



Legislation Text

File #: 12-364, **Version:** 1

Staff Report for Resolution Accepting the Engineer's Report for Fiscal Year 2012-13 for the Heron Bay Maintenance Assessment District, Assessment District No. 96-3 and Approving the Annual Assessments and Levying the Assessments for Fiscal Year 2012-13

SUMMARY AND RECOMMENDATIONS

The Heron Bay Maintenance Assessment District (District) provides funding for the on-going maintenance of public facilities at the Heron Bay development. The Annual Engineer's Report summarizes the expenses for the previous fiscal year and recommends assessment amounts for the upcoming fiscal year to continue funding the District. The proposed assessment for Fiscal Year (FY) 2012-13 is 78% of the maximum allowed by the District, and represents an increase of 21% from last year's amount.

Staff recommends adopting the resolutions accepting the Annual Engineer's Report for FY 2012-13 and levying the assessments for the Heron Bay Maintenance Assessment District, Assessment District No. 96-3.

BACKGROUND

At its regular meeting on June 17, 1996, the City Council adopted Resolution No. 96-118 establishing the Heron Bay Maintenance Assessment District. This District provides funding for the on-going maintenance of certain public facilities constructed as part of the Heron Bay development, including landscaping, storm water facilities, marshlands, and trail areas at the westerly end of Lewelling Boulevard.

Willdan Financial Services has been retained as the engineer of work, and has prepared the Annual Engineer's Report for FY 2012-13. A copy of the Engineer's Report is attached to the resolution accepting the Engineer's Report.

Analysis

Services to the District are provided by the following: the City of San Leandro Public Works Department; the County of Alameda Public Works Agency; outside consultants; and outside contractors. In addition to the maintenance of the facilities, the marshland will be monitored to confirm its health and feral animals will be removed from the area. The total cost of these services for FY 2012-13 is estimated at \$415,822.00.

The levee system that protects the marsh needs routine maintenance. Staff has targeted 2014-15 as the year for a maintenance project. The District will contribute \$50,000 to a CIP project for levee repair this year. Additional funds may be contributed in subsequent years.

The District fund balance is estimated to be \$300,000.00 at the end of FY 2012-13. In accordance with the District rules, \$300,000 of the funds must be held as a maintenance reserve for capital improvements and unexpected or emergency repairs.

| | |
|--|-------------------|
| Fund Balance end of FY 2011-12 estimated | \$436,086.00 |
| Maintenance costs FY 2012-13 estimated | (\$365,822.00) |
| Funding for Levee maintenance project FY 2014-15 | (\$50,000.00) |
| FY 2012-13 Assessments | \$275,115.77 |
| <u>Interest Income FY 2012-13 estimated</u> | <u>\$4,620.23</u> |
| | |
| Fund Balance at end of FY 2012-13 estimated | \$300,000.00 |

The Annual Engineer's Report includes the following:

- Description of improvements maintained by funds provided by the District
- Budget based upon estimated costs for FY 2012-13
- Table of maximum annual assessments, method of apportionment, and calculation of proposed assessment
- Reference to location of Assessment Diagram for District
- Assessment Roll showing each property to be assessed and the amount of assessment

The maximum recommended assessments and annual adjustment for FY 2012-13 are as follows:

| <u>Housing Type and Number of Units Unit</u> | <u>FY 2011-12 Assessment Per Unit</u> | <u>FY 2012-13 Proposed MaximumFY 2012-13 Per UnitAssessment (not incl. reserve fund)</u> | <u>Per</u> |
|--|---|--|-----------------|
| 451 Single-Family Units | \$342.66 | \$612.10 | \$482.95 |
| <u>178 Motor Court Units</u> | <u>\$228.42</u> | <u>\$408.04</u> | <u>\$321.94</u> |
| Total Assessments | \$195,198.42 | \$348,688.22 | \$275,115.77 |

Previous Actions

- On July 17, 1996, by Resolution No. 96-118, the City Council established the Heron Bay Maintenance Assessment District
- On June 21, 2010, by Resolution Nos. 2010-077 and 2010-078 the City Council accepted the Engineer's Report and ordered the levy and collection of the assessment for FY 2010-11
- On June 6, 2011, by Resolution Nos. 2011-122 and 2011-123, the City Council accepted the Engineer's Report and ordered the levy and collection of the assessment for FY 2011-12

Fiscal Impacts

- The activities of this Maintenance Assessment District have no fiscal impact on the City
- All administrative and maintenance costs associated with the District are included in the proposed assessments

PREPARED BY: Austine Osakwe, Senior Engineer, Engineering and Transportation Department