

MINUTES

GULF COVE STREET AND DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING WEDNESDAY, JANUARY 22, 2025 1:35 p.m. – 2:55 p.m.

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

Members Present: Robert Parkinson, Chair
Scott Cummings
James Wernicke
Members Absent: None
County Staff: Lorraine Money Penny, Community Liaison
Guests: None

Call to Order / Roll Call:

The meeting was called to order at 1:35 pm. A roll call was taken, and a quorum was present.

Changes to Agenda / Motion to Approve Change:

As the audio-visual equipment was not working, Mr. Parkinson moved that the Board defer to the next meeting a review of the videos about Robert's Rules of Order and Sunshine Law.

Election of Officers:

Mr. Parkinson was nominated for Chair by Mr. Wernicke, seconded by Mr. Cummings, and voted unanimously. Mr. Cummings was nominated for Vice Chair by Mr. Wernicke, seconded by Mr. Parkinson and approved unanimously.

Citizen Input to Agenda:

- Mr. Van Acker remarked that the bridge over Blitman Waterway at Gillot Blvd. remains unrepaired, and the road is still closed.

Approval of Minutes:

The April 10, 2024 minutes were unanimously approved as submitted.

Unfinished Business:

- Bridge Maintenance Program: The rehabilitation of bridges 014082 (David Blvd. over Newgate) and 014088 (Jennings Blvd. over Lafitte) is complete. Mr. Parkinson noted funds budgeted for this project in FY25 would likely go back into reserves. Gillot Blvd between Richards Ave. and Abrams Ave. over the Blitman Waterway is closed due to roadway damage and major erosion within the right-of-way. According to the Project Status Update, reconstruction design -- to include a new guard rail and water main -- is complete, and the construction project is out to bid. Bids will be opened on February 19. Construction is estimated to begin in May. This project is outside the MSBU purview because it is funded by the state, but it is important to the MSBU community.
- Median Landscaping (Gillot Blvd.): The Board reviewed its earlier conversation with Chuck Peters, which concluded that the median at the Gulf Cove entrance could only be beautified with low-lying frangible plants. The Board discussed maintenance and the advisability of curbing. Mr. Wernicke remarked that the state SunTrail may impact the area, but that project

remains in design phase. Mr. Parkinson asked staff to provide an estimated cost for curbing, landscape design and planting. Mr. Wernick moved that the County spend up to \$300,000 for the design, curbing (if necessary) and installation of landscaping in the median. Mr. Parkinson seconded, and the motion carried unanimously.

New Business

- a. Financial Reports: The Board reviewed the maintenance activity reports for FY24 and the first quarter of FY25. Mr. Parkinson questioned the investigation activity. He was happy to see a low number for ROW - Clearing / Haul Debris. The MSBU previously paid more to clean up illegal dumping on vacant lots. The community liaison explained that work category is mostly for the pickup of brush cut by Public Works. The board discussed the difference between Asphalt Repair and paving. Mr. Parkinson requested that Fiscal Services provide a ten-year outlook as it has in the past.

Citizen Input

- Ms. Marino asked what recourse there is when new construction results in road wear and damage to drainage infrastructure. The community liaison explained that contractors must comply with specifications for swales and driveway pipes in order to pass right-of-way inspection at the end of the project. During construction, permits require builders to maintain silt fences and a positive flow of water. Mr. Wernicke said citizens can call Community Development to report violations, including a long-standing portable toilet observed by Mr. Hebert.
- Mr. Hebert, president of the Property Owners' Association (POA) said he is in favor of beautifying the median and the POA is willing to help. Mr. Van Acker opined that the \$300,000 figure just approved is too high.
- Mr. Van Acker urged the County to redesign the drainage system in Gulf Cove, which was installed in 1979. Because the elevation has changed, there is now flooding in places that did not previously flood; the pipes should be doubled in size. He expressed satisfaction with the vac con job on David Blvd. and frustration with builders passing inspection after illegally installing driveway pipes that stretch four feet beyond the driveway. He said builders should be obligated to build sidewalks in front of their properties, as they are in Lee County. Over time, most properties would have sidewalks and the MSBU cost to fill in the blanks would be lower. Ms. Marino supported the idea. Mr. Parkinson said the MSBU already paid for sidewalk design, and the community decided not to proceed.

Advisory Board Open Discussion:

Mr. Parkinson expressed frustration about the delay of repairs on Gillot Blvd. over the Blitman Waterway. He asked staff to provide more information about paving planned for 2029, and a budget outlook. The community liaison said there will likely be a special meeting in the coming month to discuss the FY26/27 proposed budget.

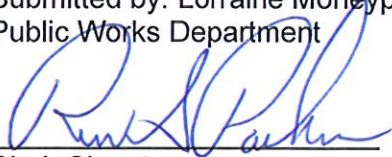
Meeting Schedule

Future meetings are scheduled at 1:30 p.m. at the Mac V. Horton West County Annex as follows:

- Thursday, April 23, 2025
- Thursday, August 14, 2025
- Thursday, October 22, 2025

The meeting adjourned at 2:55 p.m.

Submitted by: Lorraine Money Penny
Public Works Department


Chair Signature

4-23-25
Date

AGENDA

GULF COVE STREET AND DRAINAGE MUNICIPAL SERVICE BENEFIT UNIT (MSBU)

ADVISORY BOARD REGULAR MEETING WEDNESDAY, JANUARY 22, 2025

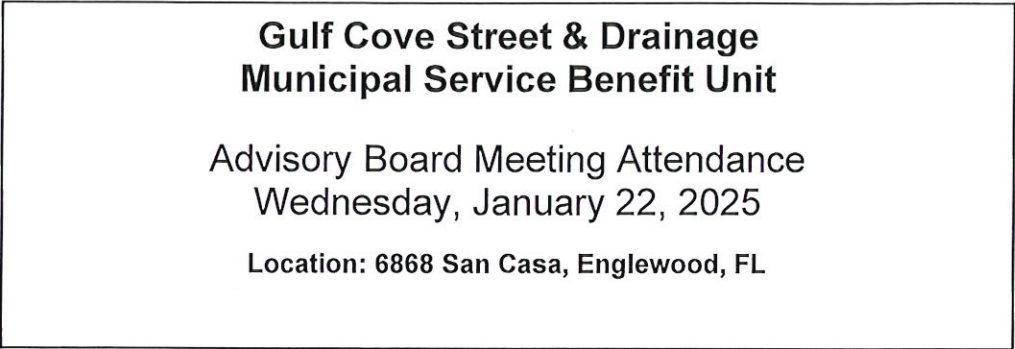
**1:30 p.m., Mac V. Horton West County Annex
6868 San Casa Dr. Room 120, Englewood, Florida**

BOARD MEMBERS: Robert Parkinson, Chair
James Wernicke
Scott Cummings

COUNTY STAFF: Lorraine Moneypenny, Community Liaison

PURPOSE: Regular Meeting

1. Call to Order / Roll Call
2. Pledge of Allegiance
3. Election of Officers / Robert's Rules of Order / Sunshine Law
4. Changes to the Agenda / Motion to Approve Changes
5. Citizen Input on Agenda Items (3 Minute Limit)
6. Approval of Minutes: April 10, 2024
7. Unfinished Business:
 - a. Bridge Maintenance Program
 - b. Median Landscaping (Gillot Boulevard)
8. New Business:
 - a. Financial Reports
9. Citizen Input on MSBU Items (3 Minute Limit)
10. Advisory Board Open Discussion
11. Meeting Schedule 2025: 1:30 pm on April 15, July 16, and October 15
12. Items for Next Agenda
13. Motion to Adjourn

[illegible]

Gulf Cove Street and Drainage MSBU

Adopted Budget

FY2025

Estimated ERU's and Cost per ERU

Vacant and Occupied

Estimated ERU's

Cost per ERU

Current FY24 Rate

Current Maximum Rate

Approved FY2025	Adopted FY2025	Changes FY2025
8,236.350	8,204.950	(31.400)
\$ 125.00	\$ 125.00	\$ -
\$ 125.00		
\$ 166.00		

Beginning Balance

Revenues

Assessments & Earnings

Assessments

Interest

Interest Earnings-L.G.S.F.T.F.

Less 5% Reserve - FS 129.01(2)b

Grant & Subsidy Revenue

State Grant

Loans & Borrowing

Debt Proceeds

Total Revenue

Expenditures

Contract Services

Engineering

Other Contractual Svcs

Concrete Flatwork

Drainage

Street Sweeping

Installed Sod

Paving

Contract Services; other

Pipe Lining

Right of Way Maint

ROW Reclamation

Specialty Mowing

Approved Budget FY2025	Adopted Budget FY2025	Budget Changes FY2025
\$ 1,793,621	\$ 2,526,447	\$ 732,826
1,029,544	1,025,619	(3,925)
6,278	8,843	2,565
-	-	-
(51,792)	(51,724)	68
-	-	-
-	-	-
-	-	-
\$ 984,030	\$ 982,738	\$ (1,292)
-	-	-
-	-	-
15,000	15,000	-
-	-	-
2	240	238
-	-	-
-	-	-
20,000	20,000	-
58,090	58,090	-
-	-	-
6,884	6,884	-

	Approved Budget FY2025	Adopted Budget FY2025	Budget Changes FY2025
Public Works Services			
Equip Repl Charges-PubWrks	91,573	91,573	-
Operating Exp-PubWrks	456,646	456,646	-
Road & Bridge Materials	155,288	155,288	-
Sign Materials	19,322	19,322	-
Internal Charges			
Central/Indirect Svcs	9,494	4,260	(5,234)
Purchased Services			
Postage	-	-	-
Personal Svcs-InterDept	-	-	-
Postage	-	-	-
Utility Service-Electricity	-	-	-
Other Current Chrgs and Oblig	-	-	-
Advertising-Legal	-	-	-
Fees-Landfill	4,000	4,000	-
Collection Fee-Tax Collector	20,591	20,591	-
Materials and Supplies			
Capital Outlay			
Imprv-Other Than Bldgs	-	-	-
Debt Services			
Principal	-	-	-
Interest	-	-	-
Other Debt Service Costs	-	-	-
Project Costs			
Gulf Cove/Eng. East Bridge Mant. Plan			
Engineering	5,000	12,375	7,375
Construction	12,000	159,777	147,777
Labor	2,000	4,482	2,482
Total Expenditures	875,890	1,028,528	152,638
Reserves (Ending Fund Balance)	\$ 1,901,761	\$ 2,480,657	\$ 578,896
Reserve %	68.5%	70.7%	

*Gulf Cove SD and Englewood East SD split bridge maintenance costs proportionately.

Version Date

9/8/2024

Gulf Cove Street and Drainage 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	\$1,551,659	\$1,862,912	\$2,428,226		
Revenues					
Assessments & Earnings	1,105,305	984,261	1,107,721		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	-	-	-		
Total Revenue	\$1,105,305	\$984,261	\$1,107,721		
Expenditures					
Contract Services	0	15,001	21,265	12,680.00	(18,944)
Pipe Lining	-	20,000	-	-	20,000
ROW Maintenance	44,290	56,398	48,801	16,418	(8,822)
ROW Reclamation	-	-	-	-	-
Speciality Mowing	8,150	6,760	5,505	2,360	(1,105)
Public Works Services	134,753	720,672	219,542	-	501,130
Internal Charges	15,650	9,042	9,042	-	-
Purchased Services	13,201	24,591	23,262	-	1,329
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	123	-	-	-	-
Project Costs					
Gulf Cove Sidewalks	-	-	-	8,400	(8,400)
Gulf Cove/Eng. East Bridge Maint. Plan	12,571	201,088	130,051	8,877	62,160
Total Expenditures	\$228,737	\$1,053,552	\$457,470	\$48,735	\$547,347
Reserves (Ending Fund Balance)	\$2,428,226	\$1,793,621	\$3,078,478		
Reserve %	91.4%	63.0%	87.1%		

*Gulf Cove SD and Englewood East SD split bridge maintenance costs proportionately.

Date Prepared: 10/28/2024

Capital Maintenance Schedule
Public Works - MSBU/TU Bridges
2025

Project Costs (in thousands)

Project Name	2025	2026	2027	2028	2029	2030	TOTAL
Don Pedro Bridge Maintenance Plan	58	0	53	0	53	0	164
Englewood East Bridge Maintenance Plan	2,440	47	33	0	0	0	2,520
GPC Bridge Maintenance and Rehabilitation Program	772	790	705	336	0	0	2,603
Grove City Bridge Rehabilitation	110	0	18	0	0	0	128
Gulf Cove/Englewood East Bridge Maintenance	353	0	38	0	0	0	391
NWPC Bridge Maintenance and Rehabilitation Program	2,137	680	0	0	0	0	2,817
Placida Bridge Rehabilitation Plan	0	39	49	0	0	0	88
Rotonda West Bridge Maintenance Program	8,863	171	565	0	0	0	9,598
South Gulf Cove Bridge Maintenance and Rehabilitation Program	4,844	1,305	720	0	0	0	6,869
TOTAL	19,578	3,032	2,181	336	53	0	25,179