

COUNTY OF SONOMA AGENDA ITEM SUMMARY REPORT		Clerk of the Board Use Only Meeting Date Held Until ___/___/___ ___/___/___ Agenda Item No: Agenda Item No: _____ _____	
		Department: Transportation and Public Works <input checked="" type="checkbox"/> 4/5 Vote Required	
Contact: Vic Carberry	Phone: 565-2758	Board Date: 06/06/2009	Deadline for Board Action:
Agenda Short Title: Canon Manor Requested Board Action: 1. Authorize and approve a Resolution dissolving the Canon Manor West Assessment District Improvement Fund; establishing the Canon Manor Maintenance & Operations Fund; transferring the Fund Balance of the Canon Manor Improvement Fund into the Canon Manor Maintenance & Operations Fund. 2. Authorize and approve a Resolution for budgetary adjustments establishing \$10,000 in FY 08-09 appropriations in the Canon Manor Maintenance & Operations Fund (Second Supervisorial District).			
CURRENT FISCAL YEAR FINANCIAL IMPACT			
<u>EXPENDITURES</u>		<u>ADD'L FUNDS REQUIRING BOARD APPROVAL</u>	
Estimated Cost	\$ 10,000	Contingencies	\$
Amount Budgeted	\$ 0	Unanticipated Revenue	\$
Other Avail. Approp (Explain below)	\$	Other Transfer(s): (Fund Balance 690701)	\$ 10,000
Additional Requested	\$ 10,000	Add'l Funds Requested:	\$ 10,000
Explanation (if required): Estimated costs for remainder of FY 08-09.			
Prior Board Action(s): 12/11/2007: Resolution No. 07-1027, Board accepted a Notice of Completion for road, sewer, and water improvements to the Canon Manor West Assessment District.			
Alternatives - Results of Non-Approval: Ongoing maintenance and operations expenditures for the Canon Manor West Assessment District improvements cannot be performed.			

Background:

On December 11, 2007, a Notice of Completion for construction of road, sewer, and water system improvements to the Canon Manor West Assessment District (“District”) was accepted by the Board of Supervisors.

Section 11 of the Board’s December 2000 Resolution No. 00-1473 Declaring the Board’s Intention with Respect to the Proposed Canon Manor West Assessment District states the following: “The amount of any surplus, if any, remaining in the improvement fund for the Proposed Assessment District after completion of the Proposed Improvement Project and the payment of all claims payable from said fund shall be transferred to the appropriate fund of the County to be utilized to pay for costs and expenses of maintenance and operation of the facilities being constructed and installed by these special assessment proceedings.”

As of May 2009, approximately \$555,000 in unspent District funds remains in the Canon Manor Improvements fund. Although construction has now been completed, administrative costs continue to accrue to the District in FY 08-09, and the County will be responsible for maintenance and operations of the District’s road improvements into the future.

In order to properly fund post-construction costs, a separate maintenance and operations fund is proposed to be established for the District pursuant to Resolution No. 00-1473. The balance of remaining unspent improvement funds may then be transferred into the new Canon Manor Maintenance & Operations fund for ongoing maintenance and operations expenditures.

Upon establishment of the new fund and transfer of left-over improvement funds, a budgetary adjustment establishing FY 08-09 appropriations in the Canon Manor Maintenance & Operations Fund is necessary. Staff estimates that no more than \$10,000 in FY 08-09 appropriations will be necessary.

(continued on next page)

Attachments: Resolutions (2)

On File With Clerk: None

CLERK OF THE BOARD USE ONLY

Board Action (If other than "Requested")

Vote:

Recommendation:

1. Authorize and approve a Resolution dissolving the Canon Manor West Assessment District Improvement Fund; establishing the Canon Manor Maintenance & Operations Fund; transferring the Fund Balance of the Canon Manor Improvement Fund into the Canon Manor Maintenance & Operations Fund.
2. Authorize and approve a Resolution for budgetary adjustments establishing \$10,000 in FY 08-09 appropriations in the Canon Manor Maintenance & Operations Fund (Second Supervisorial District).