

RESOLUTION 2023-0214

Adopted by the Sacramento City Council

June 20, 2023

Resolution Approving Engineer's Annual Report, Adopting the Northside Subdivision Maintenance District Annual Budget, and Levying Assessment for Fiscal Year (FY) 2023/24

BACKGROUND

- A. The Northside Subdivision Maintenance District (District), as depicted in Exhibit A, was established by the City Council and approved by the property owners on June 7, 1992.
- 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 provide funding for maintenance activities associated with the Northside Subdivision Wetlands Mitigation Program as required by the U.S. Army Corps of Engineers Permit for the Northside Subdivision, all in accordance with Chapter 3.124. The Engineer's Annual Report summarizes the maintenance activities performed. Pursuant to Sacramento City Code section 3.124.190, the City Council must annually adopt the Engineer's Annual Report, adopt the District budget, and levy the assessment.
- C. The total assessment for FY2023/24 is projected at \$15,840, with an expense budget of \$16,151 as shown on Exhibit B to the resolution and detailed in the Engineer's Annual Report, which is Exhibit C to the resolution. The total assessment in FY2023/24 is less than projected expenses due to the utilization of excess fund balance.
- D. The proposed assessment to be levied of \$141.43 in FY2023/24 is a 5.60% increase over the FY2022/23 assessment of \$133.93. An assessment of \$144.21 per single family home would be required to fully fund budgeted expenses in FY2023/24. The assessment will continue to increase in future years to fully fund expenses as the excess fund balance is depleted. The proposed assessment to be levied is below the maximum authorized assessment amount of \$191.25. The District does not have an automatic annual adjustment to the maximum authorized assessment amount to account for inflation. The maximum authorized annual assessment is therefore not increasing for FY2023/24, and as noted above, the proposed assessment to be levied for FY2023/24 is below the maximum. Detailed information about the assessment is shown in Exhibit B.

- E. On March 21, 2023, the City Council directed the Supervising Engineer of the Department of Public Works, designated by the City Council as the Engineer of Work for the District, to file an Engineer's Annual Report in accordance with Sacramento City Code section 3.125.190 (Resolution No. 2023-0072).

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:

- a) Approves the Engineer's Annual Report for FY2023/24 attached as Exhibit C to this resolution and on file with the Infrastructure Finance Division of the Department of Finance, designated by the City Clerk's Office to be the repository of documents for special districts.
- b) Adopts the annual budget set forth in the FY2023/24 Engineer's Annual Report and shown in Exhibit B.
- c) Levies the assessment set forth in the FY2023/24 Engineer's Annual Report and as shown in Exhibit C.

SECTION 3.

The City Manager or the City Manager's designee is authorized to make any necessary budgetary adjustments associated with the approval of the Engineer's Annual Report for FY2023/24.

SECTION 4.

Exhibits A, B, and C are part of the resolution.

TABLE OF CONTENTS:

Exhibit A – Boundary Map

Exhibit B – FY2023/24 Budget

Exhibit C – FY2023/24 Engineer's Annual Report


Adopted by the City of Sacramento City Council on June 20, 2023, by the following vote:

Ayes: Members Guerra, Jennings, Kaplan, Maple, Loloe, Talamantes, Valenzuela, Vang, and Mayor Steinberg

Noes: None

Abstain: None

Absent: None

Attest:  06/22/2023
Mindy Cuppy, City Clerk

The presence of an electronic signature certifies that the foregoing is a true and correct copy as approved by the Sacramento City Council.

Exhibit A

Northside Subdivision Maintenance District

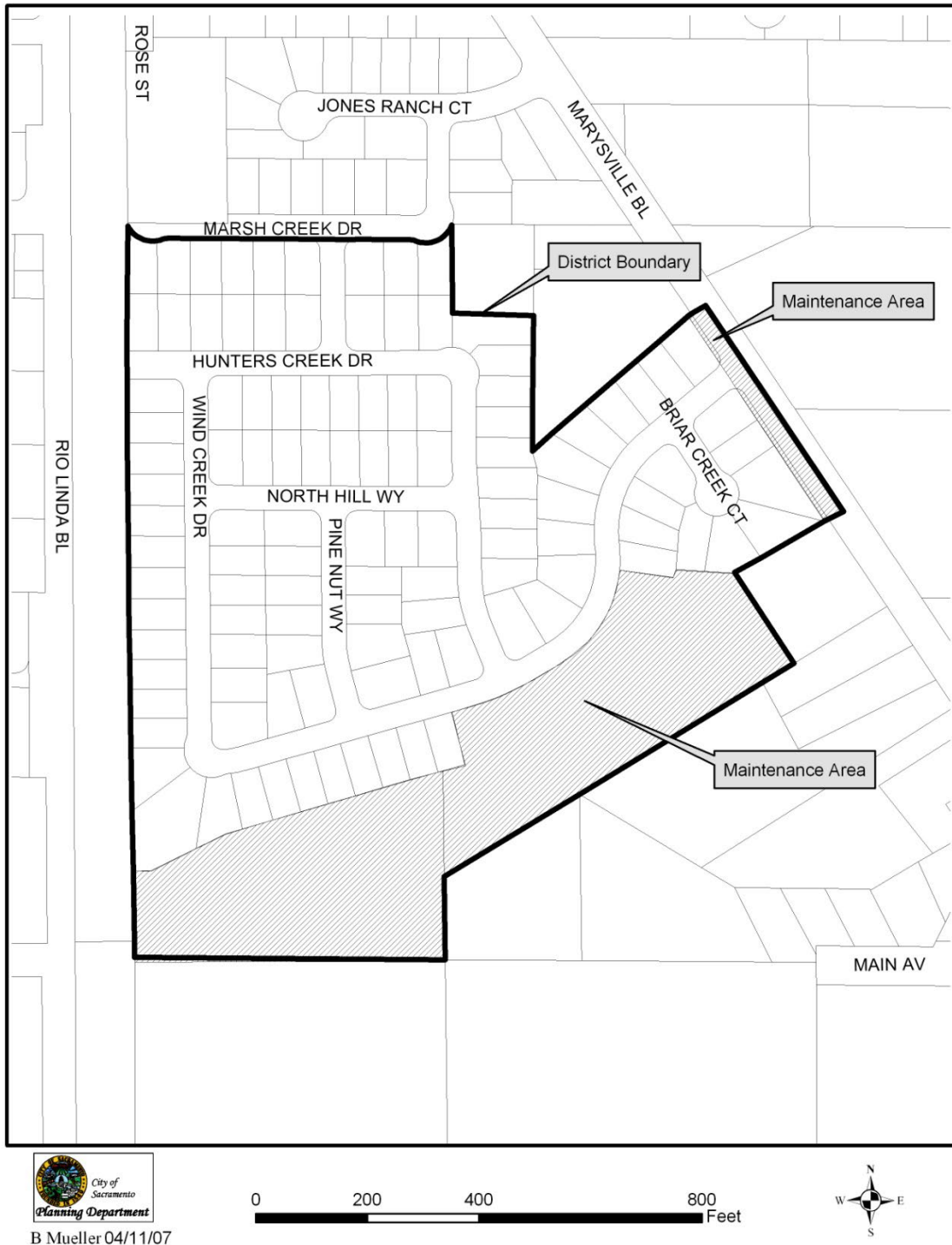


Exhibit B

NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT FY2023/24 DISTRICT BUDGET AND PARCEL ASSESSMENT (FUND 2204)

Estimated Beginning Fund Balance	47,614
Total Assessed to Property Owners	15,840
Total Resources	\$63,454
Maintenance Tasks	
Wetlands Maintenance (Utilities)	8,000
Landscape Maintenance (Streets)	6,500
Administrative Costs	
Infrastructure Finance	
Administration	468
Accounting	
Administration	1,098
County Billing	85
Total Expenditures	\$16,151
Estimated Ending Fund Balance	\$47,303
Year-Over-Year Change in Fund Balance	(311)
Assessment Per Parcel	\$141.43

PARCEL ASSESSMENT

	FY2023/24 Maximum Authorized Assessment	FY2022/23 Assessment per Residential Parcel	FY2023/24 Assessment per Residential Parcel
District Name			
Northside Subdivision Maintenance District	\$191.25	\$133.93	\$141.43

The maximum authorized assessment is not being increased for FY2023/24 given the district does not have an automatic annual adjustment to the maximum authorized assessment to account for inflation.

EXHIBIT C
ENGINEER'S ANNUAL REPORT
NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT
FY2023/24

The undersigned respectfully submits the enclosed report as directed by the City Council.

Judith Matsui-Drury, P.E., Supervising Engineer
Department of Public Works, City of Sacramento, Engineer of Work

By: Judith Matsui-Drury Digitally signed by Judith Matsui-Drury
Date: 2023.05.21 11:02:17 -07'00'

I HEREBY CERTIFY that:

1. The enclosed Engineer's Annual Report together with Assessment and Assessment Diagram thereto attached, was filed with me on the 20th day of June, 2023.

2. The enclosed Engineer's Annual Report was approved by the City Council of the City of Sacramento, California, on the 20th day of June, 2023.

3. The enclosed Assessment and Assessment Diagram thereto attached, was confirmed by the City Council of the City of Sacramento, California, on the 20th day of June, 2023.

Mindy Cuppy, City Clerk
City of Sacramento, Sacramento County, California

By: _____

ENGINEER'S ANNUAL REPORT
NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT

Judith Matsui-Drury, Engineer of Work for the Northside Subdivision Maintenance District, City of Sacramento, County of Sacramento, State of California, makes this report, as directed by the City Council pursuant to Chapter 3.124 of the Sacramento City Code.

The improvement maintenance work, which is the subject of this report (hereafter referred to as the work) is briefly described in two parts as follows:

Part #1:

The work described herein is to be carried out in the lower Magpie Creek floodway corridor within the City limits between Rio Linda Boulevard and Marysville Boulevard. This includes the creek channel, wetlands, and adjacent areas:

The work to be performed consists of the special monitoring, maintenance, and repair of the designated wetland areas as identified in the Corps of Engineers Nationwide permit issue on June 12, 1990, for Northside Subdivision (hereafter referred to as "Corps Permit"). Specifically, the work may include, but is not limited to, monitoring and maintenance of seasonal wetlands, inspection and minor repairs to basin inlets and outlets, mowing fire breaks, litter control and patrolling, road maintenance, minor bank repairs, inspection and maintenance of oil/ sand interceptors, keeping of contractor's records, and any related work necessary to comply with the conditions of said Corps Permit. Pumping, hauling, and disposal of collected wastes shall be in accordance with all appropriated state, federal, and local regulations. The work does not include general maintenance of the drainage channel as normally provided by the City of Sacramento.

Certain types of unscheduled maintenance may also be performed, but only when specifically authorized by the City of Sacramento. These tasks include plant replacement, seeding, insect, weed and rodent control, erosion control, channel repairs, basin renovation, maintaining floodway improvements, and repair of damage due to vandalism, flood, or fire.

Part #2

The work described herein is to be carried out when the improvements (masonry wall and landscaping) are built and dedicated to the City. The work will be performed in the landscaped area on Marysville Boulevard within the Northside Subdivision area, and more particularly described on plans and specifications approved by the City of Sacramento on file at the City of Sacramento, Department of Public Works, 915 "I" Street, 2nd Floor, Sacramento, California 95814.

The work to be performed consists of furnishing all tools, equipment, apparatus, facilities, labor, material, supplies, and utilities necessary or desirable to maintain the masonry walls, landscaping and irrigation systems. Maintenance work may include, but not be limited to, periodic mowing of grass, trimming of trees and shrubs, and fertilizing, together with the regular furnishing of water

for irrigation of all plant material, and the repair, maintenance, and replacement of the irrigation systems, planted materials, and amenities. Maintenance of masonry walls includes periodic repair as required.

Funds raised for the above-described maintenance work shall be based on annual benefit assessment apportioned to land benefiting from the work and within the boundaries of the maintenance district. The Council sets the assessment each year after receiving and approving an Engineer's Annual Report.

This report includes the following attached exhibits:

EXHIBIT A: An estimate of the cost of the work.

EXHIBIT B: Schematic diagram of area of work.

EXHIBIT C: A statement of the method by which the undersigned determined the amount proposed to be assessed against each parcel, based on benefits to be derived by each parcel, respectively, from the work.

EXHIBIT D: An assessment roll showing the amount proposed to be specially assessed against each parcel of real property within this maintenance district. Each parcel is described by County Assessor's parcel number and each parcel is also assigned a separate "assessment number" for the purposes of this proceeding.

EXHIBIT E: A diagram showing all of the parcels of real property within this maintenance district. The diagram is keyed to Exhibit D by assessment number.

Respectfully submitted,

Judith Matsui-Drury, P.E.
Engineer of Work
City of Sacramento, Sacramento County
State of California

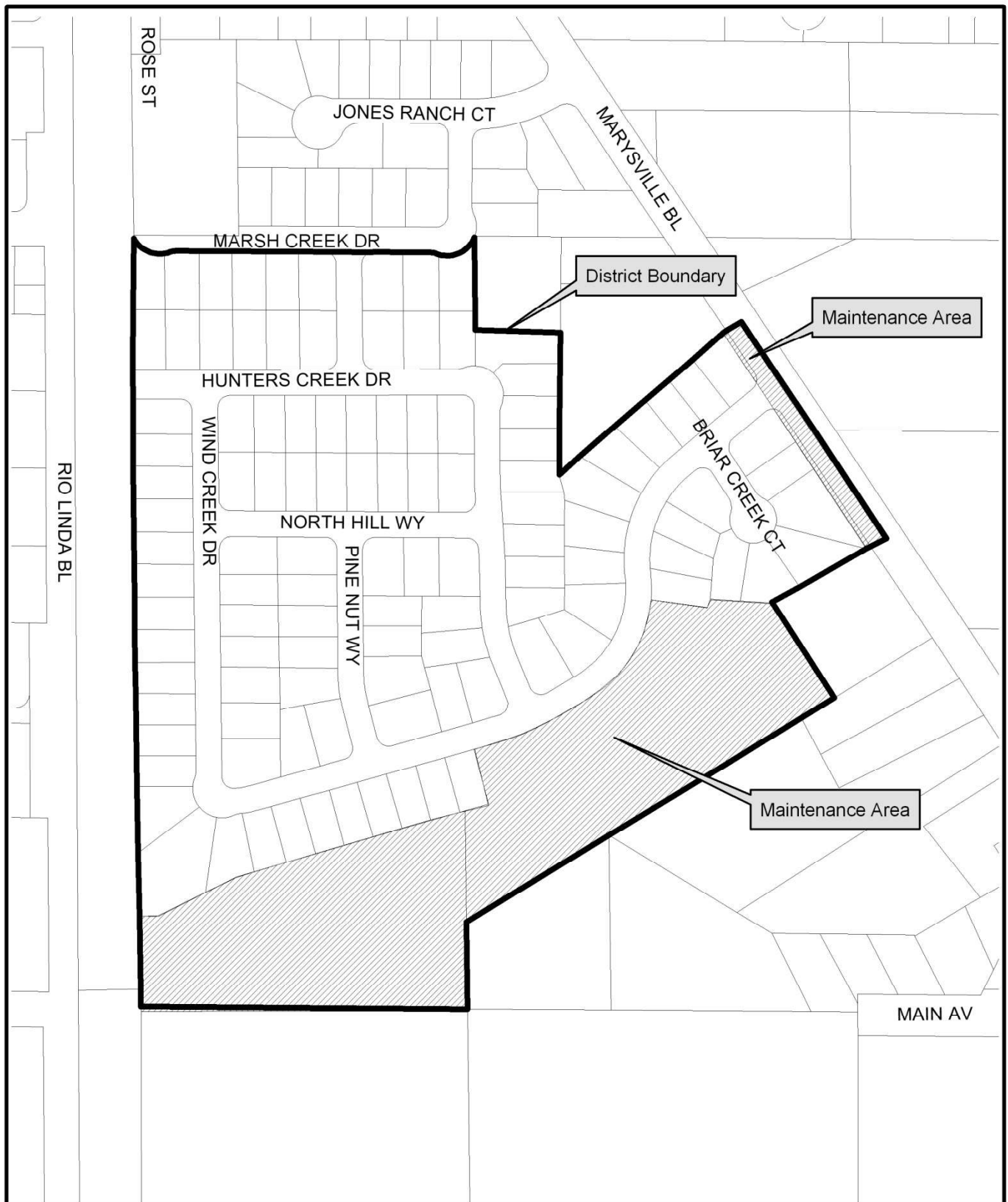
Exhibit A

Northside Subdivision Maintenance District Summary of Costs Fiscal Year 2023/24

Estimated Beginning Fund Balance	\$47,614
Total Assessed to Property Owners	<u>15,840</u>
Total Resources	<u><u>\$63,454</u></u>
Maintenance Tasks	
Wetlands Maintenance (Utilities)	8,000
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Administrative Costs	
Infrastructure Finance	
Administration	468
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EXHIBIT B

Northside Subdivision Maintenance District



B Mueller 04/11/07

Resolution 2023-0214



June 20, 2023

Page 10 of 15

EXHIBIT C

NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT

METHOD OF SPREAD

The following action describes the proposed method of assessing the annual maintenance costs for the Northside Subdivision Maintenance District to each parcel in the district in relation to the amount of benefit received. Costs for this district are assessed to each parcel within the district boundary except for those parcels owned by public agencies or dedicated for public use.

The costs of maintenance, more specifically described in Exhibit A to this report, will be spread equally to all single-family parcels within the district.

The cost of all incidental expenses, including preparation of Engineers Report, annual proceedings and district administration, will be spread equally to all single-family parcels within the district.

The “total number of single–family parcels” in the district was determined from the actual number of recorded lots of Northside Unit #1 and Unit #2. The “single –family assessment” was calculated by taking the total cost of the district and dividing it equally by the “total number of single-family parcels” in the district. The “single –family assessment” was spread equally to each recorded single-family lot within the recorded subdivision of Northside Unit #1 and Unit #2.

EXHIBIT D

NORTHSIDE SUBDIVISION MAINTENANCE DISTRICT ASSESSMENT ROLL FY 2023/24

PARCEL DESCRIPTION		
NO.	APN #	AMOUNT
1	22602100110000	\$141.42
2	22602100120000	\$141.42
3	22602100130000	\$141.42
4	22602100140000	\$141.42
5	22602100150000	\$141.42
6	22602100160000	\$141.42
7	22602100170000	\$141.42
8	22602100180000	\$141.42
9	22602100190000	\$141.42
10	22602100200000	\$141.42
11	22602100210000	\$141.42
12	22602100220000	\$141.42
13	22602100230000	\$141.42
14	22602100240000	\$141.42
15	22602100250000	\$141.42
16	22602100260000	\$141.42
17	22602100270000	\$141.42
18	22602100280000	\$141.42
19	22602100290000	\$141.42
20	22602100300000	\$141.42
21	22602100310000	\$141.42
22	22602100320000	\$141.42
23	22602100330000	\$141.42
24	22602100340000	\$141.42
25	22602100350000	\$141.42
26	22602100360000	\$141.42
27	22602100370000	\$141.42
28	22602100380000	\$141.42
29	22602100390000	\$141.42
30	22602100400000	\$141.42
31	22602100410000	\$141.42
32	22602100420000	\$141.42
33	22602100430000	\$141.42
34	22602100440000	\$141.42
35	22602100450000	\$141.42
36	22602100460000	\$141.42
37	22602100470000	\$141.42
38	22602100480000	\$141.42
39	22602100490000	\$141.42
40	22602100500000	\$141.42
41	22602100510000	\$141.42
42	22602100520000	\$141.42
43	22602100540000	\$141.42
44	22602100550000	\$141.42
45	22602100560000	\$141.42

46	22602100570000	\$141.42
47	22602100580000	\$141.42
48	22602100590000	\$141.42
49	22602100600000	\$141.42
50	22602100610000	\$141.42
51	22602100620000	\$141.42
52	22602100630000	\$141.42
53	22602100640000	\$141.42
54	22602100650000	\$141.42
55	22602100660000	\$141.42
56	22602100670000	\$141.42
57	22602100680000	\$141.42
58	22602100690000	\$141.42
59	22602100700000	\$141.42
60	22602100710000	\$141.42
61	22602100720000	\$141.42
62	22602100730000	\$141.42
63	22602100740000	\$141.42
64	22602100750000	\$141.42
65	22602100770000	\$141.42
66	22602100780000	\$141.42
67	22602100790000	\$141.42
68	22602100800000	\$141.42
69	22602100810000	\$141.42
70	22602100820000	\$141.42
71	22602100830000	\$141.42
72	22602100840000	\$141.42
73	22602100850000	\$141.42
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75	22602100870000	\$141.42
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85	22602500060000	\$141.42
86	22602500070000	\$141.42
87	22602500080000	\$141.42
88	22602500090000	\$141.42
89	22602500100000	\$141.42
90	22602500110000	\$141.42
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92	22602500130000	\$141.42
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98	22602500190000	\$141.42
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100	22602500210000	\$141.42
101	22602500220000	\$141.42
102	22602500230000	\$141.42
103	22602500240000	\$141.42
104	22602500250000	\$141.42
105	22602500260000	\$141.42

106	22602500270000	\$141.42
107	22602500280000	\$141.42
108	22602500290000	\$141.42
109	22602500300000	\$141.42
110	22602500310000	\$141.42
111	22602500320000	\$141.42
112	22602500330000	\$141.42

Note: The City has compiled the names and addresses of record owners of the parcels listed in this Attachment D pursuant to City Code Section 3.124.110(F) but will not publish them due to privacy concerns.

EXHIBIT E

