



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MARCH 6, 2018

FROM: FINANCE DEPARTMENT WARD: 2

SUBJECT: PREPARATION OF THE 2018/19 ENGINEER'S REPORT – LANDSCAPE MAINTENANCE DISTRICT 88-1 (SYCAMORE HIGHLANDS, FORMERLY HIGHLANDER) – RESOLUTION ADOPTION

ISSUE:

Initiate the annual process of levying special assessments for Landscape Maintenance District 88-1 (Sycamore Highlands) by adopting a resolution that appoints the assessment engineer and orders the preparation of the annual engineer's report.

RECOMMENDATION:

That the City Council adopt the necessary Resolution ordering the preparation of the 2018/19 Engineer's Report for Landscape Maintenance District 88-1 (Sycamore Highlands) by Albert A. Webb Associates.

BACKGROUND:

In July 1997 Landscape Maintenance District 88-1 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 landscape improvements designed for the project area are in excess of normal City standards and the construction of the improvements has been funded by Community Facilities District 90-1 (Lusk-Highlander).

DISCUSSION:

Continuation of the Landscape District requires an annual Engineer's Report, which outlines the landscaping expense and the proposed assessments for the next fiscal year. The assessment formula adopted in 1997 with the formation of the District provides that the maximum assessment of \$58.00 per single-family residential parcel can be increased annually by an amount not to exceed the increase in the Consumer Price Index (CPI).

To proceed with the Landscape Maintenance Assessment District process, it is necessary for the City Council to adopt a Resolution ordering the preparation of the Annual Engineer's Report.

Albert A. Webb Associates, the original Assessment Engineer for the District, is currently under contract to prepare the report. When it is ready, the report will be presented to the City Council and a public hearing scheduled.

FISCAL IMPACT:

The cost of maintaining the landscape improvements within the District will be assessed to the property owners within the District. Additionally, the cost to prepare the report will be borne by the District.

Prepared by:	Adam Raymond, Chief Financial Officer/Treasurer
Certified as to availability of funds:	Adam Raymond, Chief Financial Officer/Treasurer
Approved by:	Marianna Marysheva, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:	Resolution Ordering Preparation of the Engineer's Report for the Landscape Maintenance District 88-1 (Sycamore Highlands)
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