



City of Sacramento City Council

915 I Street, Sacramento, CA, 95814 11
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Meeting Date: 6/21/2011

Report Type: Consent

Title: Oak Park Property and Business Improvement District (PBID) No. 2009-01 - Fiscal Year (FY) 2011/12 Annual Proceedings

Report ID: 2011-00237

Location: District 5

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

Contact: Jodie Vong, Finance Department, (916) 808-8243; Mark Griffin, (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
Jeffrey C. Heeren
6/14/2011 11:40:40 AM

City Treasurer Review

Prior Council Financial Policy Approval or
Outside City Treasurer Scope
Russell Fehr
6/3/2011 4:57:55 PM

Approvals/Acknowledgements

Department Director or Designee: Leyne Milstein - 6/10/2011 1:06:11 PM

Assistant City Manager: Patti Bisharat - 6/13/2011 4:08:51 PM



Description/Analysis

Issue: The PBID Area Law of 1994 requires the Oak Park 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 Annual Report will authorize the City to collect assessments in the amount sufficient to provide funding for economic development, security services, maintenance services, and image enhancement for FY2011/12 and to establish the associated budget.

The District Advisory Board is recommending an annual 1.7% Consumer Price Index (CPI) increase in the assessment for FY2011/12. The cost to the property owner is \$0.1271 per parcel square foot in Zone 1 and \$0.0427 per parcel square foot in Zone 2. Tax exempt properties are assessed at \$0.0325 per square foot in Zone 1 and residential properties with four units or less will not be assessed.

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 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 goal of the District is to continue to provide the following services in the Oak Park commercial corridor: security and maintenance enhancement, advocacy/administration, and image enhancement.

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 (McClatchy Park and a vacant building) will have a total annual assessment of approximately \$29,445. Funding to pay the City's Assessment is included in the FY2011/12 Proposed Budget.

The District assessment budget for FY2011/12 is \$218,654. In addition, there is a carryover contingency held by the District of \$95,474 for a total annual budget of \$314,128 (details on Exhibit B). For FY2011/12, the District will receive approximately \$212,891 for operations. The City will retain \$5,763 to cover City administrative costs and any balance will be retained for District use in future years. 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

OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT NO. 2009-01 FY2011/12 SCHEDULE

June 21, 2011	Council Approves District Budget and Orders Annual Levy for FY2011/12
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August 2011 Assessment Roll to County



RESOLUTION NO.

Adopted by the Sacramento City Council

APPROVING THE ANNUAL REPORT FOR THE OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT (PBID) AND LEVYING ASSESSMENT FOR FISCAL YEAR (FY) 2011/12

BACKGROUND

- A. The Oak Park PBID (District), boundaries of which are depicted in Exhibit A, was established by the City Council and approved by the property owners on July 14, 2009 (Resolution No. 2009-451).
- 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 economic development, image enhancement, security and maintenance services, and advocacy/administration 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 by 1.7%, which is still equal to the maximum authorized amount for the District shown on Exhibit B.
- 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:

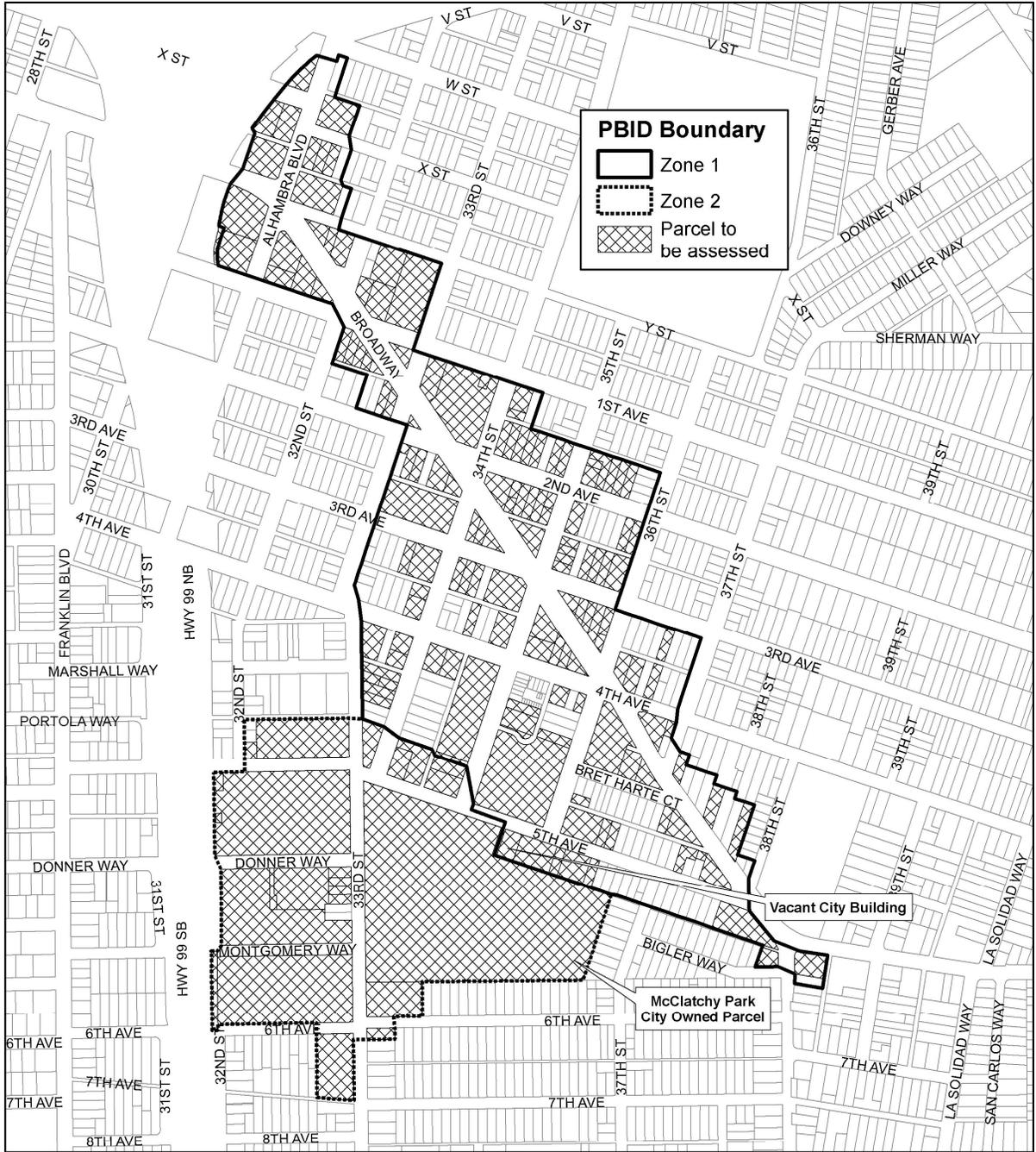
- Section 1.** The City Council finds that the background statements in paragraphs A through E are true and correct.
- Section 2.** The annual budget and assessments as set forth in the FY2011/12 Annual Report are authorized.
- Section 3.** Exhibits A and B are part of this resolution.

Table of Contents:

- Exhibit A: District Map
- Exhibit B: FY2011/12 District & Parcel Assessment

EXHIBIT A

Oak Park Property & Business Improvement District No. 2009-01




 G.I.S.
 City of
 Sacramento
 Department of Finance
 BMueller 5/26/09



EXHIBIT B

**OAK PARK
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
FY2011/2012 DISTRICT BUDGET & PARCEL ASSESSMENT**

FY2010/2011 Carryover (Contingency held by District)		\$95,474
Total Assessment Budget		\$218,654
Fund Balance		0
Total Revenue		<u>\$218,654</u>
Special Districts Administration	\$4,192	
Consultant (NBS) Reporting	250	
Finance Administration	1,159	
County Billing Cost	<u>162</u>	
Less: Total City Administration Expense		<u>\$5,763</u>
Estimated Total PBID Disbursement		<u>\$212,891</u>
<i>Anticipated Expenditure Budget</i>		\$314,128

PARCEL ASSESSMENT

FY2011/12 Benefit Zone	Rate per Parcel Square Footage	Maximum Authorized Rate for FY2011/12
Zone 1	\$0.1271	\$0.1271
Zone 1 (TAX EXEMPT)	\$0.0325	\$0.0325
Zone 2	\$0.0427	\$0.0427