

**CITY OF OAKLAND
AGENDA REPORT**

2005 FEB 23 AM 11:36

To: Office of the City Administrator
Attn: Deborah Edgerly
From: Budget Office
Date: March 8, 2005
Re: Resolution Initiating the FY 2005-06 Assessment Process for the City Of Oakland Wildfire Prevention Assessment District and Authorizing the City Administrator to Order a Preliminary Annual Report Pursuant to the Oakland Municipal Code

SUMMARY

In compliance with the Oakland Fire Suppression, Prevention and Preparedness District Ordinance of 2003 (ordinance no. 12556 C.M.S.) a resolution has been prepared initiating the annual assessment process of the Wildfire Prevention Assessment District (WPAD) for the FY 2005-06 property tax roll and authorizing the City Administrator to order the District Engineer to prepare and file a Preliminary Annual Report for this district with the City Clerk.

FISCAL IMPACT

This report is for the purpose of initiating the annual assessment process for the WPAD. The service and cost of preparing the Annual Report is included as part of the contractual agreement with Francisco & Associates, Inc., approved by the City Council on November 16, 2004 and expiring on December 31, 2006.

Funding for the contract is available in the Budget Office budget as part of the FY 2004-05 adopted budget and departmental budget request for FY 2005-07 in the WPAD fund (#2321) in the Architectural and Engineering Services accounts (#54411).

BACKGROUND

The City of Oakland formed the Wildfire Prevention Assessment District in January 2004 to finance the costs and expenses related to fire suppression, prevention and preparedness services and programs in the Oakland hills. The legislation forming the WPAD provides for the creation of a Citizens Advisory Committee, which takes responsibility for preparing a budget for Council approval and recommending program priorities. The Annual Report will contain the Advisory Committee's program proposals and the associated budget for the assessment proposed to be levied in the upcoming fiscal year. The Annual Report also sets forth the proposed amounts of the assessment on each parcel. Further steps are described below:

1. Approve the Annual Report and adopt a resolution of intention. The resolution of intention declares the City Council's intention to levy and collect assessments within the WPAD for the fiscal year. WPAD Advisory Committee program and budget proposals are incorporated into the Annual Report. It also states whether the assessment is proposed to be reduced from the previous year and sets a date, hour, and place for a public hearing. (Staff will forward this item to the Finance and Management Committee, and subsequently to the City Council, in April of 2005.)

2. Conduct the public hearing affording all interested parties the opportunity to hear and be heard. (Staff will propose that the public hearing occur in of June 2005 as part of the FY 2005-07 budget review process.)
3. Adopt a resolution confirming the information in the Annual Report and the levy of the assessment within the WPAD for the fiscal year. (Staff will forward this item to the City Council in June of 2005 as part of the FY 2005-07 budget review process.)

The City of Oakland collects the WPAD assessment through the County of Alameda property tax bill. Upon fulfillment of the requirements for the WPAD, the City of Oakland must submit the assessments to the Alameda County Auditor for inclusion in the FY 2005-06 property tax roll.

DISCUSSION

The purpose of this report and resolution is to initiate the FY 2005-06 assessment process of the WPAD. The detailed assessment data for all affected properties are due to the Alameda County Auditor in August of 2005, for inclusion in the FY 2005-06 property tax roll. The proposed resolution orders the preparation of a preliminary Annual Report, which will set forth the findings and engineering analyses for the WPAD.

SUSTAINABLE OPPORTUNITIES

There are no direct economic, environmental, or social equity opportunities or impacts associated with the City Council action requested in this report.

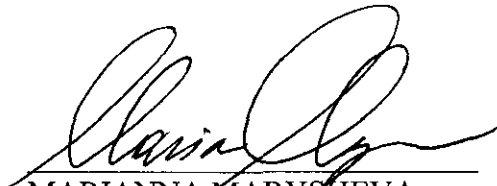
DISABILITY AND SENIOR ACCESS

There is no direct impact to people with disabilities or to seniors associated with the City Council action requested in this report.

RECOMMENDATION

Staff recommends that the City Council approve the proposed resolution.

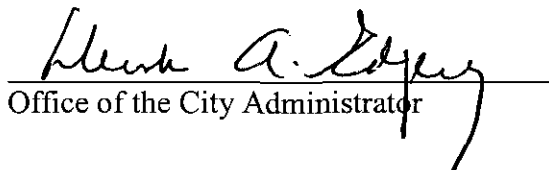
Respectfully submitted,



MARIANNA MARYSHEVA
Budget Director

Prepared by:
Cheryl L. Taylor
Principal Financial Analyst
City Administrator's Budget Office

APPROVED AND FORWARDED TO THE
FINANCE AND MANAGEMENT COMMITTEE



Office of the City Administrator

OAKLAND CITY COUNCIL

B. Plebush

RESOLUTION No. _____ C.M.S.

FILED
OFFICE OF THE CITY CLERK
OAKLAND

**RESOLUTION INITIATING THE FY 2005-06 ASSESSMENT PROCESS FOR
THE CITY OF OAKLAND WILDFIRE PREVENTION ASSESSMENT DISTRICT
AND AUTHORIZING THE CITY ADMINISTRATOR TO ORDER A
PRELIMINARY ANNUAL REPORT PURSUANT TO THE
OAKLAND MUNICIPAL CODE**

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WHEREAS, the City of Oakland Wildfire Prevention Assessment District (WPAD) was established on January 20, 2004 under the authority of the Oakland Fire Suppression, Prevention and Preparedness District Ordinance of 2003 (ordinance no. 12556 C.M.S.); and

WHEREAS, the City desires to initiate the FY 2005-06 WPAD assessment for properties within the district boundaries; and

WHEREAS, the City Council shall cause to be prepared and filed with the Clerk of the City of Oakland a written report containing the following: a description of each lot or parcel of property proposed to be subject to the assessment; the maximum amount of the assessment which may be levied for each lot or parcel during any fiscal year; the duration of the assessment; the basis of the assessment; and the schedule of the assessment; now, therefore be it

RESOLVED: That the City Council initiates the annual assessment process for the City of Oakland Wildfire Prevention Assessment District for FY 2005-06, and be it

FURTHER RESOLVED: That the City Council authorizes the City Administrator to order a Preliminary Annual Report for FY 2005-06 for the City of Oakland Wildfire Prevention Assessment District, and be it

FURTHER RESOLVED: That the Preliminary Annual Report shall be filed with the City Clerk for submission to the City Council for further action.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID and PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____

LaTonda Simmons
Interim City Clerk and Interim Clerk of the Council
of the City of Oakland, California