

# Resolution of Intention Procedure

Using this procedure, the Board of County Commissioners adopt a resolution which states their intention to proceed with formation of a Road Improvement District (RID). Within the resolution, the Board sets a date, time, and place for a public hearing to consider forming the RID. They direct that a notice of the hearing be sent to those who own property within the boundary of the proposed district along with an estimated assessment for each property. A copy of the Resolution of Intention, a ballot, a return envelope, and election instructions are all included as part of the mailing. The entire packet is mailed to property owners at least fifteen days prior to the date of the public hearing.

The Board of County Commissioners conduct the public hearing and take both oral and written testimony regarding district formation. They then decide if the district is feasible. If it appears to be feasible, they will so state in a resolution and direct the Clerk of the Board to proceed with the election. The public hearing is then continued for the purpose of obtaining election results.

Property owners have until one week after the hearing, at which the feasibility of the project was declared, to return their ballots to the Clerk of the Board. Ballots not received by 5:00 P.M. on the seventh day following the hearing are not opened.

The outcome of the election is determined by a majority of the votes cast. Each property owner has one vote for each full dollar of estimated assessment. For example, a person who receives an estimated assessment of \$3,129.85 will have 3,129 votes. The ballots are opened and counted by the Clerk of the Board. The Clerk certifies the election results to the Board of County Commissioners at their continued public hearing.

If a majority of the votes cast are in favor of district formation, then the Board may proceed with the RID. They will pass a resolution creating the district and order the County Engineer to proceed with construction.

GENERALIZED FLOW DIAGRAM - SPOKANE COUNTY  
ROAD IMPROVEMENT DISTRICTS (BALLOT METHOD)

Property Owners Show Substantial Support and Request District Formation	6	County Engineer Reviews Project & Estimate	6	Board of County Commissioners Adopt Resolution of Intent	6	Notice of Hearing Published - Notices, Estimates and Ballots Mailed
Hearing to Consider Feasibility of District by Board of County Commissioners	6	Ballots Received and Counted One Week After Hearing - One Vote For Each Full Dollar	6	If Majority of Votes Cast In Favor, District Created. If Majority of Votes Cast Against, District Terminated.	6	<u>If District Created</u>
Engineer and Finalize Plans Prepare Estimate	6	Board of County Commissioners Authorizes Construction	6	<u>CONSTRUCTION</u>	6	Determine Final Construction Costs
Board of County Commissioners Set Date for Final Hearing	6	Final Cost and Hearing Notices Mailed	6	Final Hearing by Board of County Commissioners - Costs Equalized	6	Assessments to Treasurer for Collection
Treasurer Notifies of Cost and 30 Day Grace Period	6	Begin 10 Year Payoff - Bonds Sold				