



MEMORANDUM

TO: City Council

FROM: Bill Robeson, Assistant City Manager/Public Works Director

SUBJECT: Adoption of Resolutions Directing the Levy of the Annual Assessments for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping and Lighting Assessment District No. 1, Within Tract 1769, for Fiscal Year 2024-2025

DATE: June 25, 2024

RECOMMENDATION:

- 1) Conduct a public hearing for the levy and collection of assessments for the Parkside Village Assessment District, Grace Lane Assessment District, and Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract 1769;
- 2) Adopt a Resolution directing the levy of the annual assessment for the Parkside Village Assessment District pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code Sections 22500 et. seq.) for Fiscal Year 2024-25;
- 3) Adopt a Resolution directing the levy of the annual assessment for the Grace Lane Assessment District pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code Sections 22500 et. seq.) for Fiscal Year 2024-25; and
- 4) Adopt a Resolution directing the levy of the annual assessment for the Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract 1769, pursuant to the Landscaping and Lighting Act of 1972 (Streets and Highways Code Sections 22500 et. seq.) for Fiscal Year 2024-25.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

By adopting the Resolutions, \$56,298 will be collected for Fiscal Year 2024-25 for the three assessment districts to provide landscaping and other specified maintenance. The assessments are placed on the affected property owner's property tax bill each year.

BACKGROUND:

At the [May 28, 2024](#), City Council meeting, the City Council approved the Engineer's Reports and adopted Resolutions declaring its intention to levy and collect assessments for the Parkside Village Assessment District, Grace Lane Assessment District, and the Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract No. 1769, and setting a public hearing for June 25, 2024. The anticipated assessments are as follows:

Item 10.c.

City Council

Adoption of Resolutions Directing the Levy of the Annual Assessments for the Parkside Village and Grace Lane Assessment Districts and the Arroyo Grande Landscaping and Lighting Assessment District No. 1, Within Tract 1769, for Fiscal Year 2024-2025

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- For the Parkside Village Assessment District, the proposed annual assessments are \$446 or \$734 per parcel for a total of \$43,966 annually.
- For the Grace Lane Assessment District, the proposed annual assessments are \$460 for 19 parcels and \$148 for 4 parcels (\$8,740 + \$592) for an annual total of \$9,332.
- For the Landscaping and Lighting Assessment District No. 1, within Tract 1769, the total proposed annual assessment is \$100 per parcel for an annual total of \$3,000.

ANALYSIS OF ISSUES:

The California Streets and Highways Code Sections 22500 et seq., (California Landscape and Lighting Act of 1972) (Act), establishes one of the processes by which local governmental agencies form assessment districts to finance the costs and expenses of landscaping and lighting public areas. The final process includes a public hearing, which allows all interested parties to hear and be heard. After the public hearing, the City Council may adopt Resolutions (Attachments 1, 2, and 3) confirming the assessments, which constitute the levy of the assessments for the 2024-25 fiscal year. Upon fulfilling these requirements, the City must submit the Resolutions to the County of San Luis Obispo for inclusion of the assessments on the Fiscal Year 2024-25 property tax roll. The fees collected for each assessment district fund items such as monthly landscape maintenance, annual fire suppression/fuel reduction, savings for anticipated drainage structure maintenance and improvements, and general landscaping cleanup projects, as needed. Section 4 of each associated Engineer's Report provides a description of improvements

Residents in the Parkside Village Assessment District have requested the replacement of the existing playground equipment and other improvements in the park area of that district. Staff agrees that the condition of the playground necessitates replacement. As part of the Capital Improvement Project process, Staff has begun coordination meetings with residents intended to obtain consensus for the general project request, then user needs, and conceptual design points. Using the results of these neighborhood meetings, a more focused conceptual design and cost estimates will be developed and reviewed to create a preliminary project before the bidding and awarding of the project. This project is not anticipated to increase assessment fees and costs are expected to be well with the district's total budget. Additionally, the annual engineer's evaluation and report for the Parkside Village Assessment District for Fiscal Year 2024-25 analyzed this maintenance project to existing improvements/the playground area. The engineer's report found the cost and replacement reasonable and needed.

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ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

1. Adopt Resolutions approving the levy to collect the annual assessments for the Parkside Village Assessment District, Grace Lane Assessment District and Arroyo Grande Landscaping and Lighting Assessment District No. 1 within Tract 1769 for Fiscal Year 2024-25; or
2. Modify and adopt the Resolutions; or
3. Provide staff other direction.

ADVANTAGES:

Adoption of the Resolutions will be in compliance with the Act and allow the City to move forward with the process to collect assessments and perform the work identified in the Engineer's Report for each assessment district.

DISADVANTAGES:

No disadvantages for the proposed actions have been identified for this fiscal year.

ENVIRONMENTAL REVIEW:

No environmental review is required for this item.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted at City Hall and on the City's website in accordance with Government Code Section 54954.2. The Resolutions adopted by the City Council on May 28, 2024, declaring its intention to levy and collect annual assessments for all three (3) Assessment Districts in Fiscal Year 2024-25 were published in The New Times on Friday, June 14, 2024.

ATTACHMENTS:

1. Proposed Resolution – Parkside Village
2. Proposed Resolution – Grace Lane
3. Proposed Resolution – District 1, Tract 1769