

**MINUTES
GARDENS OF GULF COVE STREET & DRAINAGE
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

ADVISORY BOARD REGULAR MEETING

WEDNESDAY, MAY 20, 2026

9:30 a.m. – 10:31 a.m.

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

Members Present: James Newkirk, Chair
Raymond Forshee, Vice Chair
Mike Dean
Members Absent: Joseph Bartolo
County Staff: Lorraine Moneypenny, Community Liaison
Guests: None

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.

Changes to the Agenda / Motion to Approve Changes:

None

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

None

Approval of Minutes:

The minutes of the February 25, 2026 regular meeting were approved as submitted.

Old Business:

- a. Streets and Drainage: Mr. Newkirk noted the sharp corners of the curb at Coliseum Blvd. and Drucker Circle were removed as requested. The invoice for the work is attached. Even though the curb cuts at all fifty-seven locations are not financially feasible now, the Board expressed pride that it was able to help mobility-challenged neighbors to navigate the curb that caused the most inconvenience.

The Advisory Board examined an annotated map of road crossing pipes requiring replacement or lining ahead of paving. A pipe at Alberta Dr. is finished, but a road depression remains. The pipe at Romford and Bennett is labeled RCP. A pipe at Cutler Terrace is marked "no access." Mr. Forshee remarked that gutters have cracks.

New Business:

- a. Financial Reports: The Advisory Board reviewed second quarter financials. Mr. Newkirk said he checked the location of every work order and found them all to be complete.

- b. Paving 2026: The paving contractor found the roads in Gardens of Gulf Cove suffer from compound degradation. It revised its estimate to \$3.2 million to account for more milling and asphalt, foregoing the customary liquid adjustment – which is high in this economic moment. This cost cannot be borne by the existing budget. Yesterday, Fiscal Services advised the Board of County Commissioners that it will be necessary to pare pipelining expenses even further and postpone the promise to reduce the assessment rate in 2029. At its June 23 meeting, the BCC will consider a budget adjustment and an amendment to the paving contract. Mr. Newkirk asked if the contract contains language about milling at the edge of pavement to match the gutters. He sought assurance that the contractor would use the revised paving map that includes Englewood Rd. and excludes the road to the school.

Citizen Input on MSBU Items (3 Minute Limit):

None

Advisory Board Open Discussion:

The Advisory Board discussed the history of Gardens of Gulf Cove.

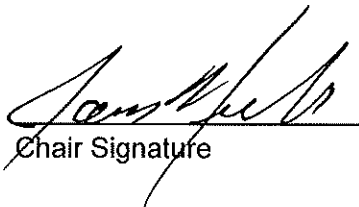
Scheduled Future Meetings as Needed / Items for Next Agenda:

Paving is added to the next agenda. Future meetings are scheduled at 9:30 a.m. as follows:

- Wednesday, August 19, 2026 – Ann & Chuck Dever recreation center
- Wednesday, November 18, 2026 – West County Annex

The meeting adjourned at 10:31 a.m.

Submitted by Lorraine Moneypenny
Public Works Department


Chair Signature

5/19/26
Date

[illegible]

AGENDA

GARDENS OF GULF COVE STREET & DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING WEDNESDAY, MAY 20, 2026

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

ADVISORY BOARD: James Newkirk, Chair
Raymond Forshee, Vice Chair
Joseph Bartolo
Michael Dean

COUNTY STAFF: Lorraine Moneypenny, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Changes to the Agenda
4. Citizen Input on Agenda Items (3 Minute Limit)
5. Approval of Minutes: February 26, 2026
6. Unfinished Business
 - a. Streets & Drainage
7. New Business
 - a. Financial Reports
 - b. Paving 2026
8. Citizen Input on MSBU Items (3 Minute Limit)
9. Advisory Board Open Discussion
10. Meeting Schedule/Items for Next Agenda
11. Adjournment

Gardens of Gulf Cove 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	\$625,017	\$563,352	\$685,439		
Revenues					
Assessments & Earnings	365,883	512,715	469,990		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	3,093,000	-		
Total Revenue	\$365,883	\$3,605,715	\$469,990		
Expenditures					
Contract Services	9,889	24,301	5,952	7,901	10,448
Pipe Lining	246,960	250,000	-	-	250,000
ROW Maintenance	-	-	-	-	-
ROW Reclamation	-	-	-	-	-
Speciality Mowing	-	-	-	-	-
Public Works Services	43,120	140,048	15,825	-	124,223
Internal Charges	1,120	10,146	10,146	-	-
Purchased Services	4,371	12,253	9,144	-	3,109
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	77,330	-	-	77,330
Project Costs					
Paving Program (FY26)	-	2,947,000	-	-	2,947,000
Total Expenditures	\$305,461	\$3,461,078	\$41,067	\$7,901	\$3,412,110
Reserves (Ending Fund Balance)	\$685,439	\$707,989	\$1,114,362		
Reserve %	69.2%	17.0%	96.4%		

Date Prepared: 4/7/2026

Monthly Funding Report

START
DATE:

01/01/2026

END DATE:

03/31/2026

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Gardens of Gulf Cove 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	
	144367	ADA Mat	6615 COLISEUM BLVD, PORT CHARLOTTE, FL, 33981	01/09/2026	4.00	268.14	0.00	41.74	0.00		309.88	
	144367	ADA Mat		01/12/2026	1.00	79.19	0.00	4.41	0.00		83.60	
	144367	ADA Mat		01/13/2026	0.50	39.60	0.00	2.21	0.00		41.80	
	Work Order 144367 Total				5.50	386.93	0.00	48.36	0.00	2.00	435.28	
	ADA Mat Total											
	69725	Brush Cutting	6418 KLAUS CT, PORT CHARLOTTE, FL, 33981	03/03/2026	10.00	607.26	0.00	115.59	97.80		820.65	
	Work Order 69725 Total				10.00	607.26	0.00	115.59	97.80	100.00	820.65	
	Brush Cutting Total											
	153898	Concrete (Sidewalk) Repair/Replace		03/19/2026	27.00	1,784.34	0.00	187.83	0.00			1,972.17
	153898	Concrete (Sidewalk) Repair/Replace	03/23/2026	11.00	749.59	0.00	104.35	0.00			853.94	
	153898	Concrete (Sidewalk) Repair/Replace	03/30/2026	0.00	0.00	61.17	0.00	0.00			61.17	
	Work Order 153898 Total				38.00	2,533.93	61.17	292.18	0.00	120.00	2,887.28	
	Concrete (Sidewalk) Repair/Replace Total											
	132535	Concrete Catch Basin Repair	6286 CONISTON ST, PORT CHARLOTTE, FL, 33981	02/26/2026	10.00	670.40	0.00	104.35	0.00		774.75	
	132535	Concrete Catch Basin Repair		02/27/2026	1.00	79.19	0.00	4.41	0.00		83.60	
	132535	Concrete Catch Basin Repair		03/02/2026	0.50	39.60	8.25	2.21	0.00		50.05	
	Work Order 132535 Total				11.50	789.19	8.25	110.97	0.00	1.00	908.40	

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Gardens of Gulf Cove Street and Drainage Unit

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		Concrete Catch Basin Repair Total			11.50	789.19	8.25	110.97	0.00	1.00	908.40
	151825	Contracted Work		02/25/2026	0.50	42.91	0.00	0.00	0.00		42.91
		Contract Management Total			0.50	42.91	0.00	0.00	0.00		42.91
		Work Order 151825 Total	13505 BENNETT DR, FL, 33981		0.50	42.91	0.00	0.00	0.00	0.00	42.91
		Contracted Work Total			0.50	42.91	0.00	0.00	0.00	0.00	42.91
	144572	GIS Update		01/13/2026	0.50	36.65	0.00	0.00	0.00		36.65
		Work Order 144572 Total	6615 COLISEUM BLVD, PORT CHARLOTTE, FL, 33981		0.50	36.65	0.00	0.00	0.00	4.00	36.65
		GIS Update Total			0.50	36.65	0.00	0.00	0.00	4.00	36.65
	153006	Investigation		03/03/2026	2.50	183.25	0.00	14.43	0.00		197.68
		Work Order 153006 Total	6376 Thorman Rd		2.50	183.25	0.00	14.43	0.00	1.00	197.68
	155784	Investigation		03/19/2026	3.00	198.26	0.00	0.00	0.00		198.26
		Work Order 155784 Total	BUCKETT CIR & LEGEND ST, PORT CHARLOTTE, FL, 33981		3.00	198.26	0.00	0.00	0.00	1.00	198.26
		Investigation Total			5.50	381.51	0.00	14.43	0.00	2.00	395.94
	143839	Miscellaneous		01/12/2026	12.00	822.45	0.00	176.55	0.00		999.00
	143839	Miscellaneous		01/13/2026	2.00	158.38	0.00	8.82	0.00		167.20
	143839	Miscellaneous		01/18/2026	0.00	0.00	192.00	0.00	0.00		192.00

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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
	143839	Miscellaneous		03/23/2026	0.25	19.80	0.00	0.00	0.00		19.80
	Work Order 143839 Total		6615 COLISEUM BLVD, PORT CHARLOTTE, FL, 33981		14.25	1,000.63	192.00	185.37	0.00	14.00	1,378.00
	Miscellaneous Total										1,378.00
	128142	MSBU Administrative Work		01/15/2026	2.00	171.62	0.00	8.82	0.00		180.44
	128142	MSBU Administrative Work		01/26/2026	1.50	109.95	0.00	0.00	0.00		109.95
	128142	MSBU Administrative Work		01/27/2026	4.00	343.24	0.00	17.64	0.00		360.88
	128142	MSBU Administrative Work		02/02/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128142	MSBU Administrative Work		02/04/2026	0.75	54.98	0.00	0.00	0.00		54.98
	128142	MSBU Administrative Work		02/05/2026	3.00	244.92	0.00	8.82	0.00		253.74
	128142	MSBU Administrative Work		02/09/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128142	MSBU Administrative Work		02/10/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128142	MSBU Administrative Work		02/18/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128142	MSBU Administrative Work		02/24/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128142	MSBU Administrative Work		02/25/2026	0.75	54.98	0.00	0.00	0.00		54.98
	128142	MSBU Administrative Work		03/04/2026	1.50	109.95	0.00	0.00	0.00		109.95
	128142	MSBU Administrative Work		03/11/2026	0.75	54.98	0.00	0.00	0.00		54.98
	128142	MSBU Administrative Work		03/13/2026	1.00	73.30	0.00	0.00	0.00		73.30
	128142	MSBU Administrative Work		03/17/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128142	MSBU Administrative Work		03/20/2026	0.50	36.65	0.00	0.00	0.00		36.65
	128142	MSBU Administrative Work		03/27/2026	1.50	109.95	0.00	0.00	0.00		109.95
	128142	MSBU Administrative Work		02/25/2026	5.00	366.50	0.00	0.00	0.00		366.50

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Gardens of Gulf Cove 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
	128142	MSBU Administrative Work		02/25/2026	5.00	366.50	0.00	0.00	0.00		366.50
		MSBU Meeting Total			2.00	146.60	0.00	0.00	0.00		146.60
	128142	MSBU Administrative Work		01/05/2026	2.00	146.60	0.00	0.00	0.00		146.60
		MSBU Minutes Total			1.50	110.85	0.00	0.00	0.00		110.85
		Administrative Time Total			1.50	110.85	0.00	0.00	0.00		110.85
		Work Order 128142 Total			30.75	2,354.96	0.00	35.28	0.00	0.00	2,390.25
		MSBU Administrative Work Total			30.75	2,354.96	0.00	35.28	0.00	0.00	2,390.25
	153257	ROW - Clearing / Haul Debris		03/04/2026	2.00	139.80	0.00	30.56	6.62		176.98
		Work Order 153257 Total	6760 THORMAN RD, Charlotte, FL, 33981		2.00	139.80	0.00	30.56	6.62	0.13	176.98
		ROW - Clearing / Haul Debris Total			2.00	139.80	0.00	30.56	6.62	0.13	176.98
	151014	Support (Post) Maintenance		02/20/2026	2.00	136.68	46.33	13.10	0.00		196.11
		Work Order 151014 Total	COLISEUM BLVD, PORT CHARLOTTE, FL, 33981		2.00	136.68	46.33	13.10	0.00	4.00	196.11
		Support (Post) Maintenance Total			2.00	136.68	46.33	13.10	0.00	4.00	196.11
		Gardens of Gulf Cove Street and Drainage Unit Total			120.50	8,410.42	307.75	845.83	104.42		9,668.45

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DATE:

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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
Grand totals for all MSBUs reported											
					120.50	8,410.42	307.75	845.83	104.42		9,668.45



Cougar Cutting, Inc.
1841 Ortiz Avenue
Fort Myers, FL 33905
239 275-9334



Invoice 3169

Bill to: Charlotte County Public Work 7000 Florida Street Punta Gorda, FL 33950	Job: 2026S Coliseum Blvd & Drucker Cir Port Charlotte, FL 33981
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Invoice #: 3169	Date: 01/08/26	Customer P.O. #:
Payment Terms: Net Due Upon Receipt		Salesperson:
Customer Code: 40701		

Remarks: Cutting Service Work

Quantity	Description	U/M	Unit Price	Extension
	Miscellaneous Service Work			1,980.00
See attached paperwork for details.				
Total:				1,980.00
Current Due:				1,980.00

CHARLOTTE COUNTY
FLORIDA
PUBLIC WORKS



Gardens of Gulf Cove Street and Drainage

Change in Length of Rate and Capital Program

A rate increase to \$543 in FY26 was approved, with a max rate of \$591 for paving, pipe lining and a revised work program, with incremental rate adjustments as the pipe lining program decreases.

A comprehensive assessment identified additional material will be needed to address the compounding degradation of the roads. Updated paving estimates are \$3.2 million in FY26 for milling and resurfacing and \$180,700 in FY28 for rejuvenation.

Capital Maintenance Paving Program

FY26 Paving \$3.2M

FY28 Rejuvenation \$180,700



Staff recommends reducing the pipe lining budget from \$250,000 to \$200,000 and omit the previously approved incremental rate reductions; maintaining the current assessment rate of \$543.

Public Works will bring a budget adjustment and amendment to the paving program to the board for approval.





Darnell @ Coliseum - E/W Rd Xing - utility conflicts
 Coliseum W of Legend
 Coliseum E of Legend
 Romford @ Bennett (E/W and N/S)
 Thorman @ Bennett
 (2 locations) Thorman N of Copper
 Thorman S of Copper - E and W intersections
 Bucket @ Carter
 Bucket S. of Carter
 Copper @ Legend - E side of intersection - buried junction box
 Copper @ Bucket - E side of intersection - buried junction box
 Cutler from Longwood to Santa Rosa under Rd
 13502 Alberta Ave

locations in Blue have been lined

Locations in Green are RCP

Location in purple circle no access pipe is under the road with a junction box

Section in Black circle access multiple buried junction boxes

Section in the orange circle the two road crossing pipes in blue have been lined but 12 below them there are 72 inch pipes that run from Darnell under Coliseum