



# county of ventura

**David J. Sasek, P.E.**  
Director

## GENERAL SERVICES AGENCY

800 South Victoria Avenue, L#1000  
Ventura, CA 93009  
(805) 654-3700

March 12, 2019

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

**SUBJECT: Adopt a Resolution Directing the Preparation of an Engineer's Report for the Continuation of the Assessments for the Oak View School Preservation and Maintenance District and Subsequent Presentation to the Board of Supervisors for Consideration and Approval**

### RECOMMENDATION:

Adopt a resolution directing the preparation of an engineer's report for the continuation of the assessments for the Oak View School Preservation and Maintenance District and subsequent presentation to the Board of Supervisors for consideration and approval.

### FISCAL/MANDATES IMPACT:

Mandatory: Yes  
Source of Funding: Oak View School Preservation and Maintenance District  
Fund Matching Requirement: None  
Impact on Other Departments: None

### **Summary of Revenues and Costs**

	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Revenue:	\$ 7,000	\$ 7,000
Costs:		
Direct	\$ 7,000	\$ 7,000
Indirect-Agency/Dept.	\$ 0	\$ 0
Indirect – CAP	\$ 0	\$ 0
Total Costs	\$ 7,000	\$ 7,000
Net Gain/Loss:	\$ 0	\$ 0

Paul R. Young  
Chief Deputy Director  
Facilities & Materials

Greg Bergman  
Deputy Director  
Administrative Services

Ron Van Dyck  
Deputy Director  
Parks Department

Christopher Melton  
Deputy Director  
Fleet Services

<b>FY 2018-19 Budget Projection</b>				
<b>GSA – Oak View School Preservation &amp; Maintenance District – Budget Unit 4770</b>				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings / (Deficit)
Appropriations	\$ 294,672	\$ 294,672	\$ 307,472	\$ (12,800)
Revenue	\$ 294,544	\$ 294,544	\$ 316,004	\$ 21,460
Operating Gain/(Loss*)	\$ (128)	\$ (128)	\$ 8,532	\$ 8,660

The table above includes interest earnings, interest expense and contributions. Sufficient revenue and appropriations are included in the FY 2018-19 Adopted Budget for this item.

### **DISCUSSION:**

On April 23, 2002, your Board authorized staff to begin the process of acquisition of the former Oak View Elementary School to be used as a community park and family resource center that would be maintained through funds accumulated via benefit assessment. Subsequently, the County acquired title to the property, and created the Oak View School Preservation and Maintenance District through passage of an assessment ballot proceeding.

Your adoption of the attached Resolution is the first step in an annual process which is required for benefit assessment districts created under California Streets and Highways Code section 22500 et seq. Specifically, Streets and Highways Code section 22567 requires that for every year an assessment is levied a report must be prepared by an engineer which sets forth: (a) the plans and specifications for any improvements; (b) an estimate of the costs of the improvements; (c) a diagram of the assessment district; (d) an assessment of the estimated costs of the improvements; and (e) if bonds or notes will be issued, an estimate of their principal amount. SCI Consulting Group is the engineer for these proceedings.

The engineer also determines the net amount of the assessment. The assessment must provide an amount sufficient to pay principal and interest on any debt associated with the District. The net amount is assessed on individual parcels by apportioning that amount among the parcels in proportion to the estimated benefits to be received by that parcel from the improvements.

Once the engineer's report is prepared, it will be submitted to your Board for preliminary approval or modification. At the same time, your Board will be asked to adopt a resolution of intention to levy the annual assessment and to schedule the required public hearing. Following the public notice period, your Board will hold a public hearing on the assessment and be asked to adopt a third resolution levying the annual assessment.

Board of Supervisors

Resolution Directing Preparation of Engineer's Report – Oak View School Preservation  
and Maintenance District

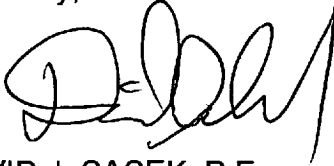
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This item has been reviewed by the County Executive Office, the Auditor-Controller's  
Office, and County Counsel.

If you have any questions regarding this letter, contact Greg Bergman at (805) 654-3936.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Sasek', with a long, sweeping horizontal stroke extending to the right.

DAVID J. SASEK, P.E.

Director

Resolution – Directing Preparation of Engineer's Report for Oak View School  
Preservation and Maintenance District

ec: Greg Bergman, Deputy Director, Administration, General Services Agency