



**Contra
Costa
County**

To: Board of Supervisors

From: John Kopchik, Director, Conservation & Development Department

Date: June 6, 2017

Subject: Contract Amendment with Goodwin Consulting Group

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Conservation and Development Director, or designee, to execute a contract amendment with Goodwin Consulting Group, to extend the term from June 30, 2017 through June 30, 2020 with no change to the payment limit of \$200,000, to allow the contractor to continue to provide consulting services on Annual Special Tax Administration of Contra Costa County Community Facilities District No. 2001-1 (Norris Canyon Estates).

FISCAL IMPACT:

None to County General Fund. Costs are covered by a special tax on property owners within Contra Costa County Community Facilities District 2001-1 (Norris Canyon Estates).

BACKGROUND:

On June 5, 2001, the Board approved Resolutions creating Contra Costa County Community Facilities District No. 2001-1 (Norris Canyon Estates) and authorizing a special tax to pay for the debt service on the issuance of tax-exempt bonds. Proceeds from the bond issuance were used to finance street and utility improvements along Norris Canyon Road. A Special Tax Consultant is required to properly administer the tax and provide the following

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/06/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor
Diane Burgis, District III
Supervisor
Karen Mitchoff, District IV
Supervisor
Federal D. Glover, District V
Supervisor

ABSENT: John Gioia, District I
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 6, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Rolanda Hartfield, Deputy

Contact: Kara Douglas
925-674-7888

cc:

ongoing services: establishing and maintaining a district database necessary for the calculation of the annual special tax in accordance with the Rate and Method of Apportionment specified in the bond documents; annually calculating

BACKGROUND: (CONT'D)

the special tax and enrolling it on the property tax roll; acting as primary contact on all inquiries from appraisers, title companies and property owners; preparing annual assessment related reports, including those required to comply with the Local Agency Special Tax and Bond Accountability Act; preparing annual continuing disclosure reports to meet the requirements of Securities Exchange Commission (SEC) Section 15c2-12, continuing disclosure to National Recognized Municipal Securities Repositories (NRMSR) Government Code Section 53359.5, continuing disclosure to California Debt and Investment Advisory Commission (CDIAC) and Government Code Section 53340.2, and property specific reports prepared for individuals on request. The contract has a payment limit of \$200,000 over a 20- year life (approximately \$8,500 per year plus inflation adjustments. The Term of the original contract also allows options to renew every three (3) years until Bond maturity, unless sooner terminated as provided herein. This amendment will allow Contractor to continue to provide the services to June 30, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

If this contract amendment is not approved, administration of the Community Facilities District will not occur.