

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

**ADVISORY BOARD REGULAR MEETING
THURSDAY, JUNE 11, 2026
9:30 a.m. – 10:32 a.m.**

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

Members Present: John Kromer, Chair
Richard Grunt, Vice Chair
Michael Courts
Absent: Karen Hartman
County Staff: Lorraine Moneypenny, Community Liaison
Guests: Jeffrey Lendroth

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 present.

Changes to the Agenda / Motion to Approve Changes:

None

Citizen Input on Agenda Items (3 Minute Limit):

None

Approval of Minutes:

Mr. Courts moved to approve the minutes of March 5, 2026. They were approved unanimously.

Unfinished Business:

- a. Streets & Drainage: Mr. Kromer said a crew arrived to address drainage at his house but found the issue upstream. He reported a stop/street sign down at the corner of Key Dr. and Ships Lane. Dr. Grunt recommended the County app for reporting street and drainage issues.
- b. Conservation Association MOU: Dr. Grunt said he is in favor of a Memorandum of Understanding (MOU) between the County and Rotonda Sands Conservation Association. He recounted a situation with an outfall pipe that required a temporary right of entry to his property, which he promptly gave. He said it is inefficient that, even with an MOU, the County and the HOA would have differing responsibilities at retention ponds. There was discussion about pond erosion, plantings, herbicide use. Mr. Kromer moved that Charlotte County and Rotonda Sands Conservation Association enter into a discussion to set up a Memorandum of Understanding. The motion passed unanimously. The community liaison described the steps an MOU would go through before being approved by the Board of County Commissioners.

New Business:

- a. Financial Reports: The Board reviewed the second quarter FY26 fund and maintenance reports. Maintenance activity during this period concentrated on catch basins and culvert vacuums.
- b. Brig Circle N. Accident: On April 21, a vehicle speeding west on Brig Circle North failed to navigate the curve at the west end of Brig Circle North and crashed right through a garage door. At each approach to the curve, there is a sign indicating a turn. Members of the Advisory Board asked that the County engineers approve some additional warning to Brig Circle North drivers at the Masthead Rd. and Sabot Key intersections, ideally stop signs, lit and flashing at night. County transportation engineers collected and analyzed data at multiple intersections in Rotonda Sands. Volume, speed and crash data does not support a traffic device at any intersection. They authorized two additional signs, which were installed immediately. The Advisory Board discussed the danger of speeding cars for the homeowner at the curve and for pedestrians on all the main roads of Rotonda Sands. Brig Circle North is the path between Rotonda West and Gasparilla Rd., with a sign pointing to Rte. 771. Surely, if volume was measured in season, it would qualify for some intervention: additional speed limit signs, a flashing radar sign, a stop sign – like the intersection of Master Dr. and Brig Circle West. Members agreed to bring it up again in season. The community liaison advised members to call the sheriff's office to enforce the speed limit.

Citizen Input on MSBU Items (3 Minute Limit):

- Mr. Lendroth, as vice president of Rotonda Sands Conservation Association (RSCA), affirmed that RSCA is open to discussing an MOU. He echoed the Advisory Board's assertion that drivers speed dangerously on Brig Circle North.

Advisory Board Open Discussion:

Dr. Grunt suggested that the County install a boulder in front of the Brig Circle North home where the accident occurred.

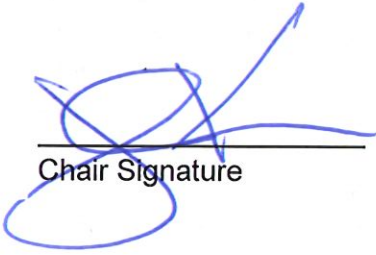
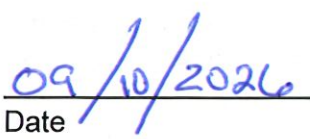
Schedule Meetings / Items for Next Agenda:

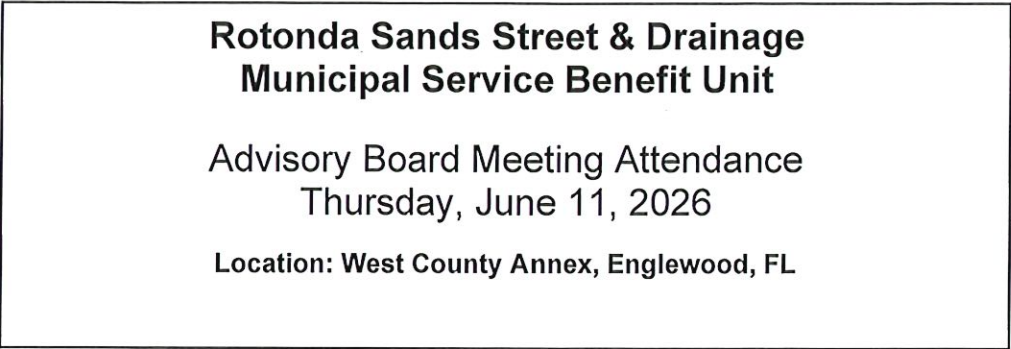
Future meetings are scheduled at 9:30 a.m. at the West County Annex as follows:

- Thursday, September 10, 2026
- Thursday, December 10, 2026

The meeting adjourned at 10:32 a.m.

Submitted by Lorraine Money Penny
Public Works Department


Chair Signature
Date

[illegible]

AGENDA

ROTONDA SANDS NORTH STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING THURSDAY, JUNE 11, 2026

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

BOARD MEMBERS: John Kromer, Chair
Richard Grunt, Vice Chair
Michael Courts
Karen Hartman

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: March 5, 2026
5. Unfinished Business
 - a. Streets & Drainage
 - b. Rotonda Sands Conservation Association MOU
6. New Business
 - a. Financial Reports
 - b. Brig Circle North accident
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 Sands 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	\$1,068,692	\$1,186,253	\$1,266,648		
Revenues					
Assessments & Earnings	313,623	257,492	202,931		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$313,623	\$257,492	\$202,931		
Expenditures					
Contract Services	-	10,000	-	-	10,000
Pipe Lining	-	300,000	-	-	300,000
ROW Maintenance	-	-	-	-	-
ROW Reclamation	-	-	-	-	-
Speciality Mowing	-	-	-	-	-
Public Works Services	112,191	134,924	32,685	-	102,239
Internal Charges	886	598	598	-	-
Purchased Services	2,590	7,338	3,695	-	3,643
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Total Expenditures	\$115,667	\$452,860	\$36,977	-	415,883
Reserves (Ending Fund Balance)	\$1,266,648	\$990,885	\$1,432,602		
<i>Reserve %</i>	91.6%	68.6%	97.5%		

Date Prepared: 4/7/2026

Monthly Funding Report

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Rotonda Sands North 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
	95712	Krise, Mike	Concrete Catch Basin Repair		03/13/2026	2.00	158.38	0.00	8.82	0.00		167.20
	95712	Krise, Mike	Concrete Catch Basin Repair		03/18/2026	31.00	2,210.19	0.00	452.11	0.00		2,662.30
	95712	Krise, Mike	Concrete Catch Basin Repair		03/19/2026	38.50	2,714.29	0.00	540.62	0.00		3,254.91
	95712	Krise, Mike	Concrete Catch Basin Repair		03/23/2026	40.00	2,772.80	0.00	503.10	0.00		3,275.90
	95712	Krise, Mike	Concrete Catch Basin Repair		03/24/2026	68.50	4,751.04	0.00	1,182.91	0.00		5,933.95
	95712	Krise, Mike	Concrete Catch Basin Repair		03/25/2026	70.00	4,846.60	0.00	1,178.50	0.00		6,025.10
	95712	Krise, Mike	Concrete Catch Basin Repair		03/30/2026	0.00	0.00	2,281.82	0.00	0.00		2,281.82
	75 LATEEN SAIL DR, PLACIDA, FL, 33946											
	Work Order 95712 Total					250.00	17,453.30	2,281.82	3,866.06	0.00	1.00	23,601.18
	154761	Elson, Thomas	Concrete Catch Basin Repair		03/13/2026	2.00	158.38	0.00	8.82	0.00		167.20
	74 LATEEN SAIL DR, PLACIDA, FL, 33946											
	Work Order 154761 Total					2.00	158.38	0.00	8.82	0.00	0.00	167.20
	155495	Elson, Thomas	Concrete Catch Basin Repair		03/18/2026	1.00	79.19	0.00	4.41	0.00		83.60
	155495	Elson, Thomas	Concrete Catch Basin Repair		03/30/2026	6.00	439.80	0.00	79.14	0.00		518.94
	25 WINDWARD LN, PLACIDA, FL, 33946											
	Work Order 155495 Total					7.00	518.99	0.00	83.55	0.00	0.00	602.54
	155502	Elson, Thomas	Concrete Catch Basin Repair		03/18/2026	1.00	79.19	0.00	4.41	0.00		83.60
	3 TRIM CT, PLACIDA, FL, 33946											
	Work Order 155502 Total					1.00	79.19	0.00	4.41	0.00	0.00	83.60
	155505	Elson, Thomas	Concrete Catch Basin Repair		03/18/2026	1.00	79.19	0.00	4.41	0.00		83.60
	155505	Elson, Thomas	Concrete Catch Basin Repair		03/30/2026	29.00	2,000.50	0.00	679.74	0.00		2,680.24
	155505	Elson, Thomas	Concrete Catch Basin Repair		03/31/2026	24.00	1,705.36	0.00	751.34	0.00		2,456.70

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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 155505 Total												
				1 WAKE CT, PLACIDA, FL, 33946		54.00	3,785.05	0.00	1,435.49	0.00	0.00	5,220.54
Concrete Catch Basin Repair Total												
	149614	Krise, Mike	Investigation		02/11/2026	314.00	21,994.91	2,281.82	5,398.33	0.00	1.00	29,675.06
Work Order 149614 Total												
				25 SABOT CT, PLACIDA, FL, 33946		6.00	411.64	0.00	11.54	0.00	1.00	423.18
						6.00	411.64	0.00	11.54	0.00	1.00	423.18
Work Order 149615 Total												
	149615	Krise, Mike	Investigation		02/11/2026	6.00	411.64	0.00	11.54	0.00	1.00	423.18
Work Order 149615 Total												
				9 POLAR CT, PLACIDA, FL, 33946		6.00	411.64	0.00	11.54	0.00	1.00	423.18
Investigation Total												
						12.00	823.28	0.00	23.08	0.00	2.00	846.36
128173	McDonald, Karlene		MSBU Administrative Work		01/13/2026	0.50	36.65	0.00	0.00	0.00		36.65
128173	McDonald, Karlene		MSBU Administrative Work		01/15/2026	0.50	36.65	0.00	0.00	0.00		36.65
128173	McDonald, Karlene		MSBU Administrative Work		02/10/2026	1.00	73.30	0.00	0.00	0.00		73.30
128173	McDonald, Karlene		MSBU Administrative Work		02/18/2026	0.75	54.98	0.00	0.00	0.00		54.98
128173	McDonald, Karlene		MSBU Administrative Work		02/26/2026	0.50	36.65	0.00	0.00	0.00		36.65
128173	McDonald, Karlene		MSBU Administrative Work		03/03/2026	1.50	109.95	0.00	0.00	0.00		109.95
128173	McDonald, Karlene		MSBU Administrative Work		03/05/2026	1.00	73.30	0.00	0.00	0.00		73.30
128173	McDonald, Karlene		MSBU Administrative Work		03/19/2026	0.50	36.65	0.00	0.00	0.00		36.65
128173	McDonald, Karlene		MSBU Administrative Work		03/05/2026	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
128173	McDonald, Karlene		MSBU Administrative Work		03/05/2026	1.00	73.30	0.00	0.00	0.00		73.30

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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
MSBU Minutes Total												
Work Order 128173 Total												
						1.00	73.30	0.00	0.00	0.00		73.30
						11.25	824.62	0.00	0.00	0.00	0.00	824.63
128181	128181	McDonald, Karlene	MSBU Administrative Work		01/12/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/02/2026	0.08	6.11	0.00	0.00	0.00		6.11
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/03/2026	0.50	36.65	0.00	0.00	0.00		36.65
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/04/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/05/2026	0.33	24.43	0.00	0.00	0.00		24.43
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/09/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/10/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/11/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/18/2026	0.33	24.43	0.00	0.00	0.00		24.43
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/19/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		02/24/2026	0.33	24.43	0.00	0.00	0.00		24.43
128181	128181	McDonald, Karlene	MSBU Administrative Work		03/03/2026	0.50	36.65	0.00	0.00	0.00		36.65
128181	128181	McDonald, Karlene	MSBU Administrative Work		03/04/2026	0.33	24.43	0.00	0.00	0.00		24.43
128181	128181	McDonald, Karlene	MSBU Administrative Work		03/05/2026	0.33	24.43	0.00	0.00	0.00		24.43
128181	128181	McDonald, Karlene	MSBU Administrative Work		03/11/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		03/18/2026	0.17	12.22	0.00	0.00	0.00		12.22
128181	128181	McDonald, Karlene	MSBU Administrative Work		03/19/2026	0.17	12.22	0.00	0.00	0.00		12.22

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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
	128181	McDonald, Karlene	MSBU Administrative Work		03/20/2026	0.17	12.22	0.00	0.00	0.00		12.22
	128181	McDonald, Karlene	MSBU Administrative Work		03/26/2026	0.33	24.43	0.00	0.00	0.00		24.43
	128181	McDonald, Karlene	MSBU Administrative Work		01/07/2026	0.17	12.32	0.00	0.00	0.00		12.32
			Administrative Time Total									
	128181	McDonald, Karlene	MSBU Administrative Work		03/04/2026	0.17	12.32	0.00	0.00	0.00		12.32
						1.67	122.17	0.00	0.00	0.00		122.17
			MSBU Meeting Total									
	128181	McDonald, Karlene	MSBU Administrative Work		03/05/2026	0.67	48.87	0.00	0.00	0.00		48.87
						0.67	48.87	0.00	0.00	0.00		48.87
			MSBU Minutes Total									
						7.25	531.52	0.00	0.00	0.00	0.00	531.53
	Work Order 128181 Total											
	128183	McDonald, Karlene	MSBU Administrative Work		01/13/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128183	McDonald, Karlene	MSBU Administrative Work		01/26/2026	0.25	18.33	0.00	0.00	0.00		18.33
	128183	McDonald, Karlene	MSBU Administrative Work		01/28/2026	0.13	9.16	0.00	0.00	0.00		9.16
	128183	McDonald, Karlene	MSBU Administrative Work		02/02/2026	0.06	4.58	0.00	0.00	0.00		4.58
	128183	McDonald, Karlene	MSBU Administrative Work		02/03/2026	0.25	18.33	0.00	0.00	0.00		18.33
	128183	McDonald, Karlene	MSBU Administrative Work		02/04/2026	0.25	18.33	0.00	0.00	0.00		18.33
	128183	McDonald, Karlene	MSBU Administrative Work		02/05/2026	0.13	9.16	0.00	0.00	0.00		9.16
	128183	McDonald, Karlene	MSBU Administrative Work		03/11/2026	0.13	9.16	0.00	0.00	0.00		9.16
	128183	McDonald, Karlene	MSBU Administrative Work		03/19/2026	0.38	27.49	0.00	0.00	0.00		27.49
	128183	McDonald, Karlene	MSBU Administrative Work		01/06/2026	1.25	92.38	0.00	0.00	0.00		92.38

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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
	128183	McDonald, Karlene	MSBU Administrative Work		01/07/2026	0.50	36.95	0.00	0.00	0.00		36.95
	128183	McDonald, Karlene	MSBU Administrative Work		01/08/2026	0.13	9.24	0.00	0.00	0.00		9.24
	128183	McDonald, Karlene	MSBU Administrative Work		01/14/2026	0.13	9.16	0.00	0.00	0.00		9.16
	128183	McDonald, Karlene	MSBU Administrative Work		01/15/2026	0.13	9.16	0.00	0.00	0.00		9.16
			Administrative Time Total									
	128183	McDonald, Karlene	MSBU Administrative Work		01/14/2026	1.25	91.61	0.00	0.00	0.00		91.61
			MSBU Meeting Total									
						1.25	91.61	0.00	0.00	0.00		91.61
						5.44	399.67	0.00	0.00	0.00		399.68
			MSBU Administrative Work Total									
	59190	Krise, Mike	Vacuum Culvert Cleaning		01/13/2026	23.94	1,755.81	0.00	0.00	0.00		1,755.83
						12.00	824.82	0.00	328.56	0.00		1,153.38
			MASTHEAD RD & TRANSON LN, PLACIDA, FL, 33946									
						12.00	824.82	0.00	328.56	0.00	5.00	1,153.38
			12 SWELLS CT, PLACIDA, FL, 33946									
	80196	Krise, Mike	Vacuum Culvert Cleaning		01/13/2026	8.00	549.88	0.00	219.04	0.00		768.92
						8.00	549.88	0.00	219.04	0.00	4.00	768.92
			Work Order 80196 Total									
	92508	Krise, Mike	Vacuum Culvert Cleaning		02/12/2026	11.50	834.78	0.00	280.41	0.00		1,115.20
						11.50	834.78	0.00	280.41	0.00	3.00	1,115.20
			Work Order 92508 Total									

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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
	95713	Krise, Mike	Vacuum Culvert Cleaning		03/12/2026	20.00	1,374.80	0.00	547.60	0.00		1,922.40
	Work Order 95713 Total			75 LATEEN SAIL DR, PLACIDA, FL, 33946		20.00	1,374.80	0.00	547.60	0.00	8.00	1,922.40
			Vacuum Culvert Cleaning Total			51.50	3,584.28	0.00	1,375.61	0.00	20.00	4,959.90
			Rotonda Sands North Street and Drainage Unit Total			401.44	28,158.29	2,281.82	6,797.02	0.00		37,237.15

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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

401.44	28,158.29	2,281.82	6,797.02	0.00			37,237.15
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