



## KENAI PENINSULA BOROUGH

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DAVID R. CAREY  
BOROUGH MAYOR

### MEMORANDUM

**TO:** Gary Knopp, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** David R. Carey, Mayor *DR Carey*  
Tom Anderson, Director of Assessing *TAT*

**FROM:** Robert Lewis, Special Assessment Coordinator *RL*

**DATE:** May 5, 2011

**SUBJECT:** Resolution 2011-033, To Form the Poppy Ridge Road Improvement Assessment District (RIAD) and proceed with the improvement

### MAYOR'S REPORT

Property owners in the proposed Poppy Ridge Road Improvement Assessment District (RIAD) have worked with the borough administration to form the proposed RIAD. At its meeting of September 14, 2010, the Road Service Area Board adopted RSA Resolution 2010-11, approving the petition for formation of this RIAD prior to its circulation among benefited property owners and approving up to \$174,128.50 as the RSA match for this project (see Attachment 1). A completed petition for the formation of the Poppy Ridge Road Improvement Assessment District (RIAD) was received on March 24, 2011. The borough clerk subsequently certified the petition with 26 of 34 property owners (76.4%) supporting the proposed district (see Attachment 2), sent all required notices to the property owners and published the required information concerning the proposed district as required by borough code. This matter is now presented to the assembly for approval to proceed with the project. Any objections received will be provided to the assembly on the hearing date. KPB 14.31.090 requires that the mayor's report accompany the resolution to proceed and that it contain the following information, all of which is detailed in the referenced attachments to this memo.

- 1) A legal description of the benefited parcels and a map of the proposed district. See Attachment 3, the estimated assessment roll, and Attachment 4, a map of the proposed Poppy Ridge RIAD.
- 2) A description of the current condition of the rights-of-way proposed for improvement and a statement of the need for the proposed local improvement: See Attachment 5, a staff report directed to the RSA board dated June 16, 2009.

- 3) The proposed allocation of the cost of the improvement among parcels in the district is by equal allocation to each of the benefited parcels in the proposed district. See Attachments 3 and 6.
- 4) The estimated amount to be assessed against each parcel is \$5,121.43. See Attachments 3 and 6.
- 5) A profile of the parcels in the proposed district, including the nature of ownership and status of tax payments. See Attachments 5 and 6, the RIAD Profile Information Sheet. There are currently 3 parcels (8.8%) within the proposed district delinquent in payment of real property taxes. This satisfies KPB 14.31.080, which requires that no more than 10 percent of the parcels in the proposed district be delinquent in the immediately preceding tax year.
- 6) Whether there are other special assessment liens against any of the parcels in the proposed district. There are no other borough special assessment liens on parcels in this district.
- 7) A description of any benefited parcels that exceed the assessment-to-value ratio set forth in KPB 14.31.080(A). No lien will exceed the 25 percent of the value of a parcel as required by Borough Code. The 33 improved parcels range in value from \$179,400 to \$311,300 thereby indicating the assessment will be substantially less than the 25 percent maximum. The single unimproved parcel is valued at \$91,600 and has sufficient value to support the estimated assessment lien of \$5,121.43. See Attachments 3 and 5.
- 8) The method of financing the improvement, e.g., bonding, borough investment, or a combination. This project will be financed as a borough investment. See Attachment 7, a letter from the Finance Director, and Kenai Peninsula Borough Ordinance 2010-19-46 appropriating funds for the RIAD.
- 9) All estimated costs of the improvement set forth in KPB 14.31.110. See Attachments 3 and 6, and also Attachment 8, the engineer's estimate of cost for this project.

Staff will be available at the May 17, 2011, assembly meeting to answer any additional questions.