



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: Lisa Wallis-Dutra, City Engineer and
Tom McCurdy, Public Works Manager
Quad Knopf

THROUGH: John Jansons, City Manager

DATE: May 9, 2016

SUBJECT: Draft Resolution No. 2016-018: 2016 / 2017 Landscape and Lighting Districts

RECOMMENDED ACTION:

It is respectfully recommended that the City Council:

- 1) Adopt Draft Resolution No. 2016-018,
- 2) Authorize the City Engineer to prepare the engineer's report,
- 3) Set a Public Hearing for July 11, 2016 for consideration of annual renewal of Landscape Lighting and Irrigation Districts, and
- 4) Set a Public Meeting for July 25, 2016 for adoption of applicable rates.

BACKGROUND:

The City currently has 12 Landscape, Lighting and Irrigation Districts (LLID's) formed as a part of the approval process of various subdivisions for the purpose of maintaining the surrounding landscaping in each of the subdivisions. The City maintains the turf, shrubs, trees, irrigation systems, lighting (in some districts), and walls on the exterior of the parcels of land which are all located in the public right of way.

Each parcel within each subdivision is assessed an amount equal to their share of the costs for said maintenance. Each fiscal year, the City is required, by the rules for the assessment districts (in accordance with the 1972 Landscape and Lighting District Act), to do a cost accounting of the assessments for the upcoming year.

There are several steps in the process to recover the cost of maintenance for these districts. The following is a summary of the steps (See Attachment 2) to be used in this process:

1. The City Council authorizes the City Engineer to prepare an engineer's report that accounts for all applicable charges for each district. There are currently 12 separate districts in the City consisting of 804 individual lots.

2. The City Engineer prepares the engineer's report and incorporates all charges that are applicable to the individual district. During this process, the most current owner's list is acquired from the County Assessor's office in which an assessment is to be included.
3. The City Council sets a public hearing to accept the engineer's report and hear public input.
4. After the public hearing, the City Council conducts a public meeting and adopts the proposed rates or adjusted rates as appropriate.
5. Subsequent to Council action, the City Clerk delivers a masters list with the assessment to be applied to each applicable parcel to the County Assessor's office.
6. The adjusted assessments will be added to the County's assessment rolls in August and the City would receive from the County the monies from the two normal semiannual property tax collections (one in December and one in April).

DISCUSSION:

There are currently 12 districts consisting of 804 individual lots. The 12 districts are the result of a consolidation process that was approved previously. Staff has considered the possibility of consolidation in additional districts, but to date have not found any that would be beneficial to property owners.

COORDINATION & REVIEW:

Staff has reviewed the timing and funding with the Finance Director.

ALTERNATIVES:

None proposed

FISCAL IMPACT:

The assessment districts are self-funded and costs recovered from the County Assessor cover the actual costs. The applicable charges will be included in the 2016/2017 fiscal budget.

CONCLUSION:

It is respectfully recommended that the City Council:

- 1) Adopt Draft Resolution No. 2016-018,
- 2) Authorize the City Engineer to prepare the engineer's report,
- 3) Set a Public Hearing for July 11, 2016 for consideration of annual renewal of Landscape Lighting and Irrigation Districts, and
- 4) Set a Public Meeting for July 25, 2016 for adoption of applicable rates.

Attachment(s): 1 - Draft Resolution 2016-018
2 - Timeline Memorandum

Respectfully Recommended By:



Lisa Wallis-Dutra, City Engineer and
Tom McCurdy, Public Works Manager
Quad Knopf

Approved By:



John Jansons
City Manager

RESOLUTION NO. 2016-018

**RESOLUTION BY THE CITY COUNCIL OF THE CITY OF FARMERSVILLE,
TULARE COUNTY, CALIFORNIA, AUTHORIZING THE PREPARATION OF THE
ENGINEER'S REPORT AND SETTING A PUBLIC HEARING FOR
LANDSCAPE AND LIGHTING DISTRICT ASSESSMENTS**

WHEREAS, the City of Farmersville has 12 individual Landscape and Lighting assessment districts consisting of 804 lots that have been formed pursuant to the Landscaping and Lighting Act of 1972 (Section 22500 and following, Streets & Highways Code); and,

WHEREAS, the City collects assessments for actual charges incurred for the maintenance of said districts; and,

WHEREAS, each year the City Engineer prepares an Engineer's report that details the costs to be incurred for each lot; and,

WHEREAS, the City Council typically conducts a Public Hearing and receives testimony from property owners regarding said assessments collects.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Farmersville:

1. The above referenced recitals are true and correct.
2. The City Council of the City of Farmersville hereby directs the City Engineer to prepare the annual Engineer's report that details the assessment to be collected for the fiscal year 2016/2017.
3. The City Council of the City of Farmersville hereby sets July 11, 2016 at 7:00 pm for the Public Hearing to receive testimony from property owners regarding the assessment of fees for the Landscape and Lighting Districts.
4. The City Council of the City of Farmersville hereby sets July 25, 2016, at 7:00 pm for a Public Meeting to consider adoption of assessments for the Landscape and Lighting Districts.

THE FOREGOING RESOLUTION WAS ADOPTED by motion of _____
and seconded by _____ at a regular meeting on this 9th day of May,
2016 by the following vote:

AYES: 0

NOES: 0

ABSTAIN: 0

ABSENT: 0

BY:

ATTEST:

Gregorio Gomez, Mayor

City Clerk Pro Tempore



Quad Knopf

Attachment 2

MEMO

Date: May 2, 2016 **Project No.:** F160082
To: Lisa Wallis Dutra, City Engineer
From: Tom McCurdy
Subject: 2016/2017 Landscaping and Lighting Assessment Districts
cc: John Jansons, City Manager, Steve Huntley, City Finance Director, Fred Lusk

Below is the suggested time schedule for the 2016/2017 Landscaping and Lighting Districts:

- May 11th - Council Authorizes preparation of the Engineer's Report.
- May 26th - Public Hearing Notice published in newspaper.
- July 11th - Public Hearing Conducted.
- July 25th – Public Hearing to adopt revised rates.
- August 10th – Approximate last day to provide assessments details to the County Assessor's office.

This schedule will meet the required time period in order to get info to the County Assessor's office.

Based on the above, the engineer's report & supporting documentation will need to be completed prior to May 27th.

I have copied the individual files from last year's assessment files into F160082.

Please let me know if you have questions or need assistance with other items.

TMc

CONSTRUCTION WORKDAY CALENDAR •2016 - 7 DAY•

JANUARY

SUN	MON	TUE	WED	THU	FRI	SAT
					306	307
308	309	310	311	312	313	314
315	316	317	318	319	320	321
322	323	324	325	326	327	328
329	330	331	332	333	334	335
336						
31						

JULY

SUN	MON	TUE	WED	THU	FR
					488
490	491	492	493	494	495
497	498	499	500	501	502
504	505	506	507	508	509
511	512	513	514	515	516
518					
519					

FEBRUARY

SUN	MON	TUE	WED	THU	FRI	SAT
343	344	345	346	347	348	349
350	351	352	353	354	355	356
357	358	359	360	361	362	363
364	365					
28	29					

AUGUST

SUN	MON	TUE	WED	THU	FR	SAT
525	526	527	528	529	530	531
532	533	534	535	536	537	538
539	540	541	542	543	544	545
546	547	548	549	550	551	552
553	554	555	556	557	558	559
560	561	562	563	564	565	566
567	568	569	570	571	572	573
574	575	576	577	578	579	580
581	582	583	584	585	586	587
588	589	590	591	592	593	594
595	596	597	598	599	600	601
602	603	604	605	606	607	608
609	610	611	612	613	614	615
616	617	618	619	620	621	622
623	624	625	626	627	628	629

MARCH

SUN	MON	TUE	WED	THU	FRI	SAT
371	372	373	374	375	376	377
378	379	380	381	382	383	384
385	386	387	388	389	390	391
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469	470	471	472	473	474	475
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518	519	520	521	522	523	524
525	526	527	528	529	530	531

SEPTEMBER

SUN	MON	TUE	WED	THU	FR	SAT
553	554	555	556	557	558	559
560	561	562	563	564	565	566
567	568	569	570	571	572	573
574	575	576	577	578	579	580
581	582	583	584	585	586	587
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623	624	625	626	627	628	629

APRIL

SUN	MON	TUE	WED	THU	FRI	SAT
399	400	401	402	403	404	405
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469	470	471	472	473	474	475
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OCTOBER

SUN	MON	TUE	WED	THU	FR	SAT
581	582	583	584	585	586	587
588	589	590	591	592	593	594
595	596	597	598	599	600	601
602	603	604	605	606	607	608
609	610	611	612	613	614	615
616	617	618	619	620	621	622
623	624	625	626	627	628	629

MAY

SUN	MON	TUE	WED	THU	FRI	SAT
427	428	429	430	431	432	433
434	435	436	437	438	439	440
441	442	443	444	445	446	447
448	449	450	451	452	453	454
455	456	457	458	459	460	461
462	463	464	465	466	467	468
469	470	471	472	473	474	475
476	477	478	479	480	481	482
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490	491	492	493	494	495	496
497	498	499	500	501	502	503
504	505	506	507	508	509	510
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518	519	520	521	522	523	524
525	526	527	528	529	530	531

NOVEMBER

SUN	MON	TUE	WED	THU	FR	SAT
616	617	618	619	620	621	622
623	624	625	626	627	628	629

JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
462	463	464	465	466	467	468
469	470	471	472	473	474	475
476	477	478	479	480	481	482
483	484	485	486	487	488	489
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511	512	513	514	515	516	517
518	519	520	521	522	523	524
525	526	527	528	529	530	531

DECEMBER

SUN	MON	TUE	WED	THU	FR	SAT
644	645	646	647	648	649	650
651	652	653	654	655	656	657
658	659	660	661	662	663	664
665	666	667	668	669	670	671
672	673	674	675	676	677	678
679	680	681	682	683	684	685
686	687	688	689	690	691	692
693	694	695	696	697	698	699
700	701	702	703	704	705	706
707	708	709	710	711	712	713
714	715	716	717	718	719	720
721	722	723	724	725	726	727
728	729	730	731	732	733	734
735	736	737	738	739	740	741
742	743	744	745	746	747	748
749	750	751	752	753	754	755
756	757	758	759	760	761	762
763	764	765	766	767	768	769
770	771	772	773	774	775	776
777	778	779	780	781	782	783
784	785	786	787	788	789	790
791	792	793	794	795	796	797
798	799	800	801	802	803	804
805	806	807	808	809	810	811
812	813	814	815	816	817	818
819	820	821	822	823	824	825
826	827	828	829	830	831	832

Council conducts Public Hearing

Council adopts rates

Last date to send levies to County Assessor

Council meeting authorizing preparation of engineer's

Public Hearing notice published in paper

45 day period