

**MINUTES  
ALLIGATOR CREEK WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, APRIL 8, 2026**

**2:00 p.m. – 2:47 p.m.  
Charlotte Harbor Event Center  
75 Taylor Street, Punta Gorda, Florida**

**Members Present:** Stephen Carey, Chair  
David Johnston, Vice Chair  
Alan Reichert  
Jennie Phipps  
Harry Walberg

**Members Absent:** None

**County Staff:** Erica Hayes, Community Liaison

**Guests:** None

**Call to Order / Roll Call:**

The meeting was called to order at 2:00 p.m. A roll call was taken, and a quorum was established.

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

None

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

None

**Approval of the Minutes:**

The January 21, 2026, minutes were unanimously approved as written.

**Unfinished Business:**

- a. Update: Dredge Project: Staff reported that the Pirate Harbor Waterway dredge design revisions have been completed. Staff is now preparing comparison scenarios for a combined dredge project and separate dredging projects. A cost-benefit analysis will be presented to the Advisory Board once finalized. The project will proceed to design bidding following board review. Conversation ensued regarding the county-wide blanket permit initiative which covers multiple waterways and is expected to significantly reduce permitting delays.
- b. Navigational Trimming: Staff clarified that trimming is for navigation safety only, not aesthetics. Navigational trimming includes overhanging vegetation impacting line of sight and obstructions affecting safe passage. Mangrove trimming is strictly regulated while pepper trees and invasive species allow more flexibility. The board discussed a preference for more frequent, smaller trimming efforts vs. large-scale periodic projects. The board was directed to identify and submit locations needing navigational trimming for future mapping and scope development.

**New Business:**

- a. Financial Reports: The FY 2025 annual report and executive summary reports were provided for review. The 10- year financial projection report was also reviewed. Discussion ensued regarding increased projected operating expenditures (FY26/27), loan repayment, and the reserve policy.

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

None

**Advisory Board Open Discussion:**

- Discussion on future meetings was had. Staff clarified that only three meetings a year are required and that one meeting can be canceled if there is not action to be taken.
- Informal discussion regarding the community survey distribution
- Discussion on hurricane season outlook, the board noted it looks favorable at this time.

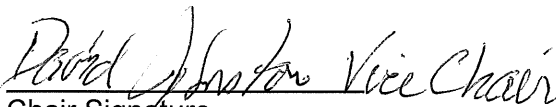
**Schedule Meetings / Items for Next Agenda:**

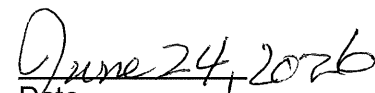
Future meetings are tentatively scheduled at 2:00 p.m. at the Punta Gorda Library as follows:

- Wednesday, June 24, 2026
- Wednesday, October 7, 2026

The meeting adjourned at 2:47 p.m.

Submitted by Erica Hayes  
Public Works Department

  
Chair Signature

  
Date

**AGENDA  
ALLIGATOR CREEK WATERWAY  
MUNICIPAL SERVICE BENEFIT UNIT (MSBU)**

**ADVISORY BOARD REGULAR MEETING  
WEDNESDAY, APRIL 8, 2026**

**2:00 p.m., Charlotte Harbor Event Center  
75 Florida Street, Punta Gorda, Florida**

**BOARD MEMBERS:** Stephen Carey, Chair  
David Johnston, Vice-Chair  
Alan Reichert  
Harry Walberg  
Jennie Phipps

**COUNTY STAFF:** Erica Hayes, Community Liaison

**PURPOSE:** Regular Meeting

1. Call to Order / Roll Call
2. Changes to the Agenda / Motion to Approve Changes
3. Citizen Input on Agenda Items (3-Minute Limit)
4. Approval of Minutes: January 21, 2026
5. Unfinished Business:
  - a. Update: Dredge Project
  - b. Navigational Trimming
6. New Business:
  - a. Financial Reports
  - b. Future Projects
7. Citizen Input on MSBU Items (3-Minute Limit)
8. Advisory Board Open Discussion
9. Meeting Schedule / Items for Next Agenda
10. Motion to Adjourn

**Alligator Creek Waterway MSBU**  
Fund Financial Report - 5 Year Annual Report  
Oct. 1, 2020 - Sept. 30, 2025

	Actual FY2021	Actual FY2022	Actual FY2023	Actual FY2024	Adopted Budget FY2025	Actual FY2025
<b>Beginning Balance</b>	\$ 550,444	\$ 620,934	\$ 716,132	\$ 814,418	\$ 848,393	\$ 948,778
<b>Revenues</b>						
<b>Assessments &amp; Earnings</b>						
<i>Assessments</i>	115,512	115,430	115,430	115,389	119,688	115,624
<i>Interest</i>	3,434	5,686	28,590	18,621	2,970	19,954
<i>Interest Earnings-L.G.S.F.T.F.</i>	-	-	-	20,047	-	17,759
<i>Net Inc/(Decr) Fair Market Value-Investments</i>	(3,405)	(13,422)	5,412	10,911	-	4,744
<i>Interest-Tax Coll</i>	-	-	-	57	-	232
<i>Excess Fees /Tax Collector</i>	696	635	626	503	-	541
<i>Less 5% Reserve - FS 129.01(2)b</i>	-	-	-	-	(6,133)	-
<b>Grant &amp; Subsidy Revenue</b>						
<b>Loans &amp; Borrowing</b>						
<i>Debt Proceeds</i>	-	-	-	-	-	-
<b>Total Revenue</b>	\$ 116,237	\$ 108,329	\$ 150,058	\$ 165,528	\$ 116,525	\$ 158,854
<b>Expenditures</b>						
<b>Contract Services</b>						
<i>Engineering</i>	-	-	-	-	-	-
<i>Other Contractual Svcs</i>	-	-	-	-	-	-
<b>Contract Services; other</b>						
<i>Survey</i>	35,950	-	-	20,404	25,000	4,244
<i>Navigational Trimming</i>	-	-	33,550	-	50,000	-
<b>Public Works Services</b>						
<i>Equip Repl Charges-PubWrks</i>	-	-	110	-	315	-
<i>Operating Exp-PubWrks</i>	7,748	5,281	5,419	8,246	5,836	7,465
<b>Internal Charges</b>						
<i>Central/Indirect Svcs</i>	571	1,753	1,059	495	1,362	1,362
<b>Purchased Services</b>						
<i>Postage</i>	-	-	-	-	-	-
<i>Advertising-Legal</i>	-	-	-	370	-	-
<i>Collection Fee-Tax Collector</i>	1,477	1,460	1,393	1,178	2,394	1,144
<b>Materials and Supplies</b>						
<b>Capital Outlay</b>						
<b>Debt Services</b>						
<i>Principal</i>	-	-	-	-	-	-
<i>Interest</i>	-	-	-	-	-	-
<b>Project Costs</b>						
<b>Entrance Channel Dredge</b>						
<i>Engineering</i>	-	-	8,260	-	68,730	25,397
<i>Dredging</i>	-	-	-	-	324,829	-
<i>Labor (not reported separate prior to FY23)</i>	-	4,637	1,980	475	6,726	1,253
<b>Total Expenditures</b>	45,747	13,131	51,772	31,168	485,192	40,865
<b>Reserves (Ending Fund Balance)</b>	\$ 620,934	\$ 716,132	\$ 814,418	\$ 948,778	\$ 479,726	\$ 1,066,767
<i>Reserve %</i>	93.1%	98.2%	94.0%	96.8%	49.7%	96.3%

Date Prepared: 1/22/2026

**ALLIGATOR CREEK WATERWAY  
Municipal Service Benefit Unit (MSBU)  
FY25 Annual Report – Executive Summary  
October 1, 2024 – September 30, 2025**

**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 X. - ALLIGATOR CREEK WATERWAY UNIT Sec. 4-7-197. - Purpose.**

The purpose of this unit is to provide for the dredging, maintenance, clearing, marking for navigational purposes, and providing for safety devices in Alligator Creek, to provide residents and marine interests within the unit a means of use and enjoyment of the waterways in the unit and to Charlotte Harbor.

**Summary**

**Current Rate: \$78**

**Max Rate: \$100**

The FY25 completed work program included all internal maintenance and administrative costs, along with contracted services for a post-storm bathymetric survey, navigational trimming. Professional services included design, engineering and permitting for a maintenance dredge project.

The current fiscal year work program includes all internal maintenance and administrative costs, as well as contracted services for a bathymetric survey, navigational trimming. Professional and construction services for a maintenance dredge project.

For FY27, the Advisory Board recommends budgeting for the annual internal maintenance and administrative costs, along with contracted services for a bathymetric survey, navigational trimming.

Alligator Creek Waterway MSBU

10 Year Projection

as of 2.5.26

	Actual FY2025	Projected FY2026	Proposed FY2027	Projected FY2028	Projected FY2029	Projected FY2030	Projected FY2031
<b>BEGINNING BALANCE</b>	\$948,778	\$1,066,767	\$781,135	\$623,739	\$472,019	\$353,367	\$250,676
<b>OPERATING REVENUES</b>							
Assessments & Earnings	158,312	365,649	356,402	363,372	362,857	362,454	362,105
External Borrowing	541.34	1,723,000	-	-	-	-	-
<b>Total Revenue</b>	\$158,854	\$2,088,649	\$356,402	\$363,372	\$362,857	\$362,454	\$362,105
<b>OPERATING EXPENDITURES</b>							
Dredging	26,649	2,262,978	-	-	-	-	-
Other Operating Expenditures	14,215	68,224	98,233	115,897	99,506	101,193	102,964
Principal Payments	-	-	345,000	345,000	345,000	345,000	343,000
Interest Payments	-	43,079.00	70,565	54,194	37,003	18,952	9,477
<b>Total Expenditures</b>	\$40,865	\$2,374,281	\$513,798	\$515,091	\$481,509	\$465,145	\$455,441
<b>RESERVE (ENDING FUND BALANCE)</b>	1,066,767	781,135	\$623,739	\$472,019	\$353,367	\$250,676	\$157,340
Reserve %	96.3%	24.8%	54.8%	47.8%	42.3%	35.0%	25.7%

Notes:

- Anticipated rate reduction after loan payoff
- Dredging contains all project related costs including:  
Engineering/Design, Construction, and Project Management Costs
- Other Operating Expenditures includes but is not limited to: Navigational Trimming, Survey, Central/Indirect Services, Legal advertising, Tax Collector fees, Sign Materials, Public Works Services (Equipment, Labor, and Materials)
- Navigational Trimming and Survey occurring each year

Alligator Creek Waterway MSBU

10 Year Projection

as of 2.5.26

	evaluate rate					
	Projected FY2032	Projected FY2033	Projected FY2034	Projected FY2035	Projected FY2036	Projected FY2037
<b>BEGINNING BALANCE</b>	\$157,340	\$414,305	\$670,190	\$924,894	\$1,178,310	\$1,430,326
<b>OPERATING REVENUES</b>						
Assessments & Earnings	361,788	362,661	363,529	364,394	365,255	366,110
External Borrowing	-	-	-	-	-	-
<b>Total Revenue</b>	\$361,788	\$362,661	\$363,529	\$364,394	\$365,255	\$366,110
<b>OPERATING EXPENDITURES</b>						
Dredging	-	-	-	-	-	-
Other Operating Expenditures	104,823	106,776	108,826	110,978	113,238	115,611
Principal Payments	-	-	-	-	-	-
Interest Payments	-	-	-	-	-	-
<b>Total Expenditures</b>	\$104,823	\$106,776	\$108,826	\$110,978	\$113,238	\$115,611
<b>RESERVE (ENDING FUND BALANCE)</b>	\$414,305	\$670,190	\$924,894	\$1,178,310	\$1,430,326	\$1,680,825
Reserve %	79.8%	86.3%	89.5%	91.4%	92.7%	93.6%

Notes:

- Anticipated rate reduction after loan payoff
- Dredging contains all project related costs including:  
Engineering/Design, Construction, and Project Management Costs
- Other Operating Expenditures includes but is not limited to: Navigational Trimming, Survey, Central/Indirect Services, Legal advertising, Tax Collector fees, Sign Materials, Public Works Services (Equipment, Labor, and Materials)
- Navigational Trimming and Survey occurring each year