



# City of Sacramento City Council

5

915 I Street, Sacramento, CA, 95814  
[www.CityofSacramento.org](http://www.CityofSacramento.org)

**Meeting Date:** 6/14/2011

**Report Type:** Consent

**Title:** Fiscal Year (FY) 2011/12 Annual Proceedings: North Franklin Property and Business Improvement District (PBID)

**Report ID:** 2011-00220

**Location:** District 5

**Recommendation:** Adopt a Resolution approving the North Franklin PBID Annual Report, establishing a budget and levying an assessment for Fiscal Year (FY) 2011/12.

**Contact:** Sini Makasini, Administrative Analyst, (916) 808-7967; Mark Griffin, Fiscal Manager, (916) 808-8788, Finance Department

**Presenter:** None

**Department:** Finance

**Division:** Public Improvement Finance

**Dept ID:** 06001321

**Attachments:**

---

- 1-Description/Analysis
- 2-Schedule of Proceedings
- 3-Resolution

---

**City Attorney Review**

Approved as to Form  
Matthew Ruyak  
6/6/2011 1:06:05 PM

**City Treasurer Review**

Prior Council Financial Policy Approval or  
Outside City Treasurer Scope  
Russell Fehr  
5/27/2011 12:31:24 PM

**Approvals/Acknowledgements**

Department Director or Designee: Leyne Milstein - 6/3/2011 11:53:34 AM

Assistant City Manager: Patti Bisharat - 6/6/2011 11:17:50 AM



## Description/Analysis

**Issue:** The PBID Area Law of 1994 requires the North Franklin PBID (District) to file an Annual Report (Report) with the City Clerk and for City Council to approve the Report as filed together with assessments and budgets for FY2011/12. Approval of the District's Report will authorize the City to collect assessments in the amount sufficient to provide funding: 1) for advocacy, security coordination, maintenance services and image enhancement programs within the District for FY2011/12 and; 2) to establish the associated budget.

The Report does not change the scope of services or any other aspect of the District's legal structure as established in the Management District Plan approved at formation of the District. The assessment rates for FY2011/12 are proposed to increase by 1% from the previous year in order to keep pace with the consumer price index and other program costs.

The District Advisory Board has prepared the Report, which is on file with the Public Improvement Financing Division, which the City Clerk has designated as the custodian of such records. The report addresses the proposed budgets, assessments, and services to be provided.

**Policy Considerations:** The annual proceedings for the District are set forth in Sections 36600 to 36671 of the California Streets and Highways Code, entitled "Property and Business Improvement District Law of 1994." The District provides funding for a multitude of services including: advocacy, security coordination, maintenance services and image enhancement programs within the District.

### Environmental Considerations:

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

**Sustainability:** There are no sustainability considerations applicable to the formation or renewal and administration of an assessment district.

**Commission/Committee Action:** None.

**Rationale for Recommendation:** The actions in the recommended Resolution are required by the California Streets and Highways Code Part 7 (beginning with Section 36600) of Division 18.

**Financial Considerations:** Financing of the District will be provided by the levy of assessments upon real property that benefits from improvements and activities of the District. The District does not plan to issue bonds.

The City of Sacramento participates as a property owner in the District. City-owned properties will have a total annual assessment of approximately \$3,400. Funding to pay the City's assessment is included in the FY2011/12 Proposed Budget.

The District assessment budget for FY2011/12 is \$111,317. The District will receive approximately \$106,530 for operations. The City will retain \$4,787 to cover City administrative costs. The annual operating budget for the District will be adjusted to reflect the 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.



## **SCHEDULE OF PROCEEDINGS**

### **NORTH FRANKLIN PROPERTY AND BUSINESS IMPROVEMENT DISTRICT NO. 2007-01 FY2011/12 SCHEDULE**

<b>June 14, 2011</b>	<b>Council Approves District Budget and Orders Annual Levy for FY2011/12</b>
----------------------	--

August 2011      Assessment Tax Roll to County



## RESOLUTION NO.

Adopted by the Sacramento City Council

### **APPROVING THE ANNUAL REPORT FOR THE NORTH FRANKLIN PROPERTY AND BUSINESS IMPROVEMENT DISTRICT (PBID) AND LEVYING ASSESSMENT FOR FISCAL YEAR (FY) 2011/12**

#### **BACKGROUND**

- A. The North Franklin Property and Business Improvement District (the “District”) the boundaries of which are depicted in Exhibit A, was established by the City Council and approved by the property owners on July 24, 2007.
- B. The City Council established the District under the Property and Business Improvement District Law of 1994 (California Streets and Highway Code, Sections 36600 to 36671) (the PBID Law) and has previously levied assessments on property in the District to pay for improvements and services to be provided within the District, in accordance with the PBID Law.
- C. The District provides for advocacy and communications, economic development and marketing, security coordination and maintenance services with the intent of continuing to create a positive atmosphere in the District. All services are as defined within the Annual Report, and by reference made a part of this resolution which is separately bound and on file with the Public Improvement Financing Division, which the City Clerk has designated as the custodian of such records.
- D. The FY2011/12 assessment rates will increase 1% from the previous year, and are still below the highest authorized amount for the District.
- E. The City 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 that the background statements in paragraphs A through E are true and correct.

**Section 2.** The annual budget and assessments as set forth in the FY2011/12 Annual Report are authorized.

**Section 3.** Exhibits A and B are part of this resolution.

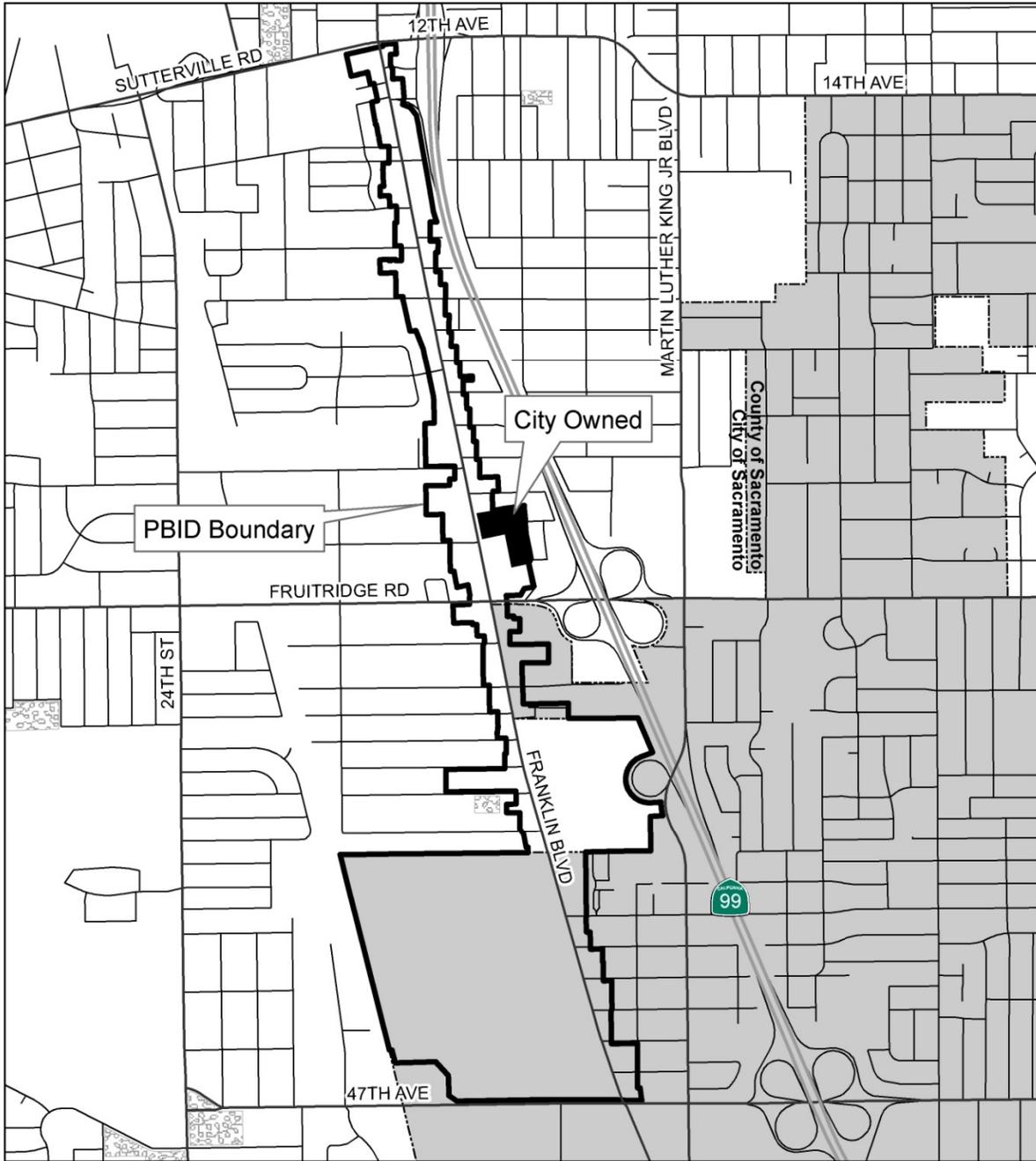
#### **Table of Contents:**

Exhibit A: District Map

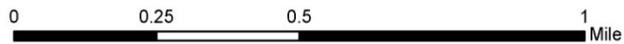
Exhibit B: FY2011/12 District & Parcel Assessment

EXHIBIT A

North Franklin Property and Business Improvement District



 G.I.S.  
City of  
Sacramento  
Department of Finance  
BMueller 05/16/11



**EXHIBIT B**

**NORTH FRANKLIN  
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT  
FY2011/2012 DISTRICT BUDGET & PARCEL ASSESSMENT**

<b>Total Assessment Budget</b>		<b>\$111,317</b>
Fund Balance		0
Total Revenue		<u>\$111,317</u>
Special Districts Administration	\$3,227	
Consultant (NBS) Reporting	250	
City Accounting	1,159	
County Billing Cost	<u>151</u>	
Less: Total City Administration Expense		<u>\$4,787</u>
Estimated Total PBID Disbursement		<u><b>\$106,530</b></u>

**PARCEL ASSESSMENT**

Annual assessment rates are based on an allocation of program costs and a calculation of parcel square footage plus parcel front footage along Franklin Blvd. Assessment rates may be subject to an increase of no more than 3% per year or the Consumer Price Index (CPI), whichever is less.

<b>Zone</b>	<b>Parcel Square Footage Assessment</b>	<b>Parcel Front Footage Assessment</b>	<b>Exceptions</b>
Zone 1	\$0.0104 / sq. ft.	\$4.68 / ft.	Tax-exempt parcels are assessed at 10% of the full assessment.
Zone 2	\$0.00138 / sq. ft.	None	