



## Agenda Report

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**File #:** 19-0417

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### **AGENDA REPORT REQUEST FOR CITY COUNCIL ACTION**

**DATE:** 5/1/2019

**TO:** Honorable Mayor and City Council Members

**FROM:** Administrative Services Department

**SUBJECT:**

City Council consideration of Resolution No. 2019-015, 2019-016 and 2019-017, initiating proceedings to levy and collect assessments for Fiscal Year 2019-20 for Lighting Maintenance District No. 84-1 and 2003-1, and Landscape Maintenance District No. 84-2, appointing Engineer of Record, and ordering preparation of Engineer's Reports.

**RECOMMENDED ACTION:**

That the City Council:

1. Adopt Resolution No. 2019-015, initiating proceedings to levy and collect assessments for Fiscal Year 2019-20 for Lighting Maintenance District No. 84-1 pursuant to the Landscaping and Lighting Act of 1972, appointing Engineer of Record, and ordering preparation of an Engineer's Report.
2. Adopt Resolution No. 2019-016, initiating proceedings to levy and collect assessments for Fiscal Year 2019-20 for Lighting Maintenance District No. 2003-1 pursuant to the Landscaping and Lighting Act of 1972, appointing Engineer of Record, and ordering preparation of an Engineer's Report.
3. Adopt Resolution No. 2019-017, initiating proceedings to levy and collect assessments for Fiscal Year 2019-20 for Landscaping Maintenance District No. 84-2 pursuant to the Landscaping and Lighting Act of 1972, appointing Engineer of Record, and ordering preparation of an Engineer's Report.

**ANALYSIS:**

Lighting Maintenance District No. 84-1 ("LMD 84-1") and 2003-1 ("LMD 2003-1"), and Landscape Maintenance District No. 84-2 ("LMD 84-2") were established in accordance with the provisions of the

Landscaping and Lighting Act of 1972 (the "1972 Act") in 1983 and 2003 respectively. The purposes of these districts were to provide lighting and landscape maintenance and operating services for the streetlights, traffic signals, public landscaping, and related appurtenances within the districts' boundaries.

The benefit area of LMD 84-1 covers all of the original City boundary in 1983 and annexation areas northwest of the City, as shown on Exhibit A.

The original boundary of LMD 2003-1 included the Corona Crossings and Dos Lagos developments. Since formation, five developments have been annexed into LMD 2003-1. Current boundary of LMD 2003-1 is shown on Exhibit B.

LMD 84-2 consists of 12 benefit zones. Each zone imposes a different assessment levy based on the benefit areas associated with that zone. Exhibit C illustrates the area boundaries of the 12 zones within LMD 84-2.

The State of California Street and Highways Code Section 22500 requires an annual review of the assessments levied by the special districts formed under the 1972 Act. In order to levy and collect special assessments within the districts, Engineer's Reports must be prepared, which provide details on the improvements that are maintained and the estimated budgets for each district.

Staff recommends that the City retain the services of Spicer Consulting Group, LLC to prepare the Engineer's Reports necessary to levy and collect special assessments for Fiscal Year 2019-20 for the above districts. The consultant has extensive experience in assessment district financing and administration, and was selected as the City's special tax consulting service provider through a competitive process in January 2018.

The attached resolutions initiate the proceedings pursuant to the 1972 Act to levy and collect annual assessments within each district for the maintenance, servicing, and operation of public streetlight, traffic signals, landscaping, and other improvements within each district's boundaries. The resolutions also appoint Spicer Consulting Group, LLC as Engineer of Record for the purpose of preparing the Engineer's Reports for each district for Fiscal Year 2019-20.

**COMMITTEE ACTION:**

Not applicable.

**STRATEGIC PLAN:**

This item supports the City's Strategic Plan Goal 6: Improve Communications with Our Community; Objective a: Commit to transparency in all City actions. The recommended action will help achieve these goals by providing concise, forthright information regarding the annual levy proceedings for the special assessment districts.

**FISCAL IMPACT:**

The proposed fees from Spicer Consulting Group, LLC for the preparation of the Fiscal Year 2019-20 Engineer's Reports, calculation of special assessments, submission of annual levy, as well as other administrative tasks are presented below. The cost will be paid by the special assessment collected within each district, and is included in the districts' current budget.

<u>District</u>	<u>Amount</u>
LMD 84-1	\$24,500
LMD 2003-1	\$ 4,000
LMD 84-2	\$23,500

**ENVIRONMENTAL ANALYSIS:**

This action is exempt pursuant to Section 15061(b)(3) of the Guidelines for the California Environmental Quality Act (CEQA), which states that a project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment the action is not subject to CEQA. This action merely adopts the resolutions necessary to initiate the annual levy proceedings for LMD 84-1, LMD 84-2, and LMD 2003-1, and there is no possibility that adopting the resolutions will have a significant effect on the environment.

**PREPARED BY:** LIEN-CHI CANTUBA, FINANCIAL ANALYST III

**REVIEWED BY:** JENNIFER SCHAEFER, FINANCE MANAGER

**REVIEWED BY:** KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

**REVIEWED BY:** MICHELE NISSEN, ASSISTANT CITY MANAGER

**SUBMITTED BY:** MITCHELL LANSDELL, ACTING CITY MANAGER

**Attachments:**

1. Exhibit "A" - Boundary Map LMD 84-1
2. Exhibit "B" - Boundary Map LMD 2003-1
3. Exhibit "C" - Boundary Map LMD 84-2