



City of Sacramento City Council

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

Meeting Date: 7/19/2012

Report Type: Consent

Title: Mack Road Property and Business Improvement District–FY 2012/13 Annual Proceedings

Report ID: 2012-00184

Location: Districts 7 and 8

Recommendation: Pass a Resolution approving the Mack Road PBID Annual Report, establishing a budget and levying an assessment for Fiscal Year (FY) 2012/13.

Contact: Sini Makasini, Administrative Analyst, (916) 808-7967; 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-Schedule of Proceedings
- 3-Resolution

City Attorney Review

Approved as to Form
Jeffrey Heeren
7/10/2012 11:50:24 AM

City Treasurer Review

Reviewed for Impact on Cash and Debt
Janelle Gray
7/2/2012 10:04:19 AM

Approvals/Acknowledgements

Department Director or Designee: Leyne Milstein - 7/2/2012 3:49:15 PM



Description/Analysis

Issue: The PBID Area Law of 1994 requires the Mack Road 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 Fiscal Year (FY) 2012/13. Approval of the District's Report will authorize the City to collect assessments in the amount sufficient to provide funding for: 1) advocacy, security coordination, image enhancement services (maintenance), and transportation improvement programs within the District for FY2012/13 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 will not increase for FY2012/13.

The District Advisory Board has prepared the Report, which is on file with Public Improvement Financing, 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: This action is consistent with the requirements of state law and will continue to provide funding for a multitude of services included within the District.

Economic Impacts: None

Environmental Considerations:

California Environmental Quality Act (CEQA): Under 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 does not own property within the District. Assessments are unchanged from the current year. The District assessment budget for FY2012/13 is \$410,511, as shown on Exhibit B to the resolution. The District will receive a disbursement of approximately \$407,586 for operations. The City will retain \$2,925 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

MACK ROAD PROPERTY AND BUSINESS IMPROVEMENT DISTRICT NO. 2010-02 FY2012/13 SCHEDULE

| | |
|----------------------|--|
| July 19, 2012 | Council Approves District Budget and Orders Annual Levy for FY2012/13 |
|----------------------|--|

August 2012 Assessment Tax Roll to County



RESOLUTION NO.

Adopted by the Sacramento City Council

APPROVING THE ANNUAL REPORT FOR THE MACK ROAD PROPERTY AND BUSINESS IMPROVEMENT DISTRICT (PBID) AND LEVYING ASSESSMENT FOR FISCAL YEAR (FY) 2012/13

BACKGROUND

- A. The Mack Road Property and Business Improvement District (“District”), the boundaries of which are depicted in Exhibit A, was established by the City Council and approved by the property owners on August 5, 2010.
- 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) (“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, security coordination, transportation improvements, and image enhancement (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 Public Improvement Financing, which the City Clerk has designated as the custodian of such records.
- D. The FY2012/13 assessment rates will not increase 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 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 Budget & Parcel Assessment

EXHIBIT A

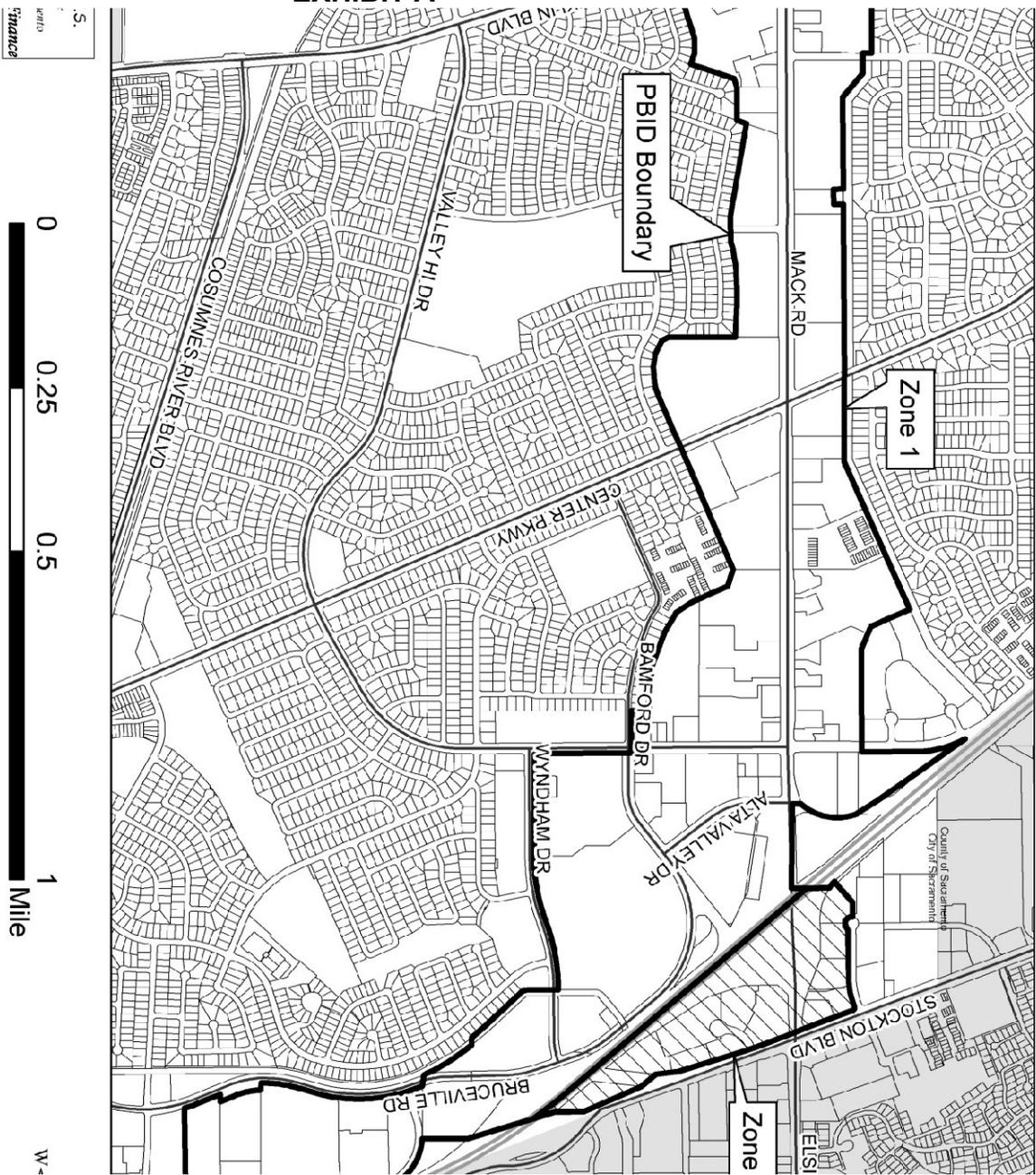


EXHIBIT B

**MACK ROAD
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
FY2012/2013 DISTRICT BUDGET & PARCEL ASSESSMENT**

| | |
|---------------------------------------|------------------|
| Estimated Beginning Fund Balance | \$0 |
| Total Assessed to Property Owners | <u>\$410,511</u> |
| Total Resources | <u>\$410,511</u> |
| PBID Activities | |
| Estimated Disbursement | \$407,586 |
| Administrative Costs | |
| Public Improvement Financing | |
| Administration | \$1,681 |
| Parcel reporting | \$156 |
| Accounting | |
| Administration | \$966 |
| County Billing | \$122 |
| Total Expenditures | <u>\$410,511</u> |
| Estimated Ending Fund Balance | <u>\$0</u> |
| Year-Over-Year Change in Fund Balance | <u>\$0</u> |

PARCEL ASSESSMENT

Annual assessment rates are based on an allocation of program costs and a calculation of parcel square footage. Assessment rates may be subject to an increase of no more than 3% per year.

| FY2012/13 Benefit Zone | Rate per Parcel Square Footage |
|-----------------------------------|---|
| Zone 1 | \$0.03 |
| Zone 2 | \$0.02 |