



STAFF REPORT
3/25/2026

TO: Honorable Mayor and City Council Members

FROM: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Professional Services Agreement with Willdan Financial Services for Landscape and Lighting Maintenance Districts and Community Facilities District 2024-1 Administration for a three year term for a not-to-exceed amount of \$35,000

STAFF RECOMMENDATION:

Authorize City Manager to execute a Professional Services Agreement with Willdan Financial Services for Landscape Maintenance Districts and Community Facilities District 2024-1 Administration for a three year term for a not-to-exceed amount of \$35,000

EXECUTIVE SUMMARY:

In accordance with the “Landscape and Lighting Act of 1972” of the Streets and Highways Code, the City prepares an updated Engineer’s Report for the Landscape and Lighting Maintenance Districts (LLMD) every year. This process allows the City to update the costs for the next fiscal year declaring its intention to levy and collect assessments for the LLMD. Willdan Financial has worked closely with City Staff for several years to provide district administration services for the annual administration of the City’s Landscape and Lighting Maintenance Districts and Community Facilities District 2024-1. City Staff recommends awarding this three year contract to Willdan Financial Services to continue to provide these services for a three year term.

FISCAL IMPACT:

No fiscal impact. These services are budgeted within the Landscape and Lighting Districts and Community Facilities District 2024-1.

ATTACHMENTS:

1. Professional Services Agreement – Willdan Financial Services