



REPORT TO COUNCIL

City of Sacramento

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

CONSENT
 June 26, 2007

Honorable Mayor and
 Members of the City Council

Title: Oak Park Property and Business Improvement District (PBID) – Initiate Annual Proceedings

Location/Council District: Located in the Oak Park commercial corridor in Council District 5 (Exhibit A, page 7).

Recommendation: Adopt 1) a **Resolution** adopting the Oak Park PBID annual budget, and levying assessment; and 2) a **Resolution** amending the Fiscal Year 2007/08 City Budget for the Oak Park PBID.

Contact: Salina Cheung, Program Specialist, (916) 808-5236; Mark Griffin, Fiscal Manager, (916) 808-8788

Presenters: Not Applicable

Department: Planning Department

Division: Public Improvement Financing

Organization No: 4915

Description/Analysis

Issue: The existing district is required by the Property and Business Improvement District Area Law of 1994 to present to City Council an annual budget for approval. Approval of the district's annual budget will authorize the City to collect assessments in the amount sufficient to provide funding for economic development, security services, maintenance services, and image enhancement within the Oak Park commercial corridor of the Oak Park PBID for FY2007-08.

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."

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.

Committee/Commission Action: None

Rationale for Recommendation: The actions in the recommended Resolutions are required by the California Streets and Highways Code, which is codified as part 7 (beginning with section 36600) of division 18.

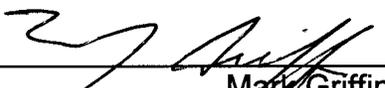
Financial Considerations: Financing will be provided by levy of assessments upon real property that benefits from improvements and activities. The PBID does not plan to issue bonds.

The PBID assessment budget for FY 2007/08 is \$193,000 (Details on Exhibit “B”, page 11). The Oak Park PBID will receive an approximate total of \$189,160. The remaining \$3,840 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 2007/08 are the same as last year, which are \$0.12 per parcel square foot for Zone 1 and \$0.04 per parcel square foot for Zone 2.

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

Respectfully Submitted by: 
 Carol Shearly
 Director of Planning

Recommendation Approved:

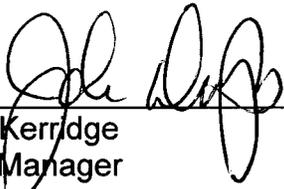

 Ray Kerridge
 City Manager

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Attachment 1

BACKGROUND

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 2007/08 will remain the same as the third 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.

RESOLUTION NO.

Adopted by the Sacramento City Council

**ADOPTING THE ANNUAL OAK PARK PROPERTY AND BUSINESS
IMPROVEMENT DISTRICT BUDGET AND LEVYING ASSESSMENT FOR
FY 2007/08**

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 (Resolution No. 2004-628).
- 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 are the same as the previous year’s assessments, and are 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 2007/08 Management Plan; and
- b) levies the assessment set forth in the FY 2007/08 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: FY2007/08 District & Parcel Assessment -1 Page

EXHIBIT A

Oak Park PBID

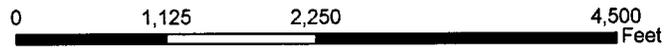
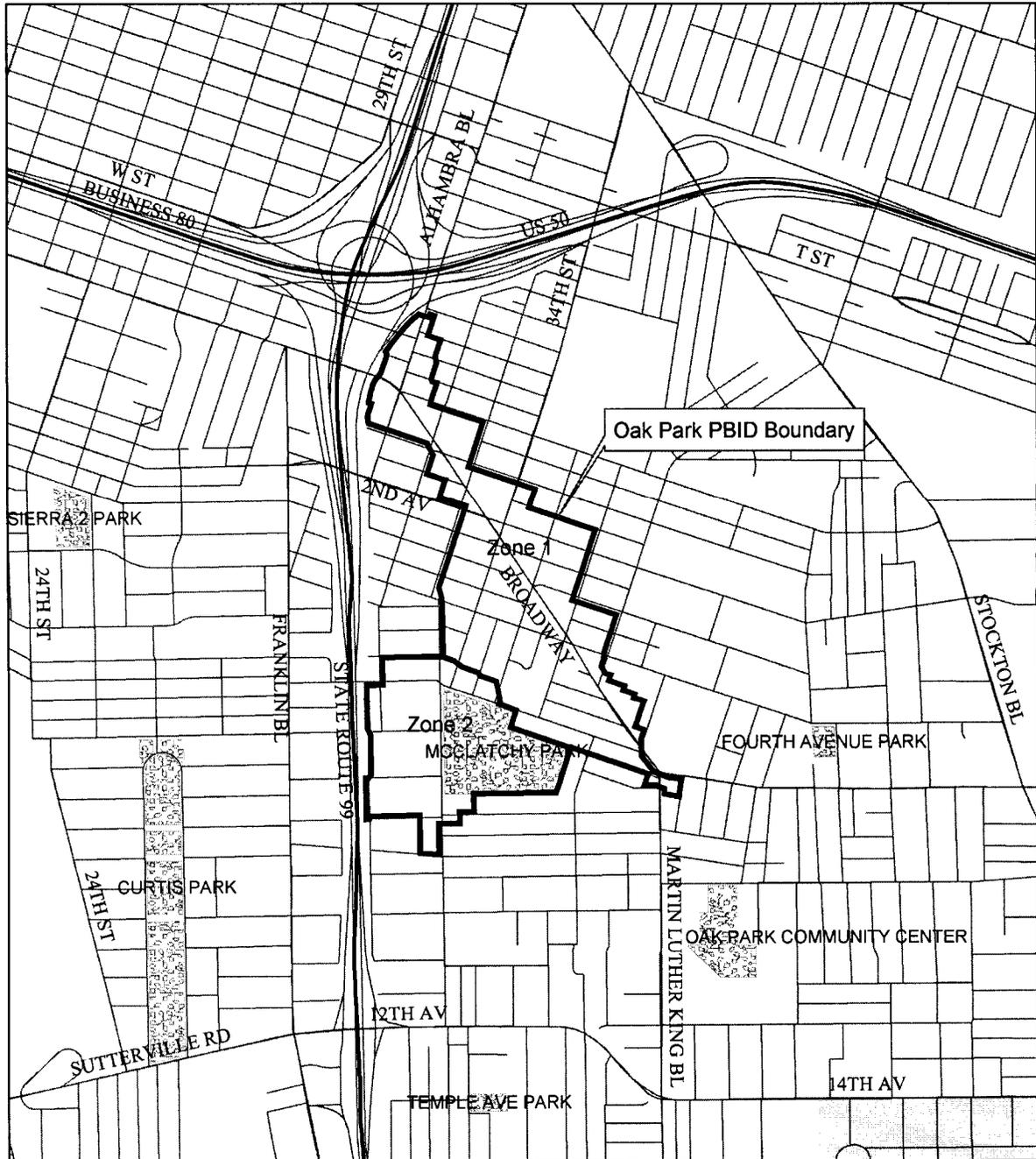


EXHIBIT B

**OAK PARK
PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
FY 2007/2008 DISTRICT AND PARCEL ASSESSMENT**

DISTRICT ASSESSMENT

District	FY 2007/08 Budget	Surplus/ (deficit)	FY 2007/08 Assessed
Oak Park PBID	\$195,325	\$2,325	\$193,000

PARCEL ASSESSMENT

FY 2007/08 Per Parcel Sq. Ft. ZONE1	FY 2007/08 Per Parcel Sq. Ft. ZONE 2	Maximum Authorized Rate For FY 2007/08
\$0.12	\$0.04	Zone 1 \$0.1293 Zone 2 \$0.0431

RESOLUTION NO.

Adopted by the Sacramento City Council

**AMENDING THE CITY'S FISCAL YEAR 2007/08
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 (Resolution No. 2004-628).
- 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 FY2007/08 revenue budget of \$193,000 [\$195,325 - \$2,325 surplus] and expenditure budget of \$195,325 are 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 \$3,840 for Departments of Planning and 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: FY2007/08 District Budget & Parcel Assessment – 1 Page

EXHIBIT A

Oak Park PBID

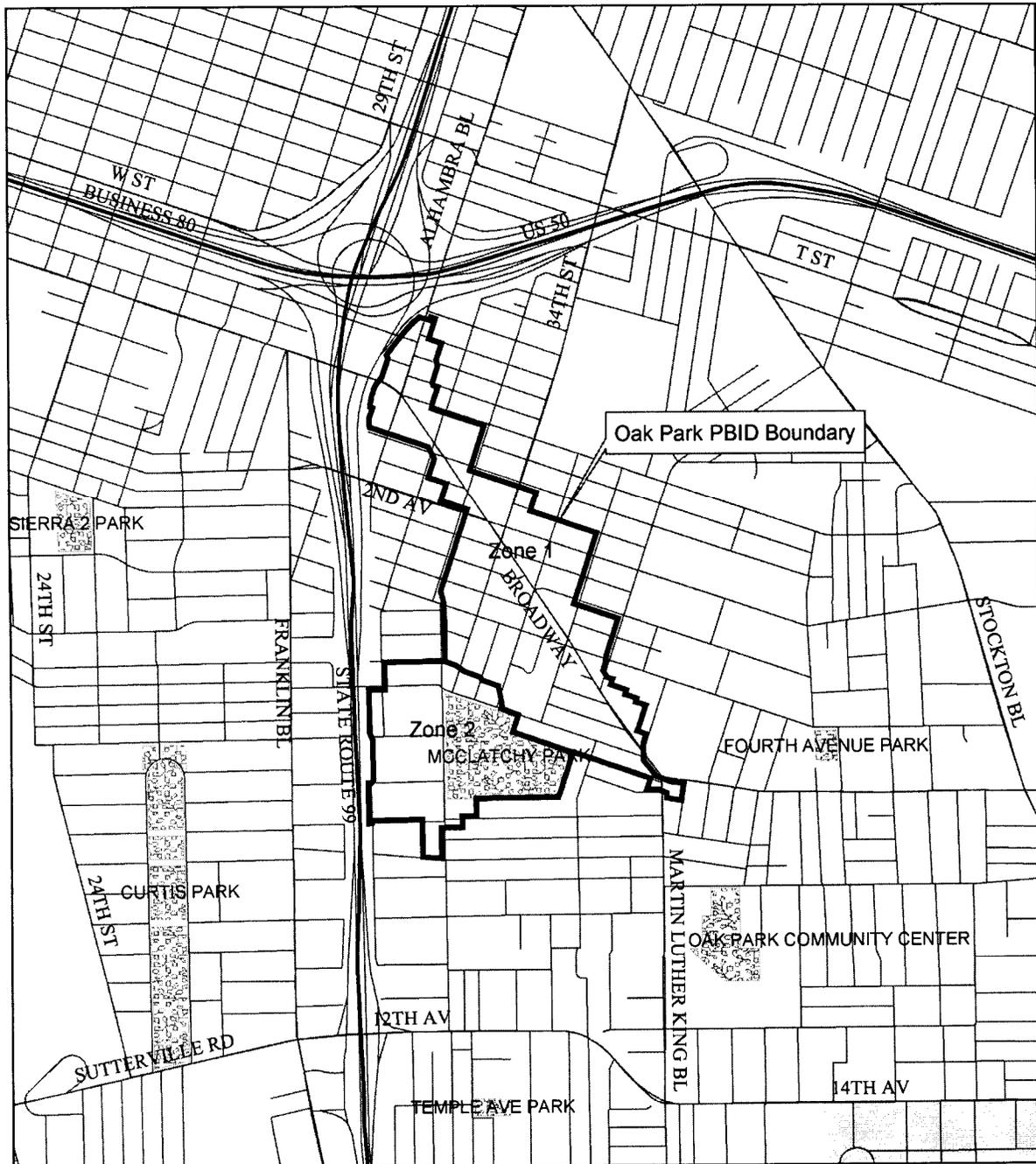


EXHIBIT B

**OAK PARK PROPERTY AND BUSINESS IMPROVEMENT DISTRICT
FY 2007/08 BUDGET & PARCEL ASSESSMENT**

Oak Park PBID	\$189,160
Interest Earned (Surplus)	<u>2,325</u>
Oak Park PBID Total	\$191,485
Special Districts Administration	2,500
Consultant (Muni) Reporting	422
Finance Administration	761
County Billing Cost	<u>157</u>
Subtotal	\$195,325
Less: Surplus	<u>(2,325)</u>
Total Assessment	\$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