



CITY *of* CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: APRIL 5, 2021

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

FROM: ROBERT YALDA, PUBLIC WORKS DIRECTOR / CITY ENGINEER
HEATHER MELTON, LANDSCAPE DISTRICT MAINTENANCE
MANAGER

SUBJECT: ADOPTION OF RESOLUTION NO. 2021-1725, INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF ASSESSMENTS WITHIN LANDSCAPE MAINTENANCE DISTRICT NO. 22 AND LANDSCAPE LIGHTING ACT DISTRICT NOS. 22, 24, 27 AND 32 FOR FISCAL YEAR 2021-2022; ADOPTION OF RESOLUTION No. 2021-1726, APPROVING A PRELIMINARY ENGINEER'S REPORT WITH RESPECT TO THE LEVY AND COLLECTION OF ASSESSMENTS IN CONNECTION WITH LANDSCAPE LIGHTING ACT DISTRICT NOS. 22, 24, 27 AND 32 FOR FISCAL YEAR 2021-2022; ADOPTION OF RESOLUTION NO. 2021-1727, DECLARING ITS INTENT TO LEVY AND COLLECT ASSESSMENTS WITHIN LANDSCAPE MAINTENANCE DISTRICT NO. 22 AND LANDSCAPE LIGHTING ACT DISTRICTS NOS. 22, 24, 27 AND 32 AND SETTING A TIME AND PLACE FOR PUBLIC HEARING

MEETING DATE: APRIL 28, 2021

DATE:

BACKGROUND:

The City of Calabasas administers four (4) landscape assessment districts, pursuant to the Landscape and Lighting Act of 1972:

Landscape Lighting Act District No. 22 - Calabasas Park Area
(LLAD 22)

Landscape Lighting Act District No. 24 - Lost Hills Road &
The Saratogas (LLAD 24)
Landscape Lighting Act District No. 27 - Las Virgenes Road (LLAD 27)
Landscape Lighting Act District No. 32 - Agoura Road/Lost Hills Road
Commercial District (LLAD 32)

The City also levies one assessment in a District formed pursuant to the Improvement Act of 1911:

Landscape Maintenance District No. 22 - Calabasas Park Area
(LMD 22)

The Districts were transferred to the City from Los Angeles County, July 1, 1995, at the request of property owners within the boundaries of the existing districts. In 1997, following the adoption of Proposition 218 by the state electorate, the assessment methodologies of the 1972 Act districts were affirmatively balloted by the property owners within those Districts. Since then, assessments have been increased in several Zones of the districts, with the approval of parcel owners in assessment ballot proceedings.

DISCUSSION/ANALYSIS:

The assessment formula in LLAD 22 for Fiscal Year 2021-2022 will be the same as the previous year.

The assessment formula is specific to each Zone and reflects the cost for maintenance of landscaping, pest control, trees, utilities and annual fire break clearance/weed abatement, divided equally amongst those parcel owners. Each Zone will have a 'not to exceed' budget established by the number of parcels times the amount of the assessment. For example, a Zone with 400 parcels at \$621.43 per parcel per year will generate \$248,572.00 in revenue, to be used for the maintenance within that Zone. A reserve fund must be maintained in order to provide for cash flow in the first half of the next fiscal year. The landscape maintenance contract for LMD/LLAD 22 is currently out for bidding for Fiscal Year 2021-2022. The bidding is for LMD 22 common benefit areas and four of the Zones within LLAD 22. A new landscape maintenance contract for the LMD 22 common benefit areas and the four Zones in LLAD 22 will be awarded this June, 2021.

In addition, this year 2021/22 the City will implement a maximum assessment rate which was not applied last year 2020/21 due to COVID. The adjustment will be to Landscape Maintenance District No. 22 and all Landscape Lighting Act District No. 22 Zones. Landscape Lighting Act Districts No. 24 and No. 27 and all their Zones.

Landscape Lighting Act District 32 did receive the maximum assessment rate in 2020/21 and will only receive the 2021/22 CPI inflation adjustment this year.

The Council will be asked to approve three resolutions initiating the annual assessment district administration process. If the Council approves the resolutions a sequence of events follows which includes a Public Hearing on June 9th, 2021. If changes are required due to public input, the Final Engineer's Report and the tax roll will be modified to reflect those changes. The tax roll must be submitted to the Los Angeles County Assessor's Office by August 6th 2021.

FISCAL IMPACT/SOURCE OF FUNDING:

The Landscape Lighting Act Districts are funded by assessments, which are earmarked for use within specific boundaries. The Landscape Maintenance District is funded by ad valorem funds.

REQUESTED ACTION:

Adoption of Resolution No. 2021-1725, initiating proceedings for the levy and collection of assessments within Landscape Lighting Act District Nos. 22, 24, 27 and 32 for Fiscal Year 2021-2022; Resolution No. 2021-1726, approving a Preliminary Engineer's Report with respect to the levy and collection of assessments in connection with Landscape Lighting Act District Nos. 22, 24, 27 and 32 for Fiscal Year 2021-2022; Resolution No. 2021-1727 declaring its intent to levy and collect assessments within Landscape Lighting Act District Nos. 22, 24, 27 and 32 for Fiscal Year 2021-2022.

ATTACHMENTS:

1. Resolution No. 2021-1725 Initiating Proceedings
2. Resolution No. 2021-1726 Approving the Engineer's Report
3. Resolution No. 2021-1727 Declaring Intent to Levy
4. Preliminary Engineer's Report