



# REPORT TO COUNCIL

## City of Sacramento

915 I Street, Sacramento, CA 95814-2671  
www.CityofSacramento.org

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**CONSENT**  
**June 15, 2010**

**Honorable Mayor and  
Members of the City Council**

**Title: Willowcreek Maintenance Assessment District – Annual Report**

**Location/Council District:** West of Natomas Main Drain and south of I-80, in Council District 1 (Exhibit A, page 6).

**Recommendation:** Adopt a **Resolution** adopting the Willowcreek Maintenance Assessment District (District) annual budget and levy assessment for Fiscal Year (FY) 2010/11.

**Contact:** Mark Griffin, Fiscal Manager (916) 808-8788.

**Presenters:** Not Applicable

**Department:** Finance

**Division:** Public Improvement Financing

**Organization No:** 06001321

### **Description/Analysis**

**Issue:** According to Sacramento City Code, Section 3.124.190, the existing district is required to present an annual budget to City Council for approval. Approval of the District's annual budget will authorize the City to collect assessments in the amount sufficient to provide funding for maintenance of the Willowcreek Maintenance Assessment District Water Quality Mitigation Program in the District for FY2010/11.

**Policy Considerations:** The annual proceedings for this district are being processed as set forth in Section 3.124.190 of the Sacramento City Code. The recommended action is consistent with the Strategic Focus Area of Sustainability and Livability.

**Sustainability Considerations:** There are no sustainability considerations applicable to the administration of a special district.

**Environmental Considerations:** Under California Environmental Quality Act Guidelines, annual proceedings of a Special District do not constitute a project, and are therefore exempt from review.

**Committee/Commission Action:** None

**Rationale for Recommendation:** The actions in the recommended Resolutions are required by the Sacramento City Codes, as set forth in Section 3.124.190, for annual proceedings of an existing district.

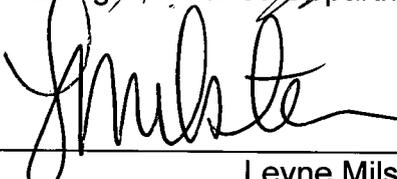
**Financial Considerations:** This district is self-supporting and has no impact on the General Fund. The cost of maintenance for the Willowcreek Maintenance Assessment District Water Quality Mitigation Program will be funded through the maintenance district.

The total assessment for FY2010/11 is projected at \$30,080 as shown on Exhibit B, page 7, and detailed in the Engineer’s Report on file with the City Clerk. The assessment is in support of services of \$31,324. The difference, or deficit, is intentional and will result in appropriate reductions in the fund balance to stay at levels adequate to fund all but the most major repairs. In the event of major repairs, the assessment can be raised to levels adequate for funding.

The annual operating budgets of affected departments will be adjusted to reflect these Council approved assessments and expenditure plans.

**Emerging Small Business Development (ESBD):** City Council approval of these proceedings is not affected by City policy related to the ESBD Program.

Respectfully Submitted by:   
Mark Griffin  
Fiscal Manager, Finance Department

Respectfully Submitted by:   
Leyne Milstein  
Director, Finance Department

Recommendation Approved:

  
Gus Vina  
Interim City Manager

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## **BACKGROUND**

On August 18, 1998, City Council approved formation of the Willowcreek Maintenance Assessment District (District). The District was established in Willowcreek as one of several Best Management Practices to reduce storm water pollution at the maximum extent possible as required by the Federal Clean Water Act and the City's National Pollutant Discharge Elimination System Permit. The District provides additional street sweeping during the winter months, cleaning of manholes, pipes and pump stations, and monitoring of storm water discharge and sediments. Currently there are 12 subdivisions within the existing boundaries. As other subdivisions within the Willowcreek area are approved by Council and recorded, they will be required to annex to the District.

## RESOLUTION NO.

Adopted by the Sacramento City Council

### ADOPTING THE WILLOWCREEK MAINTENANCE ASSESSMENT DISTRICT ANNUAL BUDGET AND LEVYING ASSESSMENT FOR (FY2010/11)

#### BACKGROUND:

- A. The Willowcreek Maintenance Assessment District (“District”), as depicted in Exhibit A, was established by the City Council and approved by the property owners on August 18, 1998.
- B. The City Council established the District under Chapter 3.124 of the Sacramento City Code (“Chapter 3.124”), and has previously levied assessments on property in the District to pay for maintenance related to the water quality mitigation program and related services to be provided within the District, all in accordance with Chapter 3.124.
- C. This year’s assessments are higher than the previous year’s assessments, but this year’s assessments are still below the highest authorized amount for this district shown on Exhibit B.
- D. The Council is fully advised in this matter.

#### BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1.** The City Council finds and determines that the background statements A through D are true and correct.
- Section 2.** The Supervising Engineer of the Department of Transportation, the person designated by this Council as the Engineer of Work for the District, is hereby directed to file an annual report in accordance with the provisions of Section 3.124.190 of the Sacramento City Code.
- Section 3.** The City Council:
  - (a) Adopts the annual budget set forth in the FY2010/11 Engineer’s Annual Report; and
  - (b) Levies the assessment set forth in the FY2010/11 Engineer’s Annual Report.

**Section 4.** Exhibits A and B are part of this resolution.

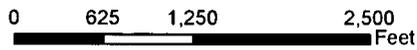
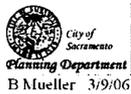
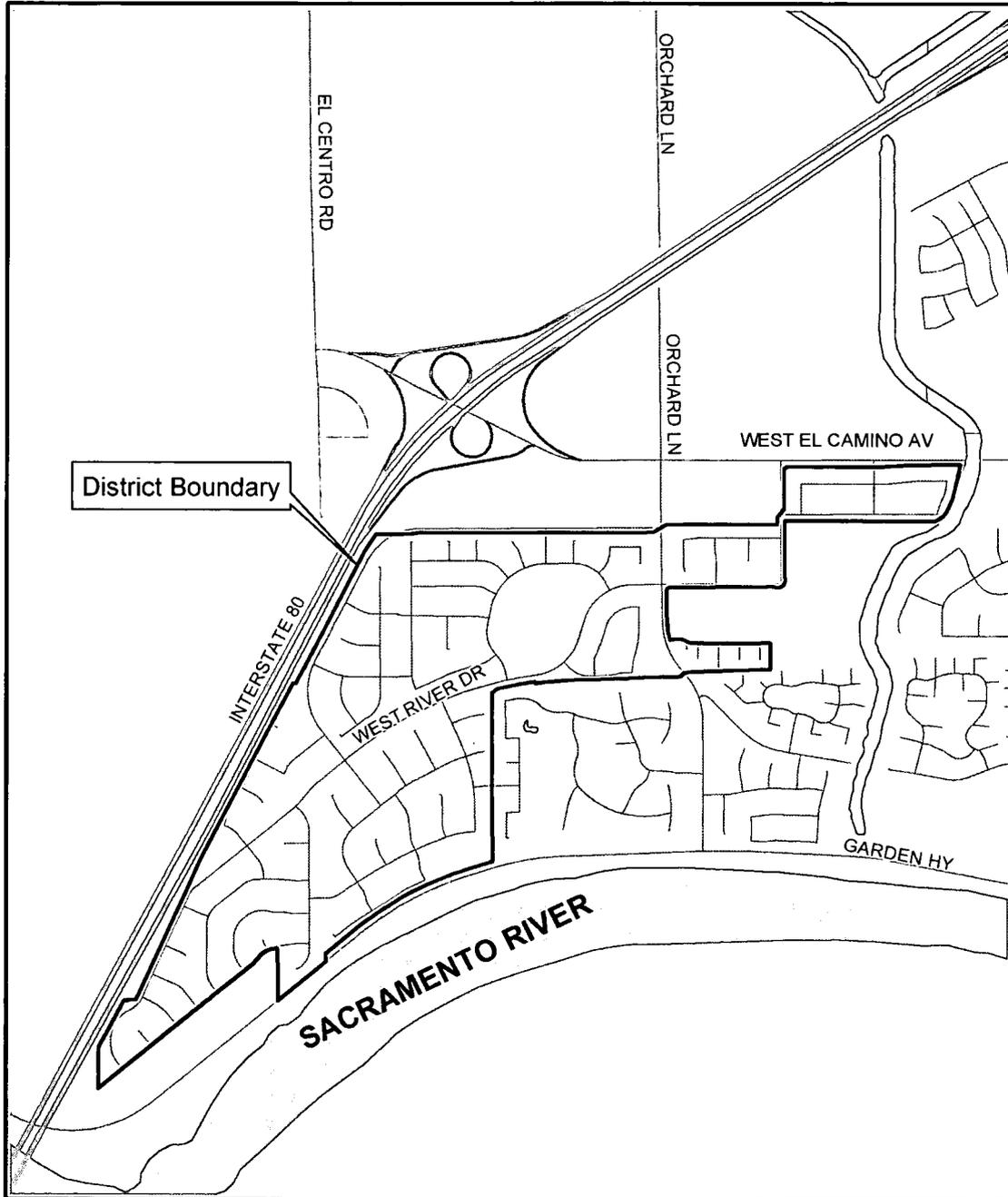
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Exhibit B: FY2009/10 District & Parcel Assessment -1 Page

**EXHIBIT A**

Willowcreek Maintenance Assessment District No. 98-03  
Area of Work



**EXHIBIT B**

**WILLOWCREEK MAINTENANCE ASSESSMENT DISTRICT  
FY2010/11  
DISTRICT AND PARCEL ASSESSMENT**

**DISTRICT ASSESSMENT**

Neighborhood	FY2010/11 Budget		Surplus/ (deficit)	FY2010/11 Assessed
	Expenditures	Expenditures and Ending Fund Balance	(Beginning Fund Balance)	
Willowcreek Maintenance Assessment District	\$31,324	\$146,256	\$116,176	\$30,080

**PARCEL ASSESSMENT**

Neighborhood	Maximum Authorized	FY2009/10	FY2010/11
Willowcreek Maintenance Assessment District	\$117.06	\$31.50	\$32.94