



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: FEBRUARY 2, 2021**

**FROM: FINANCE DEPARTMENT      WARD: 2**

**SUBJECT: RESOLUTION INITIATING PROCEEDINGS TO LEVY AND COLLECT ASSESSMENTS FOR FISCAL YEAR 2021-2022 IN LANDSCAPE MAINTENANCE DISTRICT 88-1 (SYCAMORE HIGHLANDS, FORMERLY HIGHLANDER); APPOINTING WEBB MUNICIPAL FINANCE, LLC AS ENGINEER OF RECORD; AND ORDERING PREPARATION OF AN ENGINEER'S REPORT**

## **ISSUE:**

Adopt a resolution to initiate proceedings to levy and collect assessments for fiscal year 2021-2022 in Landscape Maintenance District 88-1 (Sycamore Highlands); appoint Webb Municipal Finance, LLC as the Engineer of Record; and order the preparation of an Engineer's Report.

## **RECOMMENDATION:**

That the City Council adopt a resolution to initiate proceedings to levy and collect assessments for fiscal year 2021-2022 in Landscape Maintenance District 88-1 (Sycamore Highlands); appoint Webb Municipal Finance, LLC as the Engineer of Record; and order the preparation of an Engineer's Report.

## **BACKGROUND:**

In September 1988 Landscape Maintenance District 88-1 was formed under the provisions of Landscaping and Lighting Act of 1972. Pursuant to the requirements established by Proposition 218, Landscape Maintenance District 88-1 was then confirmed by property owner ballot in July 1997. The Landscape District was originally formed in conjunction with a Development Agreement for the Lusk-Highlander project. Landscape improvements designed for the project area are in excess of normal City standards and the construction of the improvements were funded by the Highlander Community Facilities District 90-1. The enhanced landscape improvements designed for Community Facilities District 90-1 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 total annual landscaping expense for the district 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 per single-family residential parcel 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, LLC 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, Finance staff will schedule a public hearing and will present the report 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: Heidi Schrader, Debt & Treasury Manager

Certified as to

availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer

Approved by: Moises Lopez, Deputy City Manager

Approved as to form: Kristi Smith, Interim City Attorney

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