

RESOLUTION NO. 9091-R32

A RESOLUTION ESTABLISHING RECOMMENDED GUIDELINES  
FOR SPECIAL ASSESSMENT AND SPECIAL SERVICE AREAS TO PROMOTE  
CONSISTENCY AND INTEGRATE CITY FISCAL POLICIES

WHEREAS, the Comprehensive Plan Goals, Objectives and Policies recommended improvement and coordination of Capital Improvements such as streets, sidewalks, lighting, storm and sanitary sewer systems; and

WHEREAS, Resolution No. 8788-R14 concerning the Capital Improvement Plan calls for development of a written policy for financing various residential (local) street improvements; and

WHEREAS, such a policy will assist the Special Assessment and Special Service Area financing by providing guidelines that will help assure consistency from project to project while affording the flexibility to respond to unique situations; and

WHEREAS, the method of financing local street improvements must be fair and equitable; and

WHEREAS, there is frequently a degree of benefit to all citizens from public improvements which factor should be taken into consideration in the financing of such; and

WHEREAS, budget constraints influence the number of improvements the City can undertake under any circumstances.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, that the following guidelines are recommended for use for Special Assessment and Special Service Area residential (local) street projects financing:

APPLICABILITY

This financial policy is generally applicable to the following improvement (non-maintenance) projects along local streets (including residential) in developed areas of the City:

- Pavement (including storm sewers, manholes, inlets, curbs and gutters, right-of-way acquisition, easement costs, etc., needed as a result of paving).
- Street lights
- Sidewalks (Note: for sidewalk projects only, the City has alternatively used the procedure set forth in Illinois Revised Statutes Chapter 24, Section 11-84-1 et seq.; however, the method of cost allocation set forth below is meant to apply.)

Project design shall be governed by applicable federal, city and state guidelines and policies, and, where not specifically addressed, standard engineering practices. Scheduling is subject to budgetary, staffing and other constraints, including the impact of other CIP projects.

#### GENERAL METHOD OF CALCULATION

Assessments or cost of benefits shall be based upon the full cost of improvements, including right-of-way and easement acquisition costs, with the following guidelines recommended for use by the city. The assessment for a particular lot shall be comprised of the amount calculated on the "frontage" formula (1/2) and the "area" formula (1/2).

Assessment or benefit for each lot = (.50) (Total Project Costs to be distributed)

x Individual Lot Frontage Feet  
Total of all Lot Frontage Feet

+ (.50) (Total Project Costs to be distributed)

x Individual Lot Area  
Total of all Lot Areas

The city may make such adjustments in the special assessment formula as necessary to assure fair and equitable assessment of all properties.

#### EXEMPTIONS

In applying this policy, the following exemptions may be provided and paid by the city of Urbana, subject to the limitations set forth herein:

1. "Excess capacity" of features such as extra pavement width and thickness to serve other areas not within the borders of the local improvement project.
2. Design engineering, construction management and legal and financial services, to the extent done "in-house".
3. Corner lots and lots fronting two or more streets, that cannot legally be further subdivided into additional buildable lots, shall be assessed for such improvements only along the side on which they are first installed, with no assessment for improvements along the subsequent side.
4. All other exemptions required by law.

5. Credit for federal, state or private funding sources specifically earmarked for relief from special assessment; otherwise, available funding will be used to reduce the city's cost.
6. R-1, R-2, and R-3 zoned parcels shall be credited with a 40% reduction of the actual amount of assessments; all other parcels shall be credited with a 30% reduction.

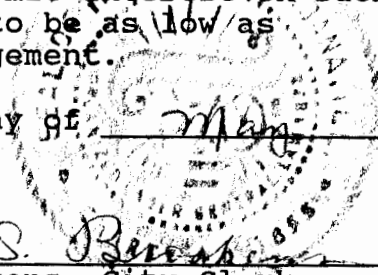
PROCEDURES

Pursuant to law, petitions will be referred to the board of local improvements. Typically, city financial participation will be limited to projects where the owners of at least 80% of the parcels that will potentially be assessed pursuant to this policy have petitioned for the improvements. Such participation is dependent upon the budgetary process.

TERMS OF PAYMENT

It shall be the general policy of the City of Urbana to permit the division of assessments into as many installments as the then current State law permits (generally ten) and it shall be the further policy of the City of Urbana to permit interest on such unpaid portions of the special assessment to be as low as possible consistent with sound fiscal management.

PASSED by the City Council this 6th day of May,  
1991.

  
Ruth S. Brookens  
Ruth S. Brookens, City Clerk

APPROVED by the Mayor this \_\_\_ day of \_\_\_\_\_,  
1991.

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Jeffrey T. Markland, Mayor