

## STAFF REPORT

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**Date:** November 15, 2017

**To:** Mayor and City Council

**Thru:** Sabra Newby, City Manager

**Subject:** H.1. Staff Report (For Possible Action): Resolution No. \_\_\_\_\_ Resolution approving the cost to be assessed in the City of Reno, Nevada 2017 Special Assessment District No. 1, and ordering the City Engineer to prepare and submit a preliminary assessment roll.

**From:** Travis Truhill, Management Assistant

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**Summary:** Staff recommends Council adoption of a resolution approving the costs to be assessed in the City of Reno, Nevada 2017 Special Assessment District No. 1 and order the City Engineer to prepare and submit a preliminary assessment roll.

**Previous Council Action:**

January 25, 2017 Council adopted Ordinance No. 7021 creating the City of Reno, Nevada 2017 Special Assessment District No. 1; ordering the acquisition and improvement of one street project consisting of 11 street segments within the City of Reno, Nevada; providing for the levy and collection of special assessments therefore; ratifying, approving and confirming all action previously taken by the City Council of the City of Reno and Officers of said City directed toward the acquisition and improvements of said projects in the district; prescribing details in connection therewith; together with other matters properly relating thereto.

January 11, 2017 Council referred Bill No. 6994 to the Committee of the Whole.

January 11, 2017 Council adopted Resolution No. 8282 Dispensing with Certain Protests and Objections made at the public hearing for the “City of Reno, Nevada 2017 Special Assessment District No. 1.”

December 7, 2016 Council adopted Resolution No. 8263 making a Provisional Order regarding the acquisition and improvements for the “City of Reno 2017 Special Assessment District No. 1.”

November 16, 2016 Council adopted Resolution No. 8258 Directing the City Engineer to prepare and submit cost estimates and plans all in connection with the “City of Reno, Nevada 2017 Special Assessment District No. 1.”

**Background:** The district is comprised of 11 street segments, all within one Special Assessment District. Preliminary plans, plats, and cost estimates regarding the proposed City of Reno, Nevada 2017 Special Assessment District No. 1, were filed with the City Clerk on November 16, 2016. Council created the “City of Reno, Nevada 2017 Special Assessment District No. 1” on January 25, 2017. All work within the district is now complete.

**Discussion:** The City of Reno utilizes Special Assessment Districts to help defray costs associated with certain street improvements. Current City policy allows for the assessment of sidewalk, driveway approaches, and administrative costs related to the creation the district. Approval of this resolution is the first step to closing the City of Reno, Nevada 2017 Special Assessment District No. 1 and levying the assessments.

**Financial Implications:** The 2017 Special Assessment District No. 1 project placed the financial responsibility for replacement of deteriorated and damaged concrete improvements (with exception of curb and gutter) on the abutting property owners.

**Legal Implications:** The City is empowered under NRS 271.270, et. Seq., to create Special Assessment Districts, and to levy assessments to defray all or a portion of all costs associated with acquiring or improving any project authorized under the statute.

**Recommendation:** Staff recommends Council adopt Resolution No. \_\_\_\_\_.

**Proposed Motion:** I move to adopt Resolution No. \_\_\_\_\_.

**Attachments:**

- 2017 SAD Map (PDF)

**RESOLUTION NO.**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING THE COST TO BE ASSESSED  
IN THE CITY OF RENO, NEVADA 2017 SPECIAL  
ASSESSMENT DISTRICT NO. 1, AND ORDERING THE  
CITY ENGINEER TO PREPARE AND SUBMIT A  
PRELIMINARY ASSESSMENT ROLL.**

**WHEREAS**, pursuant to law, the City of Reno, Nevada has proceeded to establish by Ordinance No. 7021, the “City of Reno, Nevada 2017 Special Assessment District No. 1,” for the purpose of defraying the costs of certain street improvements, as more particularly described in said ordinance, and

**WHEREAS**, the estimated total assessed cost of the said 2017 Special assessment district No. 1 is \$89,312.02.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RENO, NEVADA:**

Section 1: That the total assessed cost of the “City of Reno, Nevada 2017 Special Assessment District No. 1,” shall be paid by the assessable property within said district; said district being designated in Ordinance No. 7021, passed, adopted, signed and approved the 25<sup>th</sup> day of January, 2017.

Section 2: That the City Engineer is hereby ordered to prepare an Assessment Roll, containing among other things:

1. The name of each last known owner of each tract to be assessed, or if not known, that the name is “unknown”.
2. A description of each tract to be assessed, and the amount of the proposed assessment thereon, apportioned upon a front foot basis, i.e., upon all real estate in said district in proportion as the front footage of each piece of real estate in said district.

Section 3: That the City Clerk shall furnish a copy of this resolution to the Public Works Director/City Engineer.

Upon motion by Councilmember \_\_\_\_\_, and seconded by Councilmember \_\_\_\_\_, the foregoing Resolution was passed and adopted this 15th day of

November, 2017, by the following vote of the Council:

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_ ABSENT: \_\_\_\_\_

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
HILLARY L. SCHIEVE  
MAYOR

ATTEST:

\_\_\_\_\_  
ASHLEY D. TURNEY  
CITY CLERK