



City Council Agenda Item

City Council Meeting Date: February 20, 2024

TO: Dean Albro, City Manager

FROM: Matt Adams, Accounting and Revenue Manager
m_adams@ci.lompoc.ca.us

SUBJECT: Adoption of Resolution No. 6637(24) Directing SCI Consulting Group to Prepare the Engineer's Report for Fiscal Year 2024-25, for the Continuation of Levying the Annual Assessments for the Park Maintenance and City Pool Assessment District No. 2002-01

Recommendation:

Staff recommends the City Council adopt Resolution No. 6637(24) (Attachment 1), directing SCI Consulting Group (SCI) to prepare the Engineer's Report for the Park Maintenance and City Pool Assessment District No. 2002-01 (District) for Fiscal Year (FY) 2024-25 (Engineer's Report), for the continuation of the assessments that provide important revenues to fund the Lompoc Aquatic Center, as well as other park and recreation improvements and services.

Background:

In the spring of 2002, the City developed a proposed assessment for funding a portion of the cost of a new community swimming pool, park improvements and other park and recreation maintenance services, through the Landscape and Lighting District Act of 1972 (Act). That proposed assessment, the District, was approved by property owners in an assessment ballot proceeding conducted during June through August of 2002. In August 2002, the balloting period was closed and since a weighted majority of ballots returned were in support of the proposed assessment, the City Council approved and levied the assessments.

The assessments can be continued annually and can be increased by the change in the Los Angeles-Riverside-Orange County Consumer Price Index-U, as published by the US Department of Labor's Bureau of Labor Statistics, not to exceed 3% per year. Since

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FY 2002-2003, the assessments have been continued annually and are providing important revenues needed to fund the community swimming pool, as well as other park and recreation improvements and services.

Resolution No. 6637(24) directs SCI, the assessment engineer, to prepare the Engineer's Report. That Engineer's Report will include the proposed budgeted expenditures, the updated proposed assessments for each parcel, and the proposed assessment per single-family equivalent benefit unit.

The services provided by SCI include the tasks required for the year-round administration of the District's assessments, which includes a comprehensive property-based auditing and levy accuracy confirmation on a parcel-by-parcel basis, to ensure the District receives the most accurate assessment revenues and directly responds to property owner inquiries on a toll-free taxpayer assistance line. SCI's services will also include evaluation of the most current legal requirements and developments for benefit assessments, including any court decisions for benefit assessments or Proposition 218, and updates to the assessment justification and engineering findings, if appropriate.

Discussion:

The Act requires an annual Engineer's Report be prepared by a licensed professional engineer. Resolution No. 6637 (24) directs SCI to prepare the Engineer's Report, which is the first step in a three-step process required by the Act to continue the annual assessments.

The timetable (Attachment 2) provides additional information regarding the three-step process required to continue the annual assessment for FY 2024-25. The second step is scheduled to occur on May 7, 2024, when the Engineer's Report will be presented to the City Council in substantially complete form, along with a recommendation to set a public hearing on the assessment. That public hearing is the final step in the approval process. Upon completion of the public hearing, the City Council may adopt a resolution accepting the Engineer's Report and levying the continued annual assessment.

Once all the approval steps are taken and completed by the City Council, the next step, coordinated by SCI, is the actual delivery of the assessment roll of the District to the County of Santa Barbara (County) in August, for inclusion with the individual property owner's tax bills. The tax bills are ultimately generated by the County and delivered in November to property owners. The assessments collected by the County are delivered to the City in January and April. As a "Teeter" City in the County, any uncollected assessments for the year will be remitted by the County to the City in June 2025. The burden for collection is then borne by the County rather than the City. The County would also retain any interest it collects.

Fiscal Impact:

The expected costs of preparing the Engineer's Report by SCI Consulting Group are included in the Biennial Budget FYs 2024-25 from the Assessment District fund, a non-General Fund source. Therefore, there is no fiscal impact attributable to the approval of this item.

Conclusion:

The adoption of Resolution No. 6637(24) is the initial step in the process that would provide for levying the annual assessments for FY 2024-25 for the District.

Respectfully submitted,

Matt Adams, Accounting and Revenue Manager

APPROVED FOR SUBMITTAL TO THE CITY MANAGER:

Christie Donnelly, Management Services Director

APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:

Dean Albro, City Manager

Attachments: 1) Resolution No. 6637(24)
2) Timeline for Fiscal Year 2024-25