



## Staff Report

**TO:** City Council  
**FROM:** Jeff Mohlenkamp, Finance Director  
**DATE:** September 1, 2020  
**SUBJECT:** Authorize Payment to Webb Municipal Finance, LLC in the Amount of \$199,095 for CFD Administration and Special Tax Consulting Services

---

### Background and Analysis:

On March 1, 2018, City Council approved an agreement for services with Webb Municipal Finance, LLC (Webb) to provide CFD Administration and Special Tax Consulting Services for a term of three years. As stated within the agreement the City agrees to pay fees for services in an amount not to exceed \$185,450 and furthermore, rates and fees shall not be increased without prior written consent of the City.

Upon initial agreement for services, rates and fees for services were based upon 71 improvement areas/special tax services. Since March 2018, the City has added 7 improvement areas and related tax services resulting in additional fees and costs for CFD administration and consulting services in the amount of \$13,645. These added tax services are being charged consistent with the contract rate.

Webb has provided an updated work order totaling \$199,095 for City Council approval.

### Fiscal Impact:

This is an expected cost. All funds used to pay for these services are collected as an administration charge and are covered by the CFD program.

### Recommended Action:

Approve the updated work order from Webb Municipal Finance LLC in the amount of \$199,095.

**Attachments:**

- A. Work Order Detail by Improvement Area
- B. Contract between the City and Webb Municipal Finance LLC