



# MEMORANDUM

RIVERSIDE COUNTY EXECUTIVE OFFICE

Larry Parrish  
County Executive Officer

June 23, 2008

**TO:** Nancy Romero  
Clerk of the Board

**FROM:** Ken Mohr, Asst. CEO

**RE:** **ITEM TAKEN OFF-CALENDAR**

The Treasurer-Tax Collector is requesting that the following item be taken off-calendar:

3.59 – Treasurer-Tax Collector: Adoption of Resolution 2008-315 Setting and Confirming an Annual Assessment to be enrolled to pay Administrative Costs incurred by Assessment District No. 164 (South Main Divide Road), 1<sup>st</sup> District.

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

785 A



**FROM:** Paul McDonnell, Treasurer/Tax Collector

**SUBMITTAL DATE:**  
06/02/2008

**SUBJECT:** Administrative Charge South Main Divide Road A. D. #164

**RECOMMENDED MOTION:** That pursuant to Resolution No. 91-260 governing South Main Divide Road Assessment District #164, the Board of Supervisors authorizes the levying of a \$100.00/parcel administrative charge per outstanding assessment in providing sufficient funds to service the bonds; and that the Board adopt Resolution No. 2008-315 setting and confirming the annual installment.

**BACKGROUND:** To pay for the various administrative functions in servicing these special assessment district bonds it is necessary annually to levy an administrative charge to be collected from each assessment. Said funds will be set aside to pay for the annual costs in billing and collecting assessments from property owners and in making principal and interest payments to bondholders. This year's fee reflects the actual cost of service subject to the \$100 cap contained in the Resolution.

Departmental Concurrence

FORM APPROVED COUNTY COUNSEL  
BY: Dale A. Gardner 4/16/08  
DATE

*Don Kent*

Don Kent, Assistant Treasurer-Tax Collector for  
Paul McDonnell, Treasurer-Tax Collector

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2008-2009

<b>SOURCE OF FUNDS:</b>	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:**

**APPROVE**

BY: *Christopher M. Hans*

County Executive Office Signature Christopher M. Hans

- Dept't Recomm.:  Consent  Policy
- Per Exec. Ofc.:  Consent  Policy

Prev. Agn. Ref.: \_\_\_\_\_ District: 1 Agenda Number:

**3.59**

2  
3 **RESOLUTION NO. 2008 – 315**

4 **RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF RIVERSIDE**  
5 **SETTING AND CONFIRMING AN ANNUAL ASSESSMENT TO BE ENROLLED TO PAY**  
6 **ADMINISTRATIVE COSTS INCURRED BY ASSESSMENT DISTRICT NO. 164**  
7 **(SOUTH MAIN DIVIDE ROAD)**

8 WHEREAS, pursuant to Resolution No. 91-071, adopted on January 29, 1991, the Board of  
9 Supervisors (the "Board") of the County of Riverside approved the resolution of intention to form  
10 Assessment District No. 164 (South Main Divide Road) (the "Assessment District"); and

11 WHEREAS, pursuant to Resolution No. 91-128, adopted on March 19, 1991, the Board  
12 confirmed the assessment, approved the engineer's report, and ordered improvements made within the  
13 Assessment District; and

14 WHEREAS, pursuant to Resolution No. 91-260, adopted on May 14, 1991, the Board  
15 determined the unpaid assessments within the Assessment District and authorized the issuance and sale  
16 of improvement bonds;

17 WHEREAS, Section 8 of Resolution No. 91-260 also authorized an annual assessment (not to  
18 exceed \$100 per parcel, per year), within the Assessment District to pay administrative costs incurred by  
19 the Assessment District and further authorizes the Treasurer-Tax Collection to provide to the Board a  
20 listing by parcel of the estimated administrative costs and assessments for the ensuing fiscal year that is  
21 subject to confirmation by resolution of the Board; now, therefore,

22 BE IT RESOLVED, FOUND, DETERMINED AND ORDERED by the Board of Supervisors  
23 for the County of Riverside in regular session, that the Treasurer-Tax Collector has prepared Exhibit A,  
24 which is attached hereto and incorporated herein by reference and is the listing by parcel of the  
25 estimated administrative costs and assessments to be enrolled for fiscal year 2008-2009 for Assessment  
26 District No. 164 (South Main Divide Road), pursuant to Section 8 of Resolution 91-260.

27 BE IT FURTHER RESOLVED AND ORDERED that said listing and annual assessment by  
28 parcel is hereby approved, adopted, and confirmed by the Board.

BE IT FURTHER RESOLVED AND ORDERED that all funds received by the Treasurer-Tax  
Collector from the collection of the annual assessment for administrative costs be deposited in the

1 Administrative Fund for the District and disbursed to pay for the various administrative functions in  
2 servicing the special assessment district bonds and to pay for the annual costs in billing and collecting  
3 assessments from property owners.  
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FORM APPROVED COUNTY COUNSEL  
BY: *Dale Gardner*  
DALE A. GARDNER DATE

**1911 Act Administration Fees  
#164 South Main Divide  
Formula for 2008-2009**

<u>Staff</u>	<u>Total Hourly Rate with benefit factor</u>
Accounting Tech I	26.61

<u>Hours per year</u>	<u>Time Spent</u>	<u>Total Hour</u>	<u>Total Hourly Rate</u>	<u>Total Wages</u>	<u>Total Outstanding Bonds</u>	<u>Total per bond</u>
2088	30%	626.4	26.61	16,668.50	56	297.65

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**ASSESSMENT DISTRICT #164**  
**SOUTH MAIN DIVIDE**  
**FISCAL YEAR 2008-2009**

Parcel	Amount	Parcel	Amount
385160006-3	\$100.00	385180018-6	\$100.00
385160008-5	\$100.00	385180019-7	\$100.00
385160009-6	\$100.00	385180021-8	\$100.00
385160010-6	\$100.00	385190001-1	\$100.00
385160012-8	\$100.00	385190009-9	\$100.00
385160013-9	\$100.00	385190013-2	\$100.00
385160014-0	\$100.00	385190015-4	\$100.00
385160018-4	\$100.00	385190018-7	\$100.00
385160022-7	\$100.00	385190021-9	\$100.00
385160023-8	\$100.00	385190023-1	\$100.00
385160024-9	\$100.00	385190026-4	\$100.00
385160026-1	\$100.00	385190028-6	\$100.00
385170001-9	\$100.00	385200003-3	\$100.00
385170002-0	\$100.00	385200005-5	\$100.00
385170006-4	\$100.00	385200011-0	\$100.00
385170008-6	\$100.00	385200012-1	\$100.00
385170010-7	\$100.00	385200016-5	\$100.00
385170012-9	\$100.00	385200019-8	\$100.00
385170013-0	\$100.00	385200023-1	\$100.00
385170015-2	\$100.00	385200024-2	\$100.00
385170016-3	\$100.00	385200025-3	\$100.00
385170020-6	\$100.00	385200026-4	\$100.00
385170025-1	\$100.00	385200027-5	\$100.00
385180001-0	\$100.00	385210006-7	\$100.00
385180006-5	\$100.00	385210007-8	\$100.00
385180010-8	\$100.00	385210008-9	\$100.00
385180015-3	\$100.00	385210009-0	\$100.00
385180016-4	\$100.00		
385180017-5	\$100.00		

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**TOTAL**                      **\$5,600.00**

**56 PARCELS**