



COUNTY OF SAN MATEO  
Inter-Departmental Correspondence

Department of Public Works

DATE: September 21, 2004

BOARD MEETING DATE: September 28, 2004

TO: Honorable Board of Supervisors

FROM: Neil R. Cullen, Director of Public Works

SUBJECT: Street Tree Maintenance on the Alameda de Las Pulgas Generally  
between Ashton Avenue and Harkins Avenue - West Menlo Park Area

**Recommendation**

Adopt a resolution:

- A. finding that a majority protest, as defined by Section 53570 et. seq. of the Government Code, objecting to the assessment of costs to maintain street trees along the Alameda de las Pulgas generally between Ashton Avenue and Harkins Avenue, does not exist;
- B. ~~directing the Director of Public Works to cause said assessments, as described in the ballots that were previously sent to each property owner within the area proposed to be included in the Alameda Street Tree Maintenance District (District), to be levied;~~
- C. creating the District with the boundaries as described in the Resolution of Intention previously adopted by your Board; and
- D. authorizing the Director of Public Works to use 1/2 Cent Transportation Funds to finance the planting of street trees on the Alameda de las Pulgas within the District.

**Previous Board Action**

Opened the public hearing, considered all comments, closed the public hearing and continued your Board's consideration of the formation of the proposed District and the levying of assessments until September 28, 2004, to allow for the counting of property owner ballots as provided by Section 53570 et. seq. of the Government Code.

**Key Facts**

A majority of the property owners submitting ballots are in favor of being assessed for the maintenance of street trees on the Alameda de las Pulgas within the limits as described above.

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**Discussion**

The balloting of the property owners was conducted pursuant to Section 53750 et. seq. of the Government Code and the Clerk of the Board oversaw the opening and counting of the ballots as directed by your Board. The results of the balloting are as follows:

	<b>Ballots in Favor of Being Assessed</b>	<b>Ballots Not in Favor of Being Assessed</b>	<b>Unmarked Ballots or No Response</b>	<b>Total</b>
Number of Ballots	438	205	364	100%
Percent(%) of Total Ballots	43.5%	20.4%	36.1%	100%
Percent (%) of Ballots Received	68.1%	31.9%	~ N/A	100%
Weighted Percent(%) Based on Assessments	69%	31%	N/A	100%

Our recommendation to create the district and levy assessments is based on the result of the balloting which was weighted based on the value of each assessment as provided by Section 53750 et. seq. of the Government Code.

We will proceed with the planting of the 43 trees on the Alameda de las Pulgas if your Board determines to create the District and levy the assessments as recommended. The trees should be in place no later than mid December.

**Vision Alignment**

We believe our recommendations are consistent with the Shared Commitment to be a “responsive, effective and collaborative government,” and Goal Number 20, “government decisions are based on careful consideration of future impact, rather than on temporary relief or immediate gain” as proceeding with the maintenance district and levying the assessment is based on the balloting of the property owners that will be financing the costs to improve the overall appearance of the business district which is seen as a focal point for the surrounding neighborhoods.

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**Fiscal Impact**

The assessment costs were estimated for a 20-year period and then annualized in order to meet the requirements of Section 53753 et. seq. of the Government Code. We also included in the first five years of the assessment payments, the reimbursement of the funds including interest, that were advanced by the General Fund (\$17,000) to finance the formation of the district and the election process. The assessment payments also include the cost charged by the Controller - approximately \$0.30 per parcel per year - to place the assessment payments on the tax bill.

The “not-to-exceed” assessment payment per parcel for the 20-year maintenance for residential property is \$164.40 per parcel, or \$11.40 per parcel per year for the first five years and \$7.16 per parcel per year for years 6 through 20 inclusive. The “not-to-exceed” assessment payment per parcel for the 20-year maintenance for commercial property is \$642.90 per parcel, or \$45 per parcel per year for the first five years and \$27.86 per parcel per year for year 6 through 20 inclusive.

The cost of purchasing and installing the trees is estimated at \$20,000 and your Board previously determined that this would be paid by the County. We are recommending that 1/2 Cent Transportation Funds be used to pay these costs.

A form of resolution has been approved by County Counsel.

A copy of our report has been sent to the representatives of the community task force and to the commercial property owners in the streetscape area.

Neil R. Cullen  
Director of Public Works

NRC:KEP:sdd

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cc: John D. Nibbelin, Deputy County Counsel  
Mr. William Kirsch  
Ms. Leslie Wambach  
Commercial Property Owners