



M. BARBARA CARTMILL  
DIRECTOR

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
DEVELOPMENT SERVICES BUILDING  
150 BEAVERCREEK ROAD OREGON CITY, OR 97045

May 26, 2016

Board of County Commissioners  
Clackamas County

Members of the Board:

**Board Order Accepting the Feasibility Report for the Starview Lane Local Improvement District**

<b>Purpose/Outcomes</b>	Accept the Starview Lane Local Improvement District (LID) Feasibility Report and direct the DTD Engineering Director to mail to each property owner of each parcel of land to be assessed for the improvements, a written notice of the favorable report, the estimated cost of the improvement and the estimated amount of assessment against each parcel.
<b>Dollar Amount and Fiscal Impact</b>	The preliminary cost estimate for the proposed LID is \$49,251. If approved, construction anticipated late summer of 2016. This project is currently not budgeted.
<b>Funding Source</b>	Short term financing or bonded debt, paid for by a special assessment against the benefitting property, with reimbursement from property owners through lump sum payment or financing over 5-10 years.
<b>Duration</b>	Remains in effect until further action by the Board to approve or abandon the proposed LID.
<b>Previous Board Contact</b>	2/25/16 BCC Business Meeting – Resolution No. 2016-22 Initiating the Starview Lane LID and directing preparation of a feasibility report.
<b>Strategic Plan Alignment</b>	Build a strong infrastructure.
<b>Contact Person</b>	Kenneth Kent, DTD Engineering, Senior Planner 503-742-4673
<b>Contract No.</b>	None

**BACKGROUND:**

The Board adopted Resolution 2016-22 on February 25, 2016, initiating the Starview Lane LID and directing the Director of the Department and Transportation and Development to investigate the feasibility of the proposed improvement, and the Finance Director to provide financing recommendations, guidelines and criteria for timely repayment of the construction and administrative costs associated with this project. In accordance with the County Code, Title 4, and ORS 371.625, a proposed Preliminary Feasibility Report determining the feasibility of the Starview Lane LID and its construction costs have been completed. The method of assessment and description of benefited properties is included in the report.

Capital improvement costs of this LID will be the responsibility of the benefited property owners. Costs of these improvements will be paid for by a special assessment against the properties benefited. Financing for the project will be obtained through the Finance Director using short term financing or bonded debt, with reimbursement from property owners through lump sum payment or financing over 5-10 years.

The preliminary cost estimate for the proposed LID is \$49,251. The community is proposing LID assessments based on a division of the road improvement costs into three sections, A, B and C, based on length of road

travelled. The estimated assessments per property are \$1,549.59, \$2,212.29 and \$2,704.80, with properties at the beginning of the road paying the lower amounts.

Starview Lane is a local access road that is not maintained by the county. If this LID is approved and the road is improved, it will remain a local access that is not maintained by the county.

With the Board's acceptance of the Feasibility Report, subsequent steps in the process before final LID approval will include:

- Staff notifies property owners within the LID, providing a 20-day remonstrance (objection) period.
- Staff presents remonstrance period results to the Board at future Policy Session for consideration to proceed or abandon the LID.
- Board holds public hearing to take public testimony and consider whether to approve the LID.

Upon final approval of the LID, staff would proceed with bidding and construction. Following completion of construction, a final report is submitted to the Board identifying the final project cost and assessment amount per property. The Board will take public testimony regarding the final assessment, and if approved, the Board will adopt a resolution imposing the final assessments.

This Order has been reviewed and approved by County Counsel.

**RECOMMENDATION:**

Staff recommends the Board approves the Order which will direct the Department of Transportation, as per Clackamas County Code Chapter 4.02, and ORS 371.630, to mail to each property owner of each parcel of land to be assessed for the improvements, a written notice of the favorable report, the estimated cost of the improvement and the estimated amount of assessment against each parcel.

Respectfully submitted,

Kenneth Kent, DTD Engineering, Senior Planner

In the Matter of Approving a Preliminary Feasibility Report and Directing the Department of Transportation and Development to Notify the Property Owners of land to be assessed for Street and Storm Drainage Improvements for Starview Lane

Order No.  
Page 1 of 2

This matter coming before the Clackamas County Board of Commissioners at the regularly scheduled public meeting on May 26, 2016 to consider approving a Preliminary Feasibility Report concerning the proposed street and storm drainage improvements for Starview Lane, located in Sections 12B and 12C, T3, R3E, W.M., Clackamas County, Oregon (the "Report").

**WHEREAS**, by Resolution No. 2016-22, in accordance with Clackamas County Code Chapter 4.02, and ORS 371.615, the Board did initiate the Local Improvement District; and, said Petition contains signatures of 94.73% of the owners, representing 92.50% of the land abutting the improvements; and

**WHEREAS**, the Petition requests improvement to a standard acceptable by the County's Department of Transportation and Development for a local access road, including engineering; and

**WHEREAS**, by Resolution-Order No. 2016-22, the Department of Transportation and Development, in accordance with Clackamas County Code Chapter 4.02, and ORS 371.625, was directed to prepare a feasibility and cost report and recommend a method of assessment; and,

**WHEREAS**, the Director of the Department of Transportation and Development finds the proposed improvements feasible; and,

**WHEREAS**, the Department of Transportation and Development has recommended that the method of assessment for the improvements be that as indicated in the report; and,

**WHEREAS**, such report shall be made available to the property owners benefited by the proposed improvements at the office of the Department of Transportation and Development at 150 Beaver Creek Road, Oregon City, Oregon 97045.

**NOW, THEREFORE, the Clackamas County Board of Commissioners do hereby order:** that the Preliminary Feasibility Report be approved and the method of assessment to be used in the proposed Local Improvement District be that as indicated in the Preliminary Feasibility Report; and,

**IT IS FURTHER ORDERED**, that the Department of Transportation and Development be and is hereby directed to mail to each property owner of each parcel of land to be assessed for the above-mentioned improvements a written notice of the favorable report, the estimated cost of the improvement and the estimated amount of assessment against the property owners' land as required by Clackamas County Code Chapter 4.02, and ORS 371.630.

In the Matter of Approving a  
Preliminary Feasibility Report  
and Directing the Department of  
Transportation and Development to  
Notify the Property Owners of land to  
be assessed for Street and Storm  
Drainage Improvements for Starview  
Lane

Order No.  
Page 1 of 2

**DATED** this 26<sup>th</sup> day of May, 2016.

**CLACKAMAS COUNTY BOARD OF COMMISSIONERS**

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John Ludlow, Chair

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Mary Raethke, Recording Secretary

COUNTY OF CLACKAMAS  
DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT  
150 BEAVERCREEK ROAD  
OREGON CITY, OREGON 97045

**Preliminary  
Feasibility Report  
For  
Starview Lane  
Local Improvement District**

Kenneth Kent, Report Author  
Dan Johnson, Assistant Director  
M. Barbara Cartmill, Director

May 26, 2016

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May 26, 2016

Board of County Commissioners  
Clackamas County

SUBJECT: Submittal of Preliminary Feasibility Report for Starview Lane Local Improvement District

A Preliminary Feasibility Report has been prepared for Starview Lane for the formation of a Local Improvement District, as directed in Commissioner's Resolution No. 2016-22. The attached report was prepared to comply with state statutes and the Clackamas County Code for Local Improvement Districts.

The construction to be performed consists of street and storm drainage improvements acceptable to Clackamas County. A summary of the estimated costs is as follows:

Construction	\$36,482
Engineering and Administration	\$12,769
<b>TOTAL ESTIMATED COST</b>	<b>\$49,251</b>

A further breakdown of these costs are given on page 4 of this report.

The project will be funded by the sale of warrants, notes or other obligations. Property owners will be directly assessed for their proportionate share of actual costs as provided under ORS 310.140. Property owners will be provided the opportunity to pay their assessment in a lump sum, on an installment payment program, or on a deferred basis under ORS 223.262 once the project is completed and assessed.

I trust your review will find this report sufficient for the Commissioner's action in this matter. Please contact me if you have any further questions.

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KENNETH KENT – LID Program Manager  
Department of Transportation and Development

Attachments

STARVIEW LANE  
 LOCAL IMPROVEMENT DISTRICT  
 PRELIMINARY FEASIBILITY REPORT  
 FOR  
 ROAD IMPROVEMENTS

The Starview Lane Local Improvement District is comprised of 19 residential properties and is located west of S Creek Road and north of S Henrici Road, as shown on the vicinity map on page 6 of this report.

This District will provide improvements to the paved portion of Starview Lane, a local access road in an unincorporated area of Clackamas County, to a standard acceptable to Clackamas County as a public road. These improvements will consist of road repair of sections the asphalt surface and aggregate base, shoulder repair, ditch cleaning, and drainage improvements. The improvements will occur along approximately 1,334 feet of the road, consisting of approximately 5,709 square feet of road surface and base repair.

A preliminary plan and typical section for the proposed improvement has been prepared and is shown on page 7 and 8 of this report. A summary of the estimated costs for the proposed improvements is as follows:

Construction	\$36,482
Engineering and Administration	\$12,769
<b>TOTAL ESTIMATED COST</b>	<b>\$49,251</b>

It is proposed that the cost of these improvements for Starview Lane be derived from direct assessments based on actual costs incurred.

The proposed Assessment Policy is on page 5 of this report. It is recommended that the Assessment Policy be approved with the following Unit Assessment Rates.

- Section A** = 59.78% of Total Project Cost
- Section B** = 24.22% of Total Project Cost
- Section C** = 16% of Total Project Cost

Applied to all the assessable property within the Local Improvement District, it is estimated that the cost per share, (unit or parcel assessment rate), will produce the following amount:

\$2,704.80/share (Sections A+B+C) x 16 shares	= \$43,276.80
\$2,212.29/share (Sections A+B) x 2 shares	= \$4,424.58
\$1,549.59/share (Section A) x 1 share	= \$1,549.59
	<b>Total = \$49,251</b>

A list of all properties included in the Local Improvement District has been compiled from the records of the County Assessor. Pages 9-13 of this report include a tabulation of all assessable properties, listing the following detailed information for each individual property:

1. Assessor's map and tax lot number.
2. Name of legal owner and mailing address.
3. Property assessed valuation and actual market value for properties.
4. Portion of share to be assessed.
5. Share assessment rate.
6. Total estimated assessment.

To form the Starview Lane Local Improvement District, it will be necessary to adopt either this Preliminary Feasibility Report or a modified report. The formation will establish the Assessment Policy contained in the adopted Preliminary Feasibility Report.

## Starview Lane LID - Preliminary Cost Estimate for Feasibility Report

**Improvement: Road Repair, Shoulder Repair, Ditch Cleaning, Drainage/ April 2016**

Prepared by Kenneth Kent - Clackamas County Engineering Division

Length: Project 1,334', Road Repair 5,709 SF, 2" AC, 9" Base, Geotextile Fabric

Bid Items	Unit	Quantity	Unit Price	Cost
Brushing, clearing, grubbing, and ditch cleaning @\$ 5,000/mile Total 0.25	Mile	0.3	\$5,000.00	\$1,250
General Excavation 20 CY @\$ 25/CY	CY	20.0	\$25.00	\$500
Saw Cutting	LF	790.0	\$1.25	\$988
Remove Surfacing	SY	634.0	\$2.50	\$1,585
Road Excavation/Dig Out	CY	158.6	\$30.00	\$4,758
AC Repair 2" Level 2, 1/2" Dense (5,709 SF)	Ton	69.0	\$95.00	\$6,555
3/4"-0" Crushed Rock, 3" in Place (Road Repair)	Ton	85.6	\$30.00	\$2,568
3"-0" Crushed Rock, 6" in Place (Road Repair)	Ton	171.3	\$30.00	\$5,138
Geotextile Fabric	SY	634.0	\$1.25	\$793
3"-0" Crushed Rock, Shoulder Repair	Ton	9.0	\$30.00	\$270
1-1/2"-0" Crushed Rock (Spring Drain/Driveway Drainage)	Ton	14.0	\$30.00	\$420
Driveway Drainage	LS			\$750
4" Perf pipe w/sock (Spring Drain)	LF	50.0	\$3.00	\$150
Delineators, 30	Each	30.0	\$50.00	\$1,500
Temporary Protection and Direction of Traffic	LS			\$1,500
Mobilization	LS			\$3,000
Construction Total				\$31,724
Construction Contingency 15%				\$4,759
<b>Total Construction Costs</b>				<b>\$36,482</b>
Engineering, Administration, Legal 35%				\$12,769
<b>Total LID Project Cost</b>				<b>\$49,251</b>

**STARVIEW LANE  
LOCAL IMPROVEMENT DISTRICT**

**ASSESSMENT POLICY  
FOR  
ROADWAY IMPROVEMENTS**

**ASSESSMENT METHOD**

The following is the recommended statement of benefits and assessment formula applicable to the Starview Lane Local Improvement District.

A special benefit is derived by the entirety of all properties within the Starview Lane Local Improvement District because of the accessibility of the roadway.

All parcels within the improvement district will be assessed shares based on the costs associated with three sections of improvements, A, B and C, on a length of road travelled basis.

**Section A** = 59.78% of Total Project Cost

All 19 Properties pay \$1,549.59

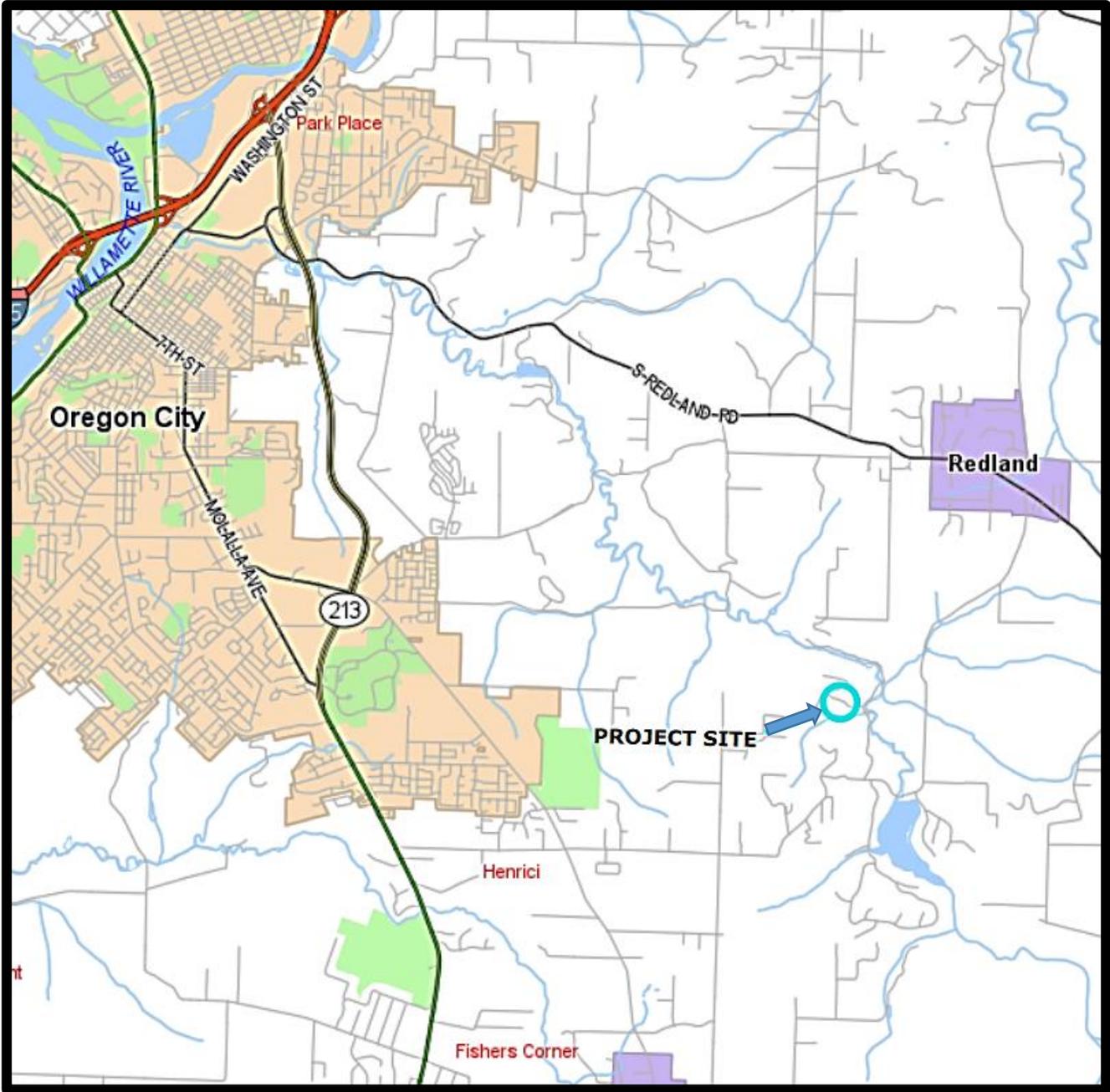
**Section B** = 24.22% of Total Project Cost

18 of 19 Properties pay \$662.15  
(excluding 19623 S Creek Rd.)

**Section C** = 16% of Total Project Cost

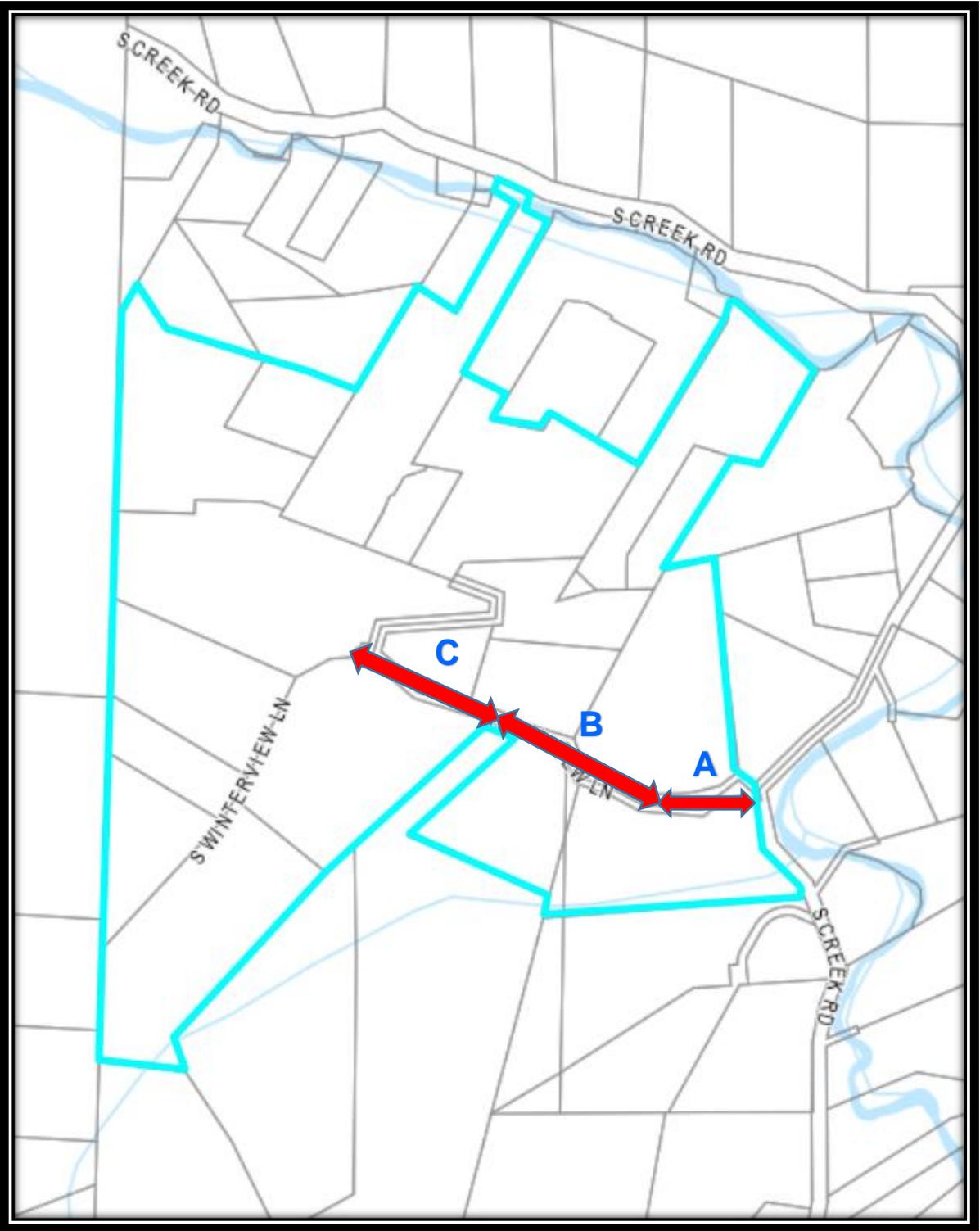
16 of 19 Properties pay \$492.51  
(excluding 19623 Creek Rd, 19505 Starview Ln and 19496 Starview Ln)

Section A=                 \$1,549.59  
Section A+B= \$2,212.29  
Section A+B+C=         \$2,704.80



**VICINITY MAP  
STARVIEW LANE LID**

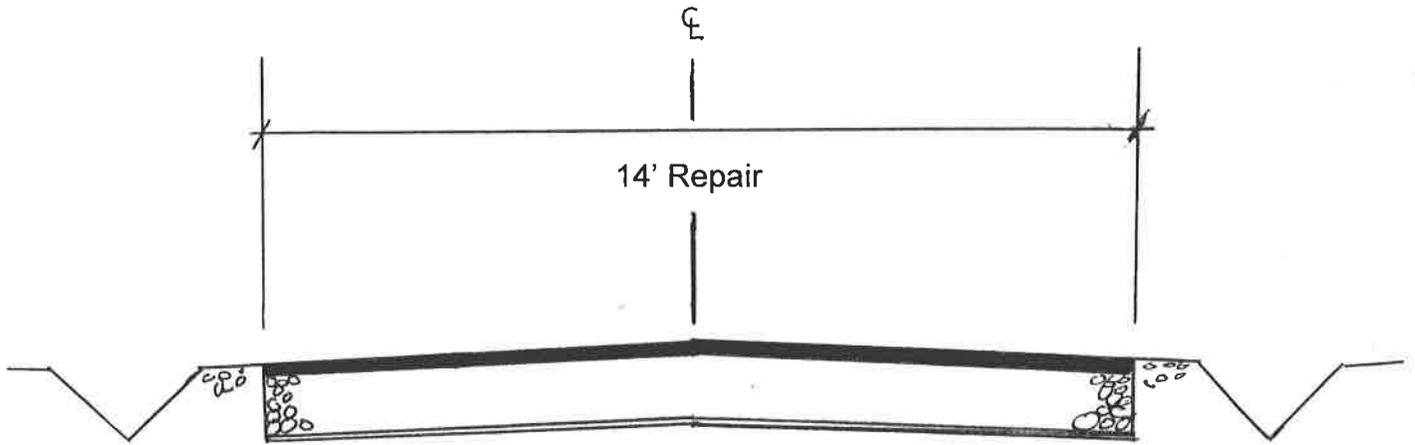




### Proposed Starview Lane LID

-  District Boundary
-  Project Limits (Sections A, B & C)





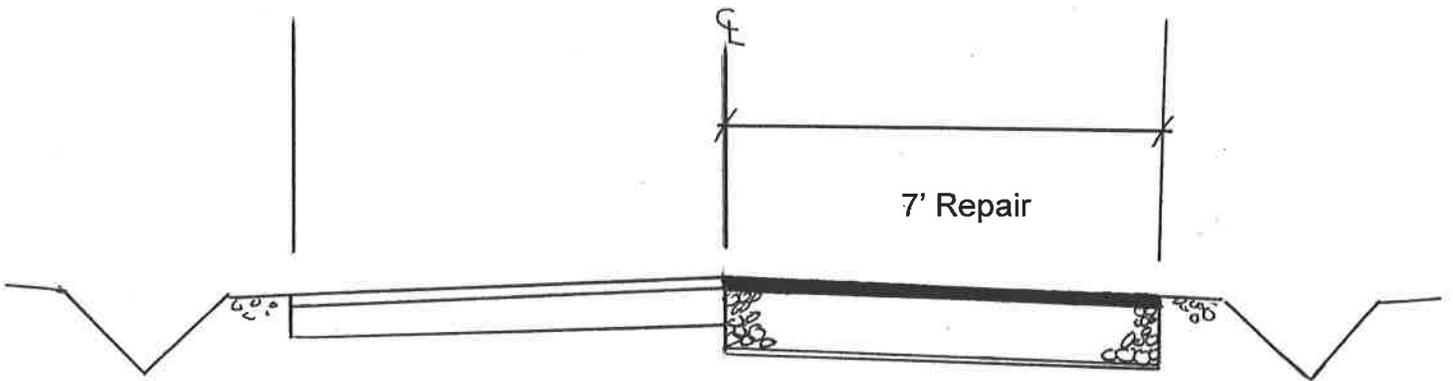
Full Width Repair

2" AC Pavement

3" - 3/4"-0" Crushed Aggregate

6" - 3"-0" Crushed Aggregate

Geotextile Fabric



Half Width Repair

2" AC Pavement

3" - 3/4"-0" Crushed Aggregate

6" - 3"-0" Crushed Aggregate

Geotextile Fabric

## Starview Lane LID

### Typical Section

(NTS)

**Exhibit "A"**  
**STARVIEW LANE**  
**LOCAL IMPROVEMENT DISTRICT**  
**ESTIMATED ASSESSMENT**  
**May 2016**

Assessment Rates

TOTAL ESTIMATED COST	\$49,251.00
NUMBER OF SHARES	19
COST/SHARE Section A	\$1,549.59
COST/SHARE Section A+B	\$2,212.29
COST/SHARE Section A+B+C	\$2,704.80

PROPERTY OWNER	TAX LOT	MARKET VALUE	ASSESSABLE SHARE	TOTAL EST ASSESSMENT
ANDERSON ARNOLD W & SANDRA J 19623 S CREEK ROAD OREGON CITY, OREGON 97045	32E12C 01700	\$310,770	A	\$1,549.59
WILSON BRETT 19496 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 02702	\$145,269	A+B	\$2,212.29
MELLIS JAMES 19505 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12C 01801	\$266,201	A+B	\$2,212.29
SORENSEN PAUL J & SUSAN M 19300 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 03501	\$445,252	A+B+C	\$2,704.80
GARFIELD SCOTT D CO-TRUSTEE 19322 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 03400	\$363,383	A+B+C	\$2,704.80
WILLIAMSON DALE A 19333 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 03301	\$371,794	A+B+C	\$2,704.80
SPEASL JUSTIN A & TABITHA B 19344 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 03300	\$343,644	A+B+C	\$2,704.80
CHESS JILL 19388 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 02902	\$201,713	A+B+C	\$2,704.80
ANDERSON LEONARD J & DEBBIE 19440 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 02700	\$400,082	A+B+C	\$2,704.80
BOYCE NICHOLAS G & KIMBERLY M 19464 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 03003	\$119,001	A+B+C	\$2,704.80

LAWRENCE RUSSELL A & CAROL A 19478 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 02703	\$460,793	A+B+C	\$2,704.80
TRACY PENNY M 19416 S STARVIEW LANE OREGON CITY, OREGON 97045	32E12B 02902	\$328,489	A+B+C	\$2,704.80
SMITH CASEY LEE & JULIE LEE 17001 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12B 03502	\$188,864	A+B+C	\$2,704.80
GALLAGHER JOHN & KIM H 17041 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12C 01902	\$389,497	A+B+C	\$2,704.80
PAULSON LON & CHARLENE 17100 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12C 01900	\$523,537	A+B+C	\$2,704.80
HAMBERG KURTIS & JOY 17105 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12C 01903	\$522,591	A+B+C	\$2,704.80
SIMMONS KEITH 17171 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12C 01904	\$326,408	A+B+C	\$2,704.80
KUYKENDALL DALE A & DIANNE M 17200 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12C 01905	\$493,135	A+B+C	\$2,704.80
HODGE DALE 17223 S WINTERVIEW LANE OREGON CITY, OREGON 97045	32E12C 01901	\$543,648	A+B+C	\$2,704.80

Totals: (Estimated Project Cost \$49,251)

\$6,744,071

19

\$49,251



**MARC GONZALES**  
DIRECTOR

**DEPARTMENT OF FINANCE**

**PUBLIC SERVICES BUILDING**  
2051 KAEN ROAD | OREGON CITY, OR 97045

**MEMORANDUM**

**TO:** Clackamas County Board of Commissioners

**FROM:** Marc Gonzales  
Finance Director

**Date:** May 17, 2016

**RE:** Financing Recommendations for Starview Lane Local Improvement District (LID)

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This recommendation is based on information provided by Ken Kent, Senior Planner, Land Use Review Coordinator.

The total project cost is estimated to be \$49,251. This consists of \$36,482 in construction costs and \$12,769 in administrative costs. The total market value of the district is \$6,744,071, giving a market value to assessment ratio of 137:1. Of the 19 properties benefiting from the proposed LID, 16 properties will have a projected assessment of \$2,704.80, 2 are projected at \$2,212.29 and 1 projected at \$1,549.59.

Based upon the information provided, I recommend that the County finance the proposed LID through the LID Construction Fund. Assessments shall be paid to the County in semi-annual installments of fully amortized principal payments plus interest thereon at the rate stated in the assessment contract, consisting of a term no more than 10 years.

MEMORANDUM

TO: Marc Gonzales  
David Bodway

FROM: Kenneth Kent – Senior Planner, Land Use Review Coordinator

DATE: May 3, 2016

SUBJECT: FINANCIAL ANALYSIS – STARVIEW LANE LID FEASIBILITY REPORT

This is a request for financial review of the Starview Lane LID for the next step in the process. The Starview Lane LID was initiated by the Board on February 25<sup>th</sup> 2016. Adopting Resolution 2016-22 (Attached) directs the DTD Director to prepare a feasibility report. The resolution also states “...that the Clackamas County Finance Director be hereby directed to provide this Board with financing recommendations, guidelines and criteria for timely repayment of the construction and administrative costs associated with this project.”

We are targeting the May 26, 2016 Board meeting for review of the feasibility report. The primary issue from your end would be addressing the item above from the initiating resolution.

I've updated the financial viability analysis to reflect an increase in project cost. Total project cost increased from \$40,820 to an estimate of \$49,251. This consists of \$36,482 in construction costs and \$12,769 in administrative cost.

Financial Viability

The total market value of the district is \$6,744,071.00. This gives a market value to assessment ratio of 137 to 1.

The AVA ratio for the 19 individual properties that will benefit from the proposed LID ranges from 44 to 1 to 201 to 1. The project assessment for individual lots equates to \$2,704.80 for 16 lots, \$2,212.29 for 2 lots, and \$1,549.59 for one lot. The Department of Transportation & Development staff has determined that one hundred percent (100%) of the properties meet the minimum 3 to 1 market value to the proposed LID project assessment per property.

There are no major property holders on this project that own more than 50% of the total market value of the district. The three properties with the highest market value comprise 23.57% of the total market value of the properties within the district.

There are no vacant lots within the district.

Please let me know if you have any questions.

Starview Lane LID						
Tax Lot Number	Acres	TAXPAYER	ADDRESS	Market Value	Market Value/Assessment (Min. 3:1)	Petition Signature
32E12B 03502	5.13	SMITH CASEY LEE & JULIE LEE	17001 S WINTERVIEW LANE	\$188,864	70	x
32E12C 01901	7.33	HODGE DALE	17223 S WINTERVIEW LANE	\$543,648	201	x
32E12C 01902	3.44	GALLAGHER JOHN & KIM H	17041 S WINTERVIEW LANE	\$389,497	144	x
32E12C 01900	5.56	PAULSON LON & CHARLENE	17100 S WINTERVIEW LANE	\$523,537	194	x
32E12C 01903	1.46	HAMBERG KURTIS & JOY	17105 S WINTERVIEW LANE	\$522,591	193	x
32E12C 01904	2.21	SIMMONS KEITH	17171 S WINTERVIEW LANE	\$326,408	121	x
32E12C 01905	5.71	KUYKENDALL DALE A & DIANNE M	17200 S WINTERVIEW LANE	\$493,135	182	x
32E12B 03501	1.46	SORENSEN PAUL J & SUSAN M	19300 S STARVIEW LANE	\$445,252	165	x
32E12B 03400	5.25	GARFIELD SCOTT D CO-TRUSTEE	19322 S STARVIEW LANE	\$363,383	134	x
32E12B 03301	0.92	WILLIAMSON DALE A	19333 S STARVIEW LANE	\$371,794	137	x
32E12B 03300	5.21	SPEASL JUSTIN A & TABITHA B	19344 S STARVIEW LANE	\$343,644	127	x
32E12B 02902	3.93	CHESS JILL	19388 S STARVIEW LANE	\$201,713	75	x
32E12B 02700	4.95	ANDERSON LEONARD J & DEBBIE	19440 S STARVIEW LANE	\$400,082	148	
32E12C 01700	4.35	ANDERSON ARNOLD W & SANDRA J	19623 S CREEK ROAD	\$310,770	201	x
32E12B 03003	2.15	BOYCE NICHOLAS G & KIMBERLY M	19464 S STARVIEW LANE	\$119,001	44	x
32E12B 02703	1.06	LAWRENCE RUSSELL A & CAROL A	19478 S STARVIEW LANE	\$460,793	170	x
32E12B 02702	1.88	WILSON BRETT	19496 S STARVIEW LANE	\$145,269	66	x
32E12C 01801	2.9	MELLIS JAMES	19505 S STARVIEW LANE	\$266,201	120	x
32E12B 02902	1.17	TRACY PENNY M	19416 S STARVIEW LANE	\$328,489	121	x
<b>Total Acres</b>	66.07	60% of total acres = 39.64 acres signatures = 61.12 acres = 92.50%				Signatures 18 signatures = 94.73%
		<b>Total Market Value of District</b>	<b>\$6,744,071</b>			
		<b>Total Estimated LID Cost</b>	<b>\$49,251</b>			
		<b>Total Market Value/Total Assessment</b>	<b>137</b>			
		<b>Petition Signature Percentage</b>	<b>94.73%</b>			

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