MINUTES
GULF COVE WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING
WENESDAY, APRIL 15, 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
	Don Hair
	Aubrey Lowery
	Lawrence Morrow
County Staff:	Lorraine Moneypenny, 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. Don Hair and Aubrey Lowery were welcomed.

Changes to the Agenda / Motion to Approve Changes:
None.

Citizen Input on Agenda Items (3 Minute Limit):
None.

Approval of Minutes:
Mr. Morrow moved to approve the minutes of the January 21, 2026 meeting; they were approved unanimously.

Unfinished Business:
a. Dredge Update: Mr. Benjamin reported that the engineer of record, Coastal Services, submitted a quote of $44,960 for the additional survey work necessary. The survey, the cubic yard estimate, and construction bid documents will be delivered five to six months after this change order is approved by the Board of County Commissioners. Then the dredge project is put out to bid. Coastal Services remains on the project as construction administrator, and its fee accounts for that. The dredge budget is capped at $1.47 million. A recent bid for a similar waterway was $1.5 million. If bids come in higher, the Advisory Board might be asked to consider a scope adjustment or loan. Advisory Board members expressed disappointment in the long timeline and questioned Mr. Benjamin about the County's procurement practices: why engineering and construction cannot be combined; why dredging is not done in house;

whether it is possible for the County to hire a contractor on an annual basis to service all waterways; what spoil sites are available to a contractor. Mr. Benjamin assured the Advisory Board that all these avenues had been explored.

Mr. Lowery moved to recommend that the County allow Public Works to procure engineering and construction services utilizing the Consultants Competitive Negotiation Act in order to expedite the process to dredge the canals of Gulf Cove. The motion passed unanimously.

New Business:

a. Financial Reports: The board reviewed the FY26 second quarter report. There was little spend. The Board examined the five-year annual report. Mr. Jarrett remarked that money should be available later for an exterior dredge, especially since the Board has decided not to spend on annual surveys.

Citizen Input on MSBU Items (3 Minute Limit):

- Mr. Patti said the dredging procurement process is inefficient. The lowest bid is not always the best.

Advisory Board Open Discussion:

The Advisory Board discussed the challenges the County faces in hiring dredging contractors due to its relatively low population, the disperse nature of waterways, and the difficulty of attracting bids from large companies. As there will be little news on this matter for many months, Mr. Jarret moved to cancel the July meeting. The motion carried.

Schedule Meetings / Items for Next Agenda:

Future meetings are scheduled at 9:30 a.m. as follows:

- Wednesday, July 15, 2026 - cancelled
- Friday, October 30, 2026 at Ann & Chuck Dever Regional Park, 6791 San Casa Drive, Englewood

The meeting adjourned at 10:14 a.m.

Submitted by: Lorraine Moneypenny
Public Works Department

Chair Signature

10-30-2026
Date

CHARLOTTE COUNTY
FLORIDA

Gulf Cove Waterway
Municipal Service Benefit Unit

Advisory Board Meeting Attendance
9:30 a.m., Wednesday, April 15, 2026

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

INFORMATION SUPPLIED ON THIS FORM BECOMES PUBLIC RECORD

NAME (please print)	Email Address	Phone Number
Connie Patti	cp2452@pm.me	9413030224
Larry Morrow	larrymorrow1957@gmail.com	941-830-3853
Rick JARRETT		740-391-1067
Aubrey Lowery	AUBREYDL1@aol.com	954-582-4804
Don Hair	don-hair@verizon.net	757 652 8776
Michael Benjamin	Michael.Benjamin@CharlotteCountyFL.gov	941 575 3639

AGENDA

GULF COVE WATERWAY
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING
WEDNESDAY, APRIL 15, 2026

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

BOARD MEMBERS: Rick Jarrett, Chair
Don Hair
Aubrey Lowery
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, 2025 - Mar. 31, 2026

	Actual FY2025	Adopted Budget FY2026	YTD Actual FY2026	Encumbered FY2026	Balance FY2026
Beginning Balance	$1,368,530	$1,544,898	$1,642,203		
Revenues					
Assessments & Earnings	308,818	243,706	234,181		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	$308,818	$243,706	$234,181		
Expenditures					
Contract Services	-	-	802	(802)	0
Survey	26,582	65,000	-	-	65,000
Navigational Trimming	-	5,000	-	-	5,000
Public Works Services	5,200	13,267	-	-	13,267
Internal Charges	641	589	589	-	-
Purchased Services	2,376	4,964	4,152	-	812
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Project Costs					
Gulf Cove WW Dredging	346	167,389	-	130,914	36,475
Total Expenditures	$35,145	$256,209	$5,543	$130,112	$120,554
Reserves (Ending Fund Balance)	$1,642,203	$1,532,395	$1,870,841		
Reserve %	*97.9%*	*85.7%*	*99.7%*		

Date Prepared: 4/3/2026

Monthly Funding Report

START DATE: 01/01/2026 END DATE: 03/31/2026

Gulf Cove Waterway Benefit Unit

Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	128148	McDonald, Karlene	MSBU Administrative Work		01/13/2026	0.00	0.11	0.00	0.00	0.00		0.11
	128148	McDonald, Karlene	MSBU Administrative Work		01/14/2026	0.00	0.16	0.00	0.00	0.00		0.16
	128148	McDonald, Karlene	MSBU Administrative Work		01/20/2026	0.00	0.11	0.00	0.00	0.00		0.11
	128148	McDonald, Karlene	MSBU Administrative Work		01/21/2026	0.00	0.11	0.00	0.00	0.00		0.11
	128148	McDonald, Karlene	MSBU Administrative Work		01/26/2026	0.00	0.33	0.00	0.00	0.00		0.33
	128148	McDonald, Karlene	MSBU Administrative Work		02/02/2026	0.00	0.27	0.00	0.00	0.00		0.27
	128148	McDonald, Karlene	MSBU Administrative Work		02/03/2026	0.00	0.22	0.00	0.00	0.00		0.22
	128148	McDonald, Karlene	MSBU Administrative Work		02/09/2026	0.00	0.22	0.00	0.00	0.00		0.22
	128148	McDonald, Karlene	MSBU Administrative Work		02/24/2026	0.00	0.22	0.00	0.00	0.00		0.22
	128148	McDonald, Karlene	MSBU Administrative Work		02/26/2026	0.00	0.16	0.00	0.00	0.00		0.16
	128148	McDonald, Karlene	MSBU Administrative Work		03/04/2026	0.01	0.66	0.00	0.00	0.00		0.66
	128148	McDonald, Karlene	MSBU Administrative Work		03/10/2026	0.00	0.22	0.00	0.00	0.00		0.22
	128148	McDonald, Karlene	MSBU Administrative Work		03/11/2026	0.00	0.33	0.00	0.00	0.00		0.33
	128148	McDonald, Karlene	MSBU Administrative Work		03/18/2026	0.00	0.11	0.00	0.00	0.00		0.11
	128148	McDonald, Karlene	MSBU Administrative Work		03/20/2026	0.00	0.11	0.00	0.00	0.00		0.11
	128148	McDonald, Karlene	MSBU Administrative Work		01/05/2026	0.00	0.22	0.00	0.00	0.00		0.22
	128148	McDonald, Karlene	MSBU Administrative Work		01/06/2026	0.00	0.22	0.00	0.00	0.00		0.22
				Administrative Time Total		0.01	0.44	0.00	0.00	0.00		0.44
	128148	McDonald, Karlene	MSBU Administrative Work		01/21/2026	0.01	0.88	0.00	0.00	0.00		0.88

Project	WO Number	Supervisor	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
				MSBU Meeting Total		0.01	0.88	0.00	0.00	0.00		0.88
	Work Order 128148 Total					0.06	4.65	0.00	0.00	0.00	0.00	4.65
			MSBU Administrative Work Total			0.06	4.65	0.00	0.00	0.00	0.00	4.65
				Gulf Cove Waterway Benefit Unit Total		0.06	4.65	0.00	0.00	0.00		4.65

Project	WO Number	Supervisor	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			0.06	4.65	0.00	0.00	0.00		4.65