

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

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JULY 9, 2025**

**2:05 p.m. – 3:27 p.m.
Punta Gorda Charlotte Library
401 Shreve Street, Punta Gorda, Florida**

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

Members Absent: None

County Staff: Erica Hayes, Community Liaison

Guests: See attached sign in sheet

Call to Order / Roll Call:

The meeting was called to order at 2:03 p.m. A roll call was taken, and a quorum was established. Chair Mr. Johnston welcomed attendees and introduced the function of the MSBU. The next meeting (4th Quarter) will be held September 7, 2025, at 2:00 p.m. He reviewed the purpose of the MSBU, the appointment terms, and public speaking opportunities. It was noted that all MSBU members must have access to Alligator Creek and pay an annual assessment of \$78.

Changes to the Agenda / Motion to Approve Changes:

None

Citizen Input on Agenda Items (3 Minute Limit):

None

Approval of the Minutes:

The February 27, 2025, minutes were unanimously approved as written. Steven Carey recused himself from approving the February minutes due to absence.

Unfinished Business:

- a. Update: Dredge Project: An update was provided to the group that Mr. Nodine will be leaving his position in August, and Matt Logan will temporarily oversee dredge projects until the position is filled. Updated survey maps and depth data were reviewed. Key shallow areas are located near the Riviera Marina. Dredging will be limited to public waterways and will not extend into private canals. Estimated dredge costs have increased to \$1.77 per cubic yard (from a pre-hurricane estimate of \$1.61). Fema funding for two projects is still anticipated. The Advisory Board approved loan has not yet been executed. If costs exceed budget, options may include increasing the MSBU rate, borrowing additional funds, or deferring portions of the project.
- b. Waterway Safety: Discussion regarding safety concerns and enforcement was had. The board discussed past crowding events near Riviera Marina and the potential hazard of large boat gatherings. The group discussed hiring marine patrol enforcement during peak hours/events.

Ms. Phipps volunteered to revise and distribute the survey to gather feedback from nearby waterway communities and associations regarding safety practices and enforcement tools.

New Business:

- a. Financial Reports: The fiscal year (FY) 2025 quarter two actual expenditure and activity maintenance reports were provided for review.

Citizen Input on MSBU items (3 Minute Limit):

- Citizen in attendance asked questions about dredging and access as a potential future resident.

Advisory Board Open Discussion:

None

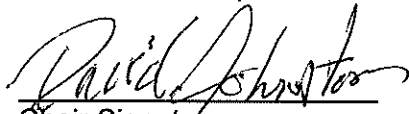
Schedule Meetings / Items for Next Agenda:

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

- Wednesday, September 17, 2025
- Wednesday, November 5, 2025

The meeting adjourned at 3:27 p.m.

Submitted by Erica Hayes
Public Works Department


Chair Signature

9-17-25
Date

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

**ADVISORY BOARD REGULAR MEETING
WEDNESDAY, JULY 9, 2025**

**2:00 p.m., Punta Gorda Charlotte Library
401 Shreve Street, Punta Gorda, Florida**

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

COUNTY STAFF: Erica Hayes, Community Liaison
DeWayne Nodine, Project Manager

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: February 27, 2025
5. Unfinished Business:
 - a. Update: Dredge Project
 - b. Waterway Safety
6. New Business:
 - a. Financial Reports
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

FY2026 & FY2027

FY2026	FY2027
4,786.100	4,786.100
\$ 78.00	\$ 78.00
\$ 25.00	
\$ 100.00	

Preliminary Budget FY2026	Preliminary Budget FY2027
\$ 1,018,115	\$ 724,288
373,316	373,316
3,564	2,536
(18,844)	(18,793)
1,723,000	-
\$ 2,081,036	\$ 357,059
-	-
-	-
-	30,000
50,000	50,000
416	416
10,356	10,356

	Preliminary Budget FY2026	Preliminary Budget FY2027
Internal Charges		
<i>Central/Indirect Svcs</i>	567	595
Purchased Services		
<i>Postage</i>	-	-
<i>Advertising-Legal</i>	-	-
<i>Collection Fee-Tax Collector</i>	7,467	7,467
Materials and Supplies		
Capital Outlay		
Debt Services		
<i>Principal</i>	-	345,000
<i>Interest</i>	43,079	70,565
Project Costs		
<i>Entrance Channel Dredge</i>		
<i>Engineering</i>	106,167	-
<i>Dredging</i>	2,130,884	-
<i>Labor</i>	25,927	-
Total Expenditures	2,374,863	514,399
Reserves (Ending Fund Balance)	\$ 724,288	\$ 566,948
<i>Reserve %</i>	23.4%	52.4%

Version Date

4/4/2025

Budget Report

Activity Description: All

Alligator Creek Waterway Unit
Budget Year: 2026

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Total
MSBU Administrative Work	100	HOURS	\$7,897.00		\$416.00	\$8,313.00
Project Management	20	LABOR	\$1,875.13			\$1,875.13
Alligator Creek Waterway Unit Total			\$9,772.13		\$416.00	\$10,188.13

Budget Report

Activity Description: All

Alligator Creek Waterway Unit

Budget Year: 2027

Budget Details						
Activity Description	Work Quantity	Unit of Measure	Labor Cost	Materials Cost	Equipment Cost	Total
MSBU Administrative Work	100	HOURS	\$7,897.00		\$416.00	\$8,313.00
Project Management	20	LABOR	\$1,875.13			\$1,875.13
Alligator Creek Waterway Unit Total			\$9,772.13		\$416.00	\$10,188.13

Capital Maintenance Schedule
Public Works - MSBU/TU Dredging
2026-2027

Project Costs (in thousands)

<u>Project Name</u>	2026	2027	2028	2029	2030	2031	TOTAL
Alligator Creek - Entrance Channel	2,306	71	54	37	19	9	2,496
Buena Vista/Edgewater North WW Maintenance Dredging	110	-	-	-	-	-	110
Don Pedro/Knight/Palm Island Renourishment FY20	561	-	-	-	-	-	561
Don Pedro/Knight/Palm Island Renourishment FY26	2,988	-	-	-	-	-	2,988
Gulf Cove WW Dredging	4,299	150	128	105	81	55	4,818
Harbour Heights WW Maintenance Dredging	659	-	-	-	-	-	659
Manasota Key Beach Nourishment FY20	747	-	-	-	-	-	747
Manasota Key Beach Nourishment FY26	3,698	-	-	-	-	-	3,698
Manchester Waterway Maintenance Dredging	850	-	-	-	-	-	850
NWPC Exterior Dredging	2,126	-	-	-	-	-	2,126
Pirate Harbor Maintenance Dredging	513	13	10	7	3	1	547
South Gulf Cove WW Maintenance Dredging	1,817	-	-	-	-	-	1,817
Stump Pass Maintenance Dredging FY26	766	64	65	-	-	-	895
Stump Pass Maintenance Dredging FY29	-	-	131	4,436	47	48	4,662
TOTAL	21,439	298	388	4,585	150	114	26,973

Charlotte County

Alligator Creek Waterway
Entrance Channel Dredge FY26 (Excludes FEMA)
as of 03.10.25

BEGINNING BALANCE

OPERATING REVENUES

Assessments & Earnings
External Borrowing

Total Revenue

OPERATING EXPENDITURES

Dredging
Other Operating Expenditures
Principal Pymts
Interest Pymts

Total Expenditures

RESERVE (ENDING FUND BALANCE)

Reserve %

	Estimate FY2025	\$	78.00 FY2026	Preliminary FY2027	Projected FY2028
	\$ 948,778		\$914,985	\$725,603	\$565,235
	116,525		357,693	357,063	364,035
	-		1,723,000	-	
	\$116,525		\$2,080,693	\$357,063	\$364,035
	106,167.00		2,157,326	-	-
	44,151		69,670	101,866	114,291
	-		-	345,000	345,000
	-		43,079	70,565	54,193
	\$150,318		\$2,270,075	\$517,431	\$513,484
	\$914,985		\$725,603	\$565,235	\$415,786
	86%		24%	52%	44.7%

Notes:

- Rate increase from \$25 FY25 to \$78 FY26
- Projection is based on a 5 year Dredging loan
- Rate to be reset based upon operational needs in FY32
- Navigational trimming and survey occurring each year
- Design to be funded by reserves in FY26
- \$500,000 reserves applied to borrowing in FY26

Alligator Creek Waterway
Entrance Channel Dredge FY26 (Excludes FEMA)
as of 03.10.25

BEGINNING BALANCE

OPERATING REVENUES

Assessments & Earnings
External Borrowing

Total Revenue

OPERATING EXPENDITURES

Dredging
Other Operating Expenditures
Principal Pymts
Interest Pymts

Total Expenditures

RESERVE (ENDING FUND BALANCE)

Reserve %

	Projected FY2029	Projected FY2030	Projected FY2031	evaluate rate Projected FY2032
	\$415,786	\$298,530	\$197,267	\$105,397
	363,528	363,130	362,786	362,474
	\$363,528	\$363,130	\$362,786	\$362,474
	-	-	-	-
	98,782	100,440	102,181	104,009
	345,000	345,000	343,000	-
	37,003	18,953	9,476	-
	\$480,785	\$464,393	\$454,657	\$104,009
	\$298,530	\$197,267	\$105,397	\$363,862
	38.3%	29.8%	18.8%	77.8%

Notes:

- Rate increase from \$25 FY25 to \$78 FY26
- Projection is based on a 5 year Dredging loan
- Rate to be reset based upon operational needs in FY32
- Navigational trimming and survey occurring each year
- Design to be funded by reserves in FY26
- \$500,000 reserves applied to borrowing in FY26

Alligator Creek Waterway MSBU

Fund Financial Report
Oct. 1, 2024 - Mar. 31, 2025

	Actual FY2024	Adopted Budget FY2025	YTD Actual FY2025	Encumbered FY2025	Balance FY2025
Beginning Balance	\$814,418	\$848,393	\$948,778		
Revenues					
Assessments & Earnings	165,025	116,525	117,533		
Grant & Subsidy Revenue	-	-	-		
Loans & Borrowing	503	-	-		
Total Revenue	\$165,528	\$116,525	\$117,533		
Expenditures					
Contract Services	-	-	-	-	-
Survey	20,404	25,000	4,244	-	20,756
Navigational Trimming	-	50,000	-	-	50,000
Public Works Services	8,246	6,151	3,758	-	2,393
Internal Charges	495	1,362	1,362	-	-
Purchased Services	1,548	2,394	2,085	-	309
Materials and Supplies	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Services	-	-	-	-	-
Project Costs					
Entrance Channel Dredge	475	400,285	2,520	66,211	331,555
Total Expenditures	\$31,168	\$485,192	\$13,969	\$66,211	\$405,012
Reserves (Ending Fund Balance)	\$948,778	\$479,726	\$1,052,341		
Reserve %	96.8%	49.7%	98.7%		

Date Prepared: 5/1/2025

Monthly Funding Report

START
DATE:

01/01/2025

END DATE:

03/31/2025

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Alligator Creek Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	90985	GIS Update		02/19/2025	0.50	36.95	0.00	0.00	0.00		36.95
	Work Order 90985 Total										
					0.50	36.95	0.00	0.00	0.00	3.00	36.95
	GIS Update Total										
	72625	MSBU Administrative Work		01/06/2025	1.00	86.41	0.00	0.00	0.00		86.41
	72625	MSBU Administrative Work		01/22/2025	0.50	43.21	0.00	0.00	0.00		43.21
	72625	MSBU Administrative Work		02/10/2025	0.50	43.21	0.00	0.00	0.00		43.21
	72625	MSBU Administrative Work		03/31/2025	1.50	129.62	0.00	0.00	0.00		129.62
	72625	MSBU Administrative Work		01/06/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		01/10/2025	1.00	73.90	0.00	0.00	0.00		73.90
	72625	MSBU Administrative Work		01/16/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		01/27/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		01/30/2025	0.25	18.48	0.00	0.00	0.00		18.48
	72625	MSBU Administrative Work		01/31/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72625	MSBU Administrative Work		02/03/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72625	MSBU Administrative Work		02/13/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		02/17/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		02/18/2025	1.50	110.85	0.00	0.00	0.00		110.85
	72625	MSBU Administrative Work		02/20/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		02/25/2025	2.00	147.80	0.00	0.00	0.00		147.80
	72625	MSBU Administrative Work		02/26/2025	1.25	92.38	0.00	0.00	0.00		92.38
	72625	MSBU Administrative Work		02/27/2025	1.25	92.38	0.00	0.00	0.00		92.38

Monthly Funding Report

START
DATE:

01/01/2025

END DATE:

03/31/2025

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Alligator Creek Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	72625	MSBU Administrative Work		03/04/2025	0.25	18.48	0.00	0.00	0.00		18.48
	72625	MSBU Administrative Work		03/06/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		03/10/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72625	MSBU Administrative Work		03/11/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		03/12/2025	0.75	55.43	0.00	0.00	0.00		55.43
	72625	MSBU Administrative Work		03/20/2025	0.25	18.48	0.00	0.00	0.00		18.48
	72625	MSBU Administrative Work		03/24/2025	0.50	36.95	0.00	0.00	0.00		36.95
	72625	MSBU Administrative Work		03/31/2025	0.50	36.95	0.00	0.00	0.00		36.95
Administrative Time Total					17.00	1,256.30	0.00	0.00	0.00		1,256.37
	72625	MSBU Administrative Work		02/27/2025	3.25	240.18	0.00	0.00	0.00		240.18
	72625	MSBU Administrative Work		03/31/2025	1.75	129.33	0.00	0.00	0.00		129.33
MSBU Meeting Total					5.00	369.50	0.00	0.00	0.00		369.51
	72625	MSBU Administrative Work		03/03/2025	1.00	73.90	0.00	0.00	0.00		73.90
MSBU Minutes Total					1.00	73.90	0.00	0.00	0.00		73.90
Work Order 72625 Total					26.50	2,002.14	0.00	0.00	0.00	0.00	2,002.23
MSBU Administrative Work Total					26.50	2,002.14	0.00	0.00	0.00	0.00	2,002.23
2835		Project Management		02/05/2025	1.00	86.41	0.00	0.00	0.00		86.41
2835		Project Management		02/13/2025	0.50	43.21	0.00	0.00	0.00		43.21
2835		Project Management		02/14/2025	0.50	43.21	0.00	0.00	0.00		43.21
2835		Project Management		02/21/2025	0.50	43.21	0.00	0.00	0.00		43.21
2835		Project Management		02/26/2025	0.50	43.21	0.00	0.00	0.00		43.21

Monthly Funding Report

START
DATE:

01/01/2025

END DATE:

03/31/2025

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Alligator Creek Waterway Unit

Project	WO Number	WO Description	Location	Date Worked	Labor Hours	Labor Cost	Materials Cost	Equip. Cost	Contractor Cost	Work Accomp	Total Cost
	2835	Project Management		02/27/2025	3.00	259.23	0.00	0.00	0.00		259.23
	2835	Project Management		03/03/2025	0.25	21.60	0.00	0.00	0.00		21.60
	2835	Project Management		03/07/2025	0.25	21.60	0.00	0.00	0.00		21.60
	2835	Project Management		03/13/2025	0.50	43.21	0.00	0.00	0.00		43.21
	2835	Project Management		03/14/2025	0.50	43.21	0.00	0.00	0.00		43.21
	2835	Project Management		03/21/2025	0.50	43.21	0.00	0.00	0.00		43.21
	2835	Project Management		03/26/2025	1.75	151.22	0.00	0.00	0.00		151.22
Work Order 2835 Total					9.75	842.50	0.00	0.00	0.00	0.00	842.53
c392003 - Alligator Creek - Entrance Channel											
Project Management Total					9.75	842.50	0.00	0.00	0.00	0.00	842.53
Alligator Creek Waterway Unit Total											
					36.75	2,881.58	0.00	0.00	0.00		2,881.71

Project	WO Number	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											
					36.75	2,881.58	0.00	0.00	0.00		2,881.71

[illegible]