



# City Council Memorandum

*City of Arts & Innovation*

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**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: FEBRUARY 4, 2020**

**FROM: FINANCE DEPARTMENT      WARD: 7**

**SUBJECT: RESOLUTION INITIATING PROCEEDINGS TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2020-2021 IN RIVERWALK LANDSCAPE MAINTENANCE DISTRICT; APPOINTING WEBB MUNICIPAL FINANCE LLC AS ENGINEER OF RECORD; AND ORDERING PREPARATION OF AN ENGINEER'S REPORT**

**ISSUE:**

Adopt a resolution initiating proceedings to levy and collect assessments for fiscal year 2020-2021 in the Riverwalk Landscape Maintenance District; appointing Webb Municipal Finance LLC as the Engineer of Record and ordering the preparation of an Engineer's Report.

**RECOMMENDATION:**

That the City Council adopt a resolution initiating proceedings to levy and collect assessments for fiscal year 2020-2021 in the Riverwalk Landscape Maintenance District; appointing Webb Municipal Finance LLC as the Engineer of Record and ordering the preparation of an Engineer's Report.

**BACKGROUND:**

In August 2002 the Riverwalk Landscape Maintenance Assessment District was formed by property owner ballot, pursuant to the requirements established by Proposition 218. The cost of maintaining the landscaping and administration of the District is assessed to the property owners within the District. The enhanced landscape improvements designed for the Riverwalk Assessment District were more costly than City standards requiring the assessment district to fund the maintenance of the improvements.

**DISCUSSION:**

Apportionment of cost within the Landscape District requires an annual Engineer's Report, which outlines the annual landscaping expense and the proposed assessments by parcel for the next fiscal year. The assessment formula adopted in 2002 with the formation of the District provides for assessments that range from a minimum of \$150 to a maximum of \$230 per single-family residential lot and from \$750 to \$1,000 per acre of non-residential land. The assessments can be

increased as of July 1<sup>st</sup> of each year based on year-over-year percentage increases in the Consumer Price Index for All Urban Consumers (CPI-U) for Riverside – San Bernardino – Ontario, California Standard Metropolitan Statistical Area.

To proceed with the Landscape Maintenance Assessment District process, the City Council must adopt a Resolution ordering the preparation of the Annual Engineer’s Report. Webb Municipal Finance, the original Assessment Engineer for the District, is currently under contract to prepare the Report as the Engineer of Record. When the report is complete, a public hearing will be scheduled, and the report will be presented to the City Council.

**FISCAL IMPACT:**

There is no fiscal impact to the General Fund. The cost of maintaining the landscape improvements within the District will be assessed to the property owners within the District. The cost to prepare the Report will be paid by the Riverwalk Landscape Maintenance Assessment District.

Prepared by: Heidi Schrader, Debt & Treasury Manager  
Certified as to availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Carlie Myers, Deputy City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachment: Resolution of the City Council of the City of Riverside appointing the Engineer of Record and ordering preparation of an Engineer’s Report