

To: **Mayor and City Council**
Through: **Ryan Schroeder, City Manager**
From: **Ross Beckwith, Public Works & Parks Director/City Engineer**
Date: **April 23, 2018**

Public Improvement And Special Assessment Policy

BACKGROUND INFORMATION:

At the February 26, March 12 and March 26, 2018 Open Council Work Sessions discussed changes to the Public Improvement and Special Assessment Policy. Attached is the newly revised policy. The main changes from the current policy are:

- Defining terms used in the policy: Assessable Cost, City Oversizing, Feasibility Report, Financing Charges, Improvement or Improvement Project and Project Costs.
- Changing to a Unit Method for single-family residential street reconstruction projects and a Per Foot method for all other properties. City Council will always be able to select the preferred method of calculating assessments at the time the project is ordered.
- Changing to a 10-year assessment period for sanitary sewer assessments to make all assessments (street, alley, etc.) the same 10-year term. This coincides with the length of our bonds.
- Adding language for the process of deferred assessments for properties that can be subdivided.
- Adding verbiage on using benefit appraisals.
- Assessing 100% for new streetlights and incorporating the cost for replacement streetlights into the overall Project Cost to be assessed, regardless of which side the lights are on.
- Including sidewalk replacement as part of the total project cost and assessing accordingly.
- Not assessing the construction, replacement or maintenance of bituminous trails.

FISCAL IMPACT:

Street reconstruction projects will be assessed 25% of the Assessable Cost. Bituminous mill and overlay projects will be assessed at 35% of the Assessable Cost.

STAFF RECOMMENDATION:

Staff recommends that City Council approve the attached Resolution adopting the Public Improvement and Special Assessment Policy dated April 2018.

Attachment: Public Improvement and Special Assessment Policy - April 2018