

## **TOWN OF WINDSOR AGENDA REPORT**

**Joint Windsor Town Council, Windsor Redevelopment Successor Agency and Windsor Water District Meeting Date:** June 4, 2025

**To:** Mayor and Town Council  
**From:** Nick Walker, Administrative Services Director  
**Subject:** FY 2025-26 Engineer's Report – Windsor 1982 Act Benefit Assessment District (82-AAD)

### **Recommendation to Council:**

Adopt a resolution approving the Fiscal Year 2025-26 Annual Engineer's Report for Windsor 1982 Act Benefit Assessment District, confirming the assessment diagrams and assessment amounts, and authorizing the annual levy and collection of assessments (82-AAD).

### **Strategic Plan Element:**

The recommended action supports the goal of Fiscal Health. Goal Statement: Ensure the economic health and long-term financial viability of the Town.

### **Background:**

The 82-AAD provides assessment funding for the operation and maintenance of storm drain and flood control facilities in various developments within the Town boundary.

The annual assessment proceedings for 82-AAD require a series of three Council actions in years when changes (annexations) are made to the District. As there are new zones proposed in this year's Engineer's Report, three actions are necessary. The first action, completed on February 19, 2025, is the Council-adopted Resolution No. 3918-24 appointing Coastland Civil Engineering as the Engineer of Work, directing the preparation and filing of the annual Engineer's Report, and describing the potential changes to 82-AAD for FY 2025-26. The second action, completed on April 16, 2025, is the Council-adopted Resolution No. 3935-24 indicating intention to levy and collect annual assessments for FY 2025-26, preliminarily approving the annual Engineer's Report, and setting the date for a public information meeting as May 5, 2025, and for a public hearing as June 4, 2025, for the FY 2025-26 proceedings.

Ballots packets were mailed out to parcels proposed for annexation on April 18, 2025. On May 5, 2025, Town staff held the required public information meeting in the Town Council Chambers. No one from the public attended the meeting.

The third action, proposed this evening, is the consideration of adoption of a resolution approving the Engineer's Report and authorizing the levy and collection of assessments in accordance with the Engineer's Report.

### **Discussion:**

This district currently consists of thirteen zones. Two new developments are proposed for annexation into new zones. An estimated maximum annual assessment has been established for the new zones and increases to the maximum annual assessment by the Consumer Price Index (CPI) inflation factor will be

allowed. The 2023 CPI inflation rate of +2.60% will be applied to the maximum annual assessment amounts in all existing zones.

The Engineer’s Report proposes adjustments to the FY 2025-26 annual assessments for existing Zones 101, 103, 104, 108, 109, 110, 113, 115, 116, 117, 119, 122, 123, 124 and 125 to meet budget needs. Annual assessments for each zone will be at or below the maximum allowed assessment for each zone.

The total proposed 82-AAD budget for FY 2025-26 is \$131,753.11. The funding is as shown in Table 1. There are no General Funds required for 82-AAD.

**Table 1.**  
**FY2025-26 Budget Funding Source**

|                              |                     |
|------------------------------|---------------------|
| Assessment Revenues          | \$129,713.31        |
| Assessment District Reserves | \$2,039.80          |
| General Fund Contribution    | \$0.00              |
| <b>Total</b>                 | <b>\$131,753.11</b> |

Publicly owned properties will not be assessed as these properties receive no special benefit from this District.

**Fiscal Impact:**  
There are no General Fund contributions required for 82-AAD.

**Environmental Review:**  
The recommended action is not subject to review under the California Environmental Quality Act (CEQA).

- Attachment(s):**  
[1. Resolution - 82-AAD](#)  
[2. 82-AAD Engineer's Report](#)

**Prepared by:**  
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**Approved by:**  
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Town Manager