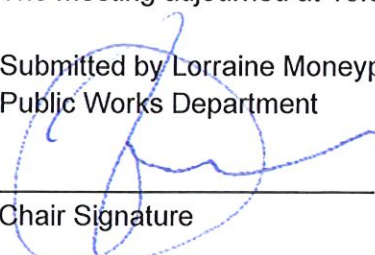
None.

Schedule Meetings / Items for Next Agenda: The next agenda will include drainage impacts of the private retention pond. Future meetings are scheduled at 9:30 a.m. in the West County Annex Conference Room 120 as follows:

- Thursday, August 6, 2026
- Thursday, November 5, 2026

The meeting adjourned at 10:59 a.m.

Submitted by Lorraine Money Penny
Public Works Department



Chair Signature

8/4/26
Date

[illegible]

AGENDA

ROTONDA HEIGHTS STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING THURSDAY, MAY 7, 2026

**9:30 a.m., Mac. V. Horton West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida**

BOARD MEMBERS: Florian O'Day, Chair
James Harper, Vice Chair ✱
John Balas
Melissa Sullivan

COUNTY STAFF: Lorraine Moneypenny, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3 Minute Limit)
4. Approval of Minutes: February 12, 2026
5. Unfinished Business
 - a. Winchester Buffer Landscaping
 - b. Rotonda Heights Association MOU
6. New Business
 - a. Financial Reports
 - b. Drainage Impact of Placida Village II Property
7. Citizen Input on MSBU Items (3 Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn

Rotonda Heights Street and Drainage MSBU

Fund Financial Report
Oct. 1, 2025 - Mar. 31, 2026

	Actual FY2025	Adopted Budget FY2026	YTD Actual FY2026	Encumbered FY2026	Balance FY2026
Beginning Balance	\$688,427	\$785,702	\$947,740		
Revenues					
Assessments & Earnings	337,199	292,569	250,426		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$337,199	\$292,569	\$250,426		
Expenditures					
Contract Services	22,919	60,500	-	114,282	(53,782)
Pipe Lining	-	20,000	-	-	20,000
ROW Maintenance	-	12,000	3,188	10,125	(1,313)
ROW Reclamation	-	-	-	-	-
Speciality Mowing	-	60,000	-	35,335	24,665
Public Works Services	48,684	134,526	24,588	-	109,938
Internal Charges	3,150	5,631	5,631	-	-
Purchased Services	3,133	7,605	5,114	-	2,491
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Total Expenditures	\$77,886	\$300,262	\$38,520	\$159,742	\$102,000
Reserves (Ending Fund Balance)	\$947,740	\$778,009	\$1,159,646		
Reserve %	92.4%	72.2%	96.8%		

Date Prepared: 4/7/2026

Monthly Funding Report

START DATE:

01/01/2026

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03/31/2026

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Rotonda Heights Street and Drainage Unit

Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	129217	McDonald, Karlene	Contracted Work		01/01/2026	0.00	0.00	0.00	0.00	487.50		487.50
	129217	McDonald, Karlene	Contracted Work		03/02/2026	0.00	0.00	0.00	0.00	487.50		487.50
	Work Order 129217 Total					0.00	0.00	0.00	0.00	975.00	0.00	975.00
	#25-440 West County - Safety Mowing											
				West County Safety Mowing								
	Contracted Work Total					0.00	0.00	0.00	0.00	975.00	0.00	975.00
	98770	Elson, Thomas	Drainage Maintenance - Swale Grading		02/26/2026	2.00	158.38	0.00	8.82	0.00		167.20
	98770	Elson, Thomas	Drainage Maintenance - Swale Grading		02/27/2026	15.00	1,029.10	0.00	107.90	0.00		1,137.00
	98770	Elson, Thomas	Drainage Maintenance - Swale Grading		03/03/2026	30.00	2,058.20	0.00	397.50	0.00		2,455.70
	98770	Elson, Thomas	Drainage Maintenance - Swale Grading		03/04/2026	33.00	2,274.07	0.00	447.23	0.00		2,721.30
	98770	Elson, Thomas	Drainage Maintenance - Swale Grading		03/05/2026	12.50	878.75	0.00	147.95	0.00		1,026.70
	98770	Elson, Thomas	Drainage Maintenance - Swale Grading		03/24/2026	0.50	36.65	0.00	2.88	0.00		39.54
	Work Order 98770 Total			126 VENICE RD, ROTONDA WEST, FL, 33947		93.00	6,435.15	0.00	1,112.28	0.00	3,600.00	7,547.44
	Drainage Maintenance - Swale Grading Total											
	150564	Hobson, Carly	GIS Update		02/27/2026	0.25	18.33	0.00	0.00	0.00		18.33
	Work Order 150564 Total			Wayne Rd.		0.25	18.33	0.00	0.00	0.00	2.00	18.33
	154621	Hobson, Carly	GIS Update		03/12/2026	0.25	18.33	0.00	0.00	0.00		18.33
	Work Order 154621 Total			SUNSET RD, ROTONDA WEST, FL, 33947		0.25	18.33	0.00	0.00	0.00	1.00	18.33
	154627	Hobson, Carly	GIS Update		03/12/2026	0.25	18.33	0.00	0.00	0.00		18.33

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Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Work Order 154627 Total				154 HARDEE WAY, ROTONDA WEST, FL, 33947		0.25	18.33	0.00	0.00	0.00	1.00	18.33
155094		Hobson, Carly	GIS Update		03/17/2026	0.25	18.33	0.00	0.00	0.00		18.33
Work Order 155094 Total				136 FLOWER RD, ROTONDA WEST, FL, 33947		0.25	18.33	0.00	0.00	0.00	1.00	18.33
155164		Hobson, Carly	GIS Update		03/17/2026	0.50	36.65	0.00	0.00	0.00		36.65
Work Order 155164 Total				126 Indian Creek Dr		0.50	36.65	0.00	0.00	0.00	2.00	36.65
GIS Update Total						1.50	109.95	0.00	0.00	0.00	7.00	109.97
146137		McDonald, Karlene	Investigation		01/27/2026	2.50	187.85	0.00	11.02	0.00		198.88
Work Order 146137 Total				245 COUGAR WAY, ROTONDA WEST, FL, 33947		2.50	187.85	0.00	11.02	0.00	1.00	198.88
155090		Altmeyer, Anthony	Investigation		03/12/2026	3.00	216.67	0.00	10.96	0.00		227.63
Work Order 155090 Total				132 FLOWER RD, ROTONDA WEST, FL, 33947		3.00	216.67	0.00	10.96	0.00	1.00	227.63
Investigation Total						5.50	404.52	0.00	21.98	0.00	2.00	426.51
128161		McDonald, Karlene	MSBU Administrative Work		01/12/2026	0.50	36.65	0.00	0.00	0.00		36.65
128161		McDonald, Karlene	MSBU Administrative Work		01/15/2026	0.50	36.65	0.00	0.00	0.00		36.65
128161		McDonald, Karlene	MSBU Administrative Work		01/27/2026	1.00	73.30	0.00	0.00	0.00		73.30
128161		McDonald, Karlene	MSBU Administrative Work		01/28/2026	1.00	73.30	0.00	0.00	0.00		73.30
128161		McDonald, Karlene	MSBU Administrative Work		01/29/2026	0.75	54.98	0.00	0.00	0.00		54.98

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	128161	McDonald, Karlene	MSBU Administrative Work		02/02/2026	0.25	18.33	0.00	0.00	0.00		18.33
	128161	McDonald, Karlene	MSBU Administrative Work		02/03/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128161	McDonald, Karlene	MSBU Administrative Work		02/05/2026	2.00	146.60	0.00	0.00	0.00		146.60
	128161	McDonald, Karlene	MSBU Administrative Work		02/10/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128161	McDonald, Karlene	MSBU Administrative Work		02/11/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128161	McDonald, Karlene	MSBU Administrative Work		02/17/2026	3.50	256.55	0.00	0.00	0.00		256.55
	128161	McDonald, Karlene	MSBU Administrative Work		02/18/2026	0.75	54.98	0.00	0.00	0.00		54.98
	128161	McDonald, Karlene	MSBU Administrative Work		02/20/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128161	McDonald, Karlene	MSBU Administrative Work		03/10/2026	0.75	54.98	0.00	0.00	0.00		54.98
	128161	McDonald, Karlene	MSBU Administrative Work		03/17/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128161	McDonald, Karlene	MSBU Administrative Work		03/20/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128161	McDonald, Karlene	MSBU Administrative Work		01/05/2026	0.50	36.95	0.00	0.00	0.00		36.95
	128161	McDonald, Karlene	MSBU Administrative Work		01/08/2026	0.50	36.95	0.00	0.00	0.00		36.95
Administrative Time Total												
	128161	McDonald, Karlene	MSBU Administrative Work		02/12/2026	4.00	293.20	0.00	0.00	0.00		293.20
MSBU Meeting Total												
						4.00	293.20	0.00	0.00	0.00		293.20
						21.00	1,539.89	0.00	0.00	0.00	0.00	1,539.92
Work Order 128161 Total												
MSBU Administrative Work Total												
						21.00	1,539.89	0.00	0.00	0.00	0.00	1,539.92

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Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	41574	McDonald, Karlene	Project Management		02/18/2026	0.25	21.45	0.00	1.10	0.00		22.56
			Project Inspection Total									
						0.25	21.45	0.00	1.10	0.00		22.56
	41574	McDonald, Karlene	Project Management		02/12/2026	2.00	171.62	0.00	0.00	0.00		171.62
			Project Meetings Total									
						2.00	171.62	0.00	0.00	0.00		171.62
			Rotonda Heights Replant Estimate									
						2.25	193.07	0.00	1.10	0.00	0.00	194.18
			Project Management Total									
						2.25	193.07	0.00	1.10	0.00	0.00	194.18
	151373	Jenkins, Eric	ROW - Clearing / Haul Debris		02/24/2026	2.00	139.80	0.00	30.56	0.00		170.36
	151373	Jenkins, Eric	ROW - Clearing / Haul Debris		02/25/2026	0.50	34.95	0.00	7.64	5.33		47.92
			RIFLE RD & SESAME RD W, ROTONDA WEST, FL, 33947									
						2.50	174.75	0.00	38.20	5.33	0.10	218.28
			ROW - Clearing / Haul Debris Total									
						2.50	174.75	0.00	38.20	5.33	0.10	218.28
	142573	Krise, Mike	ROW - Vegetation / Boom Mowing		01/13/2026	0.50	39.59	0.00	0.00	0.00		39.60
			TEMPER LN, ROTONDA WEST, FL, 33947									
						0.50	39.59	0.00	0.00	0.00	31,333.00	39.60
			ROW - Vegetation / Boom Mowing									
						0.50	39.59	0.00	0.00	0.00		39.60
			ARROW LN, ROTONDA WEST, FL, 33947									
						0.50	39.59	0.00	0.00	0.00	33,244.00	39.60
			ROW - Vegetation / Boom Mowing									
						12.50	888.87	0.00	261.72	0.00		1,150.60
			ROW - Vegetation / Boom Mowing									
						2.50	172.35	0.00	0.00	0.00		172.35

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Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Work Order 143335 Total												
				SIESTA RD, ROTONDA WEST, FL, 33947		15.00	1,061.22	0.00	261.72	0.00	32,625.00	1,322.95
143592	Krise, Mike		ROW - Vegetation / Boom Mowing		01/06/2026	11.78	833.54	0.00	254.80	0.00		1,088.35
Work Order 143592 Total												
				BONITA DR, ROTONDA WEST, FL, 33947		11.78	833.54	0.00	254.80	0.00	35,250.00	1,088.35
143846	Krise, Mike		ROW - Vegetation / Boom Mowing		01/07/2026	12.00	847.78	0.00	259.52	0.00		1,107.30
Work Order 143846 Total												
				SUNSET RD N, ROTONDA WEST, FL, 33947		12.00	847.78	0.00	259.52	0.00	26,766.00	1,107.30
144140	Krise, Mike		ROW - Vegetation / Boom Mowing		01/08/2026	12.00	841.78	0.00	259.52	0.00		1,101.30
Work Order 144140 Total												
				SUNSET RD, ROTONDA WEST, FL, 33947		12.00	841.78	0.00	259.52	0.00	34,283.00	1,101.30
144689	Krise, Mike		ROW - Vegetation / Boom Mowing		01/12/2026	11.50	802.18	0.00	257.31	0.00		1,059.50
Work Order 144689 Total												
				VENICE RD, ROTONDA WEST, FL, 33947		11.50	802.18	0.00	257.31	0.00	30,087.00	1,059.50
144961	Krise, Mike		ROW - Vegetation / Boom Mowing		01/13/2026	12.00	841.78	0.00	259.52	0.00		1,101.30
Work Order 144961 Total												
				BELL CT, ROTONDA WEST, FL, 33947		12.00	841.78	0.00	259.52	0.00	27,500.00	1,101.30
145156	Krise, Mike		ROW - Vegetation / Boom Mowing		01/14/2026	10.00	683.40	0.00	250.70	0.00		934.10
Work Order 145156 Total												
				HAWK DR, ROTONDA WEST, FL, 33947		10.00	683.40	0.00	250.70	0.00	18,490.00	934.10
ROW - Vegetation / Boom Mowing Total												
						85.28	5,990.88	0.00	1,803.10	0.00	269,578.00	7,793.99
130846	Elson, Thomas		ROW Watering		03/16/2026	0.50	39.60	0.00	0.00	0.00		39.60

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Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
Work Order 130846 Total												
				361 SWEETWATER DR, ROTONDA WEST, FL, 33947		0.50	39.60	0.00	0.00	0.00	170.00	39.60
156881	Elson, Thomas		ROW Watering		03/25/2026	3.50	250.04	0.00	39.52	0.00		289.57
Work Order 156881 Total												
				126 VENICE RD, ROTONDA WEST, FL, 33947		3.50	250.04	0.00	39.52	0.00	500.00	289.57
157547	Elson, Thomas		ROW Watering		03/30/2026	1.50	112.90	0.00	15.81	0.00		128.71
Work Order 157547 Total												
				103 GARLAND WAY, ROTONDA WEST, 33947		1.50	112.90	0.00	15.81	0.00	100.00	128.71
157564	Elson, Thomas		ROW Watering		03/30/2026	1.00	73.30	0.00	15.81	0.00		89.11
Work Order 157564 Total												
				216 SPRING DR, ROTONDA WEST, FL, 33947		1.00	73.30	0.00	15.81	0.00	800.00	89.11
ROW Watering Total												
						6.50	475.83	0.00	71.14	0.00	1,570.00	546.99
155638	Elson, Thomas		Shoulder Repair		03/18/2026	2.50	173.68	0.00	20.09	0.00		193.77
Work Order 155638 Total												
				105 COUGAR WAY, FL, 33947		2.50	173.68	0.00	20.09	0.00	0.10	193.77
Shoulder Repair Total												
						2.50	173.68	0.00	20.09	0.00	0.10	193.77
128016	Elson, Thomas		Sidelot Outfall Maintenance		03/04/2026	0.50	39.60	0.00	2.21	0.00		41.80
128016	Elson, Thomas		Sidelot Outfall Maintenance		03/09/2026	6.00	429.60	0.00	19.65	0.00		449.25
128016	Elson, Thomas		Sidelot Outfall Maintenance		03/12/2026	23.00	1,570.00	0.00	410.34	0.00		1,980.34
128016	Elson, Thomas		Sidelot Outfall Maintenance		03/13/2026	1.00	79.19	0.00	4.41	0.00		83.60
128016	Elson, Thomas		Sidelot Outfall Maintenance		03/19/2026	9.25	660.52	0.00	246.63	0.00		907.15
Work Order 128016 Total												
				216 SPRING DR, ROTONDA WEST, FL, 33947		39.75	2,778.90	0.00	683.24	0.00	1,800.00	3,462.14

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Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	154620	Elson, Thomas	Sidelot Outfall Maintenance		03/12/2026	3.00	216.67	0.00	6.55	0.00		223.22
	154620	Elson, Thomas	Sidelot Outfall Maintenance		03/19/2026	4.00	274.96	0.00	86.08	0.00		361.04
	154620	Elson, Thomas	Sidelot Outfall Maintenance		03/20/2026	1.00	79.19	0.00	4.41	0.00		83.60
	Work Order 154620 Total											
				255 SUNSET RD, ROTONDA WEST, FL, 33947		8.00	570.82	0.00	97.04	0.00	200.00	667.86
	154625	Elson, Thomas	Sidelot Outfall Maintenance		03/12/2026	3.00	216.67	0.00	6.55	0.00		223.22
	154625	Elson, Thomas	Sidelot Outfall Maintenance		03/13/2026	22.00	1,533.18	0.00	439.22	0.00		1,972.40
	Work Order 154625 Total											
				154 Hardee Way		25.00	1,749.85	0.00	445.77	0.00	3,000.00	2,195.62
	Sidelot Outfall Maintenance Total											
						72.75	5,099.57	0.00	1,226.05	0.00	5,000.00	6,325.62
	147147	Campbell, Robert	Sign Installation		01/27/2026	2.00	132.52	0.00	6.55	0.00		139.07
	Work Order 147147 Total											
				OPAL DR, ROTONDA WEST, FL, 33947		2.00	132.52	0.00	6.55	0.00	2.00	139.07
	Sign Installation Total											
						2.00	132.52	0.00	6.55	0.00	2.00	139.07
	147141	Campbell, Robert	Sign Maintenance		01/27/2026	2.00	132.52	0.00	6.55	0.00		139.07
	Work Order 147141 Total											
				OPAL DR, ROTONDA WEST, FL, 33947		2.00	132.52	0.00	6.55	0.00	2.00	139.07
	Sign Maintenance Total											
						2.00	132.52	0.00	6.55	0.00	2.00	139.07
	24877	Elson, Thomas	Standard Cuts		02/23/2026	30.00	2,058.20	0.00	389.70	0.00		2,447.90
	24877	Elson, Thomas	Standard Cuts		02/24/2026	2.00	158.38	0.00	8.82	0.00		167.20
	24877	Elson, Thomas	Standard Cuts		03/23/2026	0.50	39.60	0.00	0.00	0.00		39.60

Monthly Funding Report

START
DATE:

01/01/2026

END DATE:

03/31/2026

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Rotonda Heights Street and Drainage Unit

Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	24877	Elson, Thomas	Standard Cuts		03/24/2026	0.50	36.65	0.00	2.89	0.00		39.54
	Work Order 24877 Total											
				103 GARLAND WAY, ROTONDA WEST, 33947		33.00	2,292.83	0.00	401.41	0.00	120.00	2,694.24
	Standard Cuts Total											
	150566	Campbell, Robert	Support (Post) Maintenance		02/18/2026	1.00	66.26	0.00	3.28	0.00		69.54
	Work Order 150566 Total											
				Wayne Rd		1.00	66.26	0.00	3.28	0.00	1.00	69.54
	155449	Campbell, Robert	Support (Post) Maintenance		03/17/2026	1.00	64.18	51.31	6.55	0.00		122.04
	Work Order 155449 Total											
				156 INDIAN CREEK DR, Charlotte, FL, 33947		1.00	64.18	51.31	6.55	0.00	1.00	122.04
	155450	Campbell, Robert	Support (Post) Maintenance		03/17/2026	2.00	128.36	0.00	13.10	0.00		141.46
	Work Order 155450 Total											
				116 COUGAR WAY, Charlotte, FL, 33947		2.00	128.36	0.00	13.10	0.00	2.00	141.46
	Support (Post) Maintenance Total											
	94882	Krise, Mike	Vacuum Culvert Cleaning		03/16/2026	4.00	258.80	51.31	22.93	0.00	4.00	333.04
	Work Order 94882 Total											
				126 Indian Creek Dr		20.00	1,374.80	0.00	547.60	0.00		1,922.40
						20.00	1,374.80	0.00	547.60	0.00	11.00	1,922.40
	Vacuum Culvert Cleaning Total											
						20.00	1,374.80	0.00	547.60	0.00	11.00	1,922.40
	Rotonda Heights Street and Drainage Unit Total											
						353.78	24,788.76	51.31	5,278.98	980.33		31,099.49

Monthly Funding Report

START
DATE:

01/01/2026

END DATE:

03/31/2026

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Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
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Grand totals for all MSBUs reported

31,099.49

980.33

5,278.98

51.31

24,788.76

353.78

Rotonda Heights Street and Drainage MSBU

10 Year Projection

as of 2.4.26

Beginning Balance

OPERATING REVENUES

Assessments & Earnings
External Borrowing

Total Revenue

OPERATING EXPENDITURES

Other Operating Expenditures
Principal Payments
Interest Payments

Total Expenditures

Reserves (Ending Fund Balance)

Reserve %

Actual FY2025	Estimate FY2026	Proposed FY2027	Projected FY2028	Projected FY2029	Projected FY2030	Projected FY2031
\$688,427	\$947,740	\$883,450	\$753,547	\$779,111	\$800,661	\$820,644
337,199	298,728	292,895	298,620	298,707	298,780	298,848
337,199	298,728	292,895	298,620	298,707	298,780	298,848
77,886	363,018	422,798	273,055	277,157	278,797	283,141
-	-	-	-	-	-	-
-	-	-	-	-	-	-
\$77,886	\$363,018	\$422,798	\$273,055	\$277,157	\$278,797	\$283,141
\$947,740	\$883,450	\$753,547	\$779,111	\$800,661	\$820,644	\$836,351
92.4%	70.9%	64.1%	74.0%	74.3%	74.6%	74.7%

Notes:

- Other Operating Expenditures includes but is not limited to: Pipe Lining, Concrete Flatwork, Drainage, Street Sweeping, ROW Maintenance, Specialty Mowing, Postage, Landfill fees, Tax Collector fees, Road & Bridge Materials, Sign Materials, Public Works Services (Equipment, Labor, and Materials)

Rotonda Heights Street and Drainage MSBU

10 Year Projection

as of 2.4.26

Beginning Balance

OPERATING REVENUES

Assessments & Earnings
External Borrowing

Total Revenue

OPERATING EXPENDITURES

Other Operating Expenditures
Principal Payments
Interest Payments

Total Expenditures

Reserves (Ending Fund Balance)

Reserve %

Projected FY2032	Projected FY2033	Projected FY2034	Projected FY2035	Projected FY2036	Projected FY2037
\$836,351	\$850,303	\$859,697	\$867,129	\$869,698	\$870,078
298,901	298,948	298,980	299,005	299,014	299,015
\$298,901	\$298,948	\$298,980	\$299,005	\$299,014	\$299,015
284,949	289,554	291,548	296,436	298,634	303,828
-	-	-	-	-	-
-	-	-	-	-	-
\$284,949	\$289,554	\$291,548	\$296,436	\$298,634	\$303,828
\$850,303	\$859,697	\$867,129	\$869,698	\$870,078	\$865,266
74.9%	74.8%	74.8%	74.6%	74.4%	74.0%

Notes:

•Other Operating Expenditures includes but is not limited to: Pipe Lining, Concrete Flatwork, Drainage, Street Sweeping, ROW Maintenance, Specialty Mowing, Postage, Landfill fees, Tax Collector fees, Road & Bridge Materials, Sign Materials, Public Works Services (Equipment, Labor, and Materials)

Rotonda Heights Street and Drainage MSBU

Fund Financial Report - 5 Year Annual Report

Oct. 1, 2020 - Sept. 30, 2025

	Actual FY2021	Actual FY2022	Actual FY2023	Actual FY2024	Adopted Budget FY2025	Actual FY2025
Beginning Balance	\$ 740,196	\$ 650,506	\$ 699,449	\$ 812,918	\$ 600,898	\$ 688,427
Revenues						
Assessments & Earnings						
Assessments	300,739	298,912	298,971	298,432	305,544	297,591
Interest	4,312	6,044	29,847	18,692	2,104	17,484
Interest Earnings-L.G.S.F.T.F.				20,155	-	15,626
Net Inc/(Decr) Fair Market Value-Investments	(3,602)	(13,101)	5,442	10,626	-	4,348
Interest-Tax Coll				427	-	756
Excess Fees /Tax Collector	1,812	1,645	1,620	1,301	-	1,393
Less 5% Reserve - FS 129.01(2)b	-	-	-	-	(15,383)	-
Grant & Subsidy Revenue						
Loans & Borrowing						
Debt Proceeds	680,000	-	-	-	-	-
Total Revenue	\$ 983,261	\$ 293,499	\$ 335,881	\$ 349,633	\$ 292,265	\$ 337,199
Expenditures						
Contract Services						
Engineering	-	-	-	-	-	-
Other Contractual Svcs	-	-	-	-	-	22,919
Concrete Flatwork	-	-	-	10,500	7,500	-
Drainage	-	-	-	-	-	-
Street Sweeping	-	-	-	-	-	-
Installed Sod	156	-	-	-	-	-
Paving	-	-	-	-	-	-
Landscaping	-	-	-	-	-	-
Contract Services; other						
Pipe Lining	-	-	-	-	20,000	-
Right of Way Maint	-	-	-	-	-	-
ROW Reclamation	-	-	-	-	-	-
Specialty Mowing	-	-	-	-	-	-
Public Works Services						
Equip Repl Charges-PubWrks	5,841	3,605	3,248	9,962	13,593	3,455
Operating Exp-PubWrks	26,578	45,116	21,980	72,628	81,431	39,886
Road & Bridge Materials	175	-	252	19,493	26,158	3,835
Sign Materials	864	8,549	694	546	3,169	1,509
Internal Charges						
Central/Indirect Svcs	3,030	2,611	2,742	3,245	3,150	3,150
Purchased Services						
Postage-MSBU Notices	-	-	-	-	-	-
Personal Svcs-InterDept	-	-	-	-	-	-
Postage	-	-	-	1,023	-	-
Utility Service-Electricity	-	-	-	-	-	94
Printing & Binding	-	-	-	672	-	-
Advertising-Legal	-	-	-	627	-	-
Fees-Landfill	-	11	182	1,633	500	93
Collection Fee-Tax Collector	3,847	3,780	3,608	3,046	6,111	2,946
Materials and Supplies						
Capital Outlay						
Imprv-Other Than Bldgs	-	-	-	-	-	-
Debt Services						
Principal	1,020,000	170,000	170,000	340,000	-	-
Interest	12,364	10,884	19,706	10,751	-	-
Other Debt Service Costs	97	-	-	-	-	-
Total Expenditures	1,072,952	244,556	222,412	474,125	161,612	77,886
Reserves (Ending Fund Balance)	\$ 650,506	\$ 699,449	\$ 812,918	\$ 688,427	\$ 731,551	\$ 947,740
Reserve %	37.7%	74.1%	78.5%	59.2%	81.9%	92.4%



Date: January 5, 2025

Subject: Rotonda Heights Conservation Association Request for MOU

Prepared by: Public Works Staff

Background

The Rotonda Heights Street & Drainage MSBU's purpose is to provide for the construction, reconstruction, repair, paving, repaving, hard-surfacing, re-hard surfacing, widening, guttering, and draining of streets, bridges and related drainage facilities in the unit, and of necessary appurtenances and accessory structures thereto located within or without the unit, and beautification projects including landscaping, lighting, and community signs, from funds derived from special assessments within the unit.

Agreement 2000-017 established the Rotonda Heights Conservation Association's responsibility to provide mowing and trimming services in county rights-of-way located within the boundaries of the community. On September 5, 2024 the HOA attorney submitted a letter to county wishing to terminate AGR2000-017. October 1, 2025 Charlotte County Public Works transitioned right-of-way safety mowing under the Rotonda Heights Street & Drainage MSBU.

Concerns/ Discussion

On October 2, 2025 the Rotonda Heights Conservation Association (HOA) Board President submitted a letter to Charlotte County (Exhibit A) requesting the County "take over the maintenance and upkeep of all areas pertaining to drainage through the Rotonda Heights subdivision...This request is being made due to the fact that Rotonda Heights Conservation Association does not have the ability to gain funding for the continued long-term upkeep".

Public Works currently maintains all known pipe and basin infrastructure within the Rotonda Heights subdivision (see attached Exhibit B). Certain locations require a Temporary Right of Entry form (TRE) to be completed to enter HOA property where a retention is located.

The HOA is requesting maintenance of properties identified as parks, lakes and/ or canals under Plat book 8, Page 26 which are dedicated to its property owners in

Rotonda Heights for recreation and other related activities; these described areas are not dedicated for use by the public. At this time, the HOA funds the mowing around the retention ponds located on these properties.

Charlotte County does conduct specialty mowing on a routine basis under the Right-of-Way Landscape Maintenance Contract around county owned stormwater retention ponds.

Two Memoranda of Understanding (MOU) have been adopted by the Board of County Commissioners, both note that mowing and pond maintenance fall under the property owner's responsibility, not Charlotte County.

Considerations

Make an exception for the Rotonda Heights Conservation Association, enter into an MOU to include blanket drainage easements which would eliminate the need for TRE's when conducting drainage maintenance. Include their request for pond maintenance and turf mowing on a routine basis around the retention ponds.

Do not accept maintenance of the HOA properties to include specialty mowing and pond maintenance.