

**MINUTES
GULF COVE WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING
WENESDAY, OCTOBER 30, 2025
1:30 p.m. – 3:19 p.m.**

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

Members Present: Donna Draus
Rick Jarrett
Lawrence Morrow
James Wernicke
County Staff: Lorraine Moneypenny, Community Liaison
Matt Logan, Projects Manager
Michael Benjamin, Projects Manager
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 present.

Changes to the Agenda / Motion to Approve Changes:

Mr. Jarrett motioned that Election of Officers be moved to the end of the meeting. Mr. Wernicke seconded, and the motion carried.

Citizen Input on Agenda Items (3 Minute Limit):

None

Approval of Minutes:

The minutes from the regular meeting of April 24, 2024 were unanimously approved as written. The minutes from the special meetings of March 26 and April 9, 2025 were unanimously approved as written.

Unfinished Business:

Dredge Update: Mr. Logan introduced new project manager Michael Benjamin. Their aim today is to get direction from this Advisory Board on locations, depth and budget for a dredge. He understands the Advisory Board motioned to use money in reserves for the next dredge, without borrowing. Any expenditure must benefit every taxpayer in the unit.

Mr. Logan recounted the history of dredging projects in Gulf Cove. An exterior dredge took place in 2019. Some said the quality of contractor was poor. Mr. Logan explained that Requests for Letters of Interest are circulated to many contractors. There was discussion on state of competition.

This Board, on Staff advice, aimed to conduct bathymetric surveys every year – alternating interior and exterior – to establish pre-storm baselines. Staff no longer believes surveys are a worthwhile investment to qualify for FEMA funds. Claims related to Hurricanes Ian, Idalia, Helene, and Milton are still under review. In Gulf Cove, an exterior survey was updated this year to reflect changes wrought by hurricanes.

Engineering for an interior dredge has been in design phase with Coastal Engineering for five years. In order to go forward, the existing bathymetric survey must be updated to reflect shoaling from multiple storms. That would cost about \$40,000. To finish the engineering design, \$139,000 is budgeted. That covers construction inspection and oversight, too.

Mr. Wernick ~~o~~ agreed that ceasing routine bathymetric surveys makes sense. It might cost \$250,000 to conduct surveys for ten years, only to qualify for FEMA funds of \$250,000. He asked if any Charlotte County MSBUs have received FEMA grants. Yes, Sunrise Waterway.

Mr. Jarrett asked why the 2019 dredge resulted in a bumpy bottom and brought the channel down the Myakka River closer. He asked if an interior dredge would include the mouths of the canals. Mr. Logan said the intention was to combine access channels into one, and to angle them with the flow of sediment. All dredges create little hills; the water smooths them out. A dredging contractor would move one hundred feet into the river from the end of each canal.

Mr. Jarrett motioned that the County proceed with a 'bathymetric survey of the canals to encompass one hundred feet past the end, and that this footprint be incorporated into a contract for an interior dredge. Mr. Morrow seconded, and the motion passed unanimously.

Mr. Logan clarified that the parameter would be -4 Mean Low Water (MLW). He said he will prepare the purchase order. The contract will likely be in place by the next meeting, but the work may not start right away.

New Business:

- a. Financial Reports: The FY24 and FY25 financial reports were examined.
- b. New Quorum Rule: If an Advisory Board member is recused from a vote, that member's presence is not counted towards the quorum.

Citizen Input on MSBU Items (3 Minute Limit):

None

Annual Review: Robert's Rules of Order and Florida Sunshine Law:

Advisory Board members viewed the training videos.

Election of Officers:

Mr. Jarrett was nominated for Chair by Mr. Wernicke, seconded by Mr. Morrow, and elected unanimously. Mr. Wernicke was nominated for Vice Chair by Mr. Jarrett, seconded by Mr. Morrow, and elected unanimously for a one-year term.

Advisory Board Open Discussion:

Mr. Jarrett relayed his discussion with Charlotte County property appraiser about property owners in the MSBU who claim agricultural exemptions that may be improper.

Mr. Morrow move that the October 14, 2026 meeting be moved to October 30. Mr. Jarrett seconded, and the motion carried.

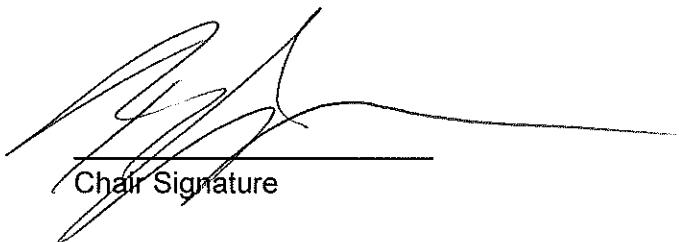
Schedule Meetings / Items for Next Agenda:

Future meetings are scheduled at 9:30 a.m. in the West County Annex Conference Room 120 as follows:

- Wednesday, January 21, 2026
- Wednesday, April 15, 2026
- Wednesday, July 15, 2026
- Wednesday, October 30, 2026

The meeting adjourned at 3:19 p.m.

Submitted by: Lorraine Moneypenny
Public Works Department



Chair Signature

1-21-26
Date



Gulf Cove Waterway Municipal Service Benefit Unit

Advisory Board Meeting Attendance 9:30 a.m., Thursday, October 30, 2025

**West County Annex, Room 120
6868 San Casa Drive, Englewood, Florida**

**INFORMATION SUPPLIED ON THIS FORM
BECOMES PUBLIC RECORD**

AGENDA

GULF COVE WATERWAY MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING THURSDAY, OCTOBER 30, 2025

1:30 p.m., Mac V. Horton West County Annex
6868 San Casa Drive, Englewood, Florida

BOARD MEMBERS: Donna Draus
Rick Jarrett
Lawrence Morrow
James Wernicke

COUNTY STAFF: Lorraine Moneypenny, Community Liaison
Matt Logan, Project Manager
Michael Benjamin, Project Manager

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
6. Election of Officers
7. Unfinished Business
 - a. Dredge Update
8. New Business
 - a. Financial Reports
 - b. New Quorum Rule
9. Citizen Input on MSBU Items (3 Minute Limit)
10. Annual Review: Robert's Rules of Order / Sunshine Law
11. Advisory Board Open Discussion
12. Meeting Schedule / Items for Next Agenda
13. Motion to Adjourn

Gulf Cove Waterway MSBU
Fund Financial Report
Oct. 1, 2024 - June 30, 2025

	Actual FY2024	Adopted Budget FY2025	YTD Actual FY2025	Encumbered FY2025	Balance FY2025
Beginning Balance	\$1,068,640	\$1,300,833	\$1,358,530		
Revenues					
Assessments & Earnings					
Grant & Subsidy Revenue	312,772	242,893	269,444		
Loans & Borrowing	-	1,534,000	-		
Total Revenue	\$312,772	\$1,776,893	\$269,444		
Expenditures					
Contract Services					
Survey	20,647	55,000	5,942	20,641	28,418
Navigational Trimming	-	5,000	-	-	5,000
Public Works Services	4,316	5,766	3,857	-	1,909
Internal Charges	1,224	641	641	-	-
Purchased Services	2,448	4,964	4,654	-	311
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	281,366	-	-	281,366
Debt Services	-	-	-	-	-
Project Costs					
Gulf Cove WW Dredging	4,247	1,769,925	216	126,243	1,643,466
Total Expenditures	\$32,882	\$2,122,662	\$15,309	\$146,883	\$1,960,470
Reserves (Ending Fund Balance)					
Reserve %	97.7%	\$955,064	\$1,622,665	\$146,883	\$1,960,470
		31.0%	99.1%		

Date Prepared: 7/8/2025

Gulf Cove Waterway MSBU

Fund Financial Report
Oct. 1, 2023 - Sept. 30, 2024
Unaudited as of 9.30.24

	Actual FY2023	Adopted Budget FY2024	YTD Actual FY2024	Encumbered FY2024	Balance FY2024
Beginning Balance	\$806,848	\$979,161	\$1,088,640		
Revenues					
Assessments & Earnings	290,699	245,330	289,318		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	1,534,000	-		
Total Revenue	\$290,699	\$1,779,330	\$289,318		
Expenditures					
Contract Services	-	-	-	-	-
Survey	-	55,000	544	26,045	28,412
Navigational Trimming	-	5,000	-	-	5,000
Public Works Services	3,579	19,608	4,113	-	15,495
Internal Charges	1,238	1,224	1,224	-	-
Purchased Services	2,937	5,038	4,798	-	240
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	61,366	-	-	61,366
Project Costs					
Gulf Cove WW Dredging	1,154	1,772,920	3,556	126,243	1,643,122
Total Expenditures	\$8,907	\$1,920,156	\$14,234	\$152,287	\$1,753,635
Reserves (Ending Fund Balance)	\$1,088,640	\$838,335	\$1,363,724		
<i>Reserve %</i>	99.2%	30.4%	99.0%		

Date Prepared: 10/6/2024