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DEPARTMENT OF PUBLIC WORKS
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To: Finance Committee
From: Danielle Block, Director of Public Works
Date: November 14, 2023
Re: 2024 Special Assessment Policy

In line with the 2024 Budget, the Department of Public Works recommends the following updates to the City Special Assessment Policy:

- Several language updates for clarification.
 - Clarifying that administrative fees are 6%.
 - Clarifying use of Wheel Tax dollars.
 - Clarifying the additional cost of decorative street lighting will be based on the additional cost to install equipment, along with the annual charge to power the decorative street lighting. On-going special assessments will be reviewed to determine the lighting charge based on current utility company approved rates.
 - Removed language that is no longer current or stated elsewhere in the policy.
- One proposed change to the policy, which was approved via the 2024 Budget Adoption process.
 - Under I. A. Street Construction and Reconstruction Concrete Pavement R-1 Zoning, the assessment rate for assessable items changed from 75% to 100%.

As a reminder, the proposed change is being prompted by a more equitable capture of costs associated with roadway projects. R-1, R-2, and all other zoning is assessed at the same rate for every other type of infrastructure improvement. This change will make the assessment for concrete construction in line with other improvements.

During 2024 Budget discussions, there were concerns brought forward to staff regarding a previously scheduled 2023 street construction project, Amethyst Drive (Blue Topaz to Aquamarine). This project was bid in 2023, as part of the A-23 project. Based on bid prices and the 2023 budget, the Amethyst Drive project was delayed. The project will be rebid in 2024. Property owners along this corridor would have received preliminary estimates and gone through the Special Assessment Public Hearing in the Spring of 2023. In recognition of the project delay and the timing of the change in policy, staff recommends that Amethyst Drive (Blue Topaz to Aquamarine) be subject to the 2023 Special Assessment policy, whereby the concrete road would be assessed back to R-1 zoned properties at 75%.

Staff recommends approval of the 2024 Special Assessment Policy as presented and Amethyst Drive Concrete Project (Blue Topaz to Aquamarine) be subject to the 2023 Special Assessment Policy.

Thank you for your consideration.