

**CITY OF SANTA PAULA
MEMORANDUM**

To: Honorable Mayor and Members of the City Council

From: John Cotti, City Attorney

Subject: Creation of a Standing Committee Involving the Geologic Hazard Abatement District and Other Financing Districts

Date: July 17, 2017

Recommendation: It is recommended that the City Council: (1) Adopt Resolution No. 7067 establishing the Assessment District Standing Committee of the City Council and establishing the responsibilities of the Committee; (2) Appoint two members of the Council to serve on the Committee; and (3) Take such additional, related action that may be desirable.

Report by: Michael Rock, City Manager; John C. Cotti, City Attorney

Fiscal Impacts: There are no fiscal impacts associated with this action.

Personnel Impacts: Staff liaison for the Committee would be Sandy Easley, Finance Director, and John Ilasin, Interim Public Works Director.

General Discussion: On June 5 and June 19, 2017, the City Council and the City Council sitting as the Geologic Hazard Abatement District Board set the annual assessments for the Hillsborough Open Space Maintenance District and the Geologic Hazard Abatement District, respectively. During the course of those meetings, the City Council/Board received public comments from homeowners residing in the Geologic Hazard Abatement and Hillsborough Open Space Maintenance Districts regarding the amount of the assessment and the performance of the maintenance and repair obligations.

During the course of the June 5 and June 19th meetings, the Council/Board heard comments from several homeowners residing in the Districts regarding the amount of the assessment and the performance of the maintenance and repair obligations. As part of its actions approving the annual assessments, the Council/Board also discussed the need to create a committee to more closely examine the assessment amount and process for the Districts and, thereafter, moved to create a standing committee to address these issues, including the following:

For the Regular Meeting of City Council on July 17, 2017

Agenda Item # 3.12.A

1. The methodology and policies used in setting the annual assessment for the Geologic Hazard Abatement District and the Hillsborough Open Space Maintenance District;
2. The identification of existing and future maintenance and capital improvement projects for the Geologic Hazard Abatement District and the Hillsborough Open Space Maintenance District;
3. The quarterly review of Geologic Hazard Abatement District and the Hillsborough Open Space Maintenance District revenues and expenditures; and
4. The performance of such related duties as the City Council/Board may from time to time assign.

The Ralph M. Brown Act, Government Code section 54950, et seq., describes a standing committee as one that has “continuing subject matter jurisdiction.” Thus, a permanent committee that is designated to handle an issue on a continual basis will be considered a standing committee and is subject to the notice and posting requirements of the Brown Act. Standing committees must meet in public and post notices of their meetings at least 72 hours in advance. Once the agenda is posted, the meeting is considered a regular meeting of the committee.

Santa Paula Municipal Code §30.03 (A) authorizes the Council to establish committees and authorizes the Mayor to appoint standing committees members. Attached Resolution 7067 establishes the Committee and sets forth its responsibilities.

Alternatives:

1. Approve the Proposed Action;
2. Deny the Proposed Action;
3. Provide Staff with direction.

Attachments:

Resolution No. 7067 -- Assessment District Standing Committee Resolution