



# BCC Workshop - MSBU

August 19, 2025

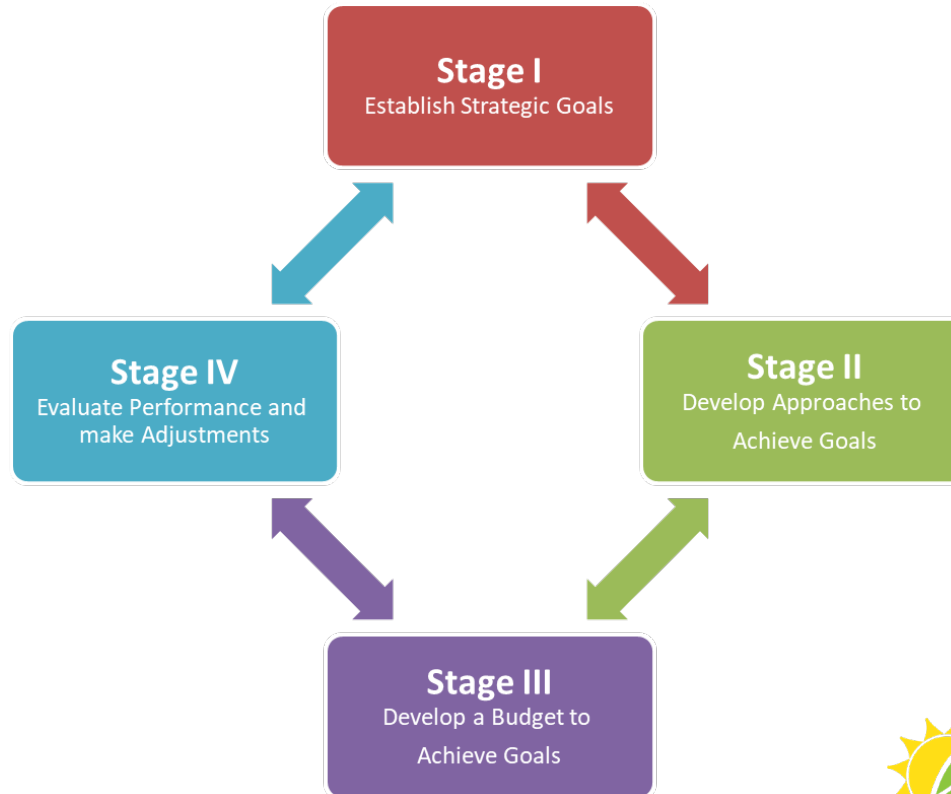


CHARLOTTE COUNTY  
FLORIDA

# Agenda

- Budget Process
  - Budget Stages and Calendar Overview
  - Reserve Policy (MSBU)
  - Previous Rate Reductions (May 20 Workshop)
- Additional Rate Reduction Options
  1. Cook and Brown Street Unit
  2. Englewood East Street and Drainage Unit
  3. Placida Area Street and Drainage Unit
  4. Gardens of Gulf Cove Street and Drainage Unit
  5. Harbour Heights Waterway Unit
  6. Northwest Port Charlotte Waterway Unit

# Stages of the Budget Process



# Budget Process Calendar

## December

Budget Process Introduction Workshop  
Compiling results from Employee Survey and Citizens Survey

## January

Prepare Strategic Review Packet for BCC: Citizen and Employee Surveys, Next Big Things, Scenario Planning  
Updating Financial Trends and Projections  
Reviewing Organization and Community Plan

## February

BCC Strategic Plan Workshop (BCC Retreat)  
Board Workshop for Capital Projects  
Departments to Update Performance Based Budget Information (PBB)  
Department Budget Submission Due

## March

Budget Process Update Workshop:

- Overview of Financial Trends
- Review of Policies
- Preliminary Projections
- Confirm Updated Bold Goals

Department meetings with Budget Director to review operations and programs, confirm requests and prepare for meeting with Admin

## April

Departmental Budget meetings with Admin

## May

BCC Strategic Focus Area Workshops:

- Review of operations, service levels, and cost by strategic focus area
- Review efforts to advance BCC Goals
- Update Revenue Picture

## June

Internal balancing of budget

## July

Presentation of Recommended Budget  
MSBU Public Hearings

## September

Public Hearings on Recommended 2025/26 – 2026/27 Budget  
BCC adoption of 2025/26-2026/27 Budget  
Public Hearing to adopt final FY2026 MSBU rates  
BCC adoption of FY2026 Capital Improvement Program

# Reserve Policy

## II. Municipal Service Benefit Units

The components of Municipal Service Benefit Units reserves should include, but not be limited to the following:

### a. Reserve for Contingencies

The purpose of reserve for contingencies is to maintain adequate levels of fund balance to mitigate current and future risks such as revenue shortfalls, unanticipated expenditures, and to ensure stable tax rates; and other unforeseen financial situations after exhausting all other funding options. The county should strive to maintain a balance **not less than 5% and not greater than 10% percent** of the total of the budget. Budget is defined as the amount available to spend to include beginning balance and revenues.

### b. Cash Carried Forward

A reserve amount for the purpose of paying expenses from Oct. 1 of the ensuing fiscal year until the time when the revenues for that year are expected to be available. The county should strive to maintain a balance **not less than 5% or greater than 10% percent** of the total revenue receipts and balances (beginning balance) of the budget.

### c. Future Capital Outlay

Any reserve amount accumulated for the purpose of funding capital projects must be spent on such project within six years from the date it was assessed or collected.

# Rate Reductions

As presented at MSBU Workshop – May 20, 2025

- Harbour Heights Street and Drainage
- Northwest Port Charlotte Street and Drainage
- Peace River Shores Street and Drainage
- Punta Gorda Non-Urban Street and Drainage
- Suncoast Waterway
- Mid Charlotte Stormwater
- Don Pedro Knight Island Beach Renourishment
- Manasota Key Beach Renourishment

# Rate Reductions

As presented at MSBU Workshop – May 20, 2025

MSBU	Current FY25			Proposed FY26		Max Rate	Reason for Reduction
Street and Drainage	Vacant	Occupied	mea	Vacant	Occupied		
Harbour Heights	\$ 355.00	\$ 355.00	eru	\$ 203.00	\$ 203.00	\$ 408.80	Reduction in work program activities.
Northwest Port Charlotte	\$ 218.00	\$ 218.00	eru	\$ 80.00	\$ 80.00	\$ 218.00	Paid off paving loan, FY25 final year of rate increase.
Peace River Shores	\$ 265.00	\$ 261.72	eru	\$ 30.00	\$ 30.00	\$ 334.00	Paid off paving loan early.
Punta Gorda Non-Urban	\$ 217.25	\$ 211.78	eru	\$ 57.00	\$ 57.00	\$ 217.25	Paid off paving loan, FY25 final year of rate increase.
<b>Waterway</b>	Vacant	Occupied	mea	Vacant	Occupied		
Suncoast	\$ 738.07	\$ 738.07	eru	\$ 235.00	\$ 235.00	\$ 1,525.00	Dredging project canceled.
<b>Stormwater</b>	Vacant	Occupied	mea	Vacant	Occupied		
Mid Charlotte Stormwater							Stormwater drainage control structure replacement project completed.
Greater Port Charlotte Basin	\$ 151.07	\$ 166.18	acre	\$ 76.00	\$ 76.00	\$ 200.00	
Mid-Charlotte Basin	\$ 93.80	\$ 103.19	acre	\$ 76.00	\$ 76.00	\$ 200.00	

# Rate Reductions

As presented at MSBU Workshop – May 20, 2025

MSBU	Current FY25			Proposed FY26		Max Rate	Reason for Reduction
	Vacant	Occupied	mea	Vacant	Occupied		
<b>Beach Renourishment</b>							
Don Pedro Knight Island Beach Renourishment							Sufficient funding collected for capital assessment during first 7 years of cycle.
Commercial Recreation (C)	\$ 0.698	\$ 0.698	valu	\$ -	\$ -	\$ 0.698	
Government Recreation (C)	\$ 0.699	\$ 0.699	valu	\$ -	\$ -	\$ 0.699	
Nearshore Benefit Zone (C)	\$ 23.300	\$ 23.300	pt	\$ -	\$ -	\$ 23.300	
Residential Recreation (C)	\$ 220.770	\$ 220.770	edu	\$ -	\$ -	\$ 220.770	
Manasota Key Beach Renourishment							Sufficient funding collected for capital assessment during first 7 years of cycle.
Commercial Recreation (C)	\$ 1.332	\$ 1.332	valu	\$ -	\$ -	\$ 1.332	
Government Recreation (C)	\$ 1.337	\$ 1.337	valu	\$ -	\$ -	\$ 1.337	
Nearshore Benefit Zone (C)	\$ 55.850	\$ 55.850	pt	\$ -	\$ -	\$ 55.850	
Residential Recreation (C)	\$ 341.770	\$ 341.770	edu	\$ -	\$ -	\$ 341.770	

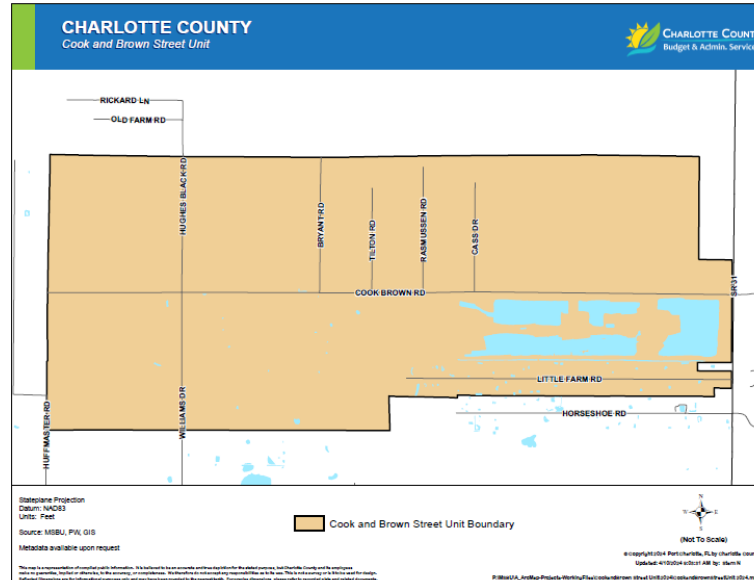
# Additional Reduction Options

<b>MSBU</b>	<b>Current FY25 Rate</b>	<b>Approved FY26 Rate</b>	<b>Reduced FY26 Rate</b>	<b>Decrease</b>
<b>Cook and Brown Street Unit</b>				
Revised Work Program	\$20.00	\$53.00	<b>\$45.00</b>	(\$8.00)
Revised Work Program with Incremental Increase	\$20.00	\$53.00	<b>\$31.00</b>	(\$22.00)
<b>Englewood East Street and Drainage</b>				
<i>No Sidewalks</i>				
Revised Work Program	\$190.00	\$292.00	<b>\$285.00</b>	(\$7.00)
Revised Work Program with additional drainage	\$190.00	\$292.00	<b>\$292.00</b>	\$0.00
<b>Placida Street and Drainage</b>				
<i>No Sidewalks</i>				
Revised Work Program	\$235.15	\$385.00	<b>\$367.00</b>	(\$18.00)
* Revised Work Program - Deferring pipe to FY27	\$235.15	\$385.00	<b>\$323.00</b>	(\$62.00)
<b>Gardens of Gulf Cove Street and Drainage</b>				
<i>Revised Work Program</i>				
Full Paving in FY26	\$350.00	\$591.00	<b>\$543.00</b>	(\$48.00)
Phased Paving - Coliseum split east and west	\$350.00	\$591.00	<b>\$450.00</b>	(\$141.00)
Phased Paving - Coliseum & Thorman, then others	\$350.00	\$591.00	<b>\$374.00</b>	(\$217.00)
<b>Harbour Heights Waterway</b>				
* No Dredge - Rate reduction	\$300.00	\$300.00	<b>\$132.00</b>	(\$168.00)
<b>Northwest Port Charlotte Waterway</b>				
<i>Dredge Depth -3.8' mean low water</i>				
* 3 year loan	\$100.00	\$310.00	<b>\$100.00</b>	(\$210.00)

*Rates have been lowered to the minimum reserve policy levels for contingency and cash carried forward.*

# Cook and Brown Street Unit

# Cook and Brown Street Unit



The Board of County Commissioners adopted the final assessment resolution on July 16, 2025, with a max rate of \$53 while directing staff to review the proposed Public Works Services work program.

# Cook and Brown Street Unit

## Revised Work Program:

- Staff based future work programs on FY24 actual expenditures and current service requests.
- Staff reduced activities under Public Works Services for right-of-way watering and small pipe install, and under Contracted Services for pipe lining.

# Cook and Brown Street Unit

MSBU	Current FY25 Rate	Approved FY26 Rate	Reduced FY26 Rate	Decrease	Year of rate change	Rate Change # of years	Loan Term (years)	Lowest Reserve %
<b>Cook and Brown Street Unit</b>								
Revised Work Program	\$20.00	\$53.00	<b>\$45.00</b>	(\$8.00)	N/A	10	N/A	14.6%
Revised Work Program with Incremental Increase	\$20.00	\$53.00	<b>\$31.00</b>	(\$22.00)	FY26 - \$31	2	N/A	10.1%
					FY28 - \$45	2		
					FY30 - \$50	7		
					FY37			

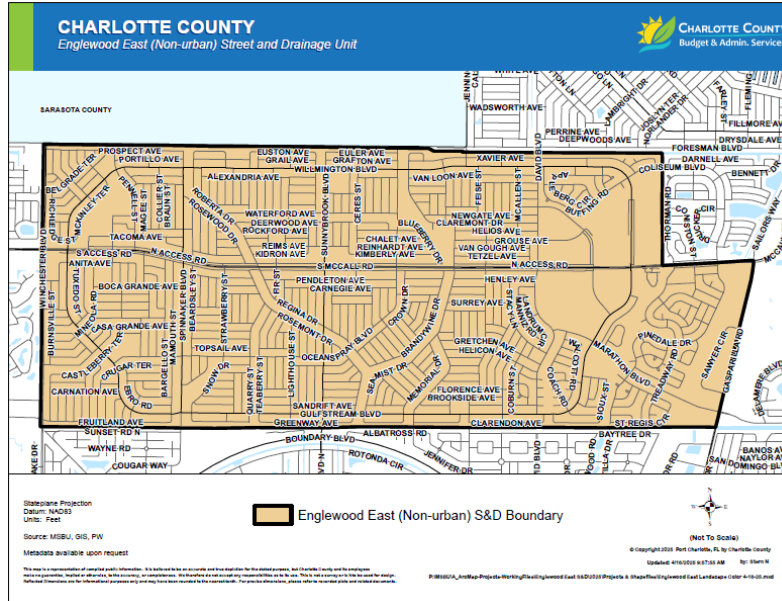
## Options:

1. Retain Approved FY26 Rate at \$53.00.
2. Reduced FY26 Rate at \$45.00. (Revised Work Program)
3. Reduced FY26 Rate at \$31.00. (Revised Work Program with Incremental Increase)

Max Rate: \$53.00

# Englewood East Street and Drainage

# Englewood East Street and Drainage



The Board of County Commissioners adopted the final assessment resolution on July 17, 2025, with a max rate of \$292 to fund the paving program, removing the sidewalk capital improvement project (CIP) while directing staff to review the proposed Public Works services work program.

# Englewood East Street and Drainage

## Revised Work Program:

- Staff based future work programs on FY24 actual expenditures and current service requests.
- Staff reduced activities under Public Works Services for right-of-way watering, road edging, striping, legends and markings, reflective pavement markers, shoulder repairs, side lot outfall maintenance, and right-of-way clearing and hauling.

# Englewood East Street and Drainage

MSBU		Current FY25 Rate	Approved FY26 Rate	Reduced FY26 Rate	Decrease	Year of rate change	Rate Change # of years	Loan Term (years)	Lowest Reserve %
<b>Englewood East Street and Drainage</b>									
<i>No Sidewalks</i>									
	Revised Work Program	\$190.00	\$292.00	<b>\$285.00</b>	(\$7.00)	FY40	14	15	10.6%
	Revised Work Program with Additional Drainage	\$190.00	\$292.00	<b>\$292.00</b>	\$0.00	FY40	14	15	11.5%

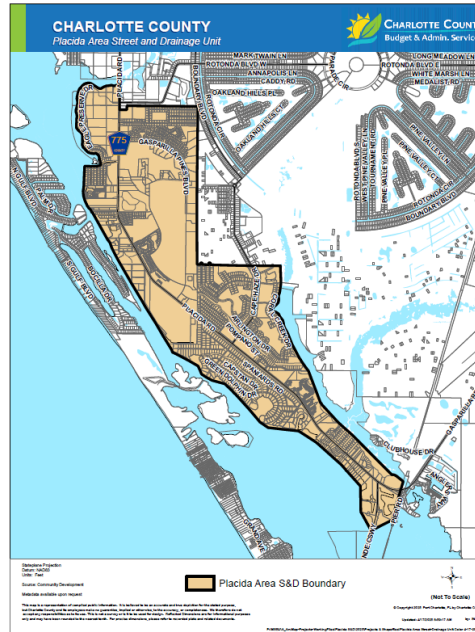
## Options:

1. Retain Approved FY26 Rate at \$292.00.
2. Reduced FY26 Rate at \$285.00. (Revised Work Program)
3. Revised FY26 Rate at \$292.00. (Revised Work Program with Additional Drainage)
  - Additional drainage services include line & grade, standard cuts and vacuum culvert cleaning.

Max Rate: \$292.00

# Placida Area Street and Drainage

# Placida Area Street and Drainage



The Board of County Commissioners adopted the final assessment resolution on July 17, 2025, with a max rate of \$385 to fund the paving program, while directing staff to review the proposed Public Works services work program.

# Placida Area Street and Drainage

## Revised Work Program:

- Staff based future work programs on FY24 actual expenditures and current service requests.
- Staff reduced activities under Public Works Services for reflective pavement markings and MSBU Administrative Work.

# Placida Area Street and Drainage

MSBU		Current FY25 Rate	Approved FY26 Rate	Reduced FY26 Rate	Decrease	Year of rate change	Rate Change # of years	Loan Term (years)	Lowest Reserve %
<b>Placida Street and Drainage</b>									
<i>No Sidewalks</i>									
	Revised Work Program	\$235.15	\$385.00	<b>\$367.00</b>	(\$18.00)	FY28	2	N/A	10.0%
	* Revised Work Program - Deferring Pipe to FY27	\$235.15	\$385.00	<b>\$323.00</b>	(\$62.00)	FY28	2	N/A	10.0%

## Options:

1. Retain Approved FY26 Rate at \$385.00.
2. Reduced FY26 Rate at \$367.00. (Revised Work Program)
3. Reduced FY26 Rate at \$323.00. (Revised Work Program & Deferring Pipe Lining to FY27)

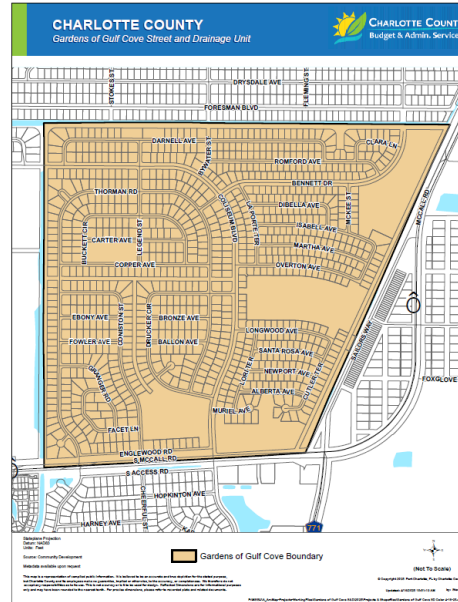
*\* This is not the recommendation of staff due to the increase probability of pipe failure under a freshly paved road surface if the pipe lining is deferred.*

Max Rate: \$385.00

# Gardens of Gulf Cove Street and Drainage

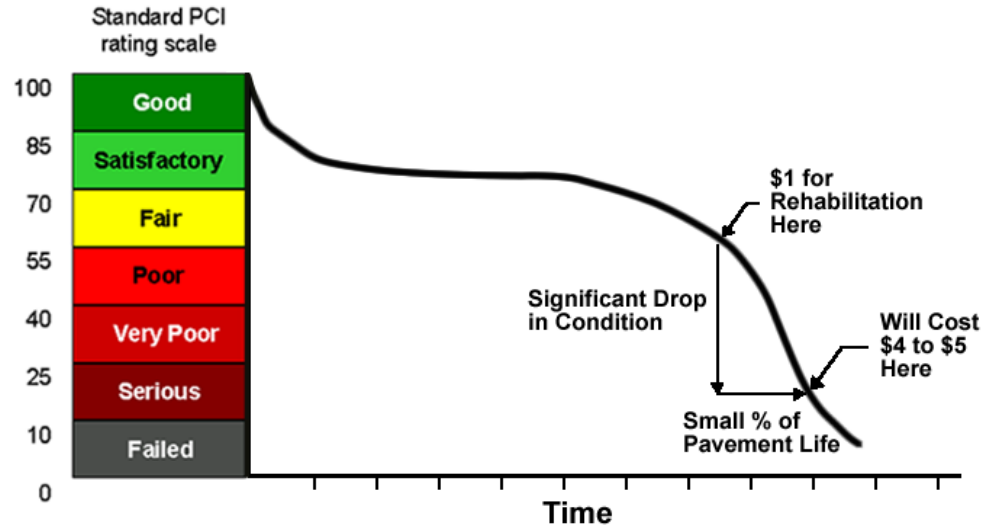


# Gardens of Gulf Cove Street and Drainage



The Board of County Commissioners adopted the final assessment resolution on July 17, 2025, with a max rate of \$591 to fund the paving program, while directing staff to review the proposed Public Works services work program. The assessment rate is anticipated to be lowered in FY29 when pipe lining is reduced.

# Gardens of Gulf Cove Street and Drainage Road Condition Update



# Gardens of Gulf Cove Street and Drainage Road Condition Update



*Video footage of the road conditions  
within Gardens of Gulf Cove.*

# Gardens of Gulf Cove Street and Drainage

## Revised Work Program:

- Staff based future work programs on FY24 actual expenditures and current service requests.
- Staff reduced activities under Public Works Services for striping, legends and pavement markings and MSBU Administrative Work per the request of the Advisory Board in April. Additional reductions can be made to the road edging activity.

# Gardens of Gulf Cove Street and Drainage

MSBU	Current FY25 Rate	Approved FY26 Rate	Reduced FY26 Rate	Decrease	Year of rate change	Rate Change # of years	Loan Term (years)	Lowest Reserve %
<b>Gardens of Gulf Cove Street and Drainage</b>								
<i>Revised Work Program</i>								
Full Paving in FY26 - Revised Work Program	\$350.00	\$591.00	<b>\$543.00</b>	(\$48.00)	FY26 - \$543 FY29 - \$538 FY32 - \$492 FY37	3 3 5	15	10.0%
Phased Paving - Coliseum split east and west								
FY26 - Phase 1 Coliseum to the West	\$350.00	\$591.00	<b>\$450.00</b>	(\$141.00)	FY26 - \$450 FY29 - \$585 FY32	3 3	15	10.0%
FY29 - Phase 2 East of Coliseum								
Phased Paving - Coliseum & Thorman, then others								
FY26 - Phase 1 Coliseum and Thorman	\$350.00	\$591.00	<b>\$374.00</b>	(\$217.00)	FY26 - \$374 FY29 - \$591 FY32	3 3	15	10.0%
FY29 - Phase 2 All other roads								

## Options:

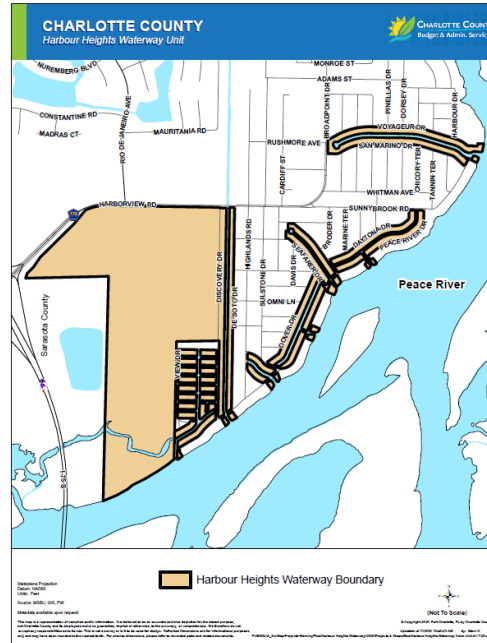
1. Retain Approved FY26 Rate at \$591.00.
2. Reduced FY26 Rate at \$543.00. (Revised Work Program & Full Paving in FY26)
3. Reduced FY26 Rate at \$450.00. (Revised Work Program & Phased Paving - East/West)
4. Reduced FY26 Rate at \$374.00. (Revised Work Program & Phased Paving - Spine/Others)

Max Rate: \$591.00

# Harbour Heights Waterway



# Harbour Heights Waterway



The Board of County Commissioners adopted the final assessment resolution on July 16, 2025, keeping the current rate at \$300 and deferring the proposed dredge project.

# Harbour Heights Waterway

MSBU	Current FY25 Rate	Approved FY26 Rate	Reduced FY26 Rate	Decrease	Year of rate change	Rate Change # of years	Loan Term (years)	Lowest Reserve %
Harbour Heights Waterway								
* No Dredge - Rate reduction	\$300.00	\$300.00	<b>\$132.00</b>	(\$168.00)	FY35	9	N/A	10.4%

## Options:

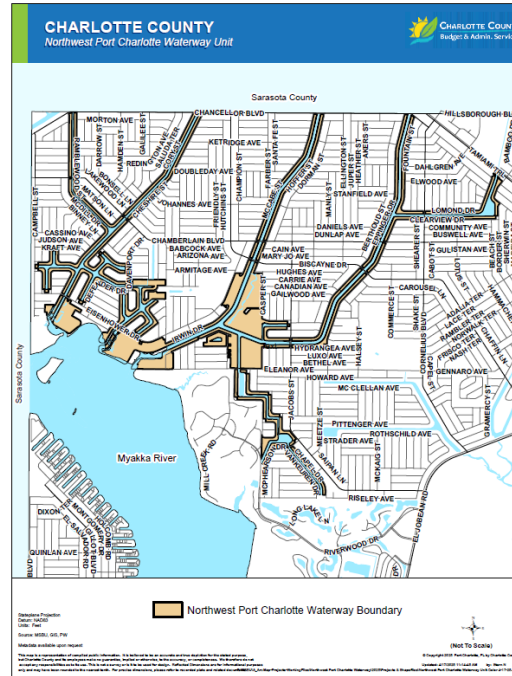
1. Retain Approved FY26 Rate at \$300.00.
  - Defer dredge project to next 2-yr budget cycle (FY28) and continue building reserves for future dredging. Reserves will need to be used for dredging by FY29.
2. Reduced FY26 Rate at \$132.00.
  - Remove dredge project from 6-yr Capital Maintenance Program (CMP) and use current reserves for bathymetric surveying and navigational trimming. Bring dredge project back with an associated rate increase in a future budget cycle.

*\* This is not the recommendation of staff based on feedback from the Advisory Board who recommended dredging.*

Max Rate: \$400.00 (Resolution 08-085)

# Northwest Port Charlotte Waterway

# Northwest Port Charlotte Waterway



The Board of County Commissioners adopted the final assessment resolution on July 16, 2025, with a max rate of \$310 to fund the exterior dredge project.

# Northwest Port Charlotte Waterway

MSBU		Current FY25 Rate	Approved FY26 Rate	Reduced FY26 Rate	Decrease	Year of rate change	Rate Change # of years	Loan Term (years)	Lowest Reserve %
<b>Northwest Port Charlotte Waterway</b>									
<i>Dredge Depth -3.8' mean low water</i>									
	* 3 year loan	\$100.00	\$310.00	<b>\$100.00</b>	(\$210.00)	FY30	4	3	20.6%

## Options:

1. Retain Approved FY26 Rate at \$310.00 for exterior dredge.
  - No loan with a rate reduction in FY27. Anticipated rate reduction to \$60 upon completion of the exterior dredge; or \$150 in FY27 to build reserves for a future interior dredge. (Advisory Board recommended a rate of \$150 in FY27.)
2. Reduce FY26 Rate to maintain current FY25 Rate of \$100.00 for exterior dredge.
  - Requires a 3 year loan with either a rate increase in FY30 for an interior dredge or decrease in FY30 for no interior dredge.

*\* This is not the recommendation of staff based on feedback from the Advisory Board and citizens in attendance at the July 2025 public hearing requesting additional interior dredging. This option would postpone a future dredge project until the loan is paid off.*