



## Agenda Item Summary

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**File #: 24-00130**

**Agenda Date: 2/13/2024**

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**Agenda Item Name:**

**Special Assessment District for Quail Street Chip Seal-Property Owner Interest Poll**

**Presenter:**

Ramon D. Gavarrete, P.E.

**Description:**

Request for authorization from the Board of County Commissioners to conduct a Property Owner Interest Poll to determine support for the creation of a Special Assessment District to pay for the chip sealing of Quail Street in Melrose, Florida.

**Recommended Action:**

Direct staff to proceed with the Special Assessment District process by conducting a Property Owner Interest Poll and define the area to be benefitted as shown on the map attached to this item.

**Prior Board Motions:**

N/A

**Fiscal Note:**

This is the first step in the assessment process and these preliminary costs are covered by the application fee received. If the Property Owner Interest Poll exceeds the required percentages and the Board later approves a Notice of Intent, the construction and financing costs would be identified at that point with the most likely funding source being the Gas Tax Fund (Fund 149).

**Strategic Guide:**

Infrastructure

**Background:**

Quail Street is a public right-of-way, dedicated to the public by the plat of the Town of Melrose, recorded in Deed Book J, Page 847, of the Public Records of Alachua County, Florida. It is an unpaved lime rock road maintained by the County. The County received a resident initiated Preliminary Special Assessment District Petition, signed by the requisite number of benefitted property owners, requesting the County to initiate the process for the creation of a Special Assessment District (SAD) for the purpose of improving the road with an alternative surface treatment (chip seal).

The segment of Quail Street proposed to be chip sealed is approximately 900 feet in length, immediately south of State Road 26. There are eight properties abutting this section of Quail Street which would be specifically benefitted by the improvements. Six of the benefitted property owners

signed the Petition indicating a willingness to proceed with the SAD. This represents 75% of the benefitted property owners, exceeding the 60% required by Chapter 37 of the Code of Ordinances of Alachua County, Florida. The estimated cost for the improvements is \$74,459.00. This breaks down to \$9,307.37 per benefitted property. Amortized over 10 years, this equals an annual assessment of \$930.74, per property, per year, not including any financing or interest costs.

Should the Board direct staff to proceed with the process for the establishment of the SAD, staff will conduct a Property Owner Interest Poll. The poll will describe the improvement, show the area to be specifically benefitted thereby, contain the estimated improvement cost and the allocation of the cost to each benefitted property owner. The poll will be mailed to each benefitted property owner by first class mail and will contain a date by which the poll must be returned to the County. If 60% of the benefitted property owners respond to the poll and 75% of the respondents support the establishment of the SAD, staff will proceed to the next step of the process and request that the Board approve a Notice of Intent.

It is not anticipated that this roadway will qualify for the County's Graded Road Improvement Program in the foreseeable future. If the County completes the SAD process and chip seals the road, the County will be responsible for maintaining the improved roadway.