



## Legislation Text

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**File #:** 23-027, **Version:** 1

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*Report Prepared by: Julie Nelson, Senior Planner, Development Services*

**SUBJECT:** Approval of a Professional Services Agreement with Goodwin Consulting Group for Special Tax Services Related to Annexations to the Community Facilities District (CFD) in an Amount not to Exceed \$100,000

### REPORT IN BRIEF

Considers approving a Professional Services Agreement with Goodwin Consulting Group for special tax services related to annexations to the Community Facilities Districts (CFD) in an amount not to exceed \$100,000 for a contract period ending June 30, 2024.

### RECOMMENDATION

**City Council** - Adopt a motion:

- A. Approving a Professional Services Agreement with Goodwin Consulting Group, Inc. to prepare the Rate and Method of Apportionment for Community Facilities Annexations in an amount not to exceed \$100,000; and,
- B. Authorizing the City Manager or Deputy City Manager to execute the necessary documents.

### ALTERNATIVES

- 1. Approve as recommended by staff; or,
- 2. Refer back to staff; or,
- 3. Deny; or,
- 4. Take no action.

### AUTHORITY

Merced Municipal Code, Chapter 3.04.020

### DISCUSSION

Goodwin Consulting Group has provided ongoing services to prepare the Rate and Method of Apportionment (RMA) for Community Facilities District (CFD) annexations since the City's initial formation in 2003. The RMA determines the special tax to be assessed for each property within the CFD. Goodwin Consulting Group has been working with the City for many years and provides a range of services related to the administration of the City's Community Facilities District.

The proposed contract (Attachment 1) would authorize Goodwin Consulting to prepare the RMA for future annexations into the CFD up to an amount not to exceed \$100,000. The contract term is through June 30, 2024. At which time, a new contract would be required. Prior to commencing work for each annexation, an "Authorization of Services Agreement" (refer to Exhibit B of the Draft

Agreement at Attachment 1) would be executed by the City Manager to authorize the work specific for each annexation.

The proposed contract would allow staff to authorize Goodwin Consulting Services to move forward with the work on the preparation of an RMA without the delay of having to have an agreement approved by City Council, which streamlines the process for both the applicant and staff.

It should be noted that the services provided by Goodwin Consulting are ultimately paid by the developer. A deposit is required from the developer to begin the CFD process. The deposit covers the cost of the services provided by Goodwin Consulting and the required legal services provided by Norton, Fulbright, Rose.

#### City Council Action

The City Council is being asked to approve the contract with Goodwin Consulting for an amount not to exceed \$100,000 and a term to end on June 30, 2024.

#### **IMPACT ON CITY RESOURCES**

There are no impacts on City Resources with the approval of these contracts. The property owners/developers for each CFD annexation area would make a deposit to cover the costs of the CFD annexation. Deposit and Reimbursement Agreements would be approved with each property owner/developer to allow the City to use these funds to pay for the services provided by Goodwin Consulting Group.

#### **ATTACHMENTS**

1. Goodwin Consulting Contract for Professional Services