

**AGENDA ITEM REPORT**

**DATE:** November 6, 2018  
**DEPARTMENT:** Budget Services  
**REQUESTER:**  
**TITLE:** Create the Telegraph Creek Bridge Repair MSTBU (CIP)

**I. MOTION REQUESTED**

- A. Public Hearing to consider and approve a resolution to create the Telegraph Creek Bridge Repair Capital Improvement Program (CIP) Municipal Service Benefit Unit (MSBU).
- B. Adopt a resolution of intent to reimburse which allows the County to reimburse itself from long term loan proceeds for any expenditure made on behalf of this project.

**II. ITEM SUMMARY**

Creates the Telegraph Creek Bridge repair Capital Improvement Program Municipal Services Benefit Unit.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

A) Board Action and Other History

The MSTBU office received 15 petitions (of the 26) in favor of this project, therefore meeting the required 50% + 1. The estimated cost of the project is \$163,705. The proposed methodology that will be used is Per Parcel Basis. The anticipated cost per parcel is \$6,296.33. The residents will have a choice to pay off the assessment up front or amortize the assessment over a period of years depending on the financing program in place at the completion of the project.

The adoption of the Resolution of Intent to Reimburse allows the County to reimburse itself from loan proceeds for expenditures made on behalf of the project that were made in advance of obtaining short term financing from Fund 10400/30400.

B) Policy Issues

C) BoCC Goals

D) Analysis

The estimated cost of the project is \$163,705. The anticipated cost per parcel is \$6,296.33.

E) Options

Adopt resolutions to create the unit and reimburse itself - implications as described above.  
 Decline to adopt resolutions and do not create the unit.

**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?	
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: Account Strings: 10400-30400	
G)	Fund Type?	Other: MSTBU

H) Comments:

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
Resolution to Create Advertisement	9/10/2018	Resolution
Assessment Rolls	8/31/2018	Backup Material
Map	8/31/2018	Backup Material
Resolution to Reimburse	8/31/2018	Backup Material
PO letter	9/10/2018	Resolution
	9/12/2018	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Budget Services	Winton, Peter	Approved	8/31/2018 - 12:25 PM
Budget Services	Borman, Lori	Approved	8/31/2018 - 1:03 PM
Budget Services	Winton, Peter	Approved	8/31/2018 - 1:13 PM
County Attorney	Fredyma, John J.	Approved	9/11/2018 - 3:22 PM
County Manager	Winton, Peter	Approved	9/13/2018 - 9:03 AM