



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: FEBRUARY 5, 2019

FROM: FINANCE DEPARTMENT WARD: 2

SUBJECT: RESOLUTION APPOINTING ENGINEER OF RECORD AND ORDERING PREPARATION OF THE FISCAL YEAR 2019-2020 ENGINEER'S REPORT – LANDSCAPE MAINTENANCE DISTRICT 88-1 (SYCAMORE HIGHLANDS, FORMERLY HIGHLANDER)

ISSUE:

Adopt a resolution to appoint Webb Municipal Finance, LLC (formerly known as Albert A. Webb Associates) as the Engineer of Record and order the preparation of the Annual Engineer's Report to initiate the annual process of levying special assessments for the Landscape Maintenance District 88-1 (Sycamore Highlands).

RECOMMENDATION:

That the City Council adopt a resolution to appoint Webb Municipal Finance, LLC (formerly known as Albert A. Webb Associates) as the Engineer of Record and order the preparation of the Annual Engineer's Report to initiate the annual process of levying special assessments for the Landscape Maintenance District 88-1 (Sycamore Highlands).

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 enhanced landscape improvements designed for Community Facilities District 90-1 (Lusk-Highlander) 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 1997 with the formation of the District provides that the maximum assessment of \$58.00 per single-family residential parcel can be increased as

of July 1st 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, LLC, the original Assessment Engineer for the District, is currently under contract to prepare the report as the Engineer of Record. When it is ready, 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 Landscape Maintenance District 88-1 (Sycamore Highlands).

Prepared by:	Edward Enriquez, Chief Financial Officer/Treasurer
Certified as to	
availability of funds:	Marie Ricci, Assistant Chief Financial Officer
Approved by:	Lea Deesing, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:

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