

**MINUTES  
SOUTH GULF COVE WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, MARCH 9, 2022**

**9:38 a.m. – 11:45 a.m.**

**Ann & Chuck Dever Regional Center  
6961 San Casa Road, Englewood, FL**

**Board Members:** David Gervais  
Jenna Ginsberg  
Thomas Merek  
Patrick Gilchrist

**Members Absent:** Daz Jensen, Chair,

**County Staff:** Kimberly Kelley, Community Liaison  
Zach Patchell, Project Manager  
Karly Greene, Operations Supervisor  
Jason Ouimet, Operations Manager  
Randy Vowell, Project Manager  
Brandon Moody, Water Quality Manager

**Guests:** Sign in sheet attached

**Call to Order / Roll Call:**

The meeting was called to order at 9:38 a.m. A roll call was taken, and a quorum was present.

**Election of Officers:**

Chair: Mr. Merek nominated Ms. Ginsberg, there were no other nominations.

Vice-Chair: Ms. Ginsberg nominated Mr. Gervais, there were no other nominations.

Ms. Ginsberg accepted the position of Chair, Mr. Gervais accepted the position of Vice-Chair, and it was unanimously approved.

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

None

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

- Ron Wozniak stated he is in support of the tender/tender house even more now with more development and boating in the community.
- Charlie Keel noted that Lennar does not pay into this MSBU and does not support a no wake zone near that development.
- Wayne Howell recommended the tender/tender house now, he noted he is a longtime resident and boater, and noted an increase in development and boaters.
- Doug Sandberg supports the comments already made, he believes that it will help with mechanical problems, new users of the lock are not educated on the functions.
- Steve Hamilton inquired on the remote controls or the option of an app on the smart phone to operate the lock.
- Dave Cormier inquired on water quality reports.
- Jeff Tresttroutr mentioned the microphone was not working, he could not hear.
- Steve Thompson pointed out his continued request of the floating dock that needs to be removed on Eastern Boulevard and requested the MSBU to fund the removal of the dock.

- Peter Fischer inquired on water quality and the impacts of it to their community.
- Mike Raven asked about the work being done by county airboats in the South Gulf Cove Area.
- Ms. Kelley read Mr. Wheeler letter received into the record. (attached)
- John Ashby stated there is no training for the lock, the average age in the community is older, he recommended a sticker to be placed on the boat for the usage and residents would not have to also pay the Lennar development be included into paying into the MSBU.
- Norman Hames recommended an EZ-pass option on boats.

#### **Approval of Minutes:**

The Advisory Board unanimously approved the minutes from December 8, 2021, as written.

#### **Unfinished Business:**

- a) Maintenance Dredging/Access Channel: Mr. Patchell explained that the contractor on record is Marine Contractor Group; they started the maintenance dredge on February 2, 2022, and it is a 120-day contract.
- b) Parallel Lock/Lock Operation (tender/tender house): There was discussion on the estimated cost of design and construction of tender/tender house, the cost of a temporary tender/tender house, the Board of County Commissioner workshop October 20, 2020, regarding the current lock, the recent manatee death, feasibility study, and other agencies reviewing the permit for the parallel lock. Mr. Merek motioned to move forward with a temporary tender and tender house with a cost not to exceed \$300,000 to start as soon as possible, seconded by Mr. Gilchrist and it was unanimously approved.4:0.
- c) Existing Lock Maintenance: Mr. Vowell reviewed the repairs and maintenance that are out for a request for quote.
- d) Water Quality: Mr. Moody reviewed the One Charlotte One Water webpage and reviewed the site selection map.

#### **New Business:**

- a) Financial Reports: The FY21 annual and FY22 quarter one Actual Expenditure, Activity Maintenance reports were provided, line items were noted.  
Executive Summary: Ms. Kelley reviewed the summary that is provided to the Board of County Commissioners; the summary indicates the duties and responsibilities of an Advisory Board member, the purpose of the specific unit and a brief description of the internal and external work programs.

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

- Warren Harrington inquired if the rock would be removed with the maintenance dredge.
- Ron Jacobs recommended tie lines be attached to a tide slide.
- Lee Owen suggested adding cleats to the pylons before and after the lock.
- Rick Bunting commented on erosion, caution on removing mangroves and the Lennar Development.
- Ron Wozniak recommended attending a Board of County Commission meeting and emailing the Commissioners; stating political influence could persuade what the community is requesting.
- John Ashby noted a future development near the blind curve going towards the Butterford Waterway, camera use at the lock, a twelve-hour tender schedule at the lock and inquired on the actual completion date of design and construction.

**Advisory Board Open Discussion:**

There was discussion on posted minutes, the methodology study, camera use request to the county attorney, upgrades to current lock, parallel lock push buttons and the proposed design for the parallel lock is anticipated to be completed by 2023.

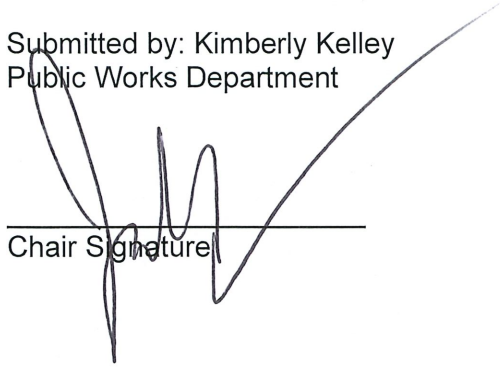
**Schedule Meetings / Items for Next Agenda:**

Future Meeting schedule at 9:30 a.m., in the West County Annex, Room 120 as follows:

- Wednesday, June 29, 2022
- Wednesday, October 19, 2022- This meeting will be held at the Ann & Chuck Dever Regional Park
- Wednesday, December 14, 2022

Submitted by: Kimberly Kelley  
Public Works Department

Chair Signature



6/29/2022  
Date



**South Gulf Cove Waterway  
Municipal Service Benefit Unit**

Advisory Board Meeting Attendance  
9:30 a.m., Wednesday, March 9, 2022

**Location:** Ann & Chuck Dever Regional Center  
6967 San Casa Drive, Englewood, Florida

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

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Eric Orthman	9250 New Man Cir.	612-840-8112

INFORMATION SUPPLIED ON THIS FORM  
BECOMES PUBLIC RECORD

## AGENDA

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

#### ADVISORY BOARD REGULAR MEETING WEDNESDAY, MARCH 9, 2022

9:30 a.m., Ann & Chuck Dever Regional Park  
6961 San Casa Rd., Englewood, Florida

**BOARD MEMBERS:** Daz Jensen, Chair  
David Gervais  
Jenna Ginsberg  
Thomas Merek  
Patrick Gilchrist

**COUNTY STAFF:** Kimberly Kelley

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Election of Officers
3. Changes to the Agenda / Motion to Approve Changes
4. Citizen Input on Agenda Items (3-Minute Limit)
5. Approval of Minutes: December 8, 2021
6. Unfinished Business
  - a. Maintenance Dredging/Access Channel
  - b. Parallel Lock/ Lock Operation (tender/tender-house)
  - c. Existing Lock Maintenance
  - d. Water Quality
7. New Business
  - a. Financial Reports
  - b. Executive Summary
  - c. Camera Use
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



## South Gulf Cove Waterway MSBU

Fund Financial Report

Oct. 1 - Dec. 31, 2021

	Actual FY2021	Adopted Budget FY2022	YTD Actual FY2022	Projected FY2022
<b>Beginning Balance</b>	\$3,524,386	\$3,551,336	\$3,617,336	\$3,617,336
<b>Revenues</b>				
Assessments & Earnings	261,598	506,549	330,327	506,549
Grant & Subsidy Revenue	-	75,000	-	75,000
Loans & Borrowing	-	-	-	-
<b>Total Revenue</b>	\$261,598	\$581,549	330,327	\$581,549
<b>Expenditures</b>				
Contract Services	2,091	-	-	-
Survey	-	15,000	-	15,000
Navigational Trimming	-	50,000	-	50,000
Public Works Services	43,386	71,647	9,550	71,647
Internal Charges	2,002	2,767	2,767	2,767
Purchased Services	4,052	11,097	6,482	11,097
Materials and Supplies	-	-	-	-
Capital Outlay	-	-	-	-
Debt Services	-	-	-	-
<b>Project Costs</b>				
SGC WW Maint. Dredging	28,290	273,000	5,430	273,000
SGC Parallel Lock	83,923	643,462	-	643,462
SGC WW Lock	4,904	-	1,412	-
<b>Total Expenditures</b>	\$168,648	\$1,066,973	25,641	\$1,066,973
<b>Reserves (Ending Fund Balance)</b>	\$3,617,336	\$3,065,912	\$3,922,022	\$3,131,912
<i>Reserve %</i>	95.5%	74.2%	99.4%	74.6%

Date Prepared: 1/13/2022

Monthly MSBU Activity Report

START DATE: 10/1/2021 END DATE: 11/30/2021

PW-SGCWWM South Gulf Cove WW Bnfit Mtc

Project Number	WO Description	WO Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract Cost	Work Accomp.	UOM	Total Cost
1220424	PW-SGCWWM SGC Waterway MS DR Annual Work Order	PW-SGCWWM	South Gulf Cove WW Bnfit Mtc	10-9866 MS DR	10/01/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/05/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/06/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/07/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/08/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/12/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/13/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/15/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/19/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/20/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/21/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/22/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/26/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/27/2021	0.50	37.97	0.00	0.00	0.00	0.50	LHR	37.97
					10/28/2021	0.25	18.98	0.00	0.00	0.00	0.25	LHR	18.98
					10/29/2021	0.75	56.95	0.00	0.00	0.00	0.75	LHR	56.95
					11/04/2021	0.50	45.70	0.00	0.00	0.00	0.50	LHR	45.70
					11/09/2021	0.75	68.54	0.00	0.00	0.00	0.75	LHR	68.54
					11/12/2021	1.00	91.39	0.00	0.00	0.00	1.00	LHR	91.39
					11/18/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					11/22/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
					11/23/2021	1.25	114.24	0.00	0.00	0.00	1.25	LHR	114.24
					11/24/2021	1.25	114.24	0.00	0.00	0.00	1.25	LHR	114.24
					11/30/2021	0.25	22.85	0.00	0.00	0.00	0.25	LHR	22.85
						<b>11.50</b>	<b>958.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.50</b>	<b>LHR</b>	<b>958.23</b>
						<b>11.50</b>	<b>958.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.50</b>	<b>LHR</b>	<b>958.23</b>
				<b>MSDR Total</b>									
				<b>Total WO Number: 1220424</b>									
C391204	1296263 PW-SGCWWM SGC Lock Feasibility Study c391204	PW-SGCWWM	South Gulf Cove WW Bnfit Mtc	93-9357D Project Management	10/05/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					10/06/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
					10/07/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
					10/15/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					10/22/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					10/26/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					10/27/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
					10/28/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
					11/02/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					11/03/2021	3.00	320.37	0.00	0.00	0.00	3.00	LHR	320.37
					11/04/2021	5.00	533.95	0.00	0.00	0.00	5.00	LHR	533.95
					11/05/2021	4.50	480.56	0.00	0.00	0.00	4.50	LHR	480.56
					11/09/2021	2.50	266.98	0.00	0.00	0.00	2.50	LHR	266.98
					11/16/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79

Monthly MSBU Activity Report

START DATE: 10/1/2021 END DATE: 11/30/2021

PW-SGCWWM

Project Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accompl.	UOM	Total Cost
					11/17/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					11/18/2021	0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
					11/19/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					11/24/2021	3.00	320.37	0.00	0.00	0.00	3.00	LHR	320.37
					11/30/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
				<b>Project Management Total</b>		<b>36.50</b>	<b>3,669.84</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36.50</b>	<b>LHR</b>	<b>3,669.84</b>
				93-9351D Meetings	11/09/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
				<b>Meetings Total</b>		<b>2.00</b>	<b>213.58</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.00</b>	<b>LHR</b>	<b>213.58</b>
				<b>Total WO Number: 1296263</b>		<b>38.50</b>	<b>3,883.42</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>38.50</b>	<b>LHR</b>	<b>3,883.42</b>
C390708	1368634 PW-MSBU-W South Gulf Cove WW Dredging C390708	PW-SGCWWM	South Gulf Cove WW Bnfit Mtc										
				93-9357D Project Management	10/06/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					10/08/2021	1.50	131.69	0.00	0.00	0.00	1.50	LHR	131.69
					10/12/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
					10/19/2021	1.50	131.69	0.00	0.00	0.00	1.50	LHR	131.69
					10/20/2021	1.00	87.79	0.00	0.00	0.00	1.00	LHR	87.79
					10/26/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
					10/27/2021	3.00	263.37	0.00	0.00	0.00	3.00	LHR	263.37
					10/29/2021	5.00	438.95	0.00	0.00	0.00	5.00	LHR	438.95
					11/03/2021	3.00	320.37	0.00	0.00	0.00	3.00	LHR	320.37
					11/04/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					11/05/2021	0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
					11/09/2021	1.50	160.19	0.00	0.00	0.00	1.50	LHR	160.19
					11/10/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					11/12/2021	4.00	427.16	0.00	0.00	0.00	4.00	LHR	427.16
					11/16/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					11/18/2021	0.50	53.40	0.00	0.00	0.00	0.50	LHR	53.40
					11/19/2021	1.00	106.79	0.00	0.00	0.00	1.00	LHR	106.79
					11/24/2021	2.00	213.58	0.00	0.00	0.00	2.00	LHR	213.58
					11/30/2021	2.50	266.98	0.00	0.00	0.00	2.50	LHR	266.98
				<b>Project Management Total</b>		<b>37.00</b>	<b>3,628.23</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>37.00</b>	<b>LHR</b>	<b>3,628.23</b>
				93-9351D Meetings	10/21/2021	3.00	263.37	0.00	0.00	0.00	3.00	LHR	263.37
					10/22/2021	2.00	175.58	0.00	0.00	0.00	2.00	LHR	175.58
				<b>Meetings Total</b>		<b>5.00</b>	<b>438.95</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>LHR</b>	<b>438.95</b>
				<b>Total WO Number: 1368634</b>		<b>42.00</b>	<b>4,067.18</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42.00</b>	<b>LHR</b>	<b>4,067.18</b>
1636915	South Gulf Cove WW "Routine" SGCWWM Locks-SGCWWM-STRUCT-PRI MARY	PW-SGCWWM	South Gulf Cove WW Bnfit Mtc										
				10-9852D Supervision	10/14/2021	1.00	95.55	0.00	3.71	0.00	1.00	LHR	99.26
					10/15/2021	2.00	191.10	0.00	7.42	0.00	2.00	LHR	198.52
					10/20/2021	1.75	152.85	0.00	6.49	0.00	1.75	LHR	159.35
				<b>Supervision Total</b>		<b>4.75</b>	<b>439.50</b>	<b>0.00</b>	<b>17.62</b>	<b>0.00</b>	<b>4.75</b>	<b>LHR</b>	<b>457.13</b>

# Monthly MSBU Activity Report

START DATE: 10/1/2021 END DATE: 11/30/2021

PW-SGCWMM

Project Number	WO Description	Equipment Code	Equipment Description	Location	Date Worked	Labor Hours	Labor Cost	Parts Cost	Equipment Cost	Contract or Cost	Work Accom.	UOM	Total Cost
1765062	South Gulf Cove Lock Repairs	PW-SGCWMM	South Gulf Cove WW Bnfit Mtc	1636915		4.75	439.50	0.00	17.62	0.00	4.75	LHR	457.13
Total WO Number: 1636915													
				10-9857R	Project Management	1.50	179.16	0.00	4.95	0.00	1.50	LHR	184.11
Project Management Total													
						1.50	179.16	0.00	4.95	0.00	1.50	LHR	184.11
Total WO Number: 1765062													
Total MSBU: PW-SGCWMM													
						98.25	9,527.48	0.00	22.57	0.00	98.25	LHR	9,550.06

# FINAL - Q4

Formerly Fund 193 (WW)

**CHARLOTTE COUNTY PUBLIC WORKS  
MSBU FINANCIAL HISTORY  
FY 12 THRU FY 21  
FUND 1452  
SOUTH GULF COVE WATERWAY MAINT**

	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	Adopted Budget FY 20-21	FY 20-21 12 Mo. Actual (a)
<b>BEGINNING BALANCE</b>	\$ 2,087,194.65	\$ 2,245,500.81	\$ 2,419,926.74	\$ 2,633,248.14	\$ 2,883,170.46	\$ 3,037,284.86	\$ 3,275,721.41	\$ 3,445,311.30	\$ 3,326,947.88	\$ 3,420,950.96	\$ 3,524,386.09
<b>REVENUES RECEIVED:</b>											
Assessments & Earnings	246,397.33	248,304.90	248,327.43	247,670.05	248,270.26	248,554.21	247,337.62	247,360.18	247,073.23	252,850.75	244,804.50
Assessments & Earnings Interest	10,447.38	10,497.72	13,418.03	20,723.37	22,473.11	34,672.61	55,441.85	68,184.34	50,469.48	11,659.05	19,625.52
Assessments & Earnings from GDC	14,975.00	14,975.00	14,975.00	14,975.00	15,121.00	15,121.00	15,121.00	15,121.00	15,121.00	15,121.00	15,121.00
Assessments & Earnings Net Inc(Deer) FMI/Invest.	7,521.72	(9,723.85)	3,463.07	6,417.16	201.68	(7,363.74)	(25,114.04)	43,812.09	29,496.97	-	(19,427.67)
Assessments & Earnings Donations					17,444.00	1,898.24					
Assessments & Earnings Excess Fees Misc.	2,405.90	2,139.92	1,892.76	1,717.11	1,812.76	1,898.24	1,348.26	1,516.66			1,474.66
Loans & Borrowing External Borrowing-Lock											
Grant & Subsidy Revenue Boater Improvement Fund (WCIND)											
Assessments & Earnings Less: Reserve - FS 129.01											
Loans & Borrowing Loan from CTFP											
Loans & Borrowing Interfund Transfer											
<b>Total Revenue</b>	281,747.33	286,193.69	282,106.29	291,502.69	305,322.81	292,862.32	294,134.69	375,994.27	342,160.68	266,930.31	261,598.01
<b>TOTAL REVENUES &amp; BALANCES</b>	2,368,941.98	2,511,694.30	2,702,033.03	2,924,750.83	3,188,493.27	3,330,167.18	3,569,856.10	3,821,305.57	3,669,108.56	3,686,821.27	3,765,984.10
<b>EXPENDITURES</b>											
SGC WW Maint. Dredging PIS - Engr Dredging c390708		15,570.00	22,645.00	970.00	10,854.00					204,000.00	28,290.00
Survey C/S - Survey										15,000.00	
SGC Parallel Lock PIS - Eng. Lock Feasibility Study c:	49,990.00									63,338.10	83,923.30
SGC Parallel Lock C/S - Parallel Lock c391204											
SGC WW Maint. Dredging C/S - Dredging c390708											
Navigational Trimming C/S - Navigational Trimming		5,196.00									
Contract Services C/S - Turning Basin											
Contract Services C/S - Dock Rehab/Replacement											
Contract Services C/S - Other Contractual Svcs		10,464.00	2,057.00	1,879.00	1,207.00	4,500.00	2,893.00	1,228.00	1,907.00	10,000.00	2,090.50
Internal Charges Central/Indirect Allocation										2,002.00	2,002.00
Purchased Services Postage		570.57	578.50	629.23	699.72	742.41	828.58	732.55	1,907.00	1,000.00	921.32
Purchased Services Utility Svc - Electric										15,408.49	4,903.90
SGC WW Lock C/S - Repairs Maint - Lock											
SGC WW Lock PIS - Repairs Maint - Lock		3,992.00	5,536.32	2,513.39	23,289.84	9,279.78					
Purchased Services Landfill Fees											
Public Works Services Equipment Repl Chgs/PW		1,249.59	862.13	763.84	1,112.79	948.64	1,008.94	560.73	892.71	1,040.00	980.45
Public Works Services Maintenance Services		42,008.51	44,151.75	21,658.90	31,026.31	34,222.78	29,376.37	41,736.76	50,729.52	61,791.00	42,405.41
Public Works Services Aquatic Weed Services											
Purchased Services Tax Collector-Collection Fee		1,099.33									
Purchased Services Materials-R&B		3,512.57	3,665.60	3,795.40	3,644.05	3,674.45	3,643.48	3,396.85	3,157.84	5,047.00	3,131.15
Public Works Services Lighting Materials		21.17	3.44		28.92	7.71					
Public Works Services Equipment Under \$750		11.62									
Capital Outlay	330.72	1,679.91					309.58				
<b>Total Expenditures</b>	123,441.37	91,767.56	68,784.89	41,680.37	151,208.41	54,445.77	124,544.80	494,357.69	144,722.47	999,187.00	168,648.03
<b>ENDING FUND BALANCE</b>	\$ 2,245,500.61	\$ 2,419,926.74	\$ 2,633,248.14	\$ 2,883,170.46	\$ 3,037,284.86	\$ 3,275,721.41	\$ 3,445,311.30	\$ 3,326,947.88	\$ 3,524,386.09	\$ 2,687,334.27	\$ 3,617,336.07

Note (a): Twelve Month Actuals per Ledger Summary Report of 09/30/21  
Maintenance Mgmt System through 09/30/21

## Category Definitions - Quarterly Financial Reports

**Revenues:**

**Includes:**

Assessments & Earnings	Assessment fees, Interest and Investment Earnings
Grant & Subsidy Revenue	Federal, State and Local Grants, Subsidies from other funding sources
Loans & Borrowing	Debt proceeds

**Expenditures:**

**Includes:**

Contract Services	<p>Installed Sod Repairs (Irrigation, Sidewalk, Driveway, Asphalt, etc.) Street Sweeping Survey Traffic Control Tree Removal / Replacement **excludes project costs and itemized contractual items listed below</p> <p>Different templates will show different itemized accounts Itemized Items - SD Template - Pipe Lining, ROW Maint, ROW Recl, Spec Mowing Itemized Items - WW template - Survey, Navigatoinal Trimming Itemized Items - Stormwater - Pipe Lining, Water Quality Itemized Items - Beaches - none, most expenses are project related</p>
Public Works Services	<p>Costs incurred by the MSBU Work Program and Project(s) for Labor, Tools/Equipment and Material usage</p> <p>Public Works Services periods covered: Q1 PE 12.31 = (2mo) October - November actuals Q2 PE 3.31 = (5mo cumulative) October - February actuals Q3 PE 6.30 = (8mo cumulative) October - May actuals Q4 PE 9.30 = (12mo cumulative) October - September actuals</p>
Internal Charges	Inter-department charges for services provided. This calculation is based on actual expenditure data from 2 years in arrears. Not to exceed 5% of the current fiscal year assessment revenue.
Purchased Services	<p>Legal Advertising (MSBU Notice Mailings) / Postage Aquatic Weed Charges Landfill Fees POA Fees Electricity &amp; Water Tax Collector Collection Fees</p>
Materials and Supplies	Operating Supplies (Example: Stakes for sea turtle nest / beach monitoring)
Capital Outlay	<p>Non project related capital costs (Example: Permanent radar signs) Right of Way Acquisition (Example: Easements)</p>
Debt Services	<p>Principal Loan Payments Interest Payments Cost of debt (arbitrage, closing costs, etc)</p>

**Project Costs**

**Includes:**

Project Costs	Construction (Dredging, Bridge Maintenance, Paving), Engineering and Design
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**Reserves (Ending Fund Balance)**

**Includes:**

Reserves / Ending Fund Balance	Reserve for Contingencies, Cash Carried Forward, Future Capital Outlay (per reseve policy)
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**SOUTH GULF COVE WATERWAY**  
**Municipal Service Benefit Unit (MSBU)**  
**FY 21 Annual Report – Executive Summary**  
**October 1, 2020 – September 30, 2021**

**Ordinance 2015-045** adopts a countywide Uniform Standard for Municipal Service Benefit Unit (MSBU) And Municipal Service Taxing Unit (MSTU) Advisory Boards;

**Sec. 4-1-18. Duties/Responsibilities**

The advisory board shall make recommendations to the Board of County Commissioners and staff, limited to the scope and purpose of the Unit which includes, but is not limited to, the following:

1. To make recommendations to the County for expenditure of the funds within the budget in accordance with the law and Board of County Commissioners approved purchasing guidelines and;
2. To make recommendations to the Board of County Commissioners regarding the annual proposed budget for the Unit.

**Purpose**

**Code of Laws and Ordinances, ARTICLE XV. - SOUTH GULF COVE WATERWAY BENEFIT UNIT, Sec. 4-7-304. - Purpose.**

The purpose of this unit is to provide for (1) periodic dredging, (2) any repair, expansion or replacement of the waterways, canals, locks or accessory facilities, and (3) operation of the lock, and (4) the removal of cattails from the Interceptor Lagoon waterway.

**Summary**

**Current Rate:**

**\$25 Wet Lots and Village of Holiday Lakes**

**\$12.50 Dry Lots**

**Max Rate: \$50**

The FY 21 completed work program included all internal maintenance and administrative costs and contracted services for repairs to the existing lock and the parallel lock feasibility study. Professional Services included engineering design of the turn basin maintenance dredge.

The current fiscal year work program includes all internal maintenance and administrative costs and contracted services for construction of the turn basin maintenance dredging, bathymetric survey, existing lock repairs, navigational trimming, and engineering and permitting services for a parallel lock. Professional services include completion of the engineering design of the turn basin maintenance dredge.

For FY23, the Advisory Board recommends budgeting for all internal maintenance and administrative costs and contracted services for a bathymetric survey, navigational trimming, and existing lock repairs. Professional services include engineering design for interior waterway canals.

# Manchester Waterway Cut-Through Summit

## Notes

June 11, 2021 (via Teams and 410 Taylor Street-Engineering Division)

### **Attendees:**

Charlotte County

-John Elias, Joanne Vernon, Brandon Moody, Matt Logan, Kayla Dotson, Janette Knowlton, Pooja Patel  
Manchester Civic Association

-Brian Irwin and Jeff Anlauf

Florida Department of Environmental Protection (FDEP)

- Regulatory, Aquatic Preserves, State Lands -Megan Mills, Jon Iglehart, Tim Rach

Army Corps of Engineers (ACOE)

-John Policarpo- Section Chief

National Oceanic and Atmospheric Administration (NOAA) -Mark Sramek and Dana Bethea  
(Biologist) – National Marine Fisheries

US. Fish and Wildlife Service (FWS)

-Jeffrey Howe -Coastal Biologist

US. Environmental Protection Agency (EPA)

-Cynthia Van Der Wiele – Wetland and Streams Regulatory Program

### **1. Introductions**

### **2. Framework of the meeting**

### **3. Background Information** – Manchester Civic Association ([\*CC Agency Summit PowerPoint\*](#))

### **4. Lands:**

- Ownership and Coordination - process and timing
  - County Investigation
    - Matt Logan:** The county is doing over 60 years of title work
      - This will have to go through the board of trustees twice (once before we apply and again at the end of the permitting process)
    - Megan Mills (FDEP):** One of the properties is co-owned by the water management district would need to be approved by the Water Management District's Governing Board. Parcel ID 402123451001

#### Coordinating Parties and type of information required

- Appear before the Board of Trustees twice. Once for Approval to Apply (in order to secure the upland easements) and at the end of the State Permitting phase, as the final authority on Permit Issuance)
  - State Bureau of Land Administration/Acquisition and Restoration Council - approval of the upland use; this approval is necessary before the Board of Trustees can approve the easements
  - SWFWMD governing board for the co-owned parcel
- Procedural timing



- Coordination will need to be at the onset to start the process of obtaining an easement.
- All agencies agreed that, if this project moves forward, the County should expect a long (years) permit period

*Per Mr. Iglehart, the Lock Removal process was from 1997-2006. During this period the plugs (areas looked at for this proposal) were reviewed. The modeling done during the permit review dictated the NEB's that were established for the final permit. Models run during the '97-'06 timeframe showed that the removal of the lock would increase the holding times within the system. The areas in question were discussed and after reviewing it was decided to leave them in place.*

- Upland
  - State Lands – Easement
    - Would need to be found consistent with the Park Management Plan
    - Cultural Resource Survey
    - Environmental Resource Survey
  - State Lands – Public Interest
    - Impact Surveys will be needed for upland areas
    - Would need to show Net Positive Environmental Benefit
    - Would need to be deemed of equal or greater value in the Public Interest
- Submerged
  - Sovereign Submerged Lands
    - Need resource survey for channel alignment
    - Cultural resource survey required
  - Aquatic Preserve (A.P.)
    - Must be found consistent with A.P. Management Plan
      - May be difficult as the management plan strongly discourages new dredging in the A.P.

*When asked what mechanism would be necessary, i.e. easement..., it was stated that it may need a park agreement and easement, or management agreement. This will depend on what is determined by the governing agencies.*

**5. Resources and Impacts of Dredging:** *FDEP wanted to make sure we understood this would be reviewed as precedent setting activity. This could mean a more thorough review as there are areas in the surrounding counties with similar conditions that could pursue permits if this were to be permitted.*

- Upland
  - Mangroves and other protected species
    - **John Policarpo (ACOE)**-will have to review this under a Standard Permit. Does not see how we are going to overcome the alternatives analysis and cumulative impacts analysis due to impacts of wetlands, mangroves, and submerged areas when there is already boat access. Cumulative impacts would need to consider the future development of the vacant properties.

- **Cynthia (EPA)**- would need an alternative analysis and cumulative effects analysis of the potential impacts.
  - **Megan Mills (FDEP)** – since all three of the proposed channels have been mentioned the review would consider that an application for 1 channel would open the door for the others. They would have to look at the cumulative impacts for one channel and all three during the review. She reiterated that there are other areas in the region with similar situations and this would be viewed as precedent setting.
- Submerged/Aquatic
  - Seagrass, small tooth sawfish, shellfish...
    - **Mark Sramek(NOAA)**-concerns that this activity would adversely impact essential fish habitat through direct and cumulative effects of a new cut on the mangroves and sea grass habitats. If you provide hydrological connectivity from Peace River to Charlotte Harbor, there are unforeseen effects/impacts that could happen. Concern is, if the Manchester water quality is lower quality than that of the Charlotte Harbor, then the access would potentially negatively affect water quality and habitats via direct and secondary impacts. Made mention of the most recent SWFWMD seagrass study that shows a 23% reduction in our region (Charlotte Harbor /Lemon Bay). NOAA would be looking for avoidance and minimization of resource impacts and agreed with ACOE that there is already a channel for boat access.
    - **Jon Iglehart (FDEP)** – Tidal modeling will need to be conducted to see what will happen within the system.
    - **Dana Bethea (Biologist -NOAA)**-Concerns of impacts to juvenile small tooth sawfish and their habitat due to direct and secondary impacts (water quality). They would need to gather a team and figure out how to analyze this, or how to determine the impacts on this species. (The work and costs associated with the NOAA comments are unknown until the application is made and NOAA staff has determined the requirements. There is currently no methodology to determine the biological effects of reduced water quality on the small tooth sawfish.)
    - **Jeffrey Howe (FWS)**-impacts to seagrass beds could also impact manatee which would have to be analyzed as well as other impacts to additional species based upon upland impacts. Concerns over the impacts as the 700 vacant parcels are developed. (The 700 lots discussed were in reference to information provided in the Manchester Civic Association PowerPoint, Item 3 on the Agenda)
    - **Cynthia (EPA)** – Considers this area to be a high-quality aquatic resource. Would want to see an alternatives analysis. Would need to tackle the proposed activity vs. the positives of this area on coastal resiliency as a natural buffer.
  - Mitigation

- **Timothy Rach (FDEP)**-Statue prohibits the use of state land for mitigation but use of an upland Easement may be an option for permittee responsible mitigation
- Would have to have the resource surveys (aquatic and upland/wetland) to further the discussion

#### 6. Water Quality:

- Water Quality Parameters ([MWCA Water Sampling Overview doc](#))
  - **Brandon Moody** – provided data analysis on the seagrass and overview of what has been provided by the MWCA.
  - **Megan Mills (FDEP)** – Stated that at a minimum enterococci and nutrient loads would need to be included. She said they can put together a list of parameters. The number of locations will depend on which model and location of the cut(s). This will be dependent on the results of hydrodynamic/flow study.
- Hydrodynamic s– USF study and requirements ([USF Flow Study Scope pdf](#))
  - **Jon Iglehart (FDEP)** – Will need to get with their hydrodynamic folks to see if this study is all inclusive. The changes to hydrology would need to be considered and assessed /addressed through the cumulative impacts process. Without a formal application any review of information will not be able to be conducted quickly.

#### 7. Challenges to the Permit- Groups/Organizations

- *When asked: If groups from state/federal come out to challenge, how will this affect the permit process?*
  - **Megan Mills (FDEP)**- Administrative Hearing process when notice of permit is issued. groups would need to petition or file to petition. This would then go through the litigation process, which could be lengthy as there is an appeals process (Jon stated that lock removal objection took 4 years to resolve). It is possible that objections could require it to go before the board of trustees.
  - **Tim (FDEP)** – Opposition could affect ARC review and could decide not to issue the easement. (This could stop the project)
  - **John Policarpo (ACOE)** -As comments arise (at any point after submission of the application), they will be sent to the county to address individual concerns and how the project will overcome those concerns. Will not issue a decision until all the comments have been addressed. Anyone can appeal a federal permit which will delay this entire process even longer because the permit will not be able to move forward.

#### 8. Additional Topics/Concerns- By Agency

- **Jon Iglehart (FDEP)**-The ecosystem in your area is quite dynamic, so the water quality will be different now than it was five years ago. Significant concerns include red tide, red algae, nutrient overloads, and how the water flows. It doesn't take much nutrients for blooms to occur. Any

increase in nutrient loads would not be viewed favorably. Reiterated that this potential project is years out

- **Megan Mills (FDEP)** -Compliance with the Manchester Lock removal permit was discussed. Continued compliance is required for the State to consider future permitting in this area. The management plans for State Parks and Aquatic Preserve both discourage connections. This will be a significant task to overcome.
- **John Policarpo (ACOE)** -This is “Daunting” project to permit, there are a lot of moving parts and issues. It could take years before anything begins to move forward. Be aware, that things may change (policies) that we are unaware of and could affect this.
- **Dana (NOAA)** -Sea turtles were not mentioned prior, but that is a concern due to the potential impacts to sea grasses
- **Mark (NOAA)** – Review of this project will be “Robust”
- **Cynthia (EPA)- Comments regarding the implied positive impacts (slide 11 of the [CC Agency Summit PowerPoint](#))**
  - Given that there is already access, the consideration of a project of this type raises a substantial number of issues and questions, particularly given the type and quality of aquatic resources (e.g., essential fish habitat, Aquatic Resources of National Importance, Federally-listed species, etc.). The benefits to the human and natural environment are unsubstantiated without documentation and baseline studies (e.g., traffic studies, noise studies, habitat quality, fin and shellfish assemblage information, etc.), modeling, alternatives analysis, cumulative effects analysis, etc. Other unknowns include whether the proposed 700-lot development would have hardened or living shorelines, traditional development and stormwater treatments vs. LID design or other techniques that disconnect stormwater and provide enhanced treatment, and other site design techniques and measures that would achieve measurable water quality and ecological results.



Photo © Patrick M. Rose

If you see an injured, dead, tagged or orphaned manatee, or if you see a manatee being harassed, please call 1-888-404-FWCC (3922), #FWC or \*FWC on your cellular phone, or use VHF Channel 16 on your marine radio.



**Save the Manatee® Club**  
500 N. Maitland Ave., Maitland, FL 32751  
[www.savethemanatee.org](http://www.savethemanatee.org) • 1-800-432-JOIN (5646)

# Florida Manatee Fast Facts

**Kingdom:** *Animalia*  
**Phylum:** *Chordata*  
**Class:** *Mammalia*  
**Order:** *Sirenia*  
**Family:** *Trichechidae*  
**Genus:** *Trichechus*  
**Species:** *Manatus*  
**Subspecies:** *Latirostris*

**Description:** West Indian manatees are large, gray aquatic mammals with whale-like bodies that taper to a flat, paddle-shaped tail. They have two forelimbs, called flippers, with three to four nails. Their head and face are wrinkled with whiskers on the snout.

**Size:** The average adult manatee is about three meters (9.8 feet) long and weighs between 362 – 544 kilograms (800 – 1,200 pounds).

**Behavior:** Manatees are passive, slow-moving animals. Most of their time is spent eating, resting and traveling. Manatees are often shy and reclusive.

**Sight:** Manatees can distinguish between different-sized objects, colors and patterns and have been known to respond to visual cues from distances of up to 35 meters (115 feet) away.

**Hearing:** Anatomically, manatees have large ear bones and have a good sense of hearing. However, their optimal hearing is most likely in the higher frequency range. Sound localization is poor.

**Communication:** Manatees make sounds that can be described as chirps, whistles or squeaks. Most communication appears to be between mothers and calves.

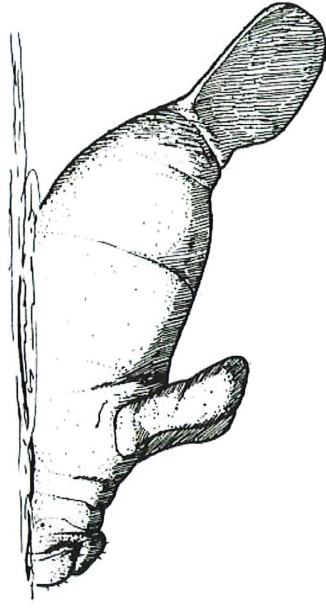
**Habitat:** Manatees are found in shallow, slow-moving rivers, estuaries, saltwater bays, canals and coastal areas, particularly where seagrass beds or freshwater vegetation flourish.

**Range:** West Indian manatees are found throughout the wider Caribbean basin and within the southeastern United States. Florida manatees are concentrated in Florida in the winter. Sporadic summer sightings in Alabama, Georgia, and South Carolina are relatively common.

**Food:** Manatees are herbivores. They eat aquatic plants and can consume about 10 – 15% of their body weight in vegetation daily.

**Related Species:** The West Indian manatee belongs to the scientific order Sirenia and the Florida manatee is a subspecies of the West Indian manatee. Other sirenians include the Amazonian manatee, dugong, Steller's sea cow (extinct), and West African manatee.

**Reproduction:** As with most large mammals, manatees have a low reproductive rate. Manatees are not sexually mature until they are about five years old. On average, one calf is born every two to five years, and twins are rare.



**Mortality:** Many manatee mortalities are human-related. Most human-related manatee mortalities in Florida are caused by watercraft collisions. Manatees are also crushed and/or drowned in canal locks and flood control structures. They can accidentally ingest fishhooks, litter and fishing line or become entangled in crab trap lines. Manatees can also die from natural causes such as cold-related disease, gastrointestinal disease and pneumonia.

**Legal Protection:** Manatees in Florida are protected under two federal laws: the Marine Mammal Protection Act of 1972 and the Endangered Species Act of 1973. Manatees are also protected by the Florida Manatee Sanctuary Act of 1978.

**Conservation:** The *Florida Manatee Recovery Plan* is coordinated by the U.S. Fish and Wildlife Service and sets forth a list of tasks geared toward recovering manatees from their current endangered status. These tasks include: the development of site-specific boat speed zones for manatee protection, implementation of management plans, posting of regulatory speed signs, levying fines for excessive speed in designated areas, public acquisition of critical habitat, creation of sanctuaries, manatee research, and education and public awareness programs.

February 10, 2022

South Gulf Cove Waterway  
MSBU Advisory Board

John Wheeler  
14302 Maysville Circle  
Port Charlotte, FL 33981

Re: Please Read Into the Minutes

To: Members of The MSBU Advisory Board

I wish to state my opposition to the proposed Tender House and position of Lock Tender.

As a taxpayer into the MSBU, I do not see the need for the Tender/Tender House.

My specific reason is the fact that only members of the MSBU are paying for a benefit for all residents of Charlotte County and the State of Florida. It is not fair to charge a tax, and increase that tax, on a select few for the benefit of all.

If you close off the lock and waterways to only members of the MSBU, you would reduce the usage of the lock and not need a tender/tender house. If you wish the lock and waterways to remain open to all, then ALL in the County should pay for the Lock repairs, Tender, and Tender House.

I offer as an example, the \$6.00 toll bridge to Boca Grande. Would you dare tell the Homeowners of Boca Grande that only they must pay the toll, while everyone else in the State can use the bridge for free?

Until such time the County of Charlotte is willing to take over the cost of the MSBU, specifically the Tender House and position of Lock Tender, I Do Not want my taxes raised to pay for this position. Maybe it is time to save some money and bring back the remote controls for MSBU members only.

Mr. John Wheeler

*Mr. John Wheeler*