



KENAI PENINSULA BOROUGH

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**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Dale Bagley, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Borough Mayor *MN*

FROM: Craig Chapman, Director of Finance *C Chapman*

DATE: October 1, 2015

SUBJECT: Ordinance 2015- 25, An Ordinance of Assessment Confirming the Assessment Roll for the Birch Park Utility Special Assessment District and Establishing the Method for Terminating Assessments and Making Refunds to Property Owners

Attached please find the ordinance of assessment and the final assessment roll for the Birch Park Utility Special Assessment District. This is the final step for the borough in a process that began with the assembly approving resolution 2015-017, which approved the petition application for the formation of the Birch Park Utility Special Assessment District; the passage of ordinance 2014-19-61, which appropriated \$130,863.78 for the project; and resolution 2015-032, which formed the district and authorized construction of the improvements. This ordinance confirms the assessment roll and establishes the method for terminating assessments and making refunds to property owners.

When the petition application was approved KPB 5.35.107 required that the owners of more than 70 percent of the parcels within the proposed district sign a petition approving the utility special assessment district and 77.8 percent signed the petition in favor of the project. The gas mainline has been constructed and a bill has been presented to the borough for payment. The gas mainline benefits 18 parcels within the district. The total cost of the assessment is \$130,863.78. Based on equal allocation of the total cost of the project, the special assessment per lot in the district is \$7,270.21. The assessment may be prepaid by property owners without interest within thirty days of the notice of assessment. If not prepaid, the assessment is payable over a ten-year period in equal installments with interest accruing as provided in the attached ordinance. The assessment constitutes a lien on each parcel within the district.