



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: APRIL 11, 2022

TO: HONORABLE MAYOR AND COUNCIL MEMBERS

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

SUBJECT: ADOPTION OF RESOLUTION NO. 2022-1780, 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 2022-2023; ADOPTION OF RESOLUTION NO. 2022-1781, 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 2022-2023; ADOPTION OF RESOLUTION NO. 2022-1782, 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 27, 2022

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 2022/2023 will be the same as the previous year, except in Las Villas HOA. This Zone has requested the City to ballot for an assessment increase. The City will conduct an assessment ballot proceeding in the Zone only with respect to the proposed increased assessment.

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. A new landscape maintenance contract for LMD/LLAD 22 was sent out for RFP (Request for Proposal), in the third quarter of 2020/2021 for four Zones within LLAD 22 and a new landscape maintenance contract was executed in June, 2021. In the first quarter of 2021/2022 a landscape maintenance contract for two more Zones within LLAD 22 was sent out for RFP (Request for Proposal), and a new landscape maintenance contract was executed for these in November, 2021. Last, three more Zones currently are scheduled to be sent out for RFP (Request for Proposal) within the next twelve months.

In addition, this year 2022/23 the City will implement a 3.83% CPI inflation adjustment. The adjustment will be to Landscape Maintenance District No. 22 and all Landscape Lighting Act District No. 22 Zones, except for Las Villas HOA which requested to go to ballot for an 18% increase for Fiscal Year 2022/23.

Landscape Lighting Act Districts No. 24 and No. 32 will also receive a 3.83% CPI inflation adjustment to all their Zones.

As for Landscape Lighting Act District No. 27 it will receive a 3.83% CPI inflation adjustment to all their Zones. In regards to Mont Calabasas HOA Zone 41, back in Fiscal Year 2018/19 in compliance with Proposition 218, a proposed rate increase was submitted to the property owners via mailed ballots. This was to address the irrigation system which borders their community which needed repair. The ballots were tabulated and 62.50% of the ballots returned were in favor of the temporary rate increase. At that time their rate increased by 41.23% for Fiscal Years 2019/20, 2020/21, and 2021/22 with an understanding that in Fiscal Year 2022/23 it would revert back to the previously approved maximum rate including any inflationary adjustments.

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 22nd 2022. 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 5th 2022.

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. 2022-1780, initiating proceedings for the levy and collection of assessments within Landscape Lighting Act District Nos. 22, 24, 27 and 32 for Fiscal Year 2022-2023; Resolution No. 2022-1781, 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 2022-2023; Resolution No. 2022-1782 declaring its intent to levy and collect assessments within Landscape Lighting Act District Nos. 22, 24, 27 and 32 for Fiscal Year 2022-2023.

ATTACHMENTS:

1. Resolution No. 2021-1780 Initiating Proceedings
2. Resolution No. 2021-1781 Approving the Engineer's Report
3. Resolution No. 2021-1782 Declaring Intent to Levy
4. Preliminary Engineer's Report Fiscal Year 2022-23