



COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
DEPARTMENT OF PUBLIC WORKS
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NEVADA COUNTY BOARD OF SUPERVISORS
Board Agenda Memo

MEETING DATE: May 12, 2020

TO: Board of Supervisors

FROM: Jessica Hankins, Public Works Project Manager

SUBJECT: **Resolution to Amend the Parcel Charges for the Existing Ski Town II Permanent Road Division – District 5**

RECOMMENDATION:

1. Conduct a public hearing to hold a Proposition 218 election to amend the parcel charges for the Ski Town II Permanent Road Division (PRD).
2. Determine if a majority protest of property owners exists to amend the parcel charges.
3. In the absence of a majority protest, direct staff to count the mail-out election ballots received by the Clerk of the Board regarding the PRD assessment amendments.
4. In the event that a majority of the votes received support the amended PRD parcel charges, then adopt the attached Resolution authorizing the amended parcel charges for the Ski Town II PRD and collection of the parcel charges beginning in Fiscal Year 2020/21 and each year thereafter.

FUNDING: Funds will be collected annually from special assessments charged to applicable parcels within the Permanent Road Division. There is no impact on the General Fund and no budget amendment is needed.

BACKGROUND: The Ski Town II subdivision, located off Donner Pass Road in the Soda Springs area, was first developed in 1988. To provide road maintenance and snow removal services on the subdivision's new roads, Poma Lane (518 feet long) and Lotta Crabtree Terrace (1,380 feet long), the developer requested the formation of a Permanent Road Division (PRD). The Board of Supervisors adopted Resolution 88-249 forming the Ski Town II PRD on May 17, 1988. The new PRD included new lots within the subdivision as well as non-subdivision lands using these roads and benefiting from the PRD. The PRD did not include an inflationary adjustment mechanism.

Actual costs of snow removal in the Ski Town II PRD are now much higher than what is collected. During a public meeting with Public Works staff on September 24, 2019, Ski Town II property owners generally agreed that a single fee should be charged for all properties, with snow removal provided on average for 50 days per year at actual costs. Additionally, some property owners noted

that their parcels were not served by either Poma Lane or Lotta Crabtree Terrace, so they did not benefit from the PRD and should not be assessed.

The amendments to the parcel charges now proposed, includes the removal of charges for those lots without access on the PRD roads, increasing snow removal charges to \$437 per parcel per year per parcel, and adding an inflationary adjuster (Consumer Price Index or CPI) to both road maintenance and snow removal assessments, not to exceed five percent (5%) in any one year. As of the end of December 2019, the CPI had advanced 2.5 percent. The resulting proposed parcel charges beginning in FY 2020/21 are shown below.

Proposed Parcel Charges for Ski Town II PRD – FY 2020/21		
Snow Removal	\$437 annually	
Road Maintenance	Unimproved Parcels	Improved Parcels
<i>Within Ski Town II subdivision</i>	\$54.32	\$86.10
<i>Outside Ski Town II subdivision</i>	\$13.32	\$21.52

On March 24, 2020, the Board of Supervisors approved Resolution 20-090 to amend the parcel charge assessments for the Ski Town II PRD and conduct an assessment ballot proceeding. Public hearing notices were mailed to the affected owners on or before March 27, 2020, per requirements of the Government Code. Notices were also posted per requirements of the Streets and Highways Code.

This hearing requires that the Board determine if a majority of property owners protest the Ski Town II PRD parcel charge amendments. If a majority of property owners do not protest, the Board will direct the Clerk of the Board to open and count the ballots. If more than half of the assessment ballots submitted are in favor of the parcel charge, then the Board may amend the parcel charges for the Ski Town II PRD.

Item Initiated by: Jessica Hankins, Public Works Project Manager

Approved by: Trisha Tillotson, Director of Public Works

TT:JH:kk

Submittal Date: April 21, 2020