



City of Sacramento City Council

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

Meeting Date: 6/7/2012

Report Type: Consent

Title: Annual Report - Northside Subdivision Maintenance District

Report ID: 2012-00150

Location: District 2

Recommendation: Pass a Resolution adopting the Northside Subdivision Maintenance District Annual Budget and Levy Assessment for Fiscal Year 2012/13.

Contact: Diane Morrison, Program Specialist, Finance Department, (916) 808-7535; Mark Griffin, Program Manager, Finance Department, (916) 808-8788

Presenter: None

Department: Finance

Division: Public Improvement Finance

Dept ID: 06001321

Attachments:

1-Description/Analysis

2-Resolution Adopting Annual Budget and Levying Assessment

City Attorney Review

Approved as to Form
Jeffrey Heeren
5/24/2012 12:05:49 PM

City Treasurer Review

Reviewed for Impact on Cash and Debt
John Colville
5/17/2012 1:34:36 PM

Approvals/Acknowledgements

Department Director or Designee: Leyne Milstein - 5/24/2012 10:30:08 AM



Description/Analysis

Issue: City Council approved formation of the Northside Subdivision Maintenance District (District) on June 7, 1992. The District is required by 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 wetlands and the landscaped areas adjacent to the subdivision in this District for Fiscal Year (FY) 2012/13.

District activities include cleaning of the sand and grease trap separator for the storm drain system, disposal of the contents, mowing, and litter pick up. A map of the District is included as Exhibit A to the resolution.

Policy Considerations: This action, consistent with Sacramento City Code requirements, supports Best Management Practices to provide maintenance activities associated with the Northside Subdivision Wetlands Mitigation Program as required by the U.S. Army Corps of Engineers Permit for the Northside subdivision. The District also funds maintenance activities for the landscaped area adjacent to Marysville Boulevard.

Environmental Considerations

California Environmental Quality Act (CEQA): 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.

Commission/Committee Action: None.

Rationale for Recommendation: The actions in the recommended resolution are required by Section 3.124.190 of the Sacramento City Code for annual proceedings of an existing district.

Financial Considerations: The cost of maintenance for the Northside Subdivision Wetlands Mitigation Program, together with the landscaped area along Marysville Boulevard, will be funded through the District. There will be no cost to the City.

The District assessment budget for FY2012/13 is projected at \$6,720, as compared to a total District expenditure of \$15,215 as shown on Exhibit B, page 6, and detailed in the Engineer's Report on file with Public Improvement Financing (PIF) of the Department of Finance, designated by the City Clerk to be repository of documents associated with special districts. Such deficit spending in FY2012/13 and previous fiscal years has been intentional in order to reduce excess fund balance.

The proposed assessment of \$60.00 per single-family home is an increase of 21% over the \$49.50 assessment in FY2011/12. However, it is still well below the maximum authorized assessment of \$191.25 per single-family home in the District. The proposed increase is the first of a seven year incremental adjustment, of approximately \$20 per year, to bring the assessment to a point at which the assessment funds all expenditures and the fund balance remains sufficient to cover most unexpected costs.

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



RESOLUTION NO.

Adopted by the Sacramento City Council

ADOPTING THE NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT ANNUAL BUDGET AND LEVYING ASSESSMENT FOR FISCAL YEAR (FY) 2012/13

BACKGROUND

- A. The Northside Subdivision Maintenance District (District), as depicted in Exhibit A, was established by the City Council and approved by the property owners on June 7, 1992.
- B. The City Council established the District under Chapter 3.124 of the Sacramento City Code, 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 assessment in FY2012/13, at \$60.00 per single-family home, will be 21% higher than the assessment of \$49.50 in the current year (FY2011/12), but still below the highest authorized amount for this District shown on Exhibit B.
- 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 FY2012/13 Engineer's Annual Report.
 - (b) Levies the assessment set forth in the FY2012/13 Engineer's Annual Report.
 - (c) Directs the City Clerk to record in the office of the county recorder the assessment diagram and notice in substantially the form

described in Streets and Highways Code Section 3114.

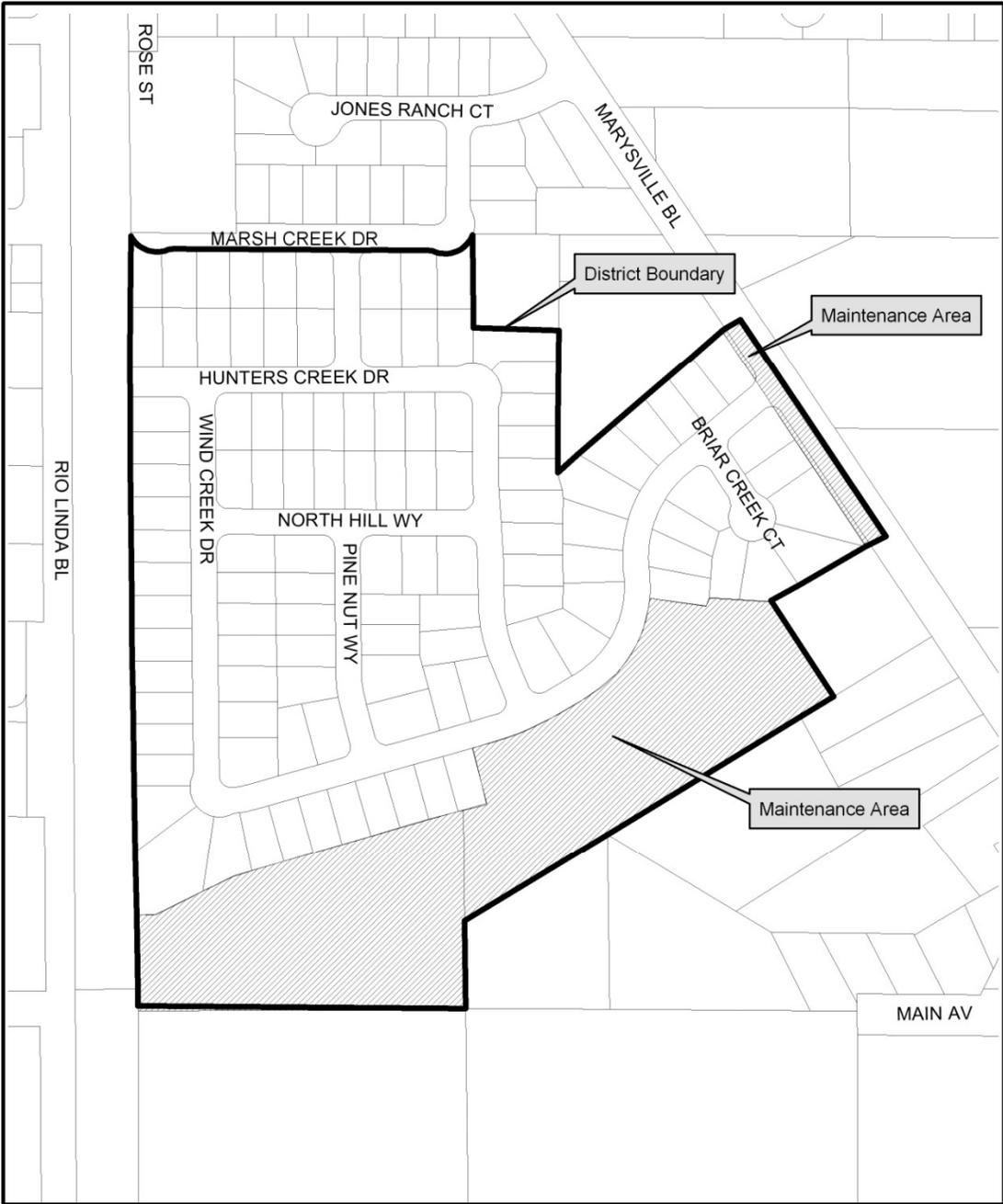
Section 4. Exhibits A and B are part of this resolution.

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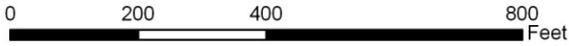
Exhibit A: District Map -1 Page

Exhibit B: FY2012/13 District & Parcel Assessment -1 Page

Northside Subdivision Maintenance District



B Mueller 04/11/07



**NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT
FY2012/13
DISTRICT AND PARCEL ASSESSMENT**

Estimated Beginning Fund Balance	\$	53,111
Total Assessed to Property Owners		6,720
Total Resources	\$	59,831
Maintenance Tasks		
Wetlands Maintenance (Utilities)		5,000
Landscape Maintenance (Streets)		3,242
Administrative Costs		
Public Improvement Financing		
Administration		5,719
Parcel reporting		154
Accounting		
Administration		966
County Billing		134
Total Expenditures		15,215
Estimated Ending Fund Balance		44,616
Year-Over-Year Change in Fund Balance		(8,495)

PARCEL ASSESSMENT

Name	Maximum Authorized	FY2011/12	FY2012/13
Northside Subdivision Maintenance District	\$191.25	\$49.50	\$60.00