

M E M O R A N D U M

To: Howard Tipton, Town Manager
From: Charles Mopps, Interim Public Works Director
Report date: November 1, 2024
Meeting date: November 12, 2024
Subject: Canal Navigation Maintenance Program Update

Recommended Action

Provide direction to Town Manager.

Background

Prior briefings:

At the October 21, 2024, Regular Workshop, the project team provided an update regarding the Canal Navigation Maintenance Program to include the following:

- Update on project planning efforts
- Initial presentation of apportionment methodology
- Beneficial Use of Dredge Material (BUDM) from the canal program for use on the force main project.

The Town has continued to engage engineering consultant, First Line Coastal (First Line), to assist staff in completing the directed work. Town staff and the consultants will provide clarification and further discussion on project planning efforts including the BUDM. Additionally, specific detail will be provided for the apportionment methodology including strategy and initial costs for residents.

Next Steps

The following is the staff's assessment of the next step actions for continued program development:

- Continue assessment program development
- Continue project design, including BUDM efforts
- Prepare a draft ordinance for the Dec 2nd meeting
- Begin (or delay) public outreach
- Meet legal requirements for the establishment of Districts.

In order to meet the County's deadlines for the implementation of a dedicated mill rate for the FY2026 tax bills, we are preparing an Ordinance to establish an Ad Valorem District coterminous with the Town's boundaries, to the December 2nd Regular Meeting and December 12th Special Meeting for first and second reading.

In addition, a Resolution providing our Notice of Intent to Use the Uniform Method of Collection will need to be adopted by December 2024 and requires advertising on four (4) Friday's prior/up to the Public Hearing (Nov 8, 15, 22, 29).

Failure to meet these deadlines could result in the postponement of the non-ad valorem assessments until FY2027 tax bills.

Staff Recommendation

Staff will be requesting direction from the Commission regarding:

- Preparation of an ordinance for the Dec 2nd meeting
- Initiation of public outreach efforts
- Continuation of BUDM design concurrent with the subaqueous force main effort.

Attachments

PowerPoint Presentation (Available in Town Clerk's Office)

End of Agenda Item