

MEMORANDUM

TO: Max Royle, City Manager

FROM: William Tredik, P.E. Public Works Director

DATE: June 1, 2020

SUBJECT: Establishment of Fees for non-Ad Valorem Assessment to Pay costs to Collect Household Waste, Recyclables and Yard Trash

BACKGROUND

The City of St. Augustine Beach currently levies a yearly non-ad valorem assessment to pay a portion of the cost to dispose of household waste and yard trash. The existing assessment was first levied in 2012 at a rate of \$74 per household and has not changed since inception. The current non-ad valorem assessment pays only a portion of disposal costs and does not pay for collection costs for household waste, yard trash or recyclables. The remainder of the disposal costs are paid from General Fund Revenues. For collection and disposal of recyclables from residences, the City pays \$9,100 from the General Fund per month to a private company, Advanced Disposal.

Beginning in September, the City Commission has taken the following steps toward establishment of a new non-ad valorem assessment for residential customers and provide a dedicated funding source for collection and disposal of solid waste and recyclable materials.

- 9/10/19 Moved to proceed with non-ad valorem assessment
- 10/7/19 Consensus to continue process
- 12/2/19 Passed Resolution 19-13; Intent to levy a non-ad valorem assessment
- 4/29/20 Established non-ad valorem assessment ranges for collection, disposal and recycling

DISCUSSION

At the April 29, 2020 City Commission Meeting, it was discussed that the next step in the process is to hold a public hearing to adopt a non-ad valorem assessment roll. Per Florida Statute 197.3632(4)(a):

"A local government shall adopt a non-ad valorem assessment roll at a public hearing held between January 1 and September 15."

Florida Statute 197.3632(4)(b) states:

"At least 20 days prior to the public hearing, the local government shall notice the hearing by first-class United States mail and by publication in a newspaper generally circulated within each county contained in the boundaries of the local government. The notice by mail shall be sent to each person owning property subject to the assessment and shall include the following information: the purpose of the assessment; the total amount to be levied against each parcel; the unit of measurement to be applied against each parcel to determine the assessment; the number of such units contained within each parcel; the total revenue the local government will collect by the assessment; a statement that failure to pay the assessment will cause a tax certificate to be issued against the property which may result in a loss of title; a statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and the date, time, and place of the hearing..."

In order to meet the conditions of the statute, the noticing must include the amount to be levied against each parcel. In order to include this information in the noticing, the City Commission must select the initial non-ad valorem assessment rates for residential collection, disposal and recycling prior to the mailing of the notice.

At the April 29, 2020 City Commission meeting, the commission approved the following ranges for the special assessment:

	Bottom of Range	Top of Range
Collection	\$50/year	\$150/year
Disposal	\$75/year	\$175/year
Recycling	\$ 0/year	\$ 50/year

Staff presented two potential implementation schedules for the non-ad valorem assessment. Though these proposed schedules differed in their rate of implementation, they both began with the following initial assessment (one-half of the cost of providing the services):

Collection	\$ 68/year
Disposal	\$ 89/year
Recycling	\$ 28/year
Total	\$185/year

ACTIONS REQUESTED

1. The City Commission set an initial assessment rate to be included in the public meeting notice mailed to impacted homeowners.
2. The City Commission select a date to hold the public hearing to adopt the non-ad valorem assessment roll.