



Staff Report

TO: Honorable Mayor and Members of the City Council
FROM: Jennifer Ustation, Finance Director
BY: Lisa Leach, CPA, Assistant Finance Director
DATE: February 17, 2026
SUBJECT: Professional Services Agreement – Spicer Consulting Group, LLC

Description: Award a Two-Year Contract to Spicer Consulting Group, LLC for CFD Administration, Special Tax Consulting, Annual Financial Reporting and Stax Property Finder Application.

Background and Analysis:

On February 7, 2023, City Council approved a three (3) year Professional Services Agreement (PSA) with Spicer Consulting Group, LLC to provide CFD administration and special tax consulting to directly assist the City in managing its CFD program. (Attachment B). Their service includes preparing budgets, tabulating the annual assessment, responding to property owner inquiries, preparing all regulatory reporting, and tracking payments for all the different assessments for the various CFD's and improvement areas.

The Cities contract with Spicer Consulting Group, LLC expired on February 7, 2026. Staff are recommending an additional two (2) year contract in accordance with Section 3.02.070 of the City's Municipal Code. The new contract includes the Stax Property Finder Application Maintenance and support services. (Attachment A).

Fiscal Impact:

The Contract cost has been budgeted through the CFD Administrative Assessment fund GL 250-0000-7068-0000 with a 2% annual increase for the second year of the contract.

The cost of preparing this staff report was approximately \$450.

Recommended Action:

Approve the two-year contract for Spicer Consulting Group, LLC Professional Services Agreement, with a total not to exceed cost of \$528,628.68 for Community Facilities

District (CFD) Administration, Special Tax Consulting and Annual Financial Reporting Services and Stax Property Finder Application Maintenance and support services for the City of Beaumont.

Attachments:

- A. Two Year Agreement for Professional Services Agreement (PSA) with Spicer Consulting Group, LLC.
- B. Original Professional Services Agreement (PSA) with Spicer Consulting Group, LLC dated February 7, 2023