



## City of Sacramento City Council

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

**Meeting Date:** 5/15/2012

**Report Type:** Consent

**Title:** Oak Park Property and Business Improvement District (PBID) No.2009-01-Fiscal Year (FY) 2012/13 Annual Proceedings

**Report ID:** 2012-00152

**Location:** District 5

**Recommendation:** Pass a Resolution approving the Oak Park PBID Annual Report, establishing a budget and levying an assessment for FY2012/13.

**Contact:** Jodie Vong, Administrative Analyst, (916) 808-8243; Mark Griffin, Program Manager, (916) 808-8788, Finance Department

**Presenter:** None

**Department:** Finance

**Division:** Public Improvement Finance

**Dept ID:** 06001321

**Attachments:**

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

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**City Attorney Review**

Approved as to Form  
Jeffrey Heeren  
5/7/2012 2:48:25 PM

**City Treasurer Review**

Reviewed for Impact on Cash and Debt  
Russell Fehr  
4/27/2012 3:06:19 PM

**Approvals/Acknowledgements**

Department Director or Designee: Leyne Milstein - 5/7/2012 1:05:27 PM

## Description/Analysis

**Issue:** The Property and Business Improvement District (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 FY2012/13. 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 FY2012/13 and to establish the associated budget.

The District Advisory Board is recommending an annual 3% Consumer Price Index (CPI) increase in the assessment for FY2012/13, which is the maximum allowed in the District. 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 fewer 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 of the Department of Finance, 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 an annual assessment of approximately \$30,328. As the Redevelopment Agency Successor Agency, the City will also pay an additional \$4,563 this year, for a total annual assessment of approximately \$34,891. Funding to pay the City's Assessment is included in the FY2012/13 Proposed Budget.

The District assessment budget for FY2012/13 is \$224,942. The District will receive approximately \$222,809 for operations. The City will retain \$2,133 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**

### **OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT NO. 2009-01 FY2012/13 SCHEDULE**

|                     |  |
|---------------------|--|
| <b>May 15, 2012</b> | <b>Council Approves District Budget and Orders Annual Levy for FY2012/13</b> |
|---------------------|--|

August 2012      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) 2012/13

#### 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 FY2012/13 assessment rates will increase by 3%, which is 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 FY2012/13 Annual Report are authorized.

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

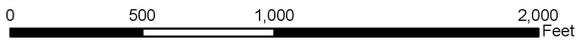
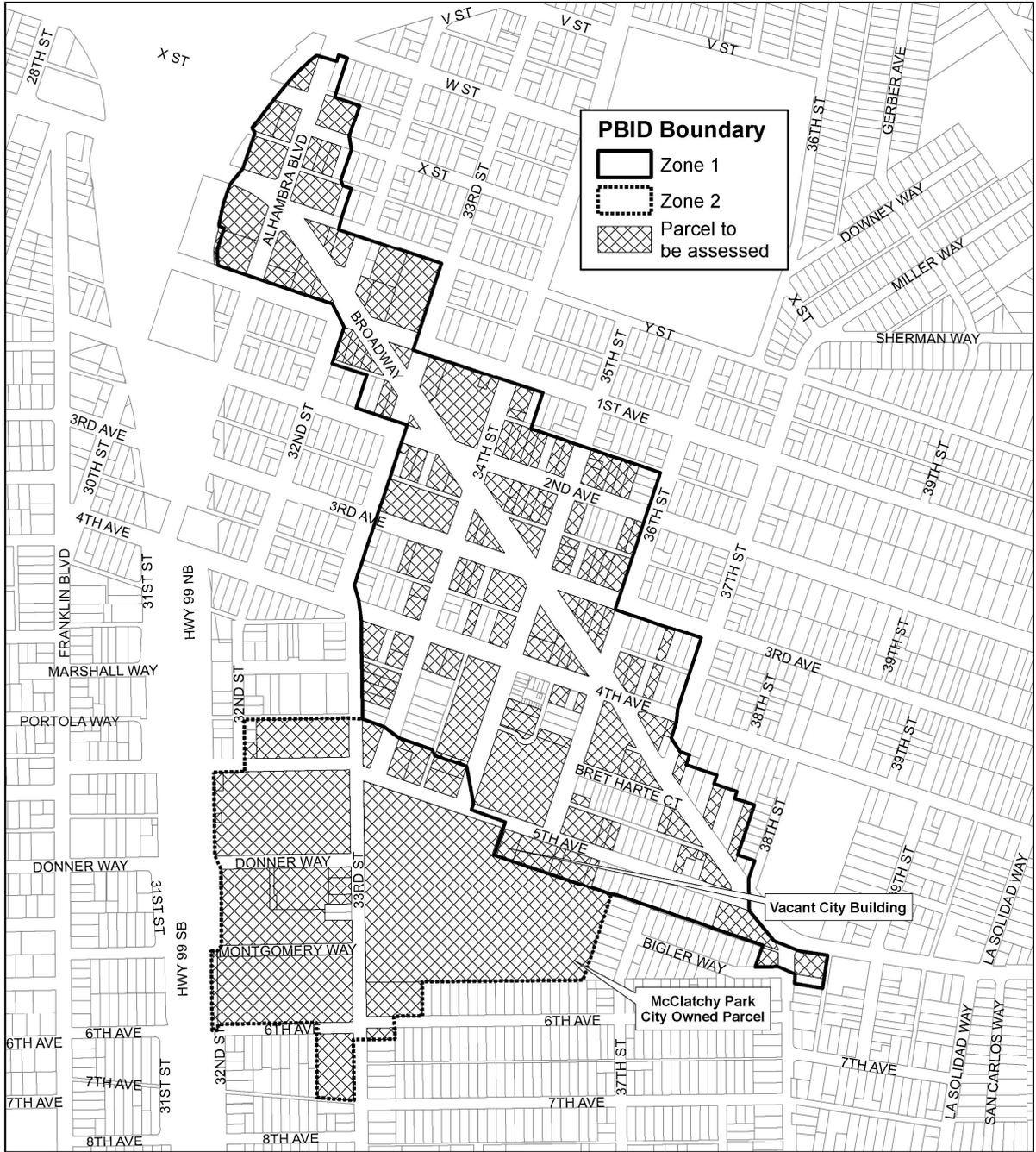
#### Table of Contents:

Exhibit A: District Map

Exhibit B: FY2012/13 District & Parcel Assessment

# EXHIBIT A

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



**EXHIBIT B**

**OAK PARK  
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT  
FY2012/2013 DISTRICT BUDGET & PARCEL ASSESSMENT**

|                                       |                  |
|---------------------------------------|------------------|
| Estimated Beginning Fund Balance      | \$0              |
| Total Assessed to Property Owners     | <u>\$224,942</u> |
| Total Resources                       | <u>\$224,942</u> |
|                                       |                  |
| PBID Activities                       |                  |
| Estimated Disbursement                | \$222,809        |
|                                       |                  |
| Administrative Costs                  |                  |
| Public Improvement Financing          |                  |
| Administration                        | \$866            |
| Parcel Reporting                      | \$156            |
| Accounting                            |                  |
| Administration                        | \$966            |
| County Billing                        | \$145            |
| Total Expenditures                    | <u>\$224,942</u> |
|                                       |                  |
| Estimated Ending Fund Balance         | <u>\$0</u>       |
|                                       |                  |
| Year-Over-Year Change in Fund Balance | <u>\$0</u>       |

**PARCEL ASSESSMENT**

| FY2012/13<br>Benefit Zone | Rate per<br>Parcel Square<br>Footage | Maximum<br>Authorized Rate<br>for FY2012/13 |
|---------------------------|--------------------------------------|---|
| Zone 1                    | \$0.1309                             | \$0.1309                                    |
| Zone 1 (Tax Exempt)       | \$0.0335                             | \$0.0335                                    |
| Zone 2                    | \$0.0440                             | \$0.0440                                    |