



# **MOUNTAINS RECREATION AND CONSERVATION AUTHORITY**

## **SPECIAL TAX REPORT COMMUNITY FACILITIES DISTRICT No. 2016-2 MEASURE FF (FIRE PREVENTION, WILDLIFE CORRIDOR AND OPEN SPACE PROTECTION)**

**FY 2019-20**

PREPARED BY:  
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# **MOUNTAINS RECREATION AND CONSERVATION AUTHORITY**

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SCI Consulting Group

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## ANNUAL REPORT (FY 2019-20)

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This CFD Special Tax Annual Report (“Annual Report”) covers all assessor parcels of land within the boundaries of the Community Facilities District No. 2016-2 (“CFD”) of the Mountains Recreation and Conservation Authority (“Authority”). The special tax attributed to each parcel was computed in accordance with the special tax formula as approved by Resolution No. 16-91 of the Authority Board of Directors. The Annual Report summarizes the fiscal year 2019-20 special tax and rate and method of apportionment and fiscal year 2019-20 special tax collection, expenditures, fund balance, and other related data.

### SUMMARY OF LAND USE

The CFD includes 17,388 parcels totaling approximately 11,291 acres within the Santa Monica Mountains Conservancy Zone in the City of Los Angeles generally within the Santa Monica Mountains west of Interstate 405 and east of the City of Calabasas (“Woodland Hills, Encino and Tarzana Hillside Areas” or “Areas”). The MRCA currently maintains over 1,000 acres of local open space, parkland and wildlife corridors in this Area. The boundaries of CFD No. 2016-2 for FY 2019-20 are attached in Exhibit A.

FIGURE 1 – SUMMARY OF LAND USE (CFD No. 2016-2)

Total Acres	11,291 acres
Developed Property	16,109 parcels
Undeveloped Property	1,211 parcels
Non-Taxable Property	68 parcels
Total Parcels	17,388 parcels

### USE OF PROCEEDS

The special tax is used for open space, parkland and wildlife corridor maintenance and preservation, fire prevention and park ranger safety and security services in the Woodland Hills, Encino and Tarzana Hillside Areas and to fund the acquisition of additional open space in this area and to pay any incidental expenses related to the collection or use of the special tax.

The list of authorized services and facilities to be funded by CFD are detailed in Exhibit B.

**RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX**

The special taxes within the CFD were levied in accordance with the Rate and Method of Apportionment of Special Tax (the "RMA") which is attached as Exhibit B. The special tax is \$15.00 per developed parcel within the CFD. The special tax shall be levied annually beginning in Fiscal Year 2019-20 for a period not to exceed 10 years. The maximum annual special tax shall not be adjusted for inflation.

**CFD SPECIAL TAX COLLECTIONS AND OTHER REVENUE**

For FY 2019-20, there were 17,388 total parcels in the CFD, of which 16,109 were developed and taxable. The total annual special tax collected was \$238,831.

**FIGURE 2 – EXPENDITURES FOR FISCAL YEAR 2019-20**

<b>Beginning Balance</b>	
Balance as of July 1, 2019	\$28,875
<b>Revenues</b>	
CFD No. 2016-2 Special Taxes	\$238,831
<b>Total Revenues</b>	<b>\$238,831</b>
<b>Expenses</b>	
Administration	\$5,501
Acquisition - Land Purchases	\$0
Acquisition - Other Services	\$0
Maintenance - Services and Supplies	\$102,775
Security and Fire Prevention - Services and Supplies	\$146,475
<b>Total Expenses</b>	<b>\$254,751</b>
<b>Ending Balance</b>	
Balance as of June 30, 2020	<b>\$12,955</b>

<sup>1</sup> This amount includes all CFD No. 2016-2 Special Taxes received during the fiscal year, including any prior years delinquencies collected.

**MANNER OF COLLECTION**

The special tax is collected in the same manner and at the same time as ad valorem property taxes.

**CFD SPECIAL TAX DELINQUENCIES**

Special tax delinquencies for the special taxes levied for FY 2019-20 are 2.14% as of June 30, 2020.

**ACCOUNTABILITY REPORT**

In accordance with Government Code Section 50075.3, Executive Officer, or his or her designee, shall file a report with the Board no later than January 1 of each year. The annual report shall contain both of the following: (a) the amount of funds collected and expended; (b) the status of any project required or authorized to be funded with the proceeds of the special tax in accordance with this Section.

**CITIZENS' OVERSIGHT**

A citizens' oversight committee has been appointed by the Board and shall review and report annually on the expenditure of the special tax revenues.

**PUBLIC INFORMATION**

Property owners and other interested persons can obtain information regarding special tax levies and other information by contacting the Agency's Special Tax Administrator, SCI Consulting Group, at telephone number (800) 273-5167. SCI Consulting Group's property owner inquire line is also included with property tax bills.

**NOTICE OF SPECIAL TAX**

The Act states "For purposes of enabling sellers of real property subject to the levy of special taxes to satisfy the notice requirements of subdivision (b) of Section 1102.6 of the Civil Code, the designated office, department, or bureau shall furnish a Notice of Special Tax to any individual requesting the notice or any owner of property subject to a special tax levied by the local agency within five working days of receiving a request for such notice. The local agency may charge a reasonable fee for this service not to exceed ten dollars." A copy of this notice is included as Exhibit D.

In addition, any developer, subdivider or his or her agent or representative shall not sell, or lease any property subject to the Special Tax until the prospective purchaser or lessee has been furnished with and signed a written notice of special tax lien similar to that shown in Exhibit D.

## EXHIBIT A – BOUNDARIES OF CFD

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MOUNTAINS RECREATION CONSERVATION AUTHORITY  
Community Facilities District No. 2016-2  
(Fire Prevention, Wildlife Corridor and Open Space Protection)



BOOK 194 PAGE 44

CLERK'S MAP FILING STATEMENT

FILED IN THE OFFICE OF THE CLERK OF THE BOARD OF THE MOUNTAINS RECREATION AND CONSERVATION AUTHORITY, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, THIS 24th DAY OF June, 2016.

[Signature]  
CLERK OF THE BOARD

CLERK'S MAP CERTIFICATE

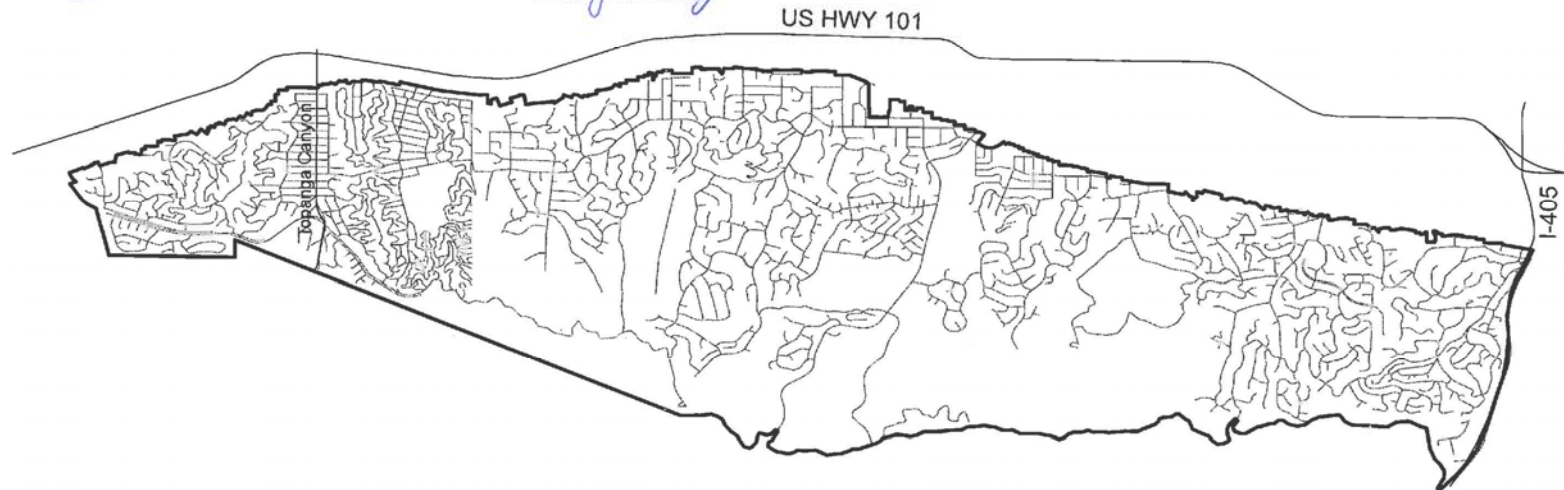
I DO HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARIES OF COMMUNITY FACILITIES DISTRICT NO. 2016-2, MOUNTAINS RECREATION AND CONSERVATION AUTHORITY, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, WAS APPROVED BY THE BOARD OF DIRECTORS OF THE MOUNTAINS RECREATION AND CONSERVATION AUTHORITY AT A MEETING THEREOF, HELD ON THE 24th DAY OF June, 2016, BY ITS RESOLUTION NO. 16-97

[Signature]  
CLERK OF THE BOARD




RECORDER'S CERTIFICATE

FILED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016 AT THE HOUR OF \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M. IN BOOK \_\_\_\_\_ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE \_\_\_\_\_, IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA.

\_\_\_\_\_  
COUNTY RECORDER, COUNTY OF LOS ANGELES



Legend

-  Community Facilities District No. 2016-2 Boundary
-  Major Roads
-  Streets



NOTE: REFERENCE IS HEREBY MADE TO THE MAPS AND DEEDS OF RECORD IN THE OFFICE OF THE ASSESSOR OF THE COUNTY OF LOS ANGELES FOR A DETAILED DESCRIPTION OF THE LINES AND DIMENSIONS OF ANY PARCELS SHOWN HEREIN. THOSE MAPS SHALL GOVERN FOR ALL DETAILS CONCERNING THE LINES AND DIMENSIONS OF SUCH PARCELS. EACH PARCEL IS IDENTIFIED IN SAID MAPS BY ITS DISTINCTIVE ASSESSOR'S PARCEL NUMBER.

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(707) 430-4300

**PROPOSED BOUNDARIES OF  
COMMUNITY FACILITIES DISTRICT NO. 2016-2 OF THE  
MOUNTAINS RECREATION AND CONSERVATION AUTHORITY,  
CITY OF LOS ANGELES, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA**  
Sheet 1 of 1 (Fire Prevention, Wildlife Corridor and Open Space Protection)

## **EXHIBIT B – DESCRIPTION OF SERVICES AND FACILITIES TO BE FINANCED BY THE CFD**

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### **MOUNTAINS RECREATION CONSERVATION AUTHORITY Community Facilities District No. 2016-2 (Fire Prevention, Wildlife Corridor and Open Space Protection)**

The services and facilities described below are proposed to be financed by Community Facilities District No. 2016-2 (the "CFD") of the Mountain Recreation and Conservation Authority (the "MRCA"):

The types of services and facilities to be financed by the CFD ("Services and Facilities") shall include acquisition, maintenance, improvement, servicing, protection, and preservation of open space, natural or other lands and facilities owned or managed by the MRCA within the CFD; park ranger and security patrols; the reduction of the risk of wildfires including fire protection and suppression; the collection and accumulation of reserves for the acquisition, maintenance, improvement, servicing, protection, and preservation of open space, natural or other lands and facilities owned or managed by the MRCA within the CFD; including administrative or incidental expenses thereto.

"Improvements," as used herein, means facilities, buildings, fixed equipment, trails, roads, parking lots and other man-made structures on or alterations to lands owned or managed by the MRCA.

"Maintenance," as used herein, means the furnishing of services and materials for the routine, recurring, and usual work for the preservation or protection of Improvements for their intended purposes. Maintenance includes, but is not limited to, the repair, removal or replacement of all or any part of any Improvements; providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; the cleaning, sandblasting, and painting of walls and other structural Improvements to remove or cover graffiti; fire prevention services; and safety and security services.

"Servicing," as used herein, means the furnishing of electric current, gas, or other form of energy for any public lighting facilities or for the lighting or operation of any other Improvements; and water for uses including, but not limited to, the irrigation of any landscaping, the operation of any fountains, or the Maintenance of any other Improvements.

## EXHIBIT C – RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

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### MOUNTAINS RECREATION CONSERVATION AUTHORITY Community Facilities District No. 2016-2 (Fire Prevention, Wildlife Corridor and Open Space Protection)

This document defines the rate and method of apportionment for an annual special tax (the "Special Tax") proposed to be collected by the Mountains Recreation and Conservation Authority (the "MRCA") to be used to maintain, improve, acquire, protect and preserve open space, wildlife corridors, natural habitats, lands, waters, and facilities owned or managed by the MRCA.

If approved by voters, the Special Tax, determined as shown below, may be levied annually by the Governing Board (the "Board") of the Mountains Recreation and Conservation MRCA within the boundaries of Community Facilities District No. 2016-2 (the "CFD"):

#### A. DEFINITIONS

**"Developed Property"** means real property with improvements for residential, commercial or other purposes.

**"Fiscal Year"** means the period starting July 1 and ending the following June 30.

**"Non-Taxable Property"** means real property not subject to property taxation.

**"Undeveloped Property"** means real property without improvements which is designated as vacant by the County Assessor as of July 1 of the current Fiscal Year.

#### B. PROPERTY CATEGORIES AND ANNUAL SPECIAL TAX RATES

Each property within the CFD shall be classified, as of July 1 of the Fiscal Year, into one of the following property uses, and the Special Tax shall be levied as set forth below:

- |                          |                               |
|--------------------------|-------------------------------|
| 1. Developed Property:   | Maximum of \$15.00 per parcel |
| 2. Undeveloped Property: | No Special Tax                |
| 3. Non-Taxable Property: | No Special Tax                |

The Special Tax listed above shall be levied annually beginning in Fiscal Year 2017-18 for a period not to exceed 10 years.

### C. LIMITATIONS

The per parcel maximum established above shall not be increased over time. The Special Tax shall not be collected after Fiscal Year 2026-2027, except for any amount that remains delinquent in subsequent years. Under no circumstances will the Special Tax levied in a Fiscal Year against any parcel be increased as a consequence of delinquency or default by the owner or owners of any other parcel or parcels within the CFD by more than 10 percent above the amount that would have been levied in that Fiscal Year had there never been any such delinquencies or defaults.

### D. COLLECTION OF THE SPECIAL TAX

The Special Tax shall be collected each Fiscal Year in the same manner and at the same time as ad valorem property taxes are collected and in the case of delinquency, shall be subject to the same penalties and lien priorities that apply to ad valorem taxes levied within the CFD. The MRCA intends that the Special Tax be included in the County Auditor's annual billing for ad valorem taxes.

### E. CITIZENS' OVERSIGHT AND ACCOUNTABILITY PROVISIONS

The proceeds of the Special Tax shall be used to maintain, improve, acquire, protect and preserve open space, wildlife corridors, natural habitats, lands, waters, and facilities owned or managed by the MRCA within the CFD ("Services and Facilities"); and administrative or incidental expenses thereto, including costs for the collection and use of the Special Tax. The Services and Facilities include, but are not limited to, the protection of water quality, the reduction of the risk of wildfires, park ranger safety and security services, and the collection and accumulation of reserves for the aforementioned purposes.

The proceeds of the Special Tax shall be deposited into a fund, which shall be kept separate and apart from other funds of the MRCA. No later than January 1 of the following Fiscal Year for which the Special Tax is in effect, the MRCA shall prepare a report, for review and approval of the Board, detailing the amount of funds collected and expended, and the status of any project authorized to be funded by the Special Tax.

In addition, an advisory committee of citizens shall be appointed or designated by the Board to ensure that the Special Tax proceeds are spent for their authorized purposes, and to report annually to the Board and the public regarding the expenditure of such funds. The Board shall establish the composition and duties of the advisory committee and shall make all necessary appointments so that the advisory committee may convene within 6 months following the election authorizing the Special Tax.

## F. APPEALS AND INTERPRETATION PROCEDURE

Any property owner within the CFD who believes that the portion of the Special Tax levied on the subject property is in error, may file a written appeal no later than June 30 of the Fiscal Year in which the levy occurred, with the Executive Officer or his or her designee, appealing the levy of the Special Tax on the subject property. The Executive Officer or his or her designee will promptly review the appeal, and, if necessary, meet with the applicant, and decide the merits of the appeal. If the findings of the Executive Officer or his or her designee verify that the Special Tax levied should be modified, the Special Tax levy for future Fiscal Years shall be corrected, and a credit against future Special Taxes shall be arranged, if applicable. Any dispute over the decision of the Executive Officer or his or her designee shall be referred to the Board and the decision of the Board shall be final.

## EXHIBIT D – NOTICE OF SPECIAL TAX

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The Notice of Special Tax for the CFD is presented on the following page.

**NOTICE OF SPECIAL TAX LIEN**

**MOUNTAINS RECREATION AND CONSERVATION AUTHORITY  
Community Facilities District No. 2016-2  
County of Los Angeles, California  
(Fire Prevention, Wildlife Corridor and Open Space Protection)**

**TO: THE PROSPECTIVE PURCHASER OF THE REAL PROPERTY KNOWN AS:**

\_\_\_\_\_

\_\_\_\_\_

**THIS IS A NOTIFICATION TO YOU PRIOR TO YOUR PURCHASING THIS PROPERTY.**

(1) This property is subject to a special tax, which is in addition to the regular property taxes and any other charges and benefit assessments on the parcel. This special tax may not be imposed on all parcels within the city or county where the property is located. If you fail to pay this tax when due each year, the property may be foreclosed upon and sold. The tax is used to provide public facilities or services that are likely to particularly benefit the property. **YOU SHOULD TAKE THIS TAX AND THE BENEFITS FROM THE PUBLIC FACILITIES AND SERVICES FOR WHICH IT PAYS INTO ACCOUNT IN DECIDING WHETHER TO BUY THIS PROPERTY.**

**(2) The maximum annual special tax which may be levied is as follows:**

Each property within the CFD shall be classified, as of July 1 of the Fiscal Year, into one of the following property uses, and the Special Tax shall be levied as set forth below:

1. Developed Property (real property with improvements for residential, commercial or other purposes): **Maximum of \$15.00 per parcel**
2. Undeveloped Property: No Special Tax
3. Non-Taxable Property: No Special Tax

**The Special Tax shall be levied annually beginning in Fiscal Year 2017-18 for a period not to exceed 10 years.** The per parcel maximum established above shall not be increased over time. The Special Tax shall not be collected after Fiscal Year 2026-2027.

The Special Tax shall be collected each Fiscal Year in the same manner and at the same time as ad valorem property taxes are collected and in the case of delinquency, shall be subject to the same penalties and lien priorities that apply to ad valorem taxes levied within the CFD. The MRCA intends that the Special Tax be included in the County Auditor's annual billing for ad valorem taxes. **There is no provision for prepayment of the special tax obligation.**

(3) The authorized services ("Services") that are being paid for by the special taxes and authorized facilities ("Facilities") which are being paid for by the special taxes, and by the money received from the sale of any bonds which would be repaid by the special taxes, to the extent that financing is available shall include acquisition, maintenance, improvement, servicing, protection, and preservation of open space, natural or

other lands and facilities owned or managed by the MRCA within the CFD; park ranger and security patrols; the reduction of the risk of wildfires including fire protection and suppression; the collection and accumulation of reserves for the acquisition, maintenance, improvement, servicing, protection, and preservation of open space, natural or other lands and facilities owned or managed by the MRCA within the CFD; including administrative or incidental expenses thereto. "Improvements," as used herein, means facilities, buildings, fixed equipment, trails, roads, parking lots and other man-made structures on or alterations to lands owned or managed by the MRCA. "Maintenance," as used herein, means the furnishing of services and materials for the routine, recurring, and usual work for the preservation or protection of Improvements for their intended purposes. Maintenance includes, but is not limited to, the repair, removal or replacement of all or any part of any Improvements; providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; the cleaning, sandblasting, and painting of walls and other structural Improvements to remove or cover graffiti; fire prevention services; and safety and security services. "Servicing," as used herein, means the furnishing of electric current, gas, or other form of energy for any public lighting facilities or for the lighting or operation of any other Improvements; and water for uses including, but not limited to, the irrigation of any landscaping, the operation of any fountains, or the Maintenance of any other Improvements.

YOU MAY OBTAIN A COPY OF THE RESOLUTION OF FORMATION THAT AUTHORIZED CREATION OF THE COMMUNITY FACILITIES DISTRICT, AND THAT SPECIFIES MORE PRECISELY HOW THE SPECIAL TAX IS APPORTIONED AND HOW THE PROCEEDS OF THE TAX WILL BE USED, FROM MRCA'S SPECIAL TAX ADMINISTRATOR BY CALLING (800) 273-5167. THERE MAY BE A CHARGE FOR THIS DOCUMENT NOT TO EXCEED THE ESTIMATED REASONABLE COST OF PROVIDING THE DOCUMENT.

I (WE) ACKNOWLEDGE THAT I (WE) HAVE READ THIS NOTICE AND RECEIVED A COPY OF THIS NOTICE PRIOR TO ENTERING INTO A CONTRACT TO PURCHASE OR DEPOSIT RECEIPT WITH RESPECT TO THE ABOVE REFERENCED PROPERTY. I (WE) UNDERSTAND THAT I (WE) MAY TERMINATE THE CONTRACT TO PURCHASE OR DEPOSIT RECEIPT WITHIN THREE DAYS AFTER RECEIVING THIS NOTICE IN PERSON OR WITHIN FIVE DAYS AFTER IT WAS DEPOSITED IN THE MAIL BY GIVING WRITTEN NOTICE OF THAT TERMINATION TO THE OWNER, SUBDIVIDER, OR AGENT SELLING THE PROPERTY.

DATE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## EXHIBIT E – SPECIAL TAX ROLL

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The Tax Roll, which is a listing of all parcels within the CFD and the amount of the tax, is filed with the Board Secretary and is, by reference, made part of this Report and available upon request.