REPORT TO COUNCIL
City of Sacramento

915 I Street, Sacramento, CA 95814-2671
www. CityofSacramento.org

CONSENT
June 27, 2006

Honorable Mayor and
Members of the City Council

Subject: Oak Park Property and Business Improvement District – Initiate Annual Proceedings FY 2006/07

Location/Council District:

The Oak Park Property and Business Improvement District (PBID) is located in Council District 5. Located in the Oak Park commercial corridor, the Oak Park PBID is comprised of approximately 175 assessed parcels which are owned by 88 individual property owners (Exhibit "A", page 7).

Recommendation:

Adopt Resolution(s): 1) Adopting the Oak Park PBID Annual Budget, and Levying Assessment; and 2) Amending the City's Fiscal Year 2006/07 Budget.

Contact: Sini Makasini, Administrative Analyst, (916) 808-7967; Mark Griffin, Fiscal Manager, (916) 808-8788
Presenters: Not Applicable
Department: Development Services
Division: Public Improvement Financing
Organization No: 4815

Summary:

The Oak Park PBID was established to provide funding for economic development, security services, maintenance services, and image enhancement within the Oak Park commercial corridor. Staff recommends Council adopt the budget and levy the FY 2006/07 annual assessment for this district. The proposed budget of $193,000 will not be adjusted from the FY 2005/06 budget.

Committee/Commission Action: None

Background Information:

The Oak Park PBID was approved by City Council on August 5, 2004, in accordance with the Property and Business Improvement District Area Law of 1994, and became effective on January 1, 2005. The District provides funding for the Oak Park PBID to provide the following services in the Oak Park commercial corridor:

- Public Safety and Maintenance Perception
  - Clean and Safe Program
  - Integration with City Police
  - Maintenance Patrol
- Advocacy, Advertising and Economic Development
- Image Enhancement Program

The annual assessments are based upon allocation of program costs and a calculation per parcel square foot. The assessment rates proposed for FY 2006/07 will remain the same as the 2nd year of services, $0.12 per parcel square foot in Zone 1 and $0.04 per parcel square foot in Zone 2. Residential properties with 4 units or less will not be assessed.

The Oak Park PBID Advisory Board has prepared the Annual Report, which is on file with the City Clerk. The report addresses the current and proposed budgets and services to be provided. The Management District's Advisory Board is recommending that services remain at the current level, and that the district itself remains unchanged.

Financial Considerations:

Financing will be provided by levy of assessments upon real property that benefits from improvements and activities. The PBID does not plan to issue bonds.

Budget:

The PBID assessment budget for FY 2006/07 is $193,000 (Details on Exhibit "B", page 11). The Oak Park PBID will receive an approximate total of $188,808. The remaining $4,192 will be retained by the City to cover City administration cost.

Program	Budget	**% of Total**
Security and Maintenance Enhancement	$ 120,500	62.0
Image Enhancement	$30,000	16.0
Advocacy / Administration	$42,500	22.0
Total	**$ 193,000**	**100.0**

The properties within the district are categorized in two benefit zones. The assessment rates for each zone are based on the levels of service and benefits received. Assessment rates are determined as a cost per parcel square foot. The rates proposed for FY 2006/07 are $0.12 per parcel square foot for Zone 1, $0.04 per parcel square foot for Zone 2.

Environmental Considerations:

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.

Policy Considerations:

The annual proceedings for this district are being processed as set forth in section 36600 of the California Streets and Highways Code, entitled "Property and Business Improvement District Law of 1994." This process is consistent with the City's Strategic Plan 3 Year Goal to "achieve sustainability and enhance livability" and to "expand economic development throughout the City."

Emerging Small Business Development (ESBD):

City Council approval of these proceedings is not affected by City policy related to the ESBD Program.

Respectfully Submitted by: _____
Mark Griffin
Fiscal Manager, Development Services Department

Respectfully Submitted by: _____
Carol Shearly
Director of Planning, Development Services Department

Recommendation Approved:

_____
for Ray Kerridge
City Manager

Oak Park PBID: June 27, 2006
Annual Proceedings FY2006/07

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Pg. 10	Exhibit A, Map of District
Pg. 11	Exhibit B, District Budget & Parcel Assessment

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RESOLUTION NO. 2006-

Adopted by the Sacramento City Council

ADOPTING THE ANNUAL OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT BUDGET AND LEVYING ASSESSMENT (FY 2006/07)

BACKGROUND

A. The Oak Park Property and Business Improvement District ("District"), as depicted in Exhibit A, was established by the City Council and approved by the property owners on August 5, 2004.

B. The City Council established the District under the Property and Business Law of 1994 (California Streets and Highway Code–Sections 36600 to 36671) and has previously levied assessments on property in the District to pay for improvements and services to be provided within the District, all in accordance with the PBID Law of 1994.

C. The Oak Park Property and Business Improvement 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 Oak Park Commercial Corridor Area. All services are as defined within the Management District Annual Report, separately bound and on file in the City Clerk's Office, and by reference made a part of this resolution.

D. This year's assessments will not increase from the previous year, and are still below the highest authorized amount for this district shown on Exhibit B.

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:

a) adopts the annual budget set forth in the FY 2006/07 Management Plan; and

b) levies the assessment set forth in the FY 2006/07 Management Plan

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

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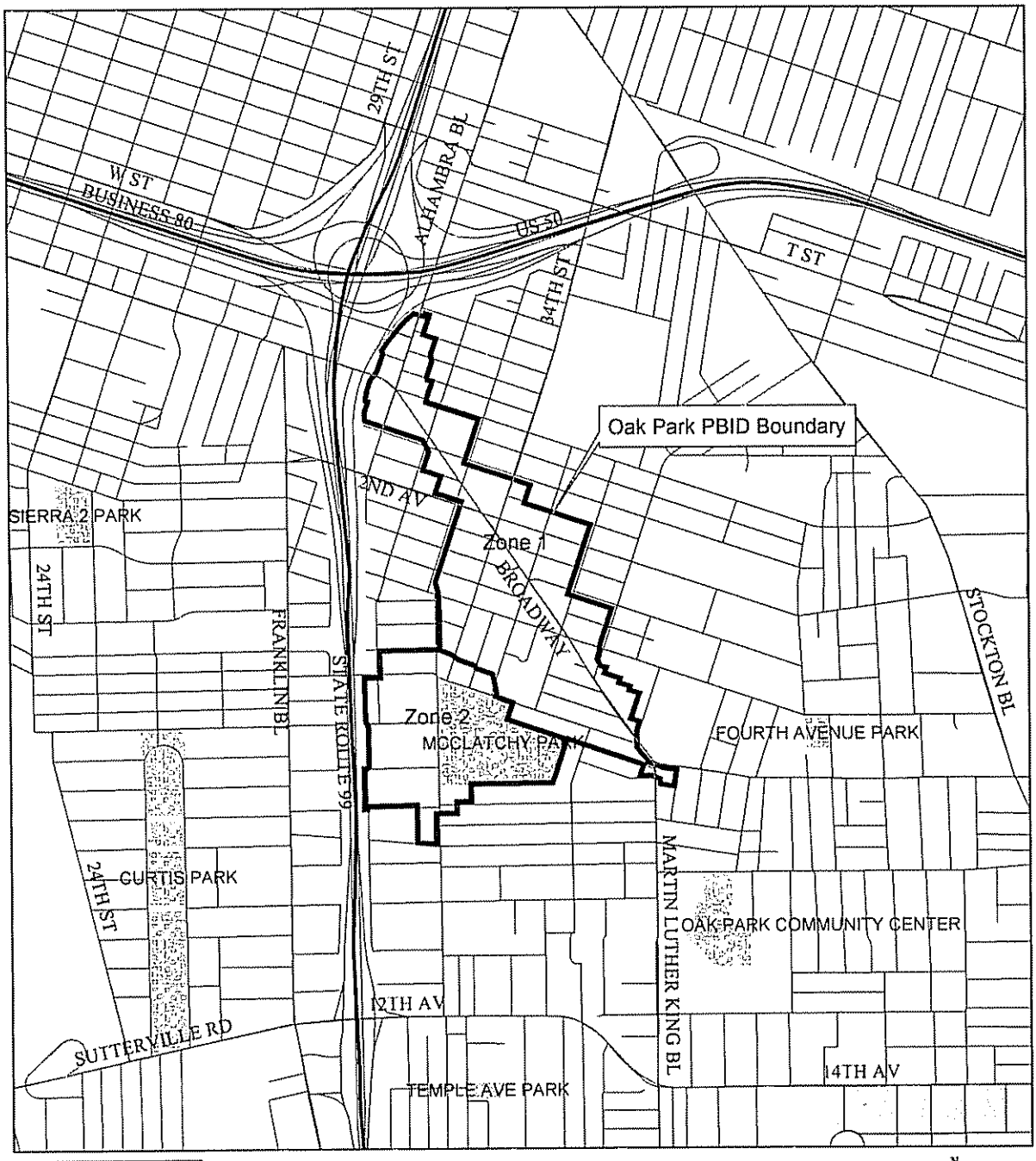
Exhibit A: District Map -1 Page
Exhibit B: FY2006/07 District & Parcel Assessment -1 Page

EXHIBIT A

Oak Park PBID



City of Sacramento
Development Services Department
Special Districts

BMueller 5/18/04

0 1,125 2,250 4,500 Feet

N W E S

EXHIBIT B

OAK PARK
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
FY 2006/2007 DISTRICT AND PARCEL ASSESSMENT

DISTRICT ASSESSMENT

District	FY 2006/07 Budget	Surplus/ (deficit)	FY 2006/07 Assessed
Oak Park PBID	$193,000	$391	$192,609

PARCEL ASSESSMENT

FY 2006/07 Per Parcel Sq. Ft. ZONE1	FY 2006/07 Per Parcel Sq. Ft. ZONE 2	Maximum Authorized Rate For FY 2006/07
$0.12	$0.04	Zone 1 $0.12 Zone 2 $0.04

RESOLUTION NO. 2006-

Adopted by the Sacramento City Council

AMENDING THE CITY'S FISCAL YEAR 2006/07 BUDGET FOR THE OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT, FUND 239

BACKGROUND

A. The Oak Park Property and Business Improvement District ("District"), as depicted in Exhibit A, was established by the City Council and approved by the property owners on August 5, 2004.

B. The City Council established the District under the Property and Business Law of 1994 (California Streets and Highway Code–Sections 36600 to 36671) and has previously levied assessments on property in the District to pay for improvements and services to be provided within the District, all in accordance with the PBID Law of 1994.

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 FY 2006 revenue (of $192,609 [$193,000 - $391 surplus]) and expenditure (of $193,000) budget is amended for the District as set forth in Exhibit B.

Section 3. The Finance Director is authorized to expend a portion of the budgeted funds in the amount of $4,192 for Development Services and for the Department of Finance to provide services for the District, as set forth in Exhibit B, which will be reimbursed by the District.

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

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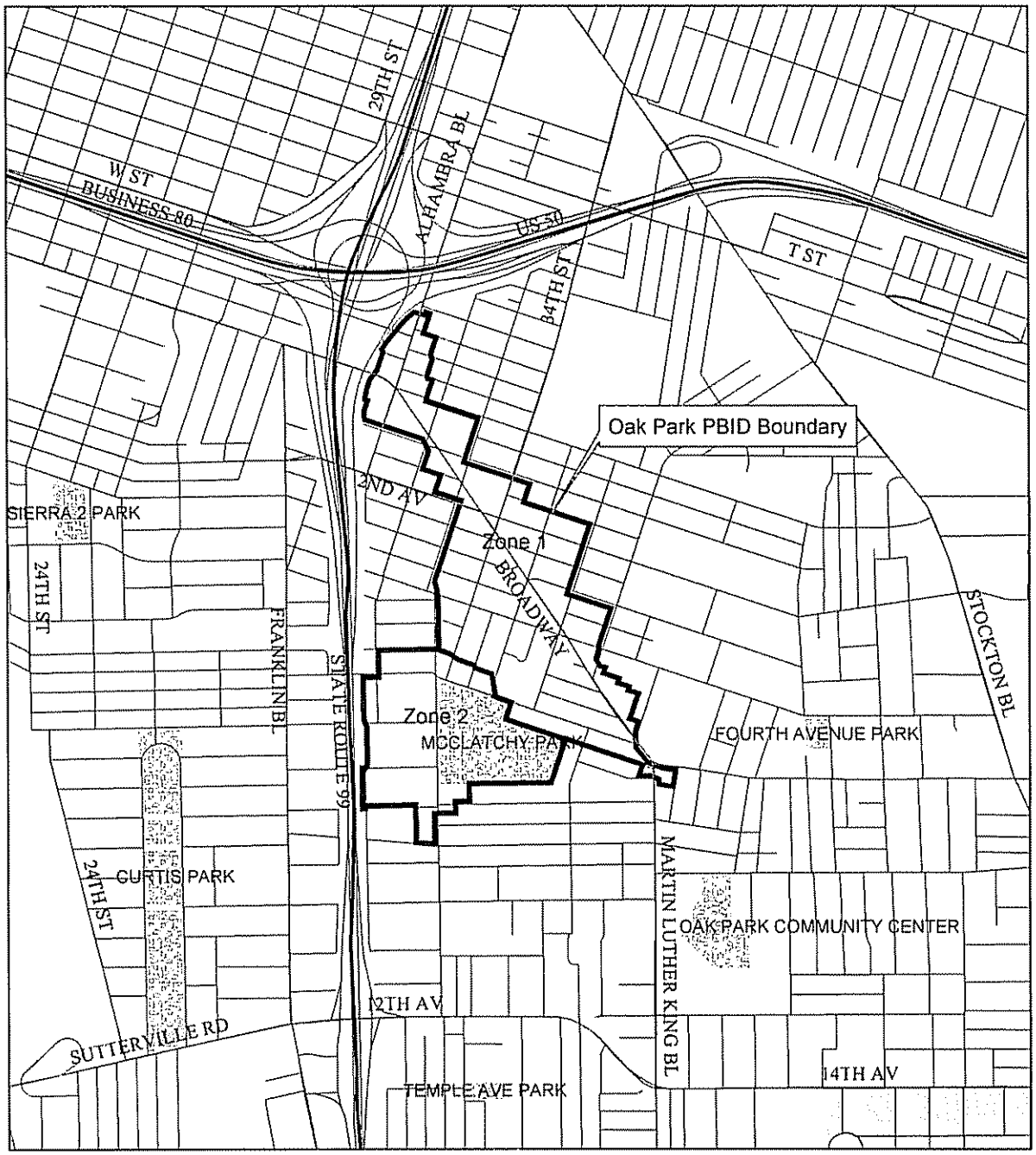
Exhibit A: District Map – 1 Page
Exhibit B: FY2006/07 District Budget & Parcel Assessment – 1 Page

EXHIBIT A

Oak Park PBID



City of Sacramento
Development Services Department
Special Districts
BMueller 5/18/04

0 1,125 2,250 4,500 Feet

N W E S

EXHIBIT B

OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
FY 2006/07 BUDGET & PARCEL ASSESSMENT

Oak Park PBID	$188,808
Special Districts Administration	2,500
Consultant (Muni) Reporting	424
Finance Administration	713
County Billing Cost	164
Contingency	391
Subtotal	$193,000

PARCEL ASSESSMENT

ANNUAL ASSESSMENT RATES ARE BASED ON AN ALLOCATION OF PROGRAM COSTS ON A COST PER PARCEL SQ. FT. CALCULATION AS REFLECTED BELOW:

Benefit Zone	Cost Per Parcel Sq. Ft.
Zone 1	$0.12
Zone 2	$0.04