



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** July 9, 2014

**Board Meeting Date:** July 15, 2014

**Special Notice / Hearing:** None

**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Peggy Jensen, Deputy County Manager

**Subject:** County vote for the proposed Downtown Redwood City Community Benefit Improvement District

**RECOMMENDATION:**

Adopt a Resolution directing the County Manager or his designee to vote in favor of the formation of the Downtown Redwood City Community Benefit Improvement District.

**BACKGROUND:**

For the past year, Redwood City (City) has been working with downtown property owners to create a Community Benefit Improvement District (District). The County owns 11% of the parcels in proposed District. On June 11, 2014, your Board directed the County Manager to sign a petition supporting creation of the District.

The City currently spends over \$2.5 million on street system maintenance, parking facility operations, police and other services in the downtown area. The proposed annual budget for the District is \$795,781, which would be used to pay for enhanced services for properties in the District. Such enhanced services would include regular steam cleaning of sidewalks, more frequent trash collection, more landscaping, and additional promotion for the downtown area, including a website and valet and other parking services. While the County currently provides its own maintenance, landscaping and security services on our campus, the County will also benefit from improved street maintenance and beautification adjacent to our property. Also, additional parking for downtown visitors may ease the demand for parking in the public areas of the County garage.

The proposed District will be divided into two assessment area benefit zones. Zone One, which is primarily the commercial area bounded by Broadway and Middlefield, will have a higher assessment rate than Zone Two because that area will benefit directly from the parking, valet and promotional programs. The county properties, with the exception of the County Courthouse/History Museum, are in Zone Two. Assessments

are based on a formula that includes total building and lot square footage and the benefit zone.

If approved, the District would operate for 15 years.

**DISCUSSION:**

Creation of the District involves a number of steps, starting with initial outreach to property owners, followed by a petition of interest process, and finally a property owner vote and City Council action. Sufficient property owner support was received for the petition to create the District and property owners must now vote on the creation of the District. The voting period ends July 28, 2014. The District will be formed if a weighted majority of all the returned ballots supports formation of the District and if the City Council adopts a resolution of formation to levy the assessment on the parcels in the District.

**FISCAL IMPACT:**

If the District is formed, the County will be assessed \$77,618.75 in 2015. The assessment may be adjusted between 0 and 5 percent annually by the District Governing Board which will be made up of property owners within the District.