

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

**ADVISORY BOARD REGULAR MEETING  
WENESDAY, JANUARY 21, 2026  
9:30 a.m. – 10:14 a.m.**

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

**Members Present:** Rick Jarrett, Chair  
James Wernicke, Vice Chair  
Lawrence Morrow

**County Staff:** Lorraine Money Penny, Community Liaison  
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. Donna Draus resigned from the board.

**Changes to the Agenda / Motion to Approve Changes:**

None.

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

None.

**Approval of Minutes:**

The minutes from the October 30, 2025 meeting were approved, with the correction of one typo, by acclamation.

**Unfinished Business:**

Dredge Update: In order to go forward with the interior dredge, Mr. Benjamin said a new survey is necessary. Mr. Jarrett said \$40,000 was approved for this at the last meeting. He asked if the scope of this survey would match up with the 2025 exterior survey, which entered about a hundred feet into canals, and whether the chosen contractor would use a ~~tractor~~ <sup>TASK HOE</sup> or a more efficient drag line. Mr. Benjamin assured that the interior survey would meet the exterior but the County cannot dictate a contractors' means. The low volume of County jobs attracts mid-range contractors. Mr. Wernick recalled Matt Logan saying the cost per cubic foot is about \$130. Mr. Benjamin said some costs are higher; costs are expected to stabilize around \$130. The cubic footage is measured at the dump site or by the truckload. Contractors must contend with requirements for insurance, water quality, marine mammals.

**New Business:**

- a. Financial Reports: The board examined the FY26 first quarter report. There was little spending, even on project management. Mr. Benjamin does not charge the MSBU for his time while he is in training.

**Citizen Input on MSBU Items (3 Minute Limit):**

- Mr. Lowery asked who writes the dredge specifications and whether the County abides by the Competitive Negotiating Act of Florida for its purchases. Mr. Benjamin said the County purchasing policy is lowest bidder, and its standard dredge specifications do attract competent bidders.
- Mr. Young expressed concern about shallow spots in Risken and Vance canals. He asked when the dredge will happen and if new access channels will be included. Mr. Jarrett responded that the channels were completed as part of the 2020 work; the hope is to start this dredge in 2027. Mr. Wernicke noted the best time is summer, when the tide is higher.
- Mr. Behan asked how the contractor determines where to start. Mr. Benjamin said it is usual to go from the center point out, but it depends on where the spoil site is. The contractor identifies and arranges for a spoil site after it has a contract.

**Advisory Board Open Discussion:**

None.

**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, April 15, 2026
- Wednesday, July 15, 2026
- Wednesday, October 30, 2026

The meeting adjourned at 10:14 a.m.

Submitted by: Lorraine Moneypenny  
Public Works Department



Chair Signature

4-15-26  
Date



## AGENDA

### GULF COVE WATERWAY MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

### ADVISORY BOARD REGULAR MEETING WEDNESDAY, JANUARY 21, 2026

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

**BOARD MEMBERS:** Rick Jarrett, Chair  
James Wernicke, Vice Chair  
Lawrence Morrow

**COUNTY STAFF:** Lorraine Moneypenny, Community Liaison  
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. Unfinished Business
  - a. Dredge Update
7. New Business
  - a. Financial Reports
8. Citizen Input on MSBU Items (3 Minute Limit)
9. Advisory Board Open Discussion
10. Meeting Schedule / Items for Next Agenda
11. Motion to Adjourn

# Gulf Cove Waterway MSBU

## Fund Financial Report

Oct. 1, 2024 - Sept. 30, 2025

*Unaudited as of 9.30.25*

	Actual FY2024	Adopted Budget FY2025	YTD Actual FY2025	Encumbered FY2025	Balance FY2025
<b>Beginning Balance</b>	\$1,088,640	\$1,300,833	\$1,368,530		
<b>Revenues</b>					
Assessments & Earnings	312,772	242,893	291,259		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	1,534,000	-		
<b>Total Revenue</b>	\$312,772	\$1,776,893	\$291,259		
<b>Expenditures</b>					
Contract Services	-	-	-	-	-
Survey	20,647	55,000	26,582	-	28,418
Navigational Trimming	-	5,000	-	-	5,000
Public Works Services	4,316	5,766	5,200	-	566
Internal Charges	1,224	641	641	-	-
Purchased Services	2,448	4,964	4,801	-	163
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	281,366	-	-	281,366
<b>Project Costs</b>					
Gulf Cove WW Dredging	4,247	1,769,925	346	126,243	1,643,337
<b>Total Expenditures</b>	\$32,882	\$2,122,662	\$37,570	\$126,243	\$1,958,850
<b>Reserves (Ending Fund Balance)</b>	\$1,368,530	\$955,064	\$1,622,219		
<i>Reserve %</i>	97.7%	31.0%	97.7%		

Date Prepared: 10/22/2025

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

## Gulf Cove Waterway Benefit Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	113633	Contract Management - Waterways		07/30/2025	0.13	10.80	0.00	0.00	0.00	0.00	10.80
	113633	Contract Management - Waterways		08/04/2025	0.08	7.20	0.00	0.00	0.00	0.00	7.20
	113633	Contract Management - Waterways		08/05/2025	0.04	3.60	0.00	0.00	0.00	0.00	3.60
	113633	Contract Management - Waterways		08/06/2025	0.13	10.80	0.00	0.00	0.00	0.00	10.80
<b>Work Order 113633 Total</b>			<b>All Waterway MSBUs with a Budget</b>		0.37	32.40	0.00	0.00	0.00	0.00	32.40
<b>Contract Management - Waterways Total</b>											
	72649	MSBU Administrative Work		07/22/2025	1.00	73.90	0.00	0.00	0.00	0.00	73.90
	72649	MSBU Administrative Work		07/25/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	72649	MSBU Administrative Work		08/12/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
	72649	MSBU Administrative Work		08/26/2025	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	72649	MSBU Administrative Work		08/28/2025	2.00	147.80	0.00	0.00	0.00	0.00	147.80
	72649	MSBU Administrative Work		08/29/2025	1.00	73.90	0.00	0.00	0.00	0.00	73.90
	72649	MSBU Administrative Work		09/03/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
<b>Administrative Time Total</b>											
	72649	MSBU Administrative Work		07/01/2025	7.25	535.78	0.00	0.00	0.00	0.00	535.78
	72649	MSBU Administrative Work		07/15/2025	0.50	36.95	0.00	0.00	0.00	0.00	36.95
	72649	MSBU Administrative Work		07/18/2025	0.75	55.43	0.00	0.00	0.00	0.00	55.43
	72649	MSBU Administrative Work		07/22/2025	0.75	64.81	0.00	0.00	0.00	0.00	64.81
	72649	MSBU Administrative Work		08/01/2025	1.50	110.85	0.00	0.00	0.00	0.00	110.85
	72649	MSBU Administrative Work		08/11/2025	0.50	43.21	0.00	0.00	0.00	0.00	43.21
<b>Work Order 72649 Total</b>					12.25	920.91	0.00	0.00	0.00	62.75	920.93

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

## Gulf Cove Waterway Benefit Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
		<b>MSBU Administrative Work Total</b>			12.25	920.91	0.00	0.00	0.00	62.75	920.93
	1000	Project Management		08/01/2025	0.50	43.21	0.00	0.00	0.00	0.00	43.21
	1000	Project Management		08/15/2025	0.25	21.60	0.00	0.00	0.00	0.00	21.60
		<b>Work Order 1000 Total</b>	<b>Gulf Cove WW</b>		0.75	64.81	0.00	0.00	0.00	0.00	64.81
<b>c391203 - Gulf Cove WW Dredging</b>											
		<b>Project Management Total</b>			0.75	64.81	0.00	0.00	0.00	0.00	64.81
		<b>Gulf Cove Waterway Benefit Unit Total</b>			13.37	1,018.12	0.00	0.00	0.00	0.00	1,018.14

# Monthly Funding Report

START DATE:

07/01/2025

END DATE:

09/30/2025

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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
					13.37	1,018.12	0.00	0.00	0.00	0.00	1,018.14

Grand totals for all MSBUs reported