

## REPORT TO THE CITY COUNCIL

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**DATE:** June 5, 2018

**TITLE:** Landscape Maintenance District No. 1 Intention Proceedings for the Levy and Collection of Assessments

**Prepared by:** Webb Associates, Tax Administration Consultant

**Reviewed by:** Linda Kelly, Finance Director

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### **RECOMMENDATION**

- 1) Adopt a Resolution of the City Council, declaring its intention for the levy and collection of assessments for the Citywide Landscape and Lighting Maintenance District No. 1, Zone A and Zone B, for Fiscal Year 2018-2019; and
- 2) Adopt a Resolution of the City Council, approving the Annual Engineer's Report regarding the proposed levy and collection of assessments for the landscape Maintenance District No. 1 for Fiscal Year 2018-2019.

### **BACKGROUND:**

The City Council has by previous resolutions formed and levied annual assessments for Landscape and Lighting Maintenance District No. 1 (the "District") pursuant to the Landscape and Lighting Act of 1972, and Articles XIIIC and XIID of the Constitution of the State of California (collectively, "Assessment Law") to pay for the maintenance of improvements and facilities and services related thereto by all parcels that have special benefit conferred upon them. Under the Assessment Law, all parcels that have special benefits conferred upon them as a result of the maintenance and operation of improvements shall be identified, and the proportionate special benefit received by each identified parcel shall be determined in relationship to the entire cost of the maintenance and operation of improvements. Only parcels that receive special benefit are assessed, and each parcel is assessed in proportion to the estimated benefit received.

The improvements provided within the District may include but are not limited to, the construction, operation, maintenance and servicing of landscaping, sidewalks, trees, street lighting, park facilities, parkways, street tree lighting and appurtenant facilities. Services and maintenance includes, but is not limited to, personnel, electrical energy and lease costs from utility providers, water and gas costs from utility providers, equipment, maintenance of vehicles, materials, contracting services, and other items necessary for the satisfactory operation of the facilities.

### **DISCUSSION:**

The annual engineer's report has been prepared, setting forth the District's improvements, and the annual costs and expenses of services, operations, and maintenance of the District, and additionally, providing the assessment roll containing the Fiscal Year 2018-19 levy for each assessor's parcel within the District ("Engineer's Report").

Approval of the two resolutions attached to this staff report would declare the City's Council's intention to levy the appropriate assessments, and additionally, approve the Engineer's Report upon which said levies would be based, in accordance with the procedures set forth by the Assessment Law, for the collection of assessments to pay for the maintenance, services, and operation of all improvements and facilities within the District.

### **FISCAL IMPACT:**

The levy and collection of assessments for the Fiscal Year 2018-19 is estimated to generate \$573,183.42 for Landscape and Lighting Maintenance District No. 1. The General Fund will be

transferring a total of \$100,000 to cover the personnel and operational costs for this district for fiscal year 2018-2019 as there is insufficient funding collected to cover all of the estimated costs associated with this district.

**EXHIBITS:**

- 1) Resolution – Declaring intention for the levy and collection of assessments
- 2) Resolution – Approving Annual Engineer's Report
- 3) Preliminary Annual Engineer's Report for Fiscal Year 2018-19
- 4) Council Members Property Map