

MEMORANDUM

DEPARTMENT OF PUBLIC WORKS

County of Placer

TO BOARD OF SUPERVISORS DATE February 23, 2010
FROM KEN GREHM / BOB COSTA
SUBJECT AUTHORIZE THE PUBLIC WORKS DIRECTOR TO DEVELOP AND IMPLEMENT A PROCEDURE FOR ANNUAL REVIEW AND ADJUSTMENT OF NORTHSTAR HIGHLANDS PRD NO.7 ASSESSMENTS

ACTION REQUESTED / RECOMMENDATION

Adopt a Resolution authorizing the Public Works Director to develop and implement a procedure for annual review of PRD No 7 charges and annual assessments with the PRD Committee and NCSD, and authorizing the implementation of that procedure and any resultant annual assessment adjustments

BACKGROUND

The Northstar Highlands project is located near the mid-mountain area of Northstar at Tahoe Resort consisting of approximately 324.6 acres, 1450 condominiums and townhome units and a 170 unit hotel. Conditions of approval for this project required the formation of a Permanent Road Division (PRD) to fund maintenance of roads, storm drains, gates, guardrails, tunnels, bridges, and snow removal services. On May 22, 2007 the Placer County Board of Supervisors adopted Resolution No 2007-151 establishing Northstar Highlands PRD No 7, and setting a maximum charge of \$1,067.80 per dwelling unit equivalent (DUE) with provision for an annual inflationary adjustment.

Certain road maintenance and snow removal services funded through the PRD are provided by the Northstar Community Services District (NCSD), pursuant to a services agreement with Placer County. The Engineer's Report prepared in support of PRD No 7 formation included budgeting for these NCSD services, which are generally more extensive and frequent than the equivalent County-provided services.

The Department of Public Works has received a written request from the Northstar Highlands PRD Committee to establish a procedure that will allow for the annual review of PRD assessments and service expenditures, which might allow for a temporary reduction in the annual charge for each dwelling unit equivalent (DUE). The process under consideration would allow for a review of service costs for prior years by the Department, NCSD, and the PRD Committee, with an adjustment in the annual DUE charge for the following year, if there is a significant variance between the service cost and amount budgeted for that service, or a substantial fund balance. Operating reserves would not be reduced. Annual DUE assessment adjustments cannot exceed the maximum amount authorized during the PRD formation.

It is requested that your Board approve a Resolution authorizing the Director of Public Works to develop a procedure for annual review of PRD No 7 charges and annual assessments with the PRD Committee and NCSD, and authorizing the implementation of that procedure and any resultant annual assessment adjustments.

ENVIRONMENTAL CLEARANCE

This is an administrative action required pursuant to the conditions of approval for this subdivision. As such, it is not a separate project and is not subject to further environmental review.

FISCAL IMPACT

The requested action will have no net fiscal impact to County General or Road Funds. Funds generated through PRD No 7 annual assessments are used exclusively to fund these services.

Attachments Resolution

**Before the Board of Supervisors
County of Placer, State of California**

In the matter of RESOLUTION AUTHORIZING THE
PUBLIC WORKS DIRECTOR TO DEVELOP AND
IMPLEMENT A PROCEDURE FOR ANNUAL
REVIEW AND ADJUSTMENT OF NORTHSTAR
HIGHLANDS PRD NO 7 ASSESSMENTS

Resol No

Ord No

First Reading

The following RESOLUTION was duly passed by the Board of Supervisors
of the County of Placer at a regular meeting held _____,
by the following vote on roll call

Ayes

Noes

Absent

Signed and approved by me after its passage

ATTEST
Clerk of said Board

Chairman, Board of Supervisors

BE IT HEREBY RESOLVED by the Board of Supervisors of the County of Placer, State of California, that this Board authorizes the Director of Public Works to develop a procedure for annual review of Northstar Highlands PRD No 7 expenditures and assessments and the implementation of that procedure including any resultant annual assessment adjustments