



# REPORT TO COUNCIL

## City of Sacramento

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

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

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

**Title: Laguna Creek Maintenance District – Annual Report**

**Location/Council District:** North of Sheldon Road between Franklin Boulevard and Bruceville Road, Council District 8.

**Recommendation:** Adopt a **Resolution** adopting the Laguna Creek Maintenance District Annual Budget and levy the assessment for Fiscal Year (FY) 2010/11.

**Contact:** Brian Wong, Program Specialist, (916) 808-5778; Mark Griffin, Fiscal Manager, (916) 808-8788

**Presenters:** Not Applicable

**Department:** Finance

**Division:** Public Improvement Financing

**Organization No:** 06001321

### **Description/Analysis**

**Issue:** The Laguna Creek Maintenance District (District) is required by the Sacramento City Code 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 Laguna Creek Wetlands Mitigation Program and the landscaped areas in this District for FY2010/11.

**Policy Considerations:** The annual proceedings for the District are being processed as set forth in Section 3.124.190 of the Sacramento City Code (Chapter 3.124). This action is consistent with the Strategic Planning Focus Area of Sustainability and Livability.

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

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

**Committee/Commission Action:** None

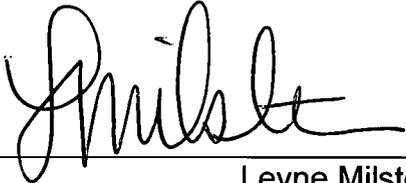
**Rationale for Recommendation:** The actions in the recommended Resolution are required by the Sacramento City Code, as set forth in Chapter 3.124, for annual proceedings of an existing district.

**Financial Considerations:** The District is self-supporting and has no impact on the General Fund. The cost of maintenance for the Laguna Creek Wetlands Mitigation Program, together with the landscaped areas, will be funded by the maintenance district. The total assessment for FY2010/11 is projected at \$117,260 as shown on Exhibit B, page 8, and detailed in the Engineer’s Report on file with the Finance Department.

The proposed total assessment in FY2010/11 represents a 28.5% decrease in assessments over the FY2009/10 tax period and is the result of the use of excess fund balance in contingency to offset District expenses in FY2010/11.

**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

Approved by:   
Leyne Milstein  
Director, Finance Department

Recommendation Approved:

  
Gus Vina  
Interim City Manager

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## **BACKGROUND**

The Laguna Creek wetlands area was constructed in 1988. On April 16, 1991, the City Council approved formation of the Laguna Creek Maintenance District (District). The District provides funding for environmental monitoring and maintenance activities associated with the Laguna Creek Wetlands Mitigation Program. The monitoring and maintenance work is required to comply with a Section 404 Permit (No. 9570) issued by the U.S. Army Corps of Engineers to the City of Sacramento. The adopted monitoring program identified a five to eight year monitoring period, which has been completed along with the required remediation work.

### Monitoring and Maintenance Program

The Laguna Creek wetlands maintenance area includes the primary creek channel and adjacent wetlands, wetlands preserved to the south of the floodway, and adjacent turf areas. The maintenance area also includes channel improvements and wetlands located west of Franklin Boulevard which were constructed as part of the Laguna Creek Floodway project. The work that is intended to be funded by the annual maintenance district includes:

- Maintenance and repair of irrigation systems.
- Maintenance and operation of planting basins, including fertilization, pruning, staking, turf and grassland mowing, disking fire breaks, litter control, and patrolling.
- Maintenance of bikeways and landscaping adjacent to the wetlands area.
- Unscheduled maintenance such as repair of damage due to vandalism, flood or fire, and temporary irrigation of vernal pools not wetted by natural events.
- Public outreach, including design and development of interpretive signage, education workshops, nature walks, information for the kiosk (i.e. community information center), and for wetlands articles in the North Laguna Creek Neighborhood Association newspaper.

## **RESOLUTION NO.**

Adopted by the Sacramento City Council

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

#### **BACKGROUND:**

- A. The Laguna Creek Maintenance District (District), as depicted in Exhibit A, was established by the City Council and approved by the property owners on April 16, 1991.
- 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 landscaping maintenance services and related services to be provided within the District, all in accordance with Chapter 3.124.
- C. The proposed total assessment in FY2010/11 represents a 28.5% decrease as compared to the total assessment in the current year (FY2009/10) and is the result of the use of excess fund balance in contingency to offset District expenses in FY2010/11.
- 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.

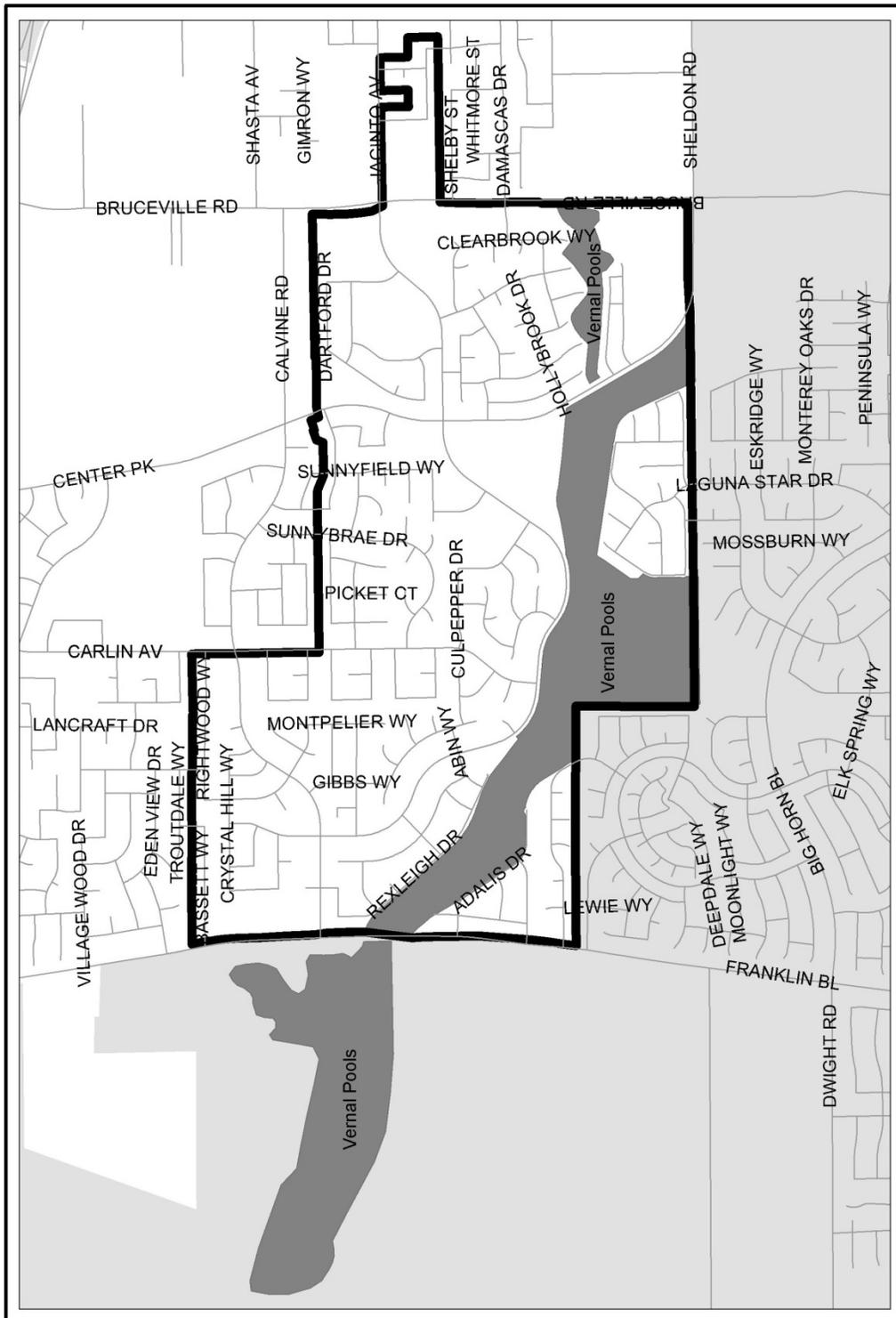
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### EXHIBIT A

Laguna Creek Maintenance District



**EXHIBIT B**

**LAGUNA CREEK MAINTENANCE DISTRICT  
FY2010/11  
DISTRICT AND PARCEL ASSESSMENT**

**DISTRICT ASSESSMENT**

<i>Estimated</i> Beginning Fund Balance (FY2010/11)	\$268,116
<b>Total Assessed to Property Owners</b>	<b>\$117,260</b>
Parks	
Contracts	75,000
In-House General Park Maintenance	17,295
Community Outreach	20,000
Administration	15,000
Department of Transportation (Streets)	
Administration	1,629
Contracts	14,921
Corrective Items	3,654
Inspections	4,888
Utilities	3,222
Finance	
Administration	1,315
County Billing Fee	1,256
County Recording Fee (NOA)	500
District Administrator (NBS)	250
Special Districts Administration	21,446
<b>Total Expenditures</b>	<b>\$180,376</b>
<i>Estimated</i> Ending Fund Balance (Contingency)	\$205,000
Year-Over-Year change in Fund Balance	(\$63,116)

**PARCEL ASSESSMENT**

Annual Maintenance Assessment			
	Maximum Authorized	FY2009/10	FY2010/11
Single-Family Residential (per unit)	\$81.73	\$53.91	\$38.46
Developed Multi-Family and Condos (per unit)	58.78	37.38	26.58
Undeveloped Multi-Family (per acre)	741.72	529.63	380.14
<b>Non-Residential (Land Area)</b>			
0-25,000 Square Feet (per parcel)	113.04	76.48	54.68
25,000-100,000 Square Feet (per parcel)	525.45	373.73	268.28
Over 100,000 Square Feet (per parcel)	1,082.23	775.06	556.66
Churches (per parcel)	39.52	23.49	16.60