REPORT TO COUNCIL
City of Sacramento

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

CONSENT
May 29, 2007

Honorable Mayor and
Members of the City Council

Title: Willowcreek Maintenance Assessment District – Annual Report

Location/Council District: West of Natomas Main Drain and south of I-80, in Council District 1 (Exhibit A, page 6).

Recommendation: Adopt 1) a **Resolution** adopting the Willowcreek Maintenance Assessment District Annual Budget and Levy Assessment for FY 2007/08; and 2) a **Resolution** amending the FY 2007/08 City Budget for the Willowcreek Maintenance Assessment District.

Contact: Salina Cheung, Program Specialist, (916) 808-5236; Ron Wicky, Program Specialist, (916) 808-5628

Presenters: Not Applicable

Department: Planning Department

Division: Public Improvement Financing

Organization No: 4915

Description/Analysis

Issue: According to Sacramento City Code, Section 3.124.190, the existing district is required 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 Willowcreek Maintenance Assessment District Water Quality Mitigation Program in this district for FY2007-08.

Policy Considerations: The annual proceedings for this district are being processed as set forth in Section 3.124.190 of the Sacramento City Code. This process is consistent with the City's Strategic Plan 3-Year Goal to "achieve sustainability and enhance livability".

Environmental Considerations: Under California Environmental Quality Act Guidelines, annual proceedings of a Special District do not constitute a project, and are therefore exempt from review.

Committee/Commission Action: None

Rationale for Recommendation: The actions in the recommended Resolutions are required by the Sacramento City Codes, as set forth in Section 3.124.190, for annual proceedings of an existing district.

Financial Considerations: This district is self-supporting and has no impact on the General Fund. The cost of maintenance for the Willowcreek Maintenance Assessment District Water Quality Mitigation Program will be funded through the maintenance district. The total assessment for FY 2007/08 is projected at $22,825 as shown on Exhibit B, page 7, and 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.

Respectfully Submitted by: _____
Mark Griffin
Fiscal Manager, Planning Department

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

Recommendation Approved:

_____
RAY KERRIDGE
City Manager

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Exhibit B, District Budget and Parcel Assessment..... Pg 10

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Attachment 1

BACKGROUND

On August 18, 1998, City Council approved formation of the Willowcreek Maintenance Assessment District. The maintenance district was established in Willowcreek as one of several Best Management Practices to reduce storm water pollution at the maximum extent possible as required by the Federal Clean Water Act and the City's National Pollutant Discharge Elimination System Permit. The maintenance district provides additional street sweeping during the winter months, cleaning of manholes, pipes and pump stations, and monitoring of storm water discharge and sediments. Currently there are 12 subdivisions within the existing boundaries. As other subdivisions within the Willowcreek area are approved by Council and recorded, they will be required to annex to this district.

Attachment 2

RESOLUTION NO.

Adopted by the Sacramento City Council

ADOPTING THE WILLOWCREEK MAINTENANCE ASSESSMENT DISTRICT ANNUAL BUDGET AND LEVYING ASSESSMENT FOR (FY 2007/08)

BACKGROUND:

A. The Willowcreek Maintenance Assessment District ("District"), as depicted in Exhibit A, was established by the City Council and approved by the property owners on August 18, 1998.

B. The City Council established the District under Chapter 3.124 of the Sacramento City Code ("Chapter 3.124"), and has previously levied assessments on property in the District to pay for maintenance related to the water quality mitigation program and related services to be provided within the District, all in accordance with Chapter 3.124.

C. This year's assessments are the same as the previous year's assessments and 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 Development Engineering Manager of the Development Services Department, 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 FY 2007/08 Engineer's Annual Report; and

(b) levies the assessment set forth in the FY 2007/08 Engineer's Annual Report.

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

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Exhibit A: District Map -1 Page
Exhibit B: FY2007/08 District & Parcel Assessment -1 Page

EXHIBIT A

Willowcreek Maintenance Assessment District No. 98-03
Area of Work

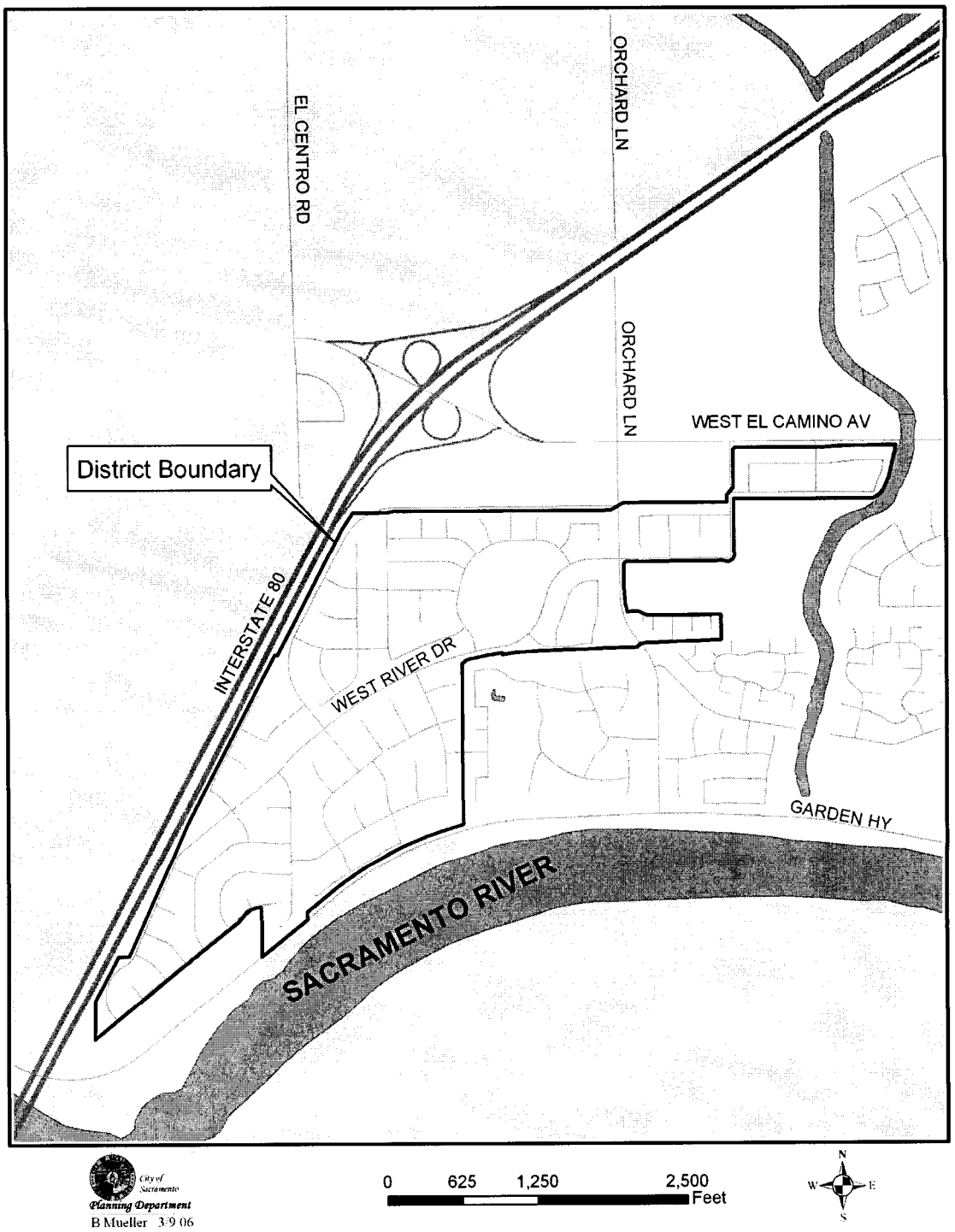

EXHIBIT B

WILLOWCREEK MAINTENANCE ASSESSMENT DISTRICT
FY2007/2008
DISTRICT AND PARCEL ASSESSMENT

DISTRICT ASSESSMENT

Neighborhood	FY 2006/07 Assessed	FY 2007/08 Budget	Surplus/ (deficit)	FY 2007/08 Assessed
Willowcreek Maintenance Assessment District	$22,825	$175,749	$152,924	$22,825

PARCEL ASSESSMENT

Neighborhood	Maximum Authorized	FY 2006/07	FY 2007/08
Willowcreek Maintenance Assessment District	$110.54	$25.00	$25.00

Attachment 3

RESOLUTION NO.

Adopted by the Sacramento City Council

AMENDING THE CITY'S FISCAL YEAR 2007/08 BUDGET FOR THE WILLOWCREEK MAINTENANCE ASSESSMENT DISTRICT, FUND 277

BACKGROUND:

A. The Willowcreek Maintenance Assessment District ("District"), as depicted in Exhibit A, was established by the City Council and approved by the property owners on August 18, 1998.

B. The City Council established the District under Chapter 3.124 of the Sacramento City Code ("Chapter 3.124"), and has previously levied assessments on property in the District to pay for maintenance related to the water quality mitigation program and related services to be provided within the District, all in accordance with Chapter 3.124.

C. The property owners within the boundaries of the District are assessed a fee (See Exhibit B) to cover the cost of delivering maintenance services.

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 FY2007/08 revenue $22,825 ($175,749 - $152,924 surplus) and expenditure $175,924 budgets to be amended for the District. See Exhibit B for detailed information on the budget.

Section 3. The Finance Director is authorized to amend the expenditure authority for the Departments of Transportation, Utilities, Planning and Finance (See Exhibit B) necessary to provide services for the District in the amount of $175,749 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: FY2007/08 District & Parcel Assessment -1 Page

EXHIBIT A

Willowcreek Maintenance Assessment District No. 98-03
Area of Work

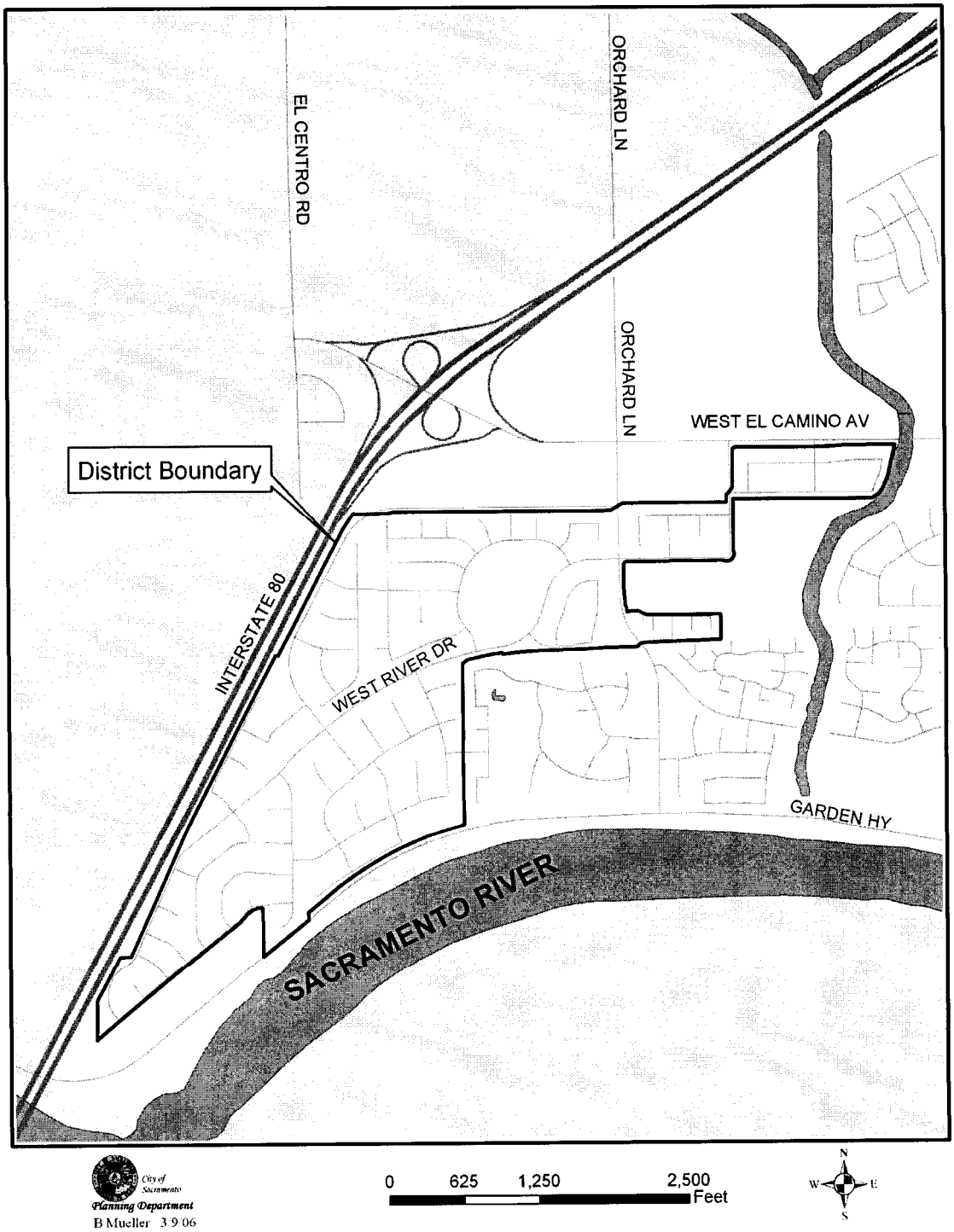

EXHIBIT B

WILLOWCREEK MAINTENANCE ASSESSMENT DISTRICT
FY 2007/08 BUDGET

Utilities: Maintenance Costs	$21,880
Utilities: Solid Waste	5,000
Special Districts Administration	7,450
Consultant Reporting	1,163
Finance Administration	761
County Billing Cost	491
Ending Fund Balance (Contingency)	139,004
Subtotal	$175,749
Less: Beginning Fund Balance	(152,924)
Total Assessed to Property Owners	$22,825

PARCEL ASSESSMENT

Maintenance costs will be assessed to the 913 single-family lots within the district. The following is the total assessment per single-family home.

Neighborhood	Maximum Authorized	FY 2006/07	FY 2007/08
Willowcreek Maintenance Assessment District	$110.54	$25.00	$25.00