



COUNCIL AGENDA: 6/18/2019  
FILE: 19-489  
ITEM: 2.14

## Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Julia H. Cooper

**SUBJECT:** SEE BELOW

**DATE:** May 28, 2019

Approved

Date

6-6-19

**SUBJECT: SET A PUBLIC HEARING FOR THE 2019-2020 SANITARY SEWER SERVICE AND USE CHARGE AND STORM SEWER SERVICE CHARGE ASSESSMENTS**

### RECOMMENDATION

Adopt a resolution:

- (a) Setting a Public Hearing for Tuesday, August 6, 2019, at 1:30 p.m., or as soon thereafter as the matter may be heard, to approve the placement of the 2019-2020 Annual Sanitary Sewer Service and Use Charge and Storm Sewer Service Charge assessments on the 2019-2020 Santa Clara County Secured Property Tax Roll based upon the annual Sanitary Sewer Service and Use Charge and Storm Sewer Service Charge reports of the Director of Finance;
- (b) Directing the Director of Finance to file the Fiscal Year 2019-2020 annual Sanitary Sewer Service and Use Charge report with the City Clerk on or before July 15, 2019 instead of July 5, 2019; and
- (c) Directing the City Clerk to publish notice of the filing of the Director's reports, and the time and place of the Public Hearing.

### OUTCOME

Adoption of the proposed resolution, will facilitate the scheduling and public notification of a public hearing to be conducted by the Council on Tuesday, August 6, 2019 whereby the Sanitary Sewer Service and Use Charges ("SSSUC") and Storm Sewer Service Charges ("SSSC") assessments, may be approved for placement on the 2019-2020 Annual Santa Clara County ("County") Secured Property Tax Roll, and allow additional time necessary to provide the most complete and current listing for compiling the 2019-2020 SSSUC report to be approved.

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## **BACKGROUND**

Section 15.12.550 of the San José Municipal Code (“Code”) requires the Director of Finance to file a written report with the City Clerk on or before the fifth day of July of each year, or such other date or dates as the City Council may specify by resolution, regarding the assessment of annual SSSUC. Section 15.16.1410 of the Code requires the Director of Finance to file a written report each year with the City Clerk, at least fifteen days in advance of the Public Hearing on the assessment. These reports provide a list of all parcels located within the City that are subject to SSSUC and SSSC including the annual service and use charges to be placed on the County Secured Property Tax Roll for the forth-coming fiscal year. Sections 15.12.550 and 15.16.1430 of the Code require the City Clerk to cause notice of the filing of the Director’s reports, and the time and place of the Public Hearing on the assessments to be published in a newspaper of general circulation and within the City.

## **ANALYSIS**

Staff recommends the filing date for the SSSUC assessment report be moved from July 5, 2019 to July 15, 2019 in order to accommodate the Customer Information System’s billing process and to allow staff the additional time necessary to provide the most complete and current SSSUC listing. The SSSC assessment report will also be filed on or before July 15, 2019 prior to publication by the City Clerk.

The Finance Department requests that the Public Hearing regarding the placement of the 2019-2020 SSSUC and SSSC assessments on the County Secured Property Tax Roll be set for Tuesday, August 6, 2019 at 1:30 p.m., or as soon thereafter as the matter may be heard, in the City Council Chambers. The final report of the 2019-2020 SSSUC and SSSC assessments is due to the County Tax Assessor no later than August 20, 2019, to ensure placement on the 2019-2020 County Secured Property Tax Roll.

## **EVALUATION AND FOLLOW-UP**

The Director of Finance will file both the Fiscal Year 2019-2020 annual Sanitary Sewer Service and Use Charge and Storm Sewer Service Charge reports with the City Clerk on or before July 15, 2019. The Finance Department will prepare a memorandum for the August 6, 2019 Council Meeting recommending that Council conduct a Public Hearing and approve the Fiscal Year 2019-2020 annual SSSUC and SSSC assessments, as presented in the reports for purpose of placement on the 2019-2020 annual County Secured Property Tax Roll with any modifications Council may make based on public testimony to be heard on August 6, 2019.

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### **PUBLIC OUTREACH/INTEREST**

The City Clerk will publish a notice regarding the filing of the reports, and the time and place of the Public Hearing, as required by Sections 15.12.550C and 15.16.1430A of the Code, respectively. The Public Hearing date is scheduled for Tuesday, August 6, 2019 at 1:30 p.m., or as soon thereafter as the matter may be heard, in the City Council Chambers. In addition, this memorandum is posted on the City's website for the June 18, 2019 Council meeting.

### **COORDINATION**

This memorandum has been coordinated with the City Attorney's Office, Environmental Services Department, and City Clerk's Office.

### **COMMISSION COORDINATION/INPUT**

This item does not require any input from a board or commission.

### **COST SUMMARY/IMPLICATIONS**

This action will result in the placement of the 2019-2020 SSSUC and SSSC assessments on the 2019-2020 County Secured Property Tax Roll, based upon the annual Sanitary Sewer Service and Use Charge and Storm Sewer Service Charge reports of the Director of Finance.

### **CEQA**

Not a Project, File No. PP17-010, City Organizational and Administrative Activities.

/s/

JULIA H. COOPER  
Director of Finance

For questions, please contact Rick Bruneau, Deputy Director of Finance, at (408) 535-8310.

