

**Meeting Date: 5/14/2013**

**Report Type:** Consent

**Report ID:** 2013-00144

**Title: Neighborhood Landscaping District - Initiate Annual Proceedings**

**Location:** District 2, 5, 6, 7, 8

**Issue:** State law requires maintenance districts, formed under the Landscaping and Lighting Act of 1972, to file an annual report describing the required maintenance work and associated costs.

**Recommendation:** Pass 1) a Resolution directing filing of Engineer's Annual Report for Fiscal Year (FY) 2013-14 for the Neighborhood Landscaping District; and 2) a Resolution approving Engineer's Annual Report and Intention to Order Maintenance of Improvement for FY 2013-14 for the Neighborhood Landscaping District and setting a time and place for a Public Hearing for June 11, 2013.

**Contact:** Diane Morrison, Program Specialist, (916) 808-7535; 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, Directing Filing of Annual Engineer's Report

4-Resolution, Approving Engineer's Annual Report

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**City Attorney Review**

Approved as to Form  
Michael W. Voss  
5/7/2013 3:53:32 PM

**City Treasurer Review**

Reviewed for Impact on Cash and Debt  
Russell Fehr  
4/25/2013 10:59:14 AM

**Approvals/Acknowledgements**

Department Director or Designee: Leyne Milstein - 5/6/2013 11:57:08 AM



## Description/Analysis

**Issue:** On July 23, 1991, City Council approved formation of the Neighborhood Landscaping District (District), formerly known as the Subdivision Landscaping Maintenance District. This District provides funding for maintenance of landscaping improvements which are located adjacent to and/or along the frontage of residential subdivisions. At the time of formation, the initial District included the Laguna Verde and Laguna Parkway Subdivisions, located in Council District 8. Since then, the City Council has annexed 32 additional subdivisions to the District.

According to the California Streets and Highways Code, the existing District is required to present an Engineer's Annual Report, annual budget, and proposed levy to City Council for approval. Approval will authorize the City to collect assessments in the amount sufficient to provide funding for maintenance of the landscaped areas adjacent to the subdivisions in this District for Fiscal Year (FY) 2013-14.

**Policy Considerations:** The annual proceedings for this District are being processed as set forth in the Landscaping and Lighting Act of 1972 (1972 Act), California Streets and Highways Code Sections 22500, et seq. This action supports the practice of funding the maintenance of landscaping improvements which are located adjacent to and/or along the frontage of residential subdivisions.

**Economic Impacts:** This report does not have direct economic impacts.

### Environmental Considerations

**California Environmental Quality Act (CEQA):** Under the 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 administration of a special district.

**Committee/Commission:** None

**Rationale for Recommendation:** The actions in the recommended Resolutions are required by the California Streets and Highways Codes, as set forth in Section 22500 of the 1972 Act, for annual proceedings of an existing district.

**Financial Considerations:** The District is self-supporting and has no impact on the General Fund. The District has 34 subdivisions with assessments that change by varying amounts primarily based on the operational needs of each subdivision. Only three of these subdivisions are at the maximum allowed assessment. In these three, the assessment is increasing by the permissible change in the Consumer Price Index, which is 2.7%. Fund balances are being used to some extent in these subdivisions which, if the trends continue, may require a re-vote in these areas. In all 34 subdivisions, assessments are going both down and up, resulting in an average increase of 2.6% from FY 2012-13.

The assessments and the method by which they were derived are detailed in the Engineer's Report on file with the City Clerk.

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



**NEIGHBORHOOD LANDSCAPING DISTRICT  
FY2013/14 SCHEDULE**

May 14, 2013	Council Adopted Resolution of Intention and Set Date for Public Hearing
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June 01, 2013      Publish Notice of Public Hearing

June 11, 2013      Hold Public Hearing  
                            Council Orders Annual Levy

August 2013        Assessments to County for Placement on Tax Roll



# RESOLUTION NO.

Adopted by the Sacramento City Council

## **DIRECTING FILING OF ANNUAL ENGINEER'S REPORT FOR THE NEIGHBORHOOD LANDSCAPING DISTRICT FOR FISCAL YEAR (FY) 2013-14 (Pursuant to Landscaping and Lighting Act of 1972)**

### **BACKGROUND:**

- A.** The Neighborhood Landscaping District (District), as depicted in Exhibit A, was established by the City Council and approved by the property owners on July 23, 1991.
- B.** The City Council established the District under the Landscaping and Lighting Act of 1972 (Part 2 of Division 15 in the Streets and Highways Code, beginning with Section 22500) (the 1972 Act), 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 the 1972 Act.
- C.** The Council is fully advised in this matter.

### **BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

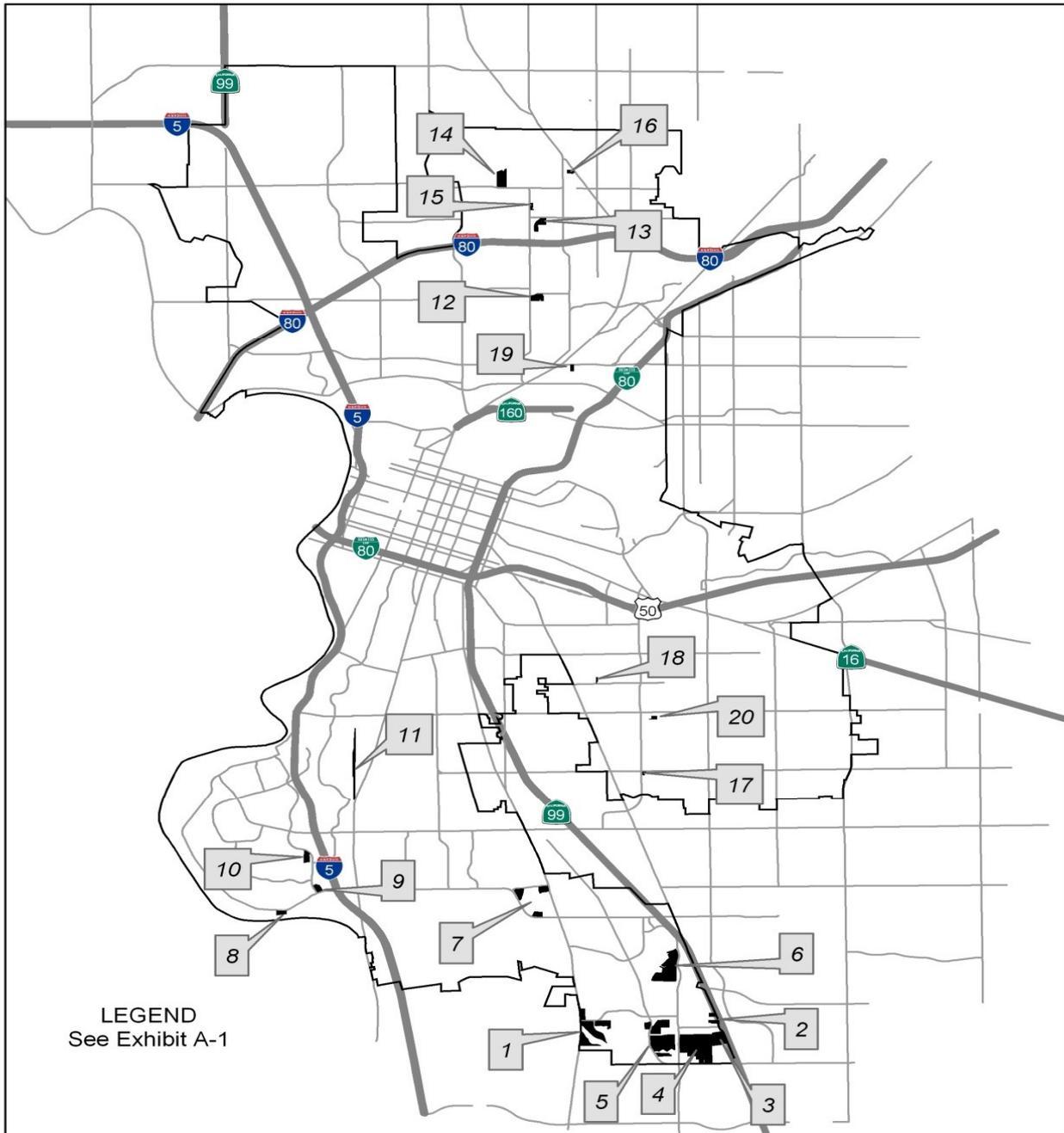
- Section 1.** The City Council finds and determines that the background statements A through C are true and correct.
- Section 2.** The Supervising Engineer of the Department of Transportation, the person designated by this Council as the Engineer of Work for the District, is hereby directed to file an annual report in accordance with the provisions of the 1972 Act.
- Section 3.** This resolution is adopted pursuant to Section 22622 of the Streets and Highways Code.
- Section 4.** Exhibit A is part of the resolution.

### **Table of Contents:**

Exhibit A: District Map -1 Page  
Exhibit A-1: Map Legend -1 Page

# EXHIBIT A

## Neighborhood Landscaping District Location Map



LEGEND  
See Exhibit A-1



0 0.5 1 2 Miles



G.I.S.  
City of  
Sacramento

Planning Department

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# EXHIBIT A-1

## NEIGHBORHOOD LANDSCAPING DISTRICT **LOCATION MAP LEGEND**

**1**

Arlington Park #1  
Arlington Park Creekside #2  
Arlington Park Creekside #3  
Arlington Park Creekside #4  
Wickford Square

**2**

Jacinto Village #3  
Shasta Meadows

**3**

Laguna Vista

**4**

Cameron 5  
Laguna Vega  
Sheldon Farms  
Sheldon Whitehouse

**5**

Laguna Verde #1  
Laguna Verde #2  
Laguna Parkway  
Newport Cove

**6**

Regency Place  
Stonewood

**7**

Brookfield Meadows #2  
Colony Brookfield  
Liberty Lane

**8**

Carriage Estates

**9**

Villa Palazzo

**10**

Windemere Estates

**11**

East Land Park Village

**12**

Del Paso Nuevo #1 & #3

**13**

Chardonnay

**14**

Kelton

**15**

Sunrise 94

**16**

Jones Ranch

**17**

Elder Place

**18**

Zorba Court

**19**

Evergreen Phase I

**20**

66th Street Subdivision



# RESOLUTION NO.

Adopted by the Sacramento City Council

## **APPROVING ENGINEER'S ANNUAL REPORT AND INTENTION TO ORDER MAINTENANCE OF IMPROVEMENTS FOR THE NEIGHBORHOOD LANDSCAPING DISTRICT FOR FISCAL YEAR (FY) 2013-14 (Pursuant to Landscaping and Lighting Act of 1972)**

### **BACKGROUND:**

- A.** The Neighborhood Landscaping District (the District), as depicted in Exhibit A, was established by the City Council and approved by the property owners on July 29, 2003.
- B.** The City Council established the District under the Landscaping and Lighting Act of 1972 (Part 2 of Division 15 in the Streets and Highways Code, beginning with Section 22500) (the 1972 Act), 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 the 1972 Act.
- C.** The District has 34 subdivisions with assessments that change by varying amounts primarily based on the operational needs of each subdivision. Only three of these subdivisions are at the maximum allowed assessment. In these three, the assessment is increasing by the permissible change in the Consumer Price Index, which is 2.7%. In all 34 subdivisions, assessments are going both down and up, resulting in an average increase of 2.6% from FY 2012-13.
- D.** The Supervising Engineer of the Department of Transportation, the person designated by this Council as the Engineer of Work for the District, was directed to file an annual report in accordance with the provisions of the 1972 Act.
- E.** 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 E are true and correct.
- Section 2.** The City Council hereby approves the Engineer's Annual Report for FY 2013-14 on file in the City Clerk's Office.
- Section 3.** The City Manager is authorized to make any necessary budgetary adjustments associated with the approval of the Engineer's Annual Report for FY 2013-14.

- Section 4.** The City Council intends to levy and collect assessments within the District during FY 2013-14. The area of land to be assessed is located in the City of Sacramento, Sacramento County.
- Section 5.** The maintenance of improvements to be made in this District is generally described as follows:
- The maintenance or servicing, or both, of any of the landscaping, water irrigation, and masonry wall, including: (a) repair, removal, or replacement of all or part of any improvement; (b) the provision for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; (c) the removal of trimmings, rubbish, debris, and other solid waste; and (d) the furnishing of water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.
- Section 6.** In accordance with this Council's resolution directing the filing of an annual report, the Engineer of Work has filed with the City Clerk the report required by the 1972 Act. All interested parties are referred to that report for a full and detailed description of the improvements, the boundaries of the assessment district, and the proposed assessments upon assessable lots and parcels of land within the assessment district.
- Section 7.** At the hour of 6:00 pm on Tuesday, June 11, 2013, the City Council will conduct a public hearing on the question of the levy of the proposed annual assessment. The hearing will be held at the meeting place of the City Council located in the New City Hall, 915 I Street, First Floor, Sacramento, California.
- Section 8.** Assessments for all subdivisions within the District are at or below the highest authorized amount for this district, as shown on Exhibit B.
- Section 9.** The City Clerk is authorized and directed to give the notice of hearing required by the 1972 Act.
- Section 10.** Exhibits A and B are part of the resolution.

**Table of Contents:**

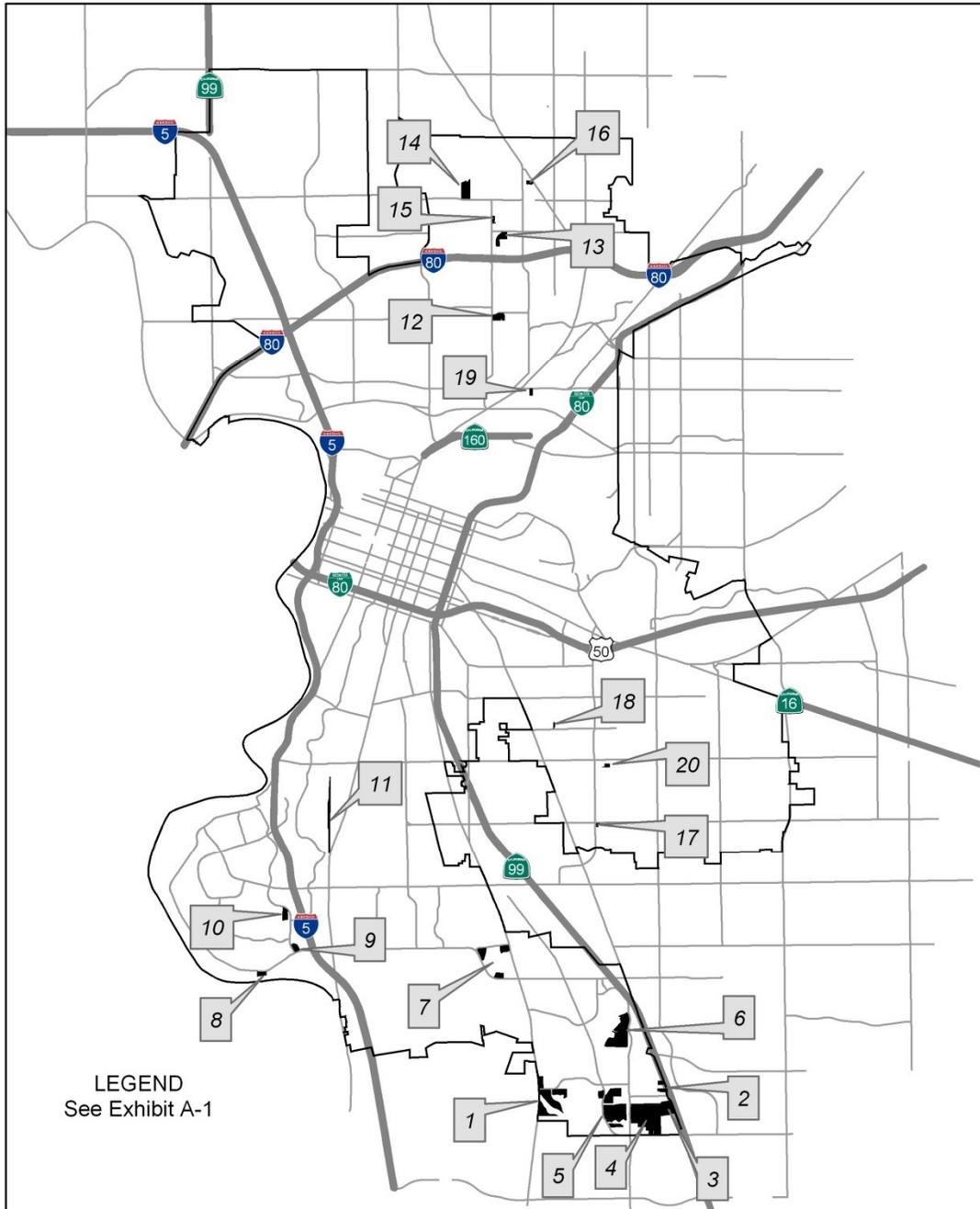
Exhibit A: District Map - 1 Page

Exhibit A-1: Map Legend - 1 Page

Exhibit B: FY 2013-14 District & Parcel Assessment - 2 Pages

# EXHIBIT A

## Neighborhood Landscaping District Location Map



LEGEND  
See Exhibit A-1



0 0.5 1 2  
Miles



G.I.S.  
City of  
Sacramento

Planning Department

...\\SPECIAL DISTRICTS\\Neighborhood Landscaping District\\Location Map.mxd BMueller 3/06/08

# EXHIBIT A-1

## NEIGHBORHOOD LANDSCAPING DISTRICT

### ***LOCATION MAP LEGEND***

**1**

Arlington Park #1  
Arlington Park Creekside #2  
Arlington Park Creekside #3  
Arlington Park Creekside #4  
Wickford Square

**2**

Jacinto Village #3  
Shasta Meadows

**3**

Laguna Vista

**4**

Cameron 5  
Laguna Vega  
Sheldon Farms  
Sheldon Whitehouse

**5**

Laguna Verde #1  
Laguna Verde #2  
Laguna Parkway  
Newport Cove

**6**

Regency Place  
Stonewood

**7**

Brookfield Meadows #2  
Colony Brookfield  
Liberty Lane

**8**

Carriage Estates

**9**

Villa Palazzo

**10**

Windemere Estates

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East Land Park Village

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Del Paso Nuevo #1 & #3

**13**

Chardonnay

**14**

Kelton

**15**

Sunrise 94

**16**

Jones Ranch

**17**

Elder Place

**18**

Zorba Court

**19**

Evergreen Phase I

**20**

66th Street Subdivision

## EXHIBIT B

### NEIGHBORHOOD LANDSCAPING DISTRICT SUBDIVISION BUDGET AND PARCEL ASSESSMENTS FUND 2205, FOR FY 2013-14

The annual budget for each individual subdivision is as follows:

Subdivision	FY 2013-14 Estimated Beginning Fund Balance	FY 2013-14 Assessments	FY 2013-14 Expenditures	FY 2013-14 Estimated Ending Fund Balance
66 <sup>th</sup> Street Subdivision	6,200	0	0	6,200
Arlington Pk #1	5,492	4,361	3,862	5,991
Arlington Pk Creekside #2	10,190	9,241	10,241	9,190
Arlington Pk Creekside #3	9,848	3,982	4,982	8,848
Arlington Pk Creekside #4	8,489	4,638	5,638	7,489
Brookfield Meadows #2	8,940	9,735	9,735	8,940
Cameron 5	2,254	5,822	4,822	3,254
Carriage Estates	23,719	7,596	9,273	22,042
Chardonnay	18,063	2,000	4,559	15,504
Colony Brookfield	8,934	8,363	8,363	8,934
Del Paso Nuevo (Units 1 and 3)	21,001	13,200	17,199	17,002
East Land Park Village	23,430	15,034	19,034	19,430
Elder Place	10,413	5,347	5,347	10,413
Evergreen Phase I	10,438	0	0	10,438
Jacinto Village #3	(3,463)	3,438	4,569	(4,544)
Jones Ranch	9,418	3,125	4,125	8,418
Kelton	9,336	7,280	8,280	8,336
Laguna Parkway	13,190	16,289	16,289	13,190
Laguna Vega	12,800	9,906	12,906	9,800
Laguna Verde	11,365	8,807	11,807	8,365
Laguna Verde 2	7,178	5,345	5,345	7,178
Laguna Vista	10,976	4,396	5,896	9,476
Liberty Lane	13,969	3,566	4,066	13,469
Newport Cove	9,100	3,054	3,554	8,600
Regency Place	15,954	7,047	10,141	12,860
Shasta Meadows	14,033	4,554	5,533	13,054
Sheldon Farms	19,336	5,755	7,755	17,336
Sheldon Whitehouse	12,042	5,400	6,400	11,042
Stonewood	10,164	5,243	5,743	9,664
Sunrise 94	8,703	3,908	3,953	8,659
Villa Palazzo	7,524	3,864	5,864	5,524
Wickford Square	8,386	5,398	5,398	8,386
Windemere Estates	16,209	4,878	7,378	13,709
Zorba Court	5,108	1,963	1,463	5,608
<b>Total</b>	<b>\$378,739</b>	<b>\$202,585</b>	<b>\$239,520</b>	<b>\$341,804</b>

### EXHIBIT B (Continued)

The following is a breakdown of the actual cost per single-family lot in each subdivision.

Subdivision	# of Lots	Maximum Authorized In FY 2013-14	Actual FY 2012-13	Authorized FY 2013-14
66 <sup>th</sup> Street Subdivision *	19	215.25	0.00	0.00
Arlington Pk #1	84	67.00	40.54	51.92
Arlington Pk Creekside #2	76	265.00	108.92	121.58
Arlington Pk Creekside #3	60	120.00	50.20	66.36
Arlington Pk Creekside #4	119	65.00	31.08	38.96
Brookfield Meadows #2	55	204.18	177.50	177.00
Cameron 5	26	226.85	220.88	223.92
Carriage Estates	23	373.74	373.74	330.26
Chardonay	97	38.00	20.62	20.62
Colony Brookfield	74	190.00	101.34	113.02
Del Paso Nuevo (Units 1 and 3)	79	167.09	162.70	167.08
East Land Park Village	90	214.09	175.12	167.04
Elder Place	14	427.29	382.50	381.96
Evergreen Phase I *	60	104.84	0.00	0.00
Jacinto Village #3	29	120.27	117.10	120.28
Jones Ranch	23	252.62	136.38	135.86
Kelton	146	60.60	36.66	49.86
Laguna Parkway	318	63.02	50.16	51.22
Laguna Vega	270	53.40	37.20	36.68
Laguna Verde	128	99.46	69.30	68.80
Laguna Verde 2	43	178.34	113.18	124.30
Laguna Vista	72	122.32	61.56	61.04
Liberty Lane	74	175.17	48.70	48.18
Newport Cove	62	128.66	49.74	49.24
Regency Place:				
Single Family	133	52.88	45.36	45.36
Multi Family	56	35.97	18.10	18.10
Shasta Meadows	22	252.45	223.08	207.00
Sheldon Farms	103	128.54	75.80	55.86
Sheldon Whitehouse	163	60.04	33.64	33.12
Stonewood	261	31.68	18.68	20.08
Sunrise 94	19	205.67	200.26	205.66
Villa Palazzo	80	105.00	42.54	48.30
Wickford Square	103	124.77	52.90	52.40
Windemere Estates	50	190.00	78.06	97.56
Zorba Court	9	291.92	218.66	218.14

\* These subdivisions are annexed, but are inactive due to a lack of development.