

**CITY OF ANNA MARIA
SPECIAL COMMISSION MEETING
JUNE 14, 2005
7:00 P.M.**

CALL TO ORDER

PLEDGE TO THE FLAG

ROLL CALL: Commissioner Dale Woodland, Commissioner Duke Miller, Commissioner Carol Ann Magill, Capital Improvements Advisory Committee (CIAC) Vice-Chair Bill Snow, Commissioner Carol Ann Magill, Commission Chair John Quam

Absent: Deputy Commission Chair Linda Cramer

Also present: Mayor SueLynn, Steven A. Minnis, Senior Community Affairs Coordinator, Southwest Florida Water Management District (SWFWMD), Public Works Director George McKay, Capital Improvements Advisory Committee Vice-Chair Bill Snow, Minutes Clerk Sylvie Reichmann

Press: Sun, Islander

At Chair Quam's invitation, CIAC Vice-Chair Bill Snow took the floor and said it was his understanding that the meeting had been called basically to see what could be done regarding stormwater runoff. He indicated that he would entertain any questions, but would like to ask his own questions later in the meeting.

Commissioner Dale Woodland asked how the CIAC originated. Laurie Krosney, a member of the press, recalled that approximately three years ago, former Vice-Mayor John Michaels had noticed that the Comprehensive Plan called for such a committee, and therefore his Commission budgeted for one that year.

1. Stormwater Drainage Improvement and Management

Commissioner Dale Woodland explained to Mr. Minnis that between 15 and 17 infrastructure projects had been identified and prioritized by the CIAC, with costs set forth for design and construction provided by the City Engineer, Baskerville-Donovan. He said that a couple of the projects had been funded in the City budget, and subsequently, the SWFWMD grant for the Gladiolus Drainage Basin had appeared. The Commissioner noted that the list had been revised several times, and that all of them were important and necessary. Commissioner Dale Woodland said that the projects were prioritized by the CIAC, and then Christopher Collins had developed a stormwater utility fee spreadsheet that indicated the cumulative costs would be \$2.3 million.

Commissioner Dale Woodland recalled that he had contacted Steven A. Minnis, Senior Community Affairs Coordinator, Southwest Florida Water Management District (SWFWMD) a couple of months ago, and subsequently decided that it

would be a good idea and an excellent for the opportunity for the Commissioners if Mr. Minnis could come in and address them.

Steve Minnis said that he thought it was a great idea to prioritize CIP's and stormwater projects. He noted that some projects require a permitting process for drainage, flood control, and water quality, and the time line for approving these permits varies, depending upon the project. Steve Minnis said that maintenance projects or minimal impact projects would not need a permit. He said that the City could arrange a meeting with his regulatory department management to review the projects to determine permit requirements for the top twelve priorities on the City of Anna Maria list. Steve Minnis said such a meeting was held with Longboat Key that went very well.

Steve Minnis referred to a brochure on Cooperative Funding, a program instituted back in 1987. He gave the background of the first Water Management District, a quasi-State agency formed to manage flooding along the Hillsborough River in 1961 after Hurricane Donna. Mr. Minnis said the statewide water management district structure was instituted in 1972 with the Water Resource Act. There are five District governing boards with regulatory powers. The SWFWMD representative noted that this District is somewhat different in that it has Basin Boards, or local management offices, of which the Manasota Basin Board is one. He said that the District governing board has responsibility for all sixteen counties.

Mr. Minis summarized the funding cycle as:

- October-September: Workshops. A good time to interact with Basin Board project managers.
- Application deadlines in December
- Projects reviewed in February the following year
- April: preliminary budget discussions and ranking projects
- At the June meeting (this year it is tomorrow morning), the tentative budget is set
- Final budget in August.

He said the SWFWMD applications are only one page long and simple to fill out. He confirmed to Commissioner Duke Miller that the grants are usually 50% matching, although there is no specific match percentage mandated.

Steve Minnis said SWFWMD did not like to fund projects that would take more than one fiscal year to complete. Commissioner Carol Ann Magill confirmed with him that maintenance types of programs probably would not qualify for grants.

Commission Chair John Quam confirmed to the other Commissioners that the City Engineer (BDI) had applied for the Gladiolus Drainage Basin and other grants based on a comprehensive study and proposal.

CIAC Vice-Chair Bill Snow noted that the projects had been reviewed quite thoroughly and Steve Minnis said that if land use changes and transportation changes had not affected the ten year old recommendations from the study, much of the work had already been done. He said if the changes were minimal, there would be little required to update the plan.

Commissioner Duke Miller indicated that there had been extensive examination by the City of a Stormwater Utility Fee. He noted that the list had been worked over and over again by various boards of the City, much of the work having been prompted by repeated insurance losses. The Commissioner asked if there was any way the projects could be packaged as a unified project. The Commissioner said that if a 50% grant could be procured (i.e., \$1.25 million) the stormwater utility fee could be lowered, and the City could get the whole system installed. Steve Minnis responded that he felt this was not at all a bad strategy. Commissioner Duke Miller noted the spreadsheet also broke projects into phases, e.g. year one, year two, year three.

The Commissioners noted errors on the prioritized spreadsheets.

Steve Minnis referred to copies he had distributed, regarding two projects being funded in Pinellas. He noted that one of them had a water quality component. Commissioner Dale Woodland said he assumed all projects in Anna Maria should have a water quality management component because all water empties into the canals and the bay. Referring to one of the Pinellas examples, Steve Minnis said relative to roadway reconstruction, that this was matched because of the water quality improvement component in the project.

Commissioner Dale Woodland asked Steve Minnis if the Board had seen situations where a community had other types of dedicated funding than a stormwater utility fee. Commissioner Duke Miller noted that a budget commitment would be required in the grant application.

CIAC Vice-Chair Bill Snow asked if a City grant writer should be retained. Steve Minnis said that he would discourage the City from spending funds on a grant writer, since his department was there to help the City staff through the application process. Commissioner Dale Woodland agreed that a separate grant writer did not appear to be needed, given the expertise at BDI.

Commissioner Duke Miller asked Steve Minnis how SWFWMD treats the fact that one board cannot commit funds for another board's budget. Steve Minnis said high priorities are typically funded by subsequent boards. He said that the Manasota Basin is currently in a good position from a financial standpoint and

that \$4 million plus would be made available to the Manasota Basin Board next year. Steve Minnis said SWFWMD hoped that a great deal of additional money would be received from the State to do water resource development projects.

Steve Minnis explained to Commissioner Dale Woodland that it is common to receive a bundle of applications for multiple projects from a City. He said that the Basin Board would then rank these as high or low. The SWFWMD representative said that it was common to approve grants for more than one project in a single public entity in one year. Commission Chair John Quam agreed that it could be beneficial not to lock all the projects together.

Discussion followed regarding packaging and funding the projects as an entire group, perhaps Phase I, Phase II, and Phase III.

Mayor SueLynn confirmed with Steve Minnis that if a grant is submitted in December and approved, the funds would become available in 2006 – 2007.

Mayor SueLynn referred to the Crescent and South Drive projects as examples and said that in some cases, the street itself adds to the drainage problem. She asked if this could qualify for reconstruction funds. Mr. Minnis responded that a water quality and flood reduction component could qualify.

The Commissioners confirmed that as City Engineer, BDI had been working on the all facets of the CIP's, and the relationship of roads to drainage.

CIAC Vice-Chair Bill Snow asked about a problem CIAC had run into where BDI had said cutting a swale beside a particular road would need a permit (which is expensive and time consuming for the City), and Mr. Snow said he could see no reason for this since the water would not drain anywhere. Steve Minnis reiterated his invitation to arrange a meeting with his regulatory department managers at the Sarasota office. The Commissioners confirmed to Commissioner Carol Ann Magill that BDI regularly meets with SWFWMD.

Public Works Director George McKay recommended instructing BDI to update the drainage study and proposal and arrange a meeting with SWFWMD.

Steve Minnis encouraged attendance at the upcoming SWFWMD workshops.

Commissioner Dale Woodland asked if Mr. Minnis had ever seen a situation where a city had submitted their application and completed the project before it was funded by a grant. Steve Minnis said the municipality may then not get reimbursed for the whole amount. He said that the engineering and design would not be funded, but it could be put in as a match.

Steve Minnis stressed that when the City does a water quality activity, the management district has it logged, so that the City receives the credits for it.

The Commissioners thanked Mr. Minnis for coming to this evening's meeting. He acknowledged their appreciation and asked the Mayor and the Commissioners to feel free to call him.

Commissioner Dale Woodland recommended inviting BDI to speak at a Commission Workshop. Commissioner Duke Miller noted that City Engineer Tom Wilcox regularly attended CIAC meetings, and recommended instead that the Commissioners attend a CIAC meeting.

Mayor SueLynn said the Commission would need to have some idea as to what projects to fund. Commissioner Dale Woodland said he was more interested in the condition relating to the dedication of money. Commission Chair John Quam noted that BDI was aware of the SWFWMD timeline. Commissioner Dale Woodland said he felt that BDI needed to know that the funding was in place.

Commission Chair John Quam confirmed to Mayor SueLynn that this was an administrative decision, and that it was being handled by the CIAC and the City Engineer, with Commissioner Duke Miller as a Commission liaison. Commissioner Dale Woodland said that he would be pleased to be the liaison in Commissioner Duke Miller's upcoming absence.

Mayor SueLynn confirmed that the Commission still intended to spend \$200,000 in SWFWMD CIP's next year, to be put forth at budget time by the CIAC and BDI. Commissioner Dale Woodland noted that there was nothing on the table for 2005 and hoped to convey to BDI and the CIAC that something should be submitted every year.

Mayor SueLynn recalled that engineer Bo Connerly left BDI last year, and that he had been primarily responsible for the drainage CIP's. Mayor SueLynn confirmed that she had discussed the short staffing at BDI and some satisfaction issues the City has had with the engineering firm.

The Mayor also noted that if the Commission wanted BDI to write grants, it would need to fund the Line Item in the upcoming budget for such City Engineer activities.

Commissioner Carol Ann Magill said she would like to see the priorities of the projects remain intact.

Commissioner Dale Woodland said he would like to see the City fully utilize the SWFWMD resources. Commissioner Dale Woodland said that he would attend the workshops this year, and Mayor SueLynn said she attended last year.

(continued)

ADJOURNMENT

MOTION: Commissioner Carol Ann Magill moved to adjourn the meeting and Commission Chair John Quam seconded the motion.

Vote: All Ayes. Motion carried.

The meeting adjourned 8:18 p.m.

Respectfully submitted,

Alice Baird
City Clerk

June 23rd, 2005
Date