

**AGENDA ITEM REPORT**

**DATE:** April 3, 2018  
**DEPARTMENT:** Budget Services  
**REQUESTER:**  
**TITLE:** Conduct a Public Hearing to Approve Ordinance Creating the Sunset Cove O&M

**I. MOTION REQUESTED**

A. Conduct a Public Hearing to consider and approve an ordinance to create the Sunset Cove Channel Marker Replacement/Repair Operations & Maintenance Municipal Service Benefit Unit (MSBU).

**II. ITEM SUMMARY**

Creates the Sunset Cove Channel Marker Replacement/Repair Operation & Maintenance Program Municipal Services Benefit Unit.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

A) Board Action and Other History

The Coast Guard permitting requires a responsible party be listed to handle the financial responsibility of the repair/replacement of channel markers for this area. With this permit requirement the MSTBU office will change the process for future requests for dredging to include the creation of an operation and maintenance unit along with the capital project.

The MSTBU office held meetings with the community to go over the dredge project along with the creation of the operation and maintenance to cover the channel markers. The County's current process requires formal petitions for the CIP and the O&M and must meet the 50%+1 of property owners. The community received 31 petitions meeting the 50% +1 requirement (61 property owners). The attached budget, as discussed at these meetings, is set up using a replacement cost of \$2,000 per marker and an assessment amount maximum per year per parcel of \$52.08.

The appointment of the Board advisory committee and the budget/assessment for this operation and maintenance unit will not begin until after the completion of the capital project which replaces all the channel markers.

B) Policy Issues

C) BoCC Goals

D) Analysis

The yearly maximum assessment amount per parcel is \$52.08.

E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	No funding required.
B)	Is this item approved in the current budget?	No
C)	Is this a revenue or expense item?	N/A
D)	Is this Discretionary or Mandatory?	Mandatory State Statute 125.01, Ordinance 98-25, Adm Code 3-15
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes
F)	Fund: MSTBU District Program:	

	Project: Sunset Cove O&M Account Strings: to be created at later date	
G)	Fund Type?	Other MSTBU
H)	Comments:	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
To create	2/27/2018	Ordinance
Letter to Property Owner -	2/5/2018	Backup Material
Stat Report	2/5/2018	Backup Material
map	2/22/2018	Backup Material
Assessment Roll	2/22/2018	Backup Material
Budget Sheet	2/22/2018	Backup Material
Notice of Intent (Advertisement)	2/22/2018	Backup Material
Ordinance No. 18-13-040318R-930PH2	4/11/2018	Ordinance

**REVIEWERS:**

Department	Reviewer	Action	Date
Budget Services	Winton, Peter	Approved	2/5/2018 - 2:34 PM
Budget Services	Borman, Lori	Approved	2/5/2018 - 3:35 PM
Budget Services	Winton, Peter	Approved	2/9/2018 - 2:37 PM
County Attorney	Fredyma, John J.	Approved	2/22/2018 - 8:44 AM
County Manager	Winton, Peter	Approved	2/23/2018 - 6:11 AM