

## M E M O R A N D U M

**To:** Howard Tipton, Town Manager  
**From:** Charles Mopps, Assistant Public Works Director  
**Report date:** October 25, 2023  
**Meeting date:** November 6, 2023  
**Subject:** Canal Navigation Maintenance Program Update

### **Recommended Action**

Approve the funding methodology and proceed to community workshops.

### **Background**

At the March 22, 2021, Regular Workshop Meeting, staff updated the Commission on further development of the program including the determination that the Town canals generally fall into one of three (3) categories:

- Access channels, generally perpendicular to the island, providing access to the Bay and Intercoastal Waterway (similar to an arterial roadway).
- Perimeter channels, generally parallel to the island, connecting to and collecting from residential canals, restaurants, and commercial marinas to the rest of the island and to the bay access channels (similar to a collector roadway).
- Local, residential canals, typically dead end, and serving a specific group of residences (similar to a dead-end local roadway).

Staff also discussed the history of the Towns efforts on attempting to develop a Navigation Maintenance Program, the Navigation Maintenance Program Management approaches, and various funding approaches for the program. At that meeting, consensus was given to hire a consultant to move the program forward.

Taylor Engineering (Taylor) and its subcontractor, Anser Advisory, formally Government Services Group (GSG) was retained to assist the Town in the development of an assessment program(s) to fund localized canal navigation maintenance and capital improvements that will be collected on the November 2024 tax bill. At the March 20, 2023, Town Commission Regular Workshop Meeting, Taylor and Anser presented a path forward to establish funding for a Navigation Maintenance Program, Phase I. The Consultants will present the results of the Phase II efforts.

Phase I efforts are complete. These efforts included the review of Town provided information detailing the assessment process for the Town's beach nourishment program and underground utility program. Taylor developed a GIS database to inventory the individual canals and classify them as public or private ownership,

and by use (access channels, perimeter channels, and local canals). Taylor segregated these canals into seven groups that will facilitate maintenance logistics. The results of these efforts were discussed with Town staff to help plan a path forward to develop a funding program to ensure the continued maintenance of the navigation components of the canal system.

Phase II is in progress and is developing the funding program. This includes estimating navigation maintenance costs and determining applicable methodology to distribute the costs to the appropriate canal groups. Taylor and Anser is using these costs to determine preliminary revenue requirements and proforma schedule of rates. Community outreach will include initial and assessment workshops, subgroup meetings, and final memorandum presentations to the Town Commission.

Phase III will include program implementation and will run into 2024. Significant tasks will include updating preliminary assessment rolls, ordinance development, developing assessment resolutions, assisting with the rate adoption process, and creating final assessment rolls. Finally, using the final assessment rolls, Anser will certify, export, and transmit the final assessment rolls to the Sarasota and Manatee County Tax Collectors by September 15, 2024.

### **Next Steps**

Move forward with the conclusion of Phase II, including all remaining tasks and if approved, move through Phase III of the Funding Program Development.

### **Staff Recommendation**

Approve the funding methodology and proceed to community workshops.

### **Attachments**

- A. Summary Memo, Taylor Engineering, Inc. (Available in Town Clerk's Office)
- B. Canal Grouping Overview (Available in Town Clerk's Office)
- C. PowerPoint Presentation (Available in Town Clerk's Office)
- D. Assessable Budgets Back Up (Available in Town Clerk's Office)
- E. Dredging Cost Breakdown Back Up (Available in Town Clerk's Office)
- F. Inflation Adjusted Cost Breakdown Back Up (Available in Town Clerk's Office)

**End of Agenda Item**