

2008 MAR 27 AM 9:47

**CITY OF OAKLAND**  
**AGENDA REPORT**

TO: Office of the City Administrator  
ATTN: Deborah Edgerly  
FROM: Budget Office  
DATE: April 8, 2008

RE: **Resolution Initiating the FY 2008-09 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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**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 2008-09 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 are included in the contractual agreement with Francisco & Associates, Inc., which was approved by the City Council, Resolution No. 80504 C.M.S., on April 3, 2007 and expiring on December 31, 2008. No additional funding is requested.

**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:

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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.
2. Conduct the public hearing affording all interested parties the opportunity to hear and be heard. (Staff will propose that the public hearing occur on June 17, 2008)
3. Adopt a resolution confirming the information in the Annual Report and the levy of the assessment within the WPAD for the fiscal year.

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 2008-09 property tax roll.

#### **KEY ISSUES AND IMPACTS**

The purpose of this report and resolution is to initiate the FY 2008-09 assessment process of the WPAD. The detailed assessment data for all affected properties are due to the Alameda County Auditor in August of 2008, for inclusion in the FY 2008-09 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 CITIZEN ACCESS**

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

#### **RECOMMENDATION(S) AND RATIONALE**

Staff recommends that the City Council approve the proposed resolution.

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**ACTION REQUESTED OF THE CITY COUNCIL**

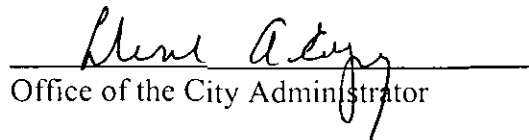
Staff requests that Council authorize the City Administrator to order a preliminary WPAD Annual Report pursuant to the Oakland Municipal Code.



SARAH T. SCHLENK  
Budget Director

Prepared by:  
Gilbert A. Garcia, Assistant Budget Director  
City Administrator's Budget Office

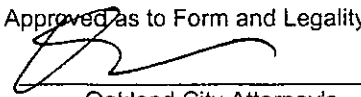
APPROVED AND FORWARDED TO THE  
FINANCE AND MANAGEMENT COMMITTEE:

  
Office of the City Administrator

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Approved as to Form and Legality

  
Oakland City Attorney's

Office

## OAKLAND CITY COUNCIL

Resolution No. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

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### RESOLUTION INITIATING THE FY 2008-09 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

**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 2008-09 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 2008-09; and be it

**FURTHER RESOLVED**: That the City Council authorizes the City Administrator to order a Preliminary Annual Report for FY 2008-09 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, \_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

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

NOES -

ABSENT -

ABSTENTION -

ATTEST:

\_\_\_\_\_  
LATONDA SIMMONS  
City Clerk and Clerk of the Council of  
the City of Oakland, California