



City of Sacramento City Council

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

Meeting Date: 5/24/2011

Report Type: Consent

Title: Resolution of Intention: Village Garden Landscape Maintenance District No. 2011-01

Report ID: 2011-00217

Location: District 2

Recommendation: Adopt 1) a Resolution initiating Proceedings to Establish the Village Garden Landscape Maintenance District No. 2011-01; 2) a Resolution approving Boundary Map of Territory to be established and preliminarily approving engineer's report to the Village Garden Landscape Maintenance District No. 2011-01; and 3) a Resolution of Intention to establish the Village Garden Landscape Maintenance District No. 2011-01, to order the provision of maintenance services within the Established District; and to levy an Assessment within the district to pay for the maintenance services and setting a time and place of Public Hearing for July 12, 2011.

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

Presenter: None

Department: Finance

Division: Public Improvement Finance

Dept ID: 06001321

Attachments:

- 1-Description/Analysis
- 2-Background
- 3-Schedule of Proceedings
- 4-Resolution, Initiating Proceedings
- 5-Resolution, Approving Boundary Map
- 6-Resolution, Intention to Establish
- 7-Engineer's Report

City Attorney Review

Approved as to Form
Jeffrey C. Heeren
5/18/2011 4:55:55 PM

City Treasurer Review

Prior Council Financial Policy Approval or
Outside City Treasurer Scope
Russell Fehr
5/6/2011 9:53:23 AM

Approvals/Acknowledgements

Department Director or Designee: Leyne Milstein - 5/18/2011 10:34:47 AM

Assistant City Manager: Patti Bisharat - 5/18/2011 4:55:31 PM



Description/Analysis

Issue: The property owners within the Village Garden North units one through five and the Norwood subdivision have petitioned the City of Sacramento to form the Village Garden Landscape Maintenance District No. 2011-01 (District) to resume maintenance services in the area.

Policy Considerations: The proceedings under which the District is proposed to be formed are set forth in Sections 22500 to 22595 of the California Streets and Highways Code, entitled the Landscaping and Lighting Act of 1972. The recommended action supports funding for landscape maintenance services in the District via property-based assessments.

Environmental Considerations:

California Environmental Quality Act (CEQA): Under CEQA guidelines, formation of an assessment district does not constitute a project and is therefore exempt from review.

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

Commission/Committee Action: None

Rationale for Recommendation: The actions in the recommended Resolution are required by the California Streets and Highways Code Part 2 (beginning with Section 22585) of Division 15 for the formation of an assessment district.

Financial Considerations: The proposed assessment of \$155.44 per single-family residential parcel will be used to cover the expenses associated with maintenance services and administration provided in the new District. The total estimated budget for the District in Fiscal Year 2011/12 is \$36,684. The District is self-supporting and has no impact to the General Fund.

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

BACKGROUND

On December 8, 1987, the City Council (Council) adopted Resolution No. 87-1012 ordering the formation of the Village Garden North Landscaping and Lighting Assessment District 1987-01 (District 87-01). During the annual proceedings for Fiscal Year (FY) 2001/02, Council changed the name of the district to Village Garden Landscape Maintenance District. District 87-01 was formed to provide funding to maintain frontage landscaping for 208 residential parcels.

At the time of the District 87-01 formation, a maximum authorized assessment of \$100.00 per residential parcel was established. The maximum authorized assessment did not contain a provision to allow flexibility in adjusting the assessment cap on an ongoing or as needed basis. Since FY2008/09, the actual assessment of property owners in District 87-01 was set at the maximum authorized level. However, with rising operating costs, actual maintenance and operating expenses of District 87-01 outpaced District 87-01 revenue. The District 87-01 fund balance had been used over the last several years to cover the imbalance between District 87-01 revenue and expenses, but unfortunately, the District 87-01 fund balance has nearly been depleted and was deemed insufficient to cover the projected financial shortfall in FY2010/11. Staff reviewed all possible options to reduce costs and determined that an increase in the assessment was necessary to fund the required maintenance services.

On June 1, 2010, staff prepared a report for to Council's consideration – the intent to reform District 87-01 in an effort to bring assessment revenue levels in line with the actual costs of operating the district. Staff recommended the dissolution of District 87-01 and the formation of the Village Garden Landscape Maintenance District No. 2010-03 (District 10-03). Assessment ballot packages were mailed to property owners of record requesting an increase in the assessment rate from \$100.00 to \$140.56 per single-family residential parcel beginning in FY2010/11. Unfortunately, based on the results of the ballots returned to the City and not withdrawn, a majority protest existed. The majority protest led to abandoning formation proceedings for District 10-03. Additionally, District 87-01 was dissolved on August 5, 2010 and maintenance of the district was turned over to property owners in the area as a result of the City's financial inability to continue to supplement the ongoing costs of District 87-01.

Subsequent Events

In November 2010, City staff began receiving inquiries regarding the effects of the discontinuation of maintenance and irrigation previously provided by the City. Interest was expressed by numerous property owners in re-forming the Village Garden Maintenance District and resume maintenance and irrigation services. A petition was provided to property owners in the original District 87-01 boundary (inclusive of the

Village Garden North units one through five). Additionally, interest was expressed by property owners in the adjacent Norwood subdivision. Petitions received and validated by City staff represent the majority of the 236 property owners within the boundary of the proposed Village Garden Landscape Maintenance District No. 2011-01 who are interested in re-forming the district and paying an associated assessment.



SCHEDULE OF PROCEEDINGS

**VILLAGE GARDEN LANDSCAPE
MAINTENANCE DISTRICT NO. 2011-01
FY2011/12**

May 24, 2011 Council considers Resolution of Intention and Sets Date for Public Hearing

May 26, 2011 Mailing of Ballots and Public Hearing Notices

July 12, 2011 City Council – Public Hearing

July 26, 2011 City Council – Ballot Results

If formation effort is approved by property owners:
Resolution Ordering Assessment for District for FY2011/12
(Resolution of Formation)

If formation is not approved by property owners:
Resolution Abandoning Formation Proceedings

If the proposed District is approved:

August 2011 New assessments are placed on the County Tax Roll for Tax Year 2011/12



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RESOLUTION NO.

Adopted by the Sacramento City Council

INITIATING PROCEEDINGS TO ESTABLISH THE VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT NO. 2011-01 (Pursuant to Landscaping and Lighting Act of 1972)

BACKGROUND:

- A. Property owners within the boundaries of Village Garden North units one through five and the Norwood subdivision who will pay more than 50 percent of the assessment proposed have signed petitions requesting the City Council (Council) form the Village Garden Landscape Maintenance District No. 2011-01 (District).
- B. Property owners within the boundaries of the District, shown on Exhibits B and C to this resolution, are proposed to be charged an assessment to cover the true costs of landscape maintenance and administrative services related to the District.
- C. District includes properties within the former Village Garden North Landscaping and Lighting Assessment District No. 1987-01.
- 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 recitals set forth above are true and correct.
- Section 2.** Property owners who will pay more than 50 percent of the assessment proposed have signed petitions. Council thus accepts the petitions and intends to establish the District and to levy an assessment on properties within the boundaries in accordance with the Landscaping and Lighting Act of 1972 (1972 Act).
- Section 3.** Exhibit A generally describes the landscape maintenance services to be provided within the District.
- Section 4.** Exhibit B depicts the general boundary of the District.
- Section 5.** Exhibit C identifies the subdivisions that will be included in the District.
- Section 6.** The Supervising Engineer of the Department of Transportation (Engineer) is designated as the Engineer of Work for purposes of levying an

assessment to be charged against each owner of property within the District as identified in Exhibits B and C to finance the landscape maintenance services described in Exhibit A, in accordance with procedures outlined in the 1972 Act and Article XIID of the California Constitution.

Section 7. The Engineer is directed to prepare and file with the Public Improvement Financing unit of the Department of Finance, designated by the City Clerk to be the repository of documents associated with special districts the following: (a) a written Engineer's Report in accordance with Section 22565 of the 1972 Act, reflecting an assessment for the period of July 1, 2011 to June 30, 2012; and (b) a Boundary Map of the District, as required by Section 3110 of the California Streets and Highways Code.

Section 8. Exhibits A, B, and C are part of this resolution.

Table of Contents:

Exhibit A: Maintenance Description in the District

Exhibit B: Map of District

Exhibit C: Map of District (with Subdivisions identified)

EXHIBIT A

Village Garden Landscape Maintenance District No. 2011-01 Maintenance Description

The Services to be provided within the district include:

- Weekly mowing of grass, exceptions during winter months will occur.
- As required trimming of trees and shrubs, no less than quarterly.
- Fertilizing of planted materials.
- Repair of masonry walls (as necessary).
- Repair, Maintenance, and Replacement of Landscaping and Irrigation Systems for the landscape areas within or adjacent to the residential subdivisions in the district.

EXHIBIT B

Village Garden Landscape Maintenance District No. 2011-01

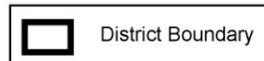
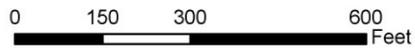
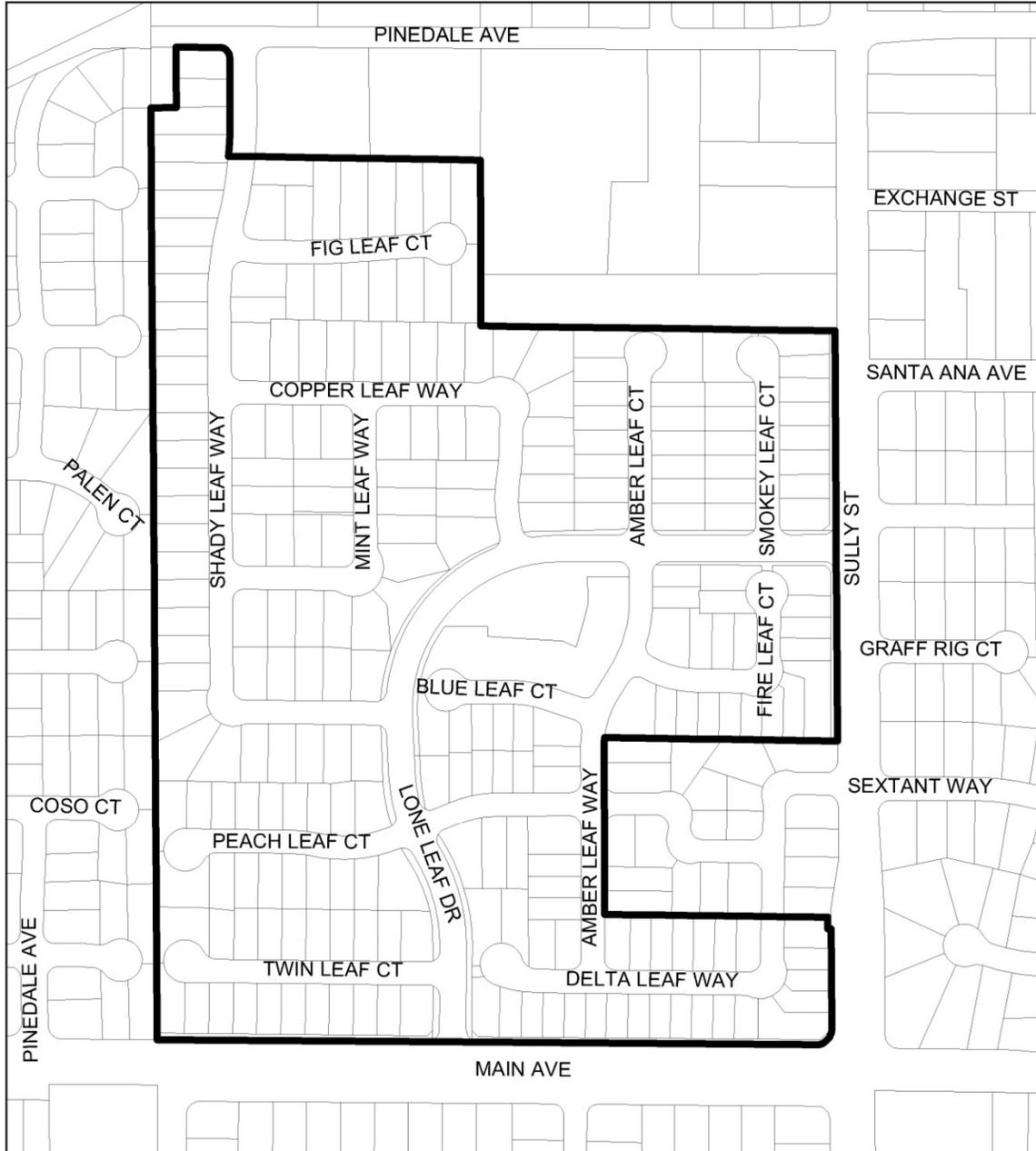
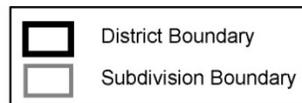
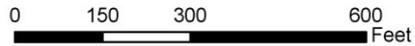
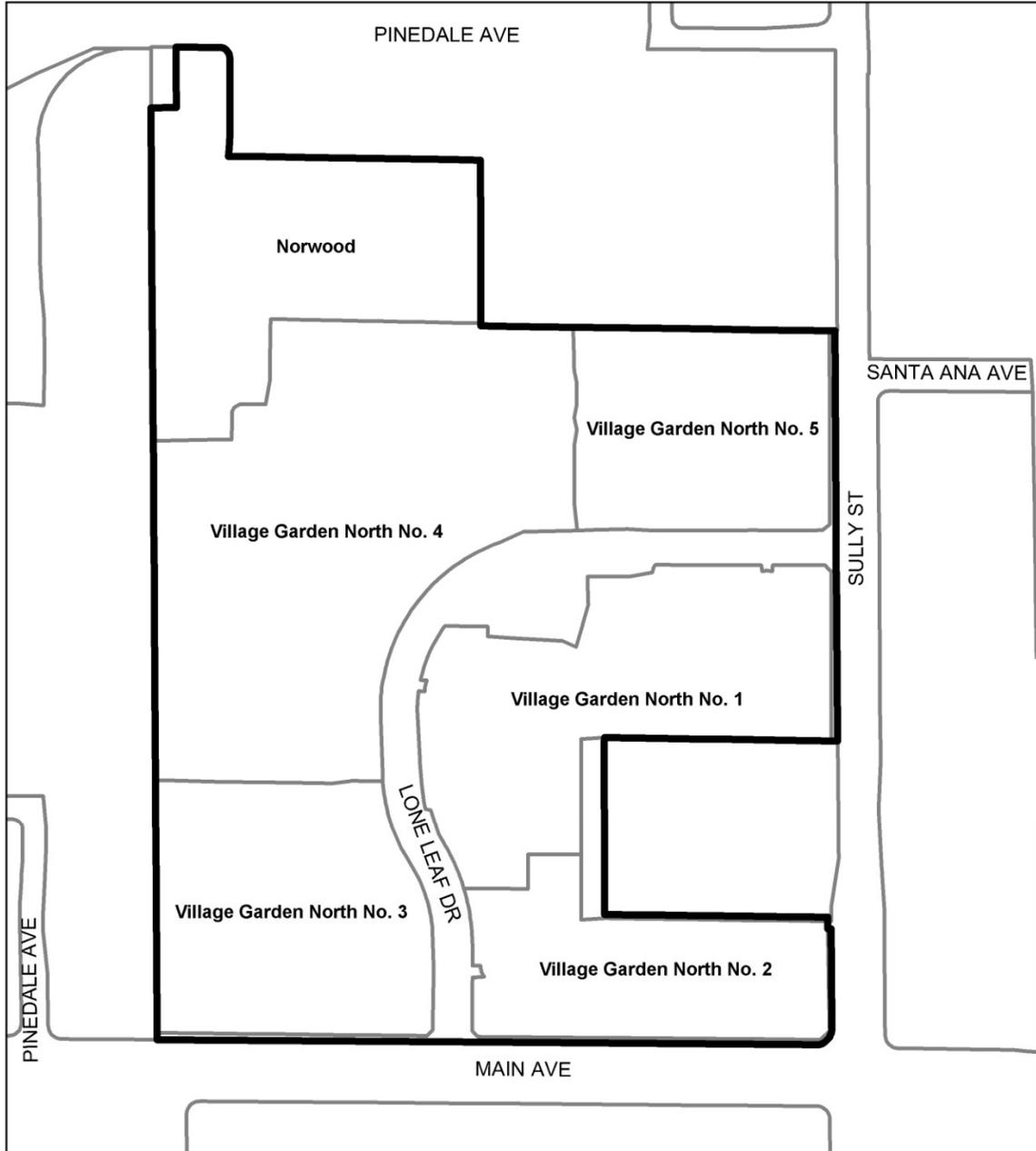


EXHIBIT C

Village Garden Landscape Maintenance District No. 2011-01 Included Subdivisions





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RESOLUTION NO.

Adopted by the Sacramento City Council

APPROVING BOUNDARY MAP OF TERRITORY TO BE ESTABLISHED AND PRELIMINARILY APPROVING ENGINEER'S REPORT TO THE VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT NO. 2011-01

BACKGROUND

- A. Property owners within the boundaries of Village Garden North units one through five and the Norwood subdivision who will pay more than 50 percent of the assessment proposed have signed petitions requesting the City Council (Council) form the Village Garden Landscape Maintenance District No. 2011-01 (District).
- B. Property owners within the boundaries of the District, shown on Exhibit B to this Resolution, are proposed to be levied an assessment to cover the true cost of delivering landscape maintenance services in the District.
- C. By Resolution No. 2011-____, the City Council: (1) initiated proceedings to establish the District ; (2) designated the Supervising Engineer of the Department of Transportation to be the Engineer for purposes of determining an assessment to be levied against each owner of the property within the District as identified in Exhibit B; (3) directed the Engineer to prepare and file with the Public Improvement Financing unit (PIF unit) of the Department of Finance, designated by the City Clerk (Clerk) to be the repository of documents associated with special districts a map of the territory to be established, as required by Section 3110 of the Streets and Highways Code; and (4) directed the Engineer to prepare and file with the PIF unit the Engineer's Report required by Section 22565 of the California Streets and Highways Code (1972 Act).
- D. As directed, the Engineer has prepared and filed with the PIF unit: (1) a map entitled Boundary Map which shows the proposed boundaries of the territory to be established; and (2) an Engineer's Report prepared in accordance with Section 22565 of the 1972 Act. The PIF unit has presented the Boundary Map and the Engineer's Report to the Council for consideration and the Council has fully considered both the Boundary Map and the Engineer's Report.
- E. The Council is fully advised in this matter.

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

Section 1. The recitals set forth above are true and correct.

Section 2. The Council approves the Boundary Map, a copy of which is attached as Exhibit C, and directs the Clerk to endorse on the Boundary Map a certificate evidencing the date and adoption of this resolution.

Section 3. The Council preliminarily approves the Engineer's Report.

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

Table of Contents:

Exhibit A: Maintenance Description

Exhibit B: Map of District

Exhibit C: Boundary Map

EXHIBIT A

Village Garden Landscape Maintenance District No. 2011-01 Maintenance Description

The Services to be provided within the district include:

- Weekly mowing of grass, exceptions during winter months will occur.
- As required trimming of trees and shrubs, no less than quarterly.
- Fertilizing of planted materials.
- Repair of masonry walls (as necessary).
- Repair, Maintenance, and Replacement of Landscaping and Irrigation Systems for the landscape areas within or adjacent to the residential subdivisions in the District.

EXHIBIT B

Village Garden Landscape Maintenance District No. 2011-01

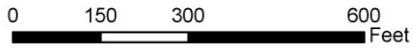
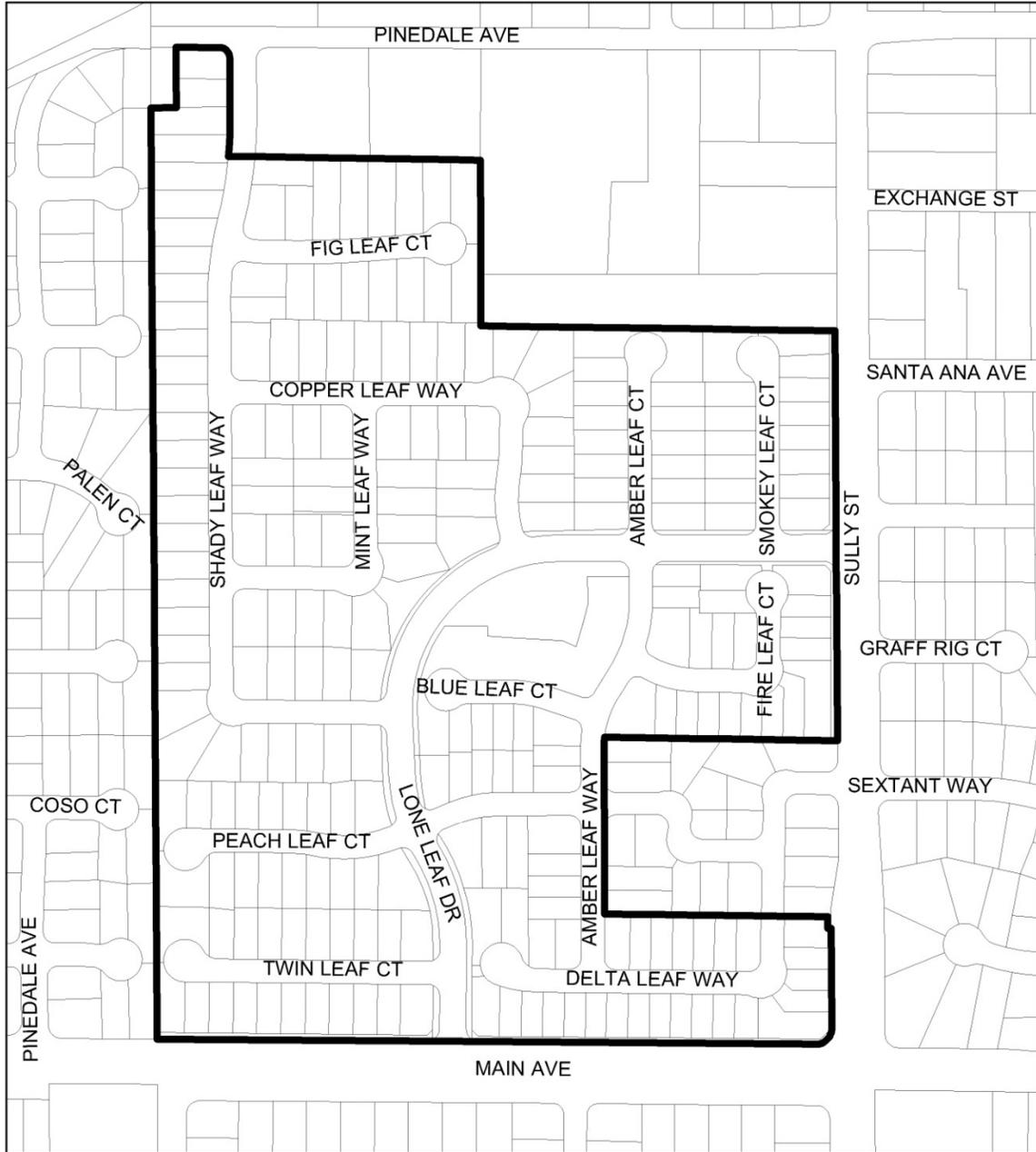


EXHIBIT C

Boundary Map Village Garden Landscape Maintenance District No 2011-01 City of Sacramento, County of Sacramento, State of California

Sheet 1 of 1

CLERK'S MAP FILING STATEMENT:

FILED IN THE OFFICE OF THE CLERK OF CITY OF SACRAMENTO, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, THIS _____ DAY OF _____, 2011.

CITY CLERK,
CITY OF SACRAMENTO, CALIFORNIA

CLERK'S CERTIFICATE:

I HEREBY CERTIFY THAT THE MAP SHOWING THE BOUNDARIES OF THE VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT NO. 2011-01, CITY OF SACRAMENTO, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF SACRAMENTO AT A MEETING THEREOF, HELD ON THE _____ DAY OF _____, 2011, BY ITS RESOLUTION NO. _____.

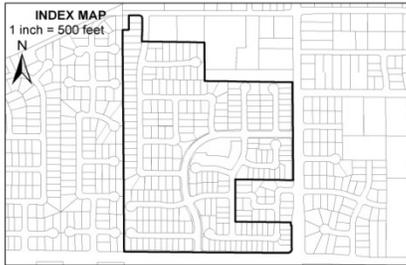
CITY CLERK,
CITY OF SACRAMENTO, CALIFORNIA

COUNTY RECORDER'S FILING STATEMENT:

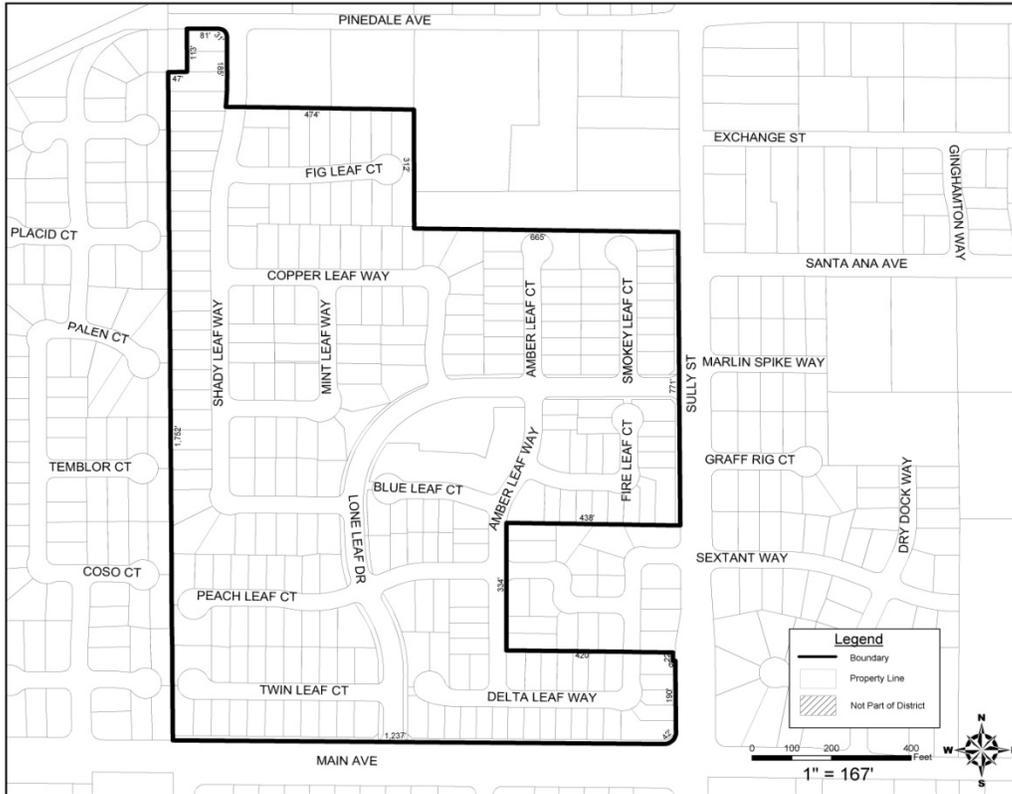
FILED THIS _____ DAY OF _____, 2011 AT THE HOUR OF _____ O'CLOCK _____ M. IN BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS AT PAGE _____ IN THE OFFICE OF THE COUNTY RECORDER OF THE COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

COUNTY RECORDER
OF THE COUNTY OF SACRAMENTO, CALIFORNIA

BY: _____ DEPUTY DOCUMENT NO. _____



G.I.S.
City of Sacramento
Department of Finance
Village Garden boundary map.mxd (MNumber 042011)





RESOLUTION NO.

Adopted by the Sacramento City Council

INTENTION TO ESTABLISH THE VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT NO. 2011-01; TO ORDER THE PROVISION OF MAINTENANCE SERVICES WITHIN THE ESTABLISHED DISTRICT; AND TO LEVY AN ASSESSMENT WITHIN THE DISTRICT TO PAY FOR THE MAINTENANCE SERVICES

BACKGROUND

- A. Property owners within the boundaries of Village Garden North units one through five and the Norwood subdivision who will pay more than 50 percent of the assessment proposed have signed petitions requesting the City Council (Council) form the Village Garden Landscape Maintenance District No. 2011-01 (District).
- B. Property owners within the boundaries of the District, shown on Exhibit B to this Resolution, are proposed to be levied an assessment to cover the true cost of delivering landscape maintenance services within the District.
- C. By Resolution No. 2011-____, the Council: (1) initiated proceedings to establish the District; (2) designated the Supervising Engineer of the Department of Transportation to be the Engineer for purposes of levying an assessment against each owner of the property lying in the proposed District to finance the landscape maintenance services generally described in Exhibit A; (3) directed the Engineer to prepare and file with the Public Improvement Financing unit (PIF unit) of the Department of Finance, designated by the City Clerk (Clerk) to be the repository of documents associated with special districts a map of the territory to be established; and (4) directed the Engineer to prepare and file with the PIF unit the Engineer's Report required by Section 22565 of the California Streets and Highways Code (1972 Act).
- D. As directed, the Engineer has prepared and filed with the PIF unit: (1) a map entitled Boundary Map which shows the proposed boundaries of the territory to be established; and (2) an Engineer's Report prepared in accordance with Section 22565 of the 1972 Act. The PIF unit presented the Boundary Map and the Engineer's Report to the Council for consideration, and, after consideration, the Council approved the Boundary Map and preliminarily approved the Engineer's Report by Resolution No. 2011-_____.

- E. The Council finds and determines that providing the maintenance services within the boundaries of the territory, as shown on the Boundary Map filed with the PIF unit, is necessary, convenient, and desirable.
- F. The Council is fully advised in this matter.

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

Section 1. The recitals set forth above are true and correct.

Section 2. The Council declares: (a) that it intends to establish the District, with boundaries of the District described in section 3 below; (b) that the landscape maintenance services to be provided are generally described in Exhibit A; (c) that all real property within the District will be specially benefited by the landscape maintenance services unless the Council finds and determines otherwise at the public hearing; and (d) that the Council intends to pay for the landscape maintenance services by levying an annual assessment in accordance with procedures mandated in the 1972 Act and Article XIID of the California Constitution, on all assessable lots and parcels within the established territory that are specially benefited by the landscape maintenance services.

Section 3. District includes all territory within the exterior boundaries shown on the Boundary Map that (a) was approved by Resolution No. 2011-____; (b) is entitled Boundary Map and (c) is on file in the PIF unit's office. This map will govern for all details as to the extent of the District.

Section 4. The Engineer's Report on file in the PIF unit's office contains: (a) a full and detailed description of the landscape maintenance services, including estimated costs; (b) the diagram for the District; and (c) the proposed assessment upon assessable lots and parcels within the territory to be established.

Section 5. The assessment described in the Engineer's Report may be increased for inflation. The amount of the increase will be computed using February-over-February change in the Consumer Price Index for the San Francisco-Oakland-San Jose area (All Urban Consumers) or a substitute index of a similar nature should that index be discontinued.

Section 6. A public hearing on the Engineer's Report and the proposed assessment on assessable lots and parcels within the District will take place at:

6:00 p.m. on Tuesday, July 12, 2011, at the Council’s regular meeting place, the Council Chambers in the New City Hall, 915 “I” Street, Sacramento, California.

Section 7. The Clerk is directed to mail notice of the date, time, and place of the public hearing in accordance with Section 22556 of the 1972 Act and Article XIID of the California Constitution to all owners of real property located within the District to be established. Each notice must also describe the assessment-ballot procedure required by Article XIID of the California Constitution and include an assessment ballot. Mailing of the notices and ballots must be done in the time, form, and manner provided by law. Upon the completion of the mailing, the Clerk is directed to file with the Council an affidavit setting forth the time and manner of compliance with the legal requirements for mailing. The notice and assessment ballots must be in the forms set forth in Exhibit C.

Section 8. At the hearing, the Council will: (a) hear all protests against the proposed assessment from record owners of real property within the District; and (b) accept testimony from all interested persons, whether or not they own real property within the territory to be established. At the conclusion of the hearing, the Clerk will tabulate the assessment ballots submitted and not withdrawn, weighting the ballots according to the proportional financial obligations of the affected properties. The annual assessment will not be levied if the ballots submitted in opposition to the assessment exceed the ballots submitted in favor of it.

Section 9. The Fiscal Manager of the PIF unit of the Department of Finance or his designee is hereby designated to answer inquiries regarding the protest proceedings.

Section 10. Exhibits A, B, and C are part of this resolution.

Table of Contents:

Exhibit A: Maintenance Description

Exhibit B: Map of District

Exhibit C: Forms, Notice of Public Hearing, and Assessment Ballot

EXHIBIT A

Village Garden Landscape Maintenance District No. 2011-01 Maintenance Description

The Services to be provided within the district include:

- Weekly mowing of grass, exceptions during winter months will occur.
- As required trimming of trees and shrubs, no less than quarterly.
- Fertilizing of planted materials.
- Repair of masonry walls (as necessary).
- Repair, Maintenance, and Replacement of Landscaping and Irrigation Systems for the landscape areas within or adjacent to the residential subdivisions in the District.

EXHIBIT B

Village Garden Landscape Maintenance District No. 2011-01

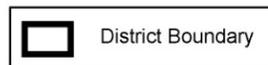
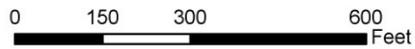
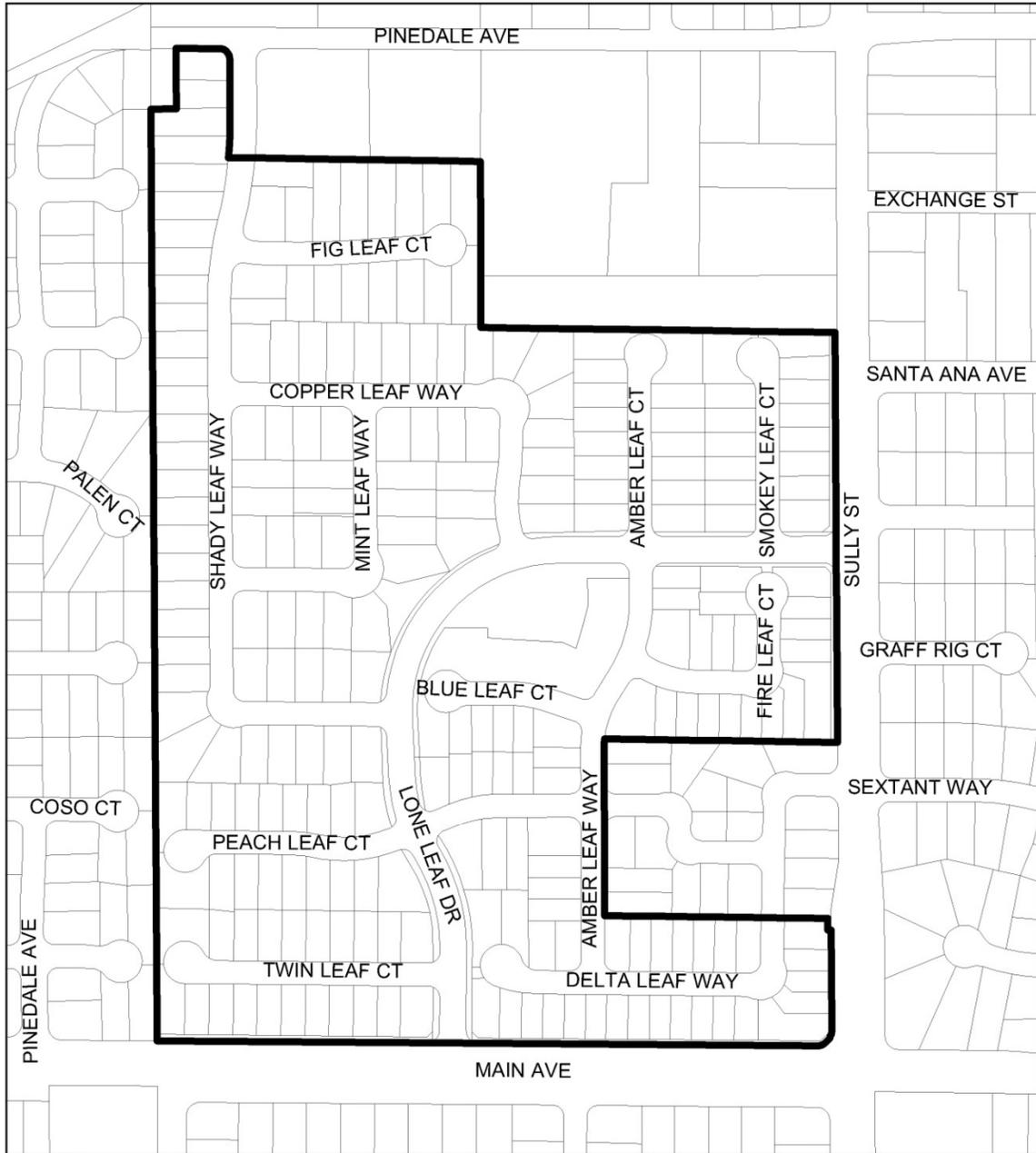


EXHIBIT C

VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT NO. 2011-01

Notice to Owners of Property within the Village Garden Landscape Maintenance District (District) of a Public Hearing on a Proposed Assessment to pay for Maintenance Services within the District. Summary of Procedures for Completing, Returning, and Tabulating Ballots for and against the Assessment.

BACKGROUND

On May 24, 2011, the City Council (Council) of the City of Sacramento adopted the Resolution of Intention declaring its intention to establish the District. Among other things, the Resolution of Intention:

- designated the territory proposed for formation as the District;
- declared the Council's intention to order that the landscape maintenance services described in Attachment A to this notice be provided; and
- referred to the Engineer's Report prepared by the Supervising Engineer of the Department of Transportation and filed with the Public Improvement Financing unit (PIF unit) of the Department of Finance, designated by the City Clerk (Clerk) to be the repository of documents associated with special districts for detailed information on a proposed assessment on property within the District to pay for landscape maintenance services (the Supervising Engineer of the Department of Transportation was designated as the Engineer for purposes of establishing the District and levying the assessment).

Any interested person may review the Resolution of Intention, the Engineer's Report, and other materials pertinent to the proposed assessment at the PIF unit's office, 915 "I" Street, New City Hall, 3rd Floor, Sacramento, California.

DATE, TIME, AND PLACE OF PUBLIC HEARING

At 6:00 p.m. on July 12, 2011, the Council will hold a Public Hearing on the proposed assessment at the Council's regular meeting place: Council Chambers, New City Hall, 1st Floor, 915 "I" Street, Sacramento, California.

At the Public Hearing, the Council will hear all protests against the proposed assessment from record owners of property within the territory to be established. The Council will also accept testimony from all interested persons, whether or not they own property within the territory to be established.

THE ASSESSMENT

The proposed assessment will be charged annually to property owners in the District so long as the landscape maintenance services as described in Attachment A will be provided to serve the District. The total amount of the proposed assessment to be charged to property owners in the District during Fiscal Year (FY) 2011/12 will be **\$36,684**.

According to the official records of Sacramento County, you own the real property identified by Assessor's Parcel Number in Attachment B to this notice. Attachment B also shows the amount the City Council proposes to assess against your property during FY2011/12.

In subsequent years, the assessment amounts shown above may be **adjusted for inflation**. Attachment C to this notice describes the basis on which the amount of the proposed assessment was calculated.

BALLOTS

As required by the California Constitution (Article XIID, Section 4), an assessment ballot has been enclosed with this notice, along with a self-addressed envelope for returning the ballot to the Clerk. The owner or owners of any parcel within the District may use this ballot to express support for or opposition to the proposed service fee. The ballot must be returned by mail to the Office of the Clerk (which may be done using the enclosed envelope *but requires the user to provide the required postage*), by personal delivery to the Office of the Clerk, or by personal delivery at the Public Hearing. To be valid, the ballot must be received before the close of the Public Hearing. The address of the Office of the Clerk is 915 "I" Street, Historic City Hall, Sacramento, California 95814.

Following the close of the Public Hearing, the Clerk will open and tabulate all ballots that have been timely received (and not withdrawn) and not rejected. Ballots will be rejected if they are not properly signed, were not timely received at the proper location, or are otherwise defective. The Clerk will weight the ballots according to the proportional financial obligation of each affected parcel (using the maximum possible assessment for FY2011/12, and the results will be announced. The assessment will be imposed only if the total dollar amount submitted in favor or the assessment exceeds the total dollar amount submitted against it. The Council may postpone the announcing of results if the

Clerk needs additional time to confirm that a ballot has been properly signed by an owner or an owner's authorized representative.

FOR FURTHER INFORMATION

For further particulars, you may refer to the Resolution of Intention and the Engineer's Report, both of which are on file with the PIF unit. Inquiries about the assessment proceedings will be answered by the Fiscal Manager of the PIF unit or his designee at 915 "I" Street, Sacramento, California 98514, telephone number (916) 808-1440.

Dated: May 25, 2011

Shirley Concolino
City Clerk of the City of Sacramento

ATTACHMENT A

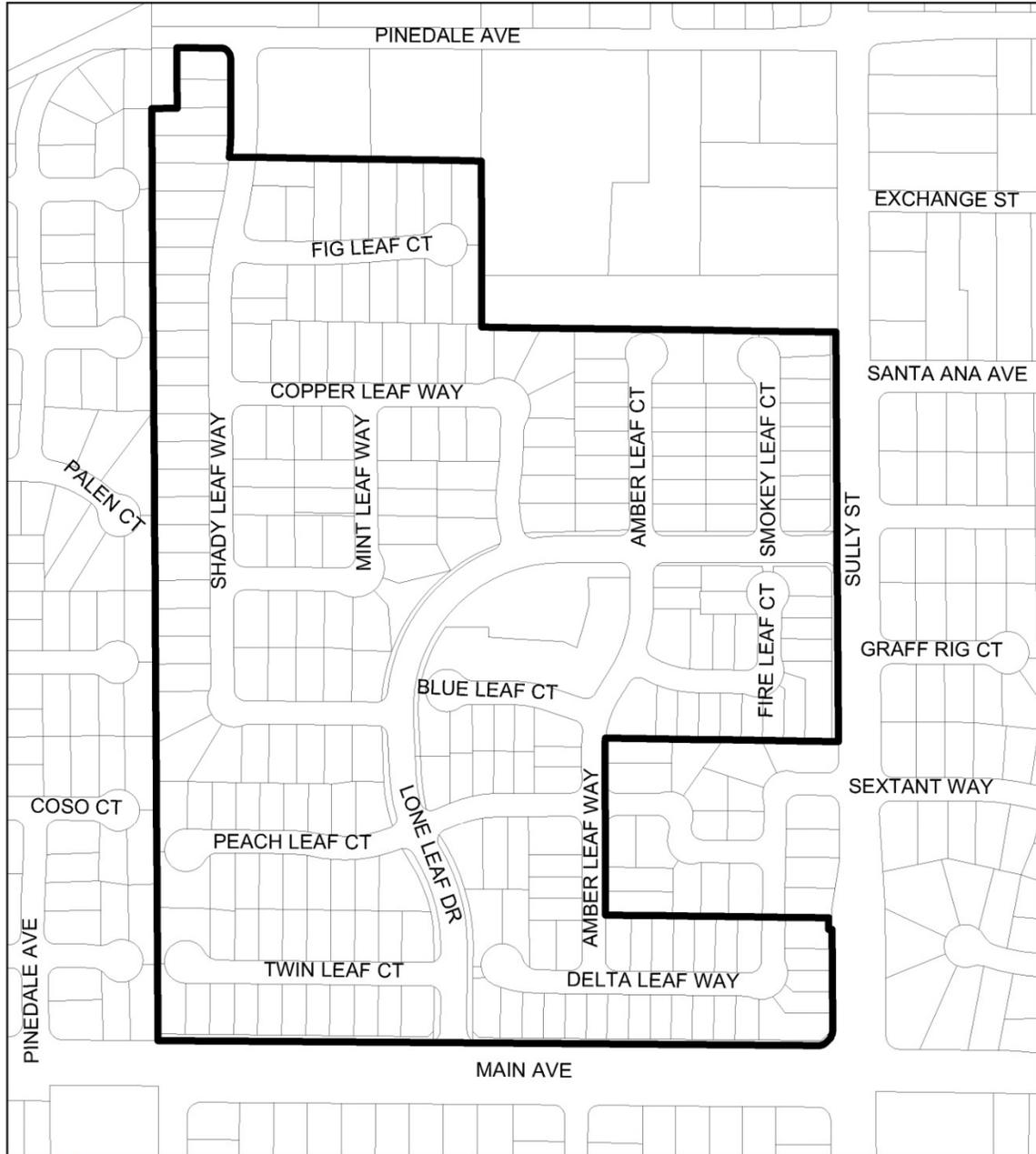
Village Garden Landscape Maintenance District No. 2011-01 Maintenance Description

The Services to be provided within the district include:

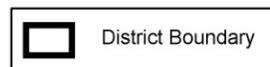
- Weekly mowing of grass, exceptions during winter months will occur.
- As required trimming of trees and shrubs, no less than quarterly.
- Fertilizing of planted materials.
- Repair of masonry walls (as necessary).
- Repair, Maintenance, and Replacement of Landscaping and Irrigation Systems for the landscape areas within or adjacent to the residential subdivisions in the District.

ATTACHMENT A-1

Village Garden Landscape Maintenance District No. 2011-01



 G.I.S.
City of
Sacramento
Department of Finance
B Mueller 4/28/11



ATTACHMENT B

ASSESSOR'S PARCEL NUMBER: _____

AMOUNT OF ASSESSMENT: \$ _____

ATTACHMENT C
METHOD OF SPREADING ASSESSMENTS

Each benefited residential lot in the Village Garden Landscape Maintenance District No. 2011-01 (District) is determined to have equal benefit from the landscaping improvements and maintenance thereof. Therefore, each parcel is assessed in proportion to the total number of parcels in the District.

The annual assessment may be increased for inflation. The amount of the increase will be computed using the prior-year annual average of the Consumer Price Index for the San Francisco-Oakland-San Jose area (All Urban Consumers) or a substitute index of a similar nature should that index be discontinued.

Note: Going forward, if the change in the February-over-February CPI is negative in any given year, the proposed assessment in the subsequent tax year will remain the same as in the prior year.

ASSESSMENT

<u>District Name</u>	FY2011/12 Assessment per Residential Parcel
Village Garden Landscape Maintenance District No. 2011-01	\$155.44

ASSESSMENT BALLOT

This ballot is for the use of the property owner of the parcel identified below by assessment parcel number. The parcel is located within the proposed Village Garden Landscape Maintenance District No. 2011-01 (District). Please advise the City Clerk as soon as possible at (916) 808-7200 if the name set forth below is incorrect.

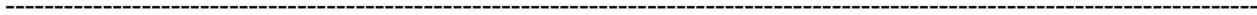
This ballot may be used to express either support for or opposition to the assessment in the District. The assessment is described in an Engineer’s Report dated May 24, 2011, which is on file with the Public Improvement Financing unit of the Department of Finance, designated by the City Clerk to be repository of documents associated with special districts and available for inspection. To be counted, this ballot must be signed below by an owner of the identified parcel or, if the owner is not an individual, by an authorized representative of the owner. The ballot must then be returned to the City Clerk at the Sacramento Historic City Hall, City of Sacramento, 915 I Street, Sacramento, California 95814, either by mail or in person.

Delivery by Mail: Seal the ballot in the envelope provided, affix first-class postage, and place in the mail by Thursday, July 7, 2011. Mailing later than this date creates a risk that the ballot may not be received in time to be counted.

Personal Delivery: Deliver to the City Clerk before 4:30 p.m. on July 12, 2011 at the Office of the City Clerk, Sacramento Historic City Hall, City of Sacramento, 915 I Street, Sacramento, California, or deliver to the City Clerk at the start of the public hearing beginning at 6:00 p.m. on July 12, 2011, at the City Council Chambers, Sacramento City Hall, 1st Floor, 915 I Street, Sacramento, California.

THIS BALLOT MUST BE RECEIVED BY THE CITY CLERK BEFORE THE CLOSE OF THE PUBLIC HEARING TO BE COUNTED.

TO CAST THIS BALLOT, RETURN EITHER THIS ENTIRE PAGE
OR THE PORTION BELOW THIS LINE



BALLOT

AN “X” OR OTHER MARK WILL CAST YOUR VOTE IN THE SPACE PROVIDED

Assessment Number: _____

Assessor Parcel Number(s): _____

Owner Name(s): _____

Votes Cast (Assessment Amount): \$_____

_____ Yes, I approve of the proposed assessment amount on the parcel identified in this ballot.

_____ No, I do not approve of the proposed assessment on this parcel.

Owner Signature _____ Date: _____, 2011



**ENGINEER'S REPORT
 FY2011/12
 VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT
 (Pursuant to the Landscaping and Lighting Act of 1972)**

The undersigned respectfully submits the enclosed report as directed by the City Council.

Dated: May 24, 2011

Timothy Mar, P.E., Supervising Engineer
 Department of Transportation, City of Sacramento, Engineer of Work

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report together with Assessment and Assessment Diagram thereto attached, was filed with me on the 24th day of May, 2011.

Shirley Concolino, City Clerk
 City of Sacramento, Sacramento County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, was approved by the City Council of the City of Sacramento, California, on the 24th day of May, 2011.

Shirley Concolino, City Clerk
 City of Sacramento, Sacramento County, California

By: _____

I HEREBY CERTIFY that the enclosed Assessment and Assessment Diagram was confirmed by the City Council of the City of Sacramento, California, on the 12th day of July, 2011.

Shirley Concolino, City Clerk
 City of Sacramento, Sacramento County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached was filed with the County Auditor of the County of Sacramento, California, on the 12th day of July, 2011.

Shirley Concolino, City Clerk
 City of Sacramento, Sacramento County, California

By: _____

**ENGINEER'S ANNUAL REPORT
AND THE LEVY OF THE ANNUAL ASSESSEMENT**

**CITY OF SACRAMENTO
VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT**

FY2011/12



**As Accepted By
The City of Sacramento
Sacramento County
California**

May 2011

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I. INTRODUCTION

A. Enabling Legislation:

The Landscaping and Lighting Act of 1972 (Streets and Highways Code Section 22500 and following) allows a municipality or other local public agency to establish a special assessment district to raise funds for installing, maintaining, and servicing public lighting, landscaping, and park facilities. The revenue to pay for these improvements comes from special assessments on the land benefiting from the improvements. The local legislative body sets the assessment each year after receiving and reviewing an Engineer's Report and holding a public hearing. The assessments are collected as a separately stated item on the County property tax bill.

A certified copy of the Engineer's Report and assessment roll are then submitted electronically to the Sacramento County Auditor for billing and collection of the approved assessments.

B. Engineer's Report

It is the task of the City of Sacramento staff, through this Engineer's Report, to recommend to the City Council of Sacramento a fair assessment for each parcel in the District. This recommendation is arrived at by spreading the District Budget in accordance with the methodology established with the District formation in 2011.

This report describes the work performed and methods adopted in recommending fair assessments.

Respectfully submitted,

Timothy Mar, P.E.
Engineer of Work

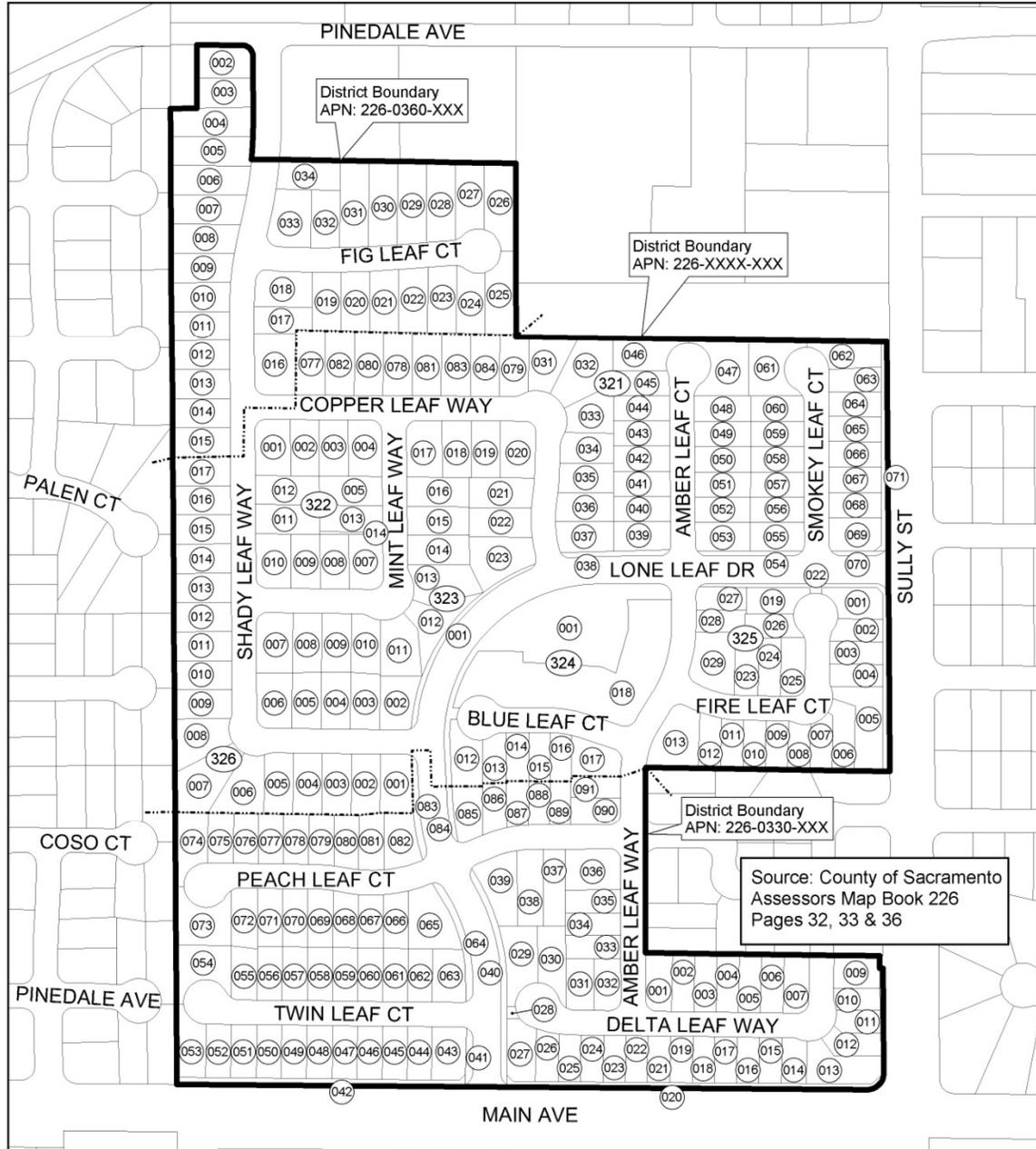
II. ASSESSMENT DIAGRAM

The assessment district boundary coincides with the boundaries of Village Garden North units one through five and the Norwood subdivision. The subdivision maps were recorded and are on file with the Sacramento County Recorder's Office.

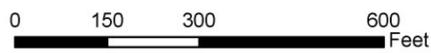
The Sacramento County Assessor's maps are incorporated by reference into the attached Assessment Diagram. The lines and dimensions of lots or parcels for the diagram are those lines and dimensions shown on the assessor's maps, which are on file and open to public inspection at the Sacramento County Assessor's Office. The distinctive designation of each lot or parcel shall be its assessor's parcel number.

II. ASSESSMENT DIAGRAM

Village Garden Landscape District



G.I.S.
City of Sacramento
Department of Finance
B. Mueller
5/05/11



 District Boundary
 Delineates Assessor's Book Pages



III. DESCRIPTION OF IMPROVEMENTS

The maintenance, which is the subject of this report, is briefly described as follows:

Furnish all tools, equipment, apparatus, facilities, labor, material, supplies, and utilities necessary or desirable to maintain and service the landscape improvements as shown on Exhibit A, and more particularly described on plans and specifications approved by the City of Sacramento on file at the City of Sacramento, Department of Finance, 915 I Street, 3rd Floor, Sacramento, California 95814.

The improvements generally consist of masonry walls; landscaping and irrigation systems for the landscape areas within or adjacent to the residential subdivisions identified on attached schematic diagram. Maintenance of said improvements will include, but not be limited to, periodic mowing of grass, trimming of trees and shrubs, and fertilizing, together with the regular furnishing of water for irrigation of all plant material, and the repair, maintenance, and replacement of the irrigation system, planted materials, and amenities. Maintenance of masonry walls includes periodic repair as required.

IV. COST ESTIMATE

**VILLAGE GARDEN LANDSCAPE MAINTENANCE DISTRICT
FY2011/12 BUDGET (FUND 2231)**

	FY2011/12
Maintenance Tasks	
One-time Cleanup Costs	\$ 1,200
Maintenance Contract	11,400
Inspections and Corrective Action	5,000
Utilities – <i>water costs for irrigation</i>	<u>7,705</u>
Total Maintenance Expenses	\$25,305
Special District Administration	\$ 3,750
Annual Billing & Accounting Administration	1,587
Contingency for Masonry Repair	<u>6,042</u>
Total Administrative Expenses and Contingency	\$11,379
Total District Budget	\$36,684
Fund Balance (Offset)	(0)
Total Assessment To Property Owners	\$36,684
Assessment per Lot	\$155.44*

Assessment per single-family residential parcel has been rounded down from \$155.4407 to \$155.44.

V. METHOD OF SPREADING ASSESSMENTS

Each benefited residential lot in the Village Garden Landscape Maintenance District No. 2011-01 (District) is determined to have equal benefit from the landscaping improvements and maintenance thereof. Therefore, each parcel is assessed in proportion to the total number of parcels in the District.

The annual assessment may be increased for inflation. The amount of the increase will be computed using the change in the February-over-February Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose area (All Urban Consumers) or a substitute index of a similar nature should that index be discontinued.

Note: Going forward, if the change in the February-over-February CPI is negative in any given year, the proposed assessment in the subsequent tax year will remain the same as in the prior year.

VI. ASSESSMENT ROLL

An assessment roll showing the amount to be specifically assessed against each parcel of real property within this district. Each parcel is described by County Assessor's parcel number or other designation, and each parcel is also assigned a separate "assessment number" for the purposes of this report.

VI. ASSESSMENT ROLL

<u>Asmnt #</u>	<u>Assessor's Parcel No.</u>	<u>Assessment</u>	<u>Asmnt #</u>	<u>Assessor's Parcel No.</u>	<u>Assessment</u>
1	22603210310000	\$155.44	41	22603210800000	\$155.44
2	22603210320000	\$155.44	42	22603210810000	\$155.44
3	22603210330000	\$155.44	43	22603210820000	\$155.44
4	22603210340000	\$155.44	44	22603210830000	\$155.44
5	22603210350000	\$155.44	45	22603210840000	\$155.44
6	22603210360000	\$155.44	46	22603220010000	\$155.44
7	22603210370000	\$155.44	47	22603220020000	\$155.44
8	22603210390000	\$155.44	48	22603220030000	\$155.44
9	22603210400000	\$155.44	49	22603220040000	\$155.44
10	22603210410000	\$155.44	50	22603220050000	\$155.44
11	22603210420000	\$155.44	51	22603220070000	\$155.44
12	22603210430000	\$155.44	52	22603220080000	\$155.44
13	22603210440000	\$155.44	53	22603220090000	\$155.44
14	22603210450000	\$155.44	54	22603220100000	\$155.44
15	22603210460000	\$155.44	55	22603220110000	\$155.44
16	22603210470000	\$155.44	56	22603220120000	\$155.44
17	22603210480000	\$155.44	57	22603220130000	\$155.44
18	22603210490000	\$155.44	58	22603230020000	\$155.44
19	22603210500000	\$155.44	59	22603230030000	\$155.44
20	22603210510000	\$155.44	60	22603230040000	\$155.44
21	22603210520000	\$155.44	61	22603230050000	\$155.44
22	22603210530000	\$155.44	62	22603230060000	\$155.44
23	22603210550000	\$155.44	63	22603230070000	\$155.44
24	22603210560000	\$155.44	64	22603230080000	\$155.44
25	22603210570000	\$155.44	65	22603230090000	\$155.44
26	22603210580000	\$155.44	66	22603230100000	\$155.44
27	22603210590000	\$155.44	67	22603230110000	\$155.44
28	22603210600000	\$155.44	68	22603230130000	\$155.44
29	22603210610000	\$155.44	69	22603230140000	\$155.44
30	22603210620000	\$155.44	70	22603230150000	\$155.44
31	22603210630000	\$155.44	71	22603230160000	\$155.44
32	22603210640000	\$155.44	72	22603230170000	\$155.44
33	22603210650000	\$155.44	73	22603230180000	\$155.44
34	22603210660000	\$155.44	74	22603230190000	\$155.44
35	22603210670000	\$155.44	75	22603230200000	\$155.44
36	22603210680000	\$155.44	76	22603230210000	\$155.44
37	22603210690000	\$155.44	77	22603230220000	\$155.44
38	22603210770000	\$155.44	78	22603230230000	\$155.44
39	22603210780000	\$155.44	79	22603240120000	\$155.44
40	22603210790000	\$155.44	80	22603240130000	\$155.44

VI. ASSESSMENT ROLL

<u>Asmnt #</u>	<u>Assessor's Parcel No.</u>	<u>Assessment</u>	<u>Asmnt #</u>	<u>Assessor's Parcel No.</u>	<u>Assessment</u>
81	22603240140000	\$155.44	121	22603260160000	\$155.44
82	22603240150000	\$155.44	122	22603260170000	\$155.44
83	22603240160000	\$155.44	123	22603300010000	\$155.44
84	22603240170000	\$155.44	124	22603300020000	\$155.44
85	22603250010000	\$155.44	125	22603300030000	\$155.44
86	22603250020000	\$155.44	126	22603300040000	\$155.44
87	22603250030000	\$155.44	127	22603300050000	\$155.44
88	22603250040000	\$155.44	128	22603300060000	\$155.44
89	22603250050000	\$155.44	129	22603300070000	\$155.44
90	22603250060000	\$155.44	130	22603300090000	\$155.44
91	22603250070000	\$155.44	131	22603300100000	\$155.44
92	22603250080000	\$155.44	132	22603300110000	\$155.44
93	22603250090000	\$155.44	133	22603300120000	\$155.44
94	22603250100000	\$155.44	134	22603300130000	\$155.44
95	22603250110000	\$155.44	135	22603300140000	\$155.44
96	22603250120000	\$155.44	136	22603300150000	\$155.44
97	22603250130000	\$155.44	137	22603300160000	\$155.44
98	22603250190000	\$155.44	138	22603300170000	\$155.44
99	22603250230000	\$155.44	139	22603300180000	\$155.44
100	22603250240000	\$155.44	140	22603300190000	\$155.44
101	22603250250000	\$155.44	141	22603300210000	\$155.44
102	22603250260000	\$155.44	142	22603300220000	\$155.44
103	22603250270000	\$155.44	143	22603300230000	\$155.44
104	22603250280000	\$155.44	144	22603300240000	\$155.44
105	22603250290000	\$155.44	145	22603300250000	\$155.44
106	22603260010000	\$155.44	146	22603300260000	\$155.44
107	22603260020000	\$155.44	147	22603300270000	\$155.44
108	22603260030000	\$155.44	148	22603300290000	\$155.44
109	22603260040000	\$155.44	149	22603300300000	\$155.44
110	22603260050000	\$155.44	150	22603300310000	\$155.44
111	22603260060000	\$155.44	151	22603300320000	\$155.44
112	22603260070000	\$155.44	152	22603300330000	\$155.44
113	22603260080000	\$155.44	153	22603300340000	\$155.44
114	22603260090000	\$155.44	154	22603300350000	\$155.44
115	22603260100000	\$155.44	155	22603300360000	\$155.44
116	22603260110000	\$155.44	156	22603300370000	\$155.44
117	22603260120000	\$155.44	157	22603300380000	\$155.44
118	22603260130000	\$155.44	158	22603300390000	\$155.44
119	22603260140000	\$155.44	159	22603300430000	\$155.44
120	22603260150000	\$155.44	160	22603300440000	\$155.44

VI. ASSESSMENT ROLL

<u>Asmnt #</u>	<u>Assessor's Parcel No.</u>	<u>Assessment</u>	<u>Asmnt #</u>	<u>Assessor's Parcel No.</u>	<u>Assessment</u>
161	22603300450000	\$155.44	200	22603300880000	\$155.44
162	22603300460000	\$155.44	201	22603300890000	\$155.44
163	22603300470000	\$155.44	202	22603300900000	\$155.44
164	22603300480000	\$155.44	203	22603300910000	\$155.44
165	22603300490000	\$155.44	204	22603600020000	\$155.44
166	22603300500000	\$155.44	205	22603600030000	\$155.44
167	22603300510000	\$155.44	206	22603600040000	\$155.44
168	22603300520000	\$155.44	207	22603600050000	\$155.44
169	22603300540000	\$155.44	208	22603600060000	\$155.44
170	22603300550000	\$155.44	209	22603600070000	\$155.44
171	22603300560000	\$155.44	210	22603600080000	\$155.44
172	22603300570000	\$155.44	211	22603600090000	\$155.44
173	22603300580000	\$155.44	212	22603600100000	\$155.44
174	22603300590000	\$155.44	213	22603600110000	\$155.44
175	22603300600000	\$155.44	214	22603600120000	\$155.44
176	22603300610000	\$155.44	215	22603600130000	\$155.44
177	22603300620000	\$155.44	216	22603600140000	\$155.44
178	22603300630000	\$155.44	217	22603600150000	\$155.44
179	22603300650000	\$155.44	218	22603600160000	\$155.44
180	22603300660000	\$155.44	219	22603600170000	\$155.44
181	22603300670000	\$155.44	220	22603600180000	\$155.44
182	22603300680000	\$155.44	221	22603600190000	\$155.44
183	22603300690000	\$155.44	222	22603600200000	\$155.44
184	22603300700000	\$155.44	223	22603600210000	\$155.44
185	22603300710000	\$155.44	224	22603600220000	\$155.44
186	22603300720000	\$155.44	225	22603600230000	\$155.44
187	22603300730000	\$155.44	226	22603600240000	\$155.44
188	22603300740000	\$155.44	227	22603600250000	\$155.44
189	22603300750000	\$155.44	228	22603600260000	\$155.44
190	22603300760000	\$155.44	229	22603600270000	\$155.44
191	22603300770000	\$155.44	230	22603600280000	\$155.44
192	22603300780000	\$155.44	231	22603600290000	\$155.44
193	22603300790000	\$155.44	232	22603600300000	\$155.44
194	22603300800000	\$155.44	233	22603600310000	\$155.44
195	22603300810000	\$155.44	234	22603600320000	\$155.44
196	22603300820000	\$155.44	235	22603600330000	\$155.44
197	22603300850000	\$155.44	236	22603600340000	\$155.44
198	22603300860000	\$155.44			
199	22603300870000	\$155.44			
				Total Assessment	\$36,684