



32

DEPARTMENT OF  
PUBLIC WORKS

CITY OF SACRAMENTO  
CALIFORNIA

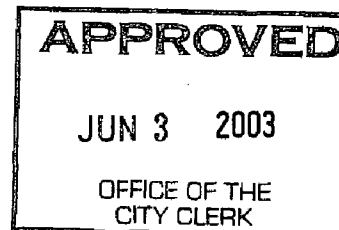
Special Districts  
1231 I STREET, 3<sup>rd</sup> Floor  
SACRAMENTO, CA 95814-2700

DEVELOPMENT SERVICES DIVISION

PH. (916) 264-7995  
FAX (916) 264-7480

May 12, 2003

City Council  
Sacramento, California



Honorable Members in Session:

**SUBJECT: 12TH STREET MAINTENANCE DISTRICT BUDGET FOR FY 2003/04 IN THE AMOUNT OF \$10,909**

**LOCATION AND COUNCIL DISTRICT:**

The 12th Street Maintenance District is located in both Council Districts 1 and 3. The district includes properties adjacent to 12th Street from "C" Street to "I" Street, as shown in Attachment A.

**RECOMMENDATION:**

The report recommends that City Council adopt the attached resolution:

- Adopting the FY 2003/4 12th Street Maintenance District fees and amending the FY 2003/04 operating budget for district related expenses.

**CONTACT PERSON:**

Rita Goolkasian, Special Districts Analyst, 264-5236

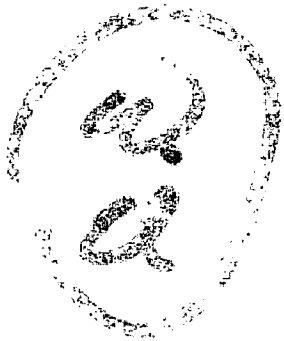
**FOR COUNCIL MEETING OF:** June 3, 2003

**SUMMARY:**

This report contains the budget for the 12th Street Maintenance District for FY 2003/04. Services include sweeping of gutters and pedestrian sidewalks, and landscaping maintenance. There is no increase in the annual assessment. The fees necessary to implement the budget represent a full recovery of costs for this district and are indicated on Exhibit B of the attached resolution.

**COMMITTEE/COMMISSION ACTION:**

None.



**BACKGROUND INFORMATION:**

On April 3, 1990, City Council adopted Resolution No. 90-245 approving the formation of the 12th Street Maintenance District. The maintenance services provided include weekly cleanup of gutters and pedestrian sidewalks, and landscape maintenance.

The current district includes 37 commercial parcels within a seven-service block area along both sides of 12th Street. The fees are assessed by front footage. The current annual fee for a typical 80-foot wide lot is \$118.

Annually, City Council is requested to:

- Determine the costs for the additional services provided;
- Determine whether the costs of the additional services shall be borne wholly or partially by the property owners within the area; and
- Affix a service fee to be charged to cover the costs to be borne by each property owner within the area.

In October 2002, staff sought input from property owners on their level of satisfaction and thoughts about the district services. In brief, the findings concluded:

- Low satisfaction level of current services.
- A strong desire for improved services rather than dissolution of district.
- No desire for increased days of service; again, better service.
- Primary service desired is sidewalk and trash cleanup; although, majority felt sidewalk and landscape service were equally important. Weekly power washing was also recommended.

Since the questionnaire was performed, Public Works Maintenance Services has installed a new contractor and according to City's inspectors, has performed satisfactorily. Staff will continue to monitor the quality of service and measure the level of satisfaction of property owners.

**FINANCIAL CONSIDERATIONS:**

The fees levied are used to defray City and contractor expenses associated with the administration and services provided in this area. The proposed expenditures are fully fee supported.

The total cost of the 12th Street Maintenance District for FY 2003/04 is \$10,909 (see attached resolution). The total amount assessed to the property owners is \$118 for a typical 80-foot wide parcel for a total district assessment of \$4,862. The budget will be offset with \$6,047 from the projected FY03 year-end surplus of \$11,082.

FY 02/03 Assessment	FY 03/04 Budget	Surplus Offset From Prior Year	FY 03/04 Assessment
\$4,862	\$10,909	\$6,047	\$4,862

An analysis of projected revenues and expenses indicates that the existing fund balance will deteriorate in less than two years if assessments are not raised. Although the original levy was approved at \$160 for an average size parcel with an 80' linear frontage, staff will seek a new vote by property owners in FY04 to raise the assessment. The original assessment is still insufficient to generate the necessary revenues to cover City services. Given the general level of dissatisfaction with the district weekly services, and the apparent unwillingness by property owners to raise assessments or dissolve the district, the proposal to increase assessments may fail.

**ENVIRONMENTAL CONSIDERATION:**

Under the California Environmental Act (CEQA) guidelines, continuing administration and annual maintenance activities do not constitute a project and, therefore, are exempt from review.

**POLICY CONSIDERATIONS:**

The annual budget process is being conducted in accordance with City Code Title 3.128. Approving the annual district is consistent with the City's Strategic Plan in preserving and enhancing the City's neighborhoods and quality of life.

**ESBD CONSIDERATIONS:**


City Council adoption of the attached resolution is not affected by City policy related to ESBD.

Respectfully submitted,



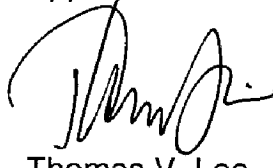
Gary Alm, Manager  
Development Services

RECOMMENDATION APPROVED:



ROBERT P. THOMAS  
City Manager

Approved:



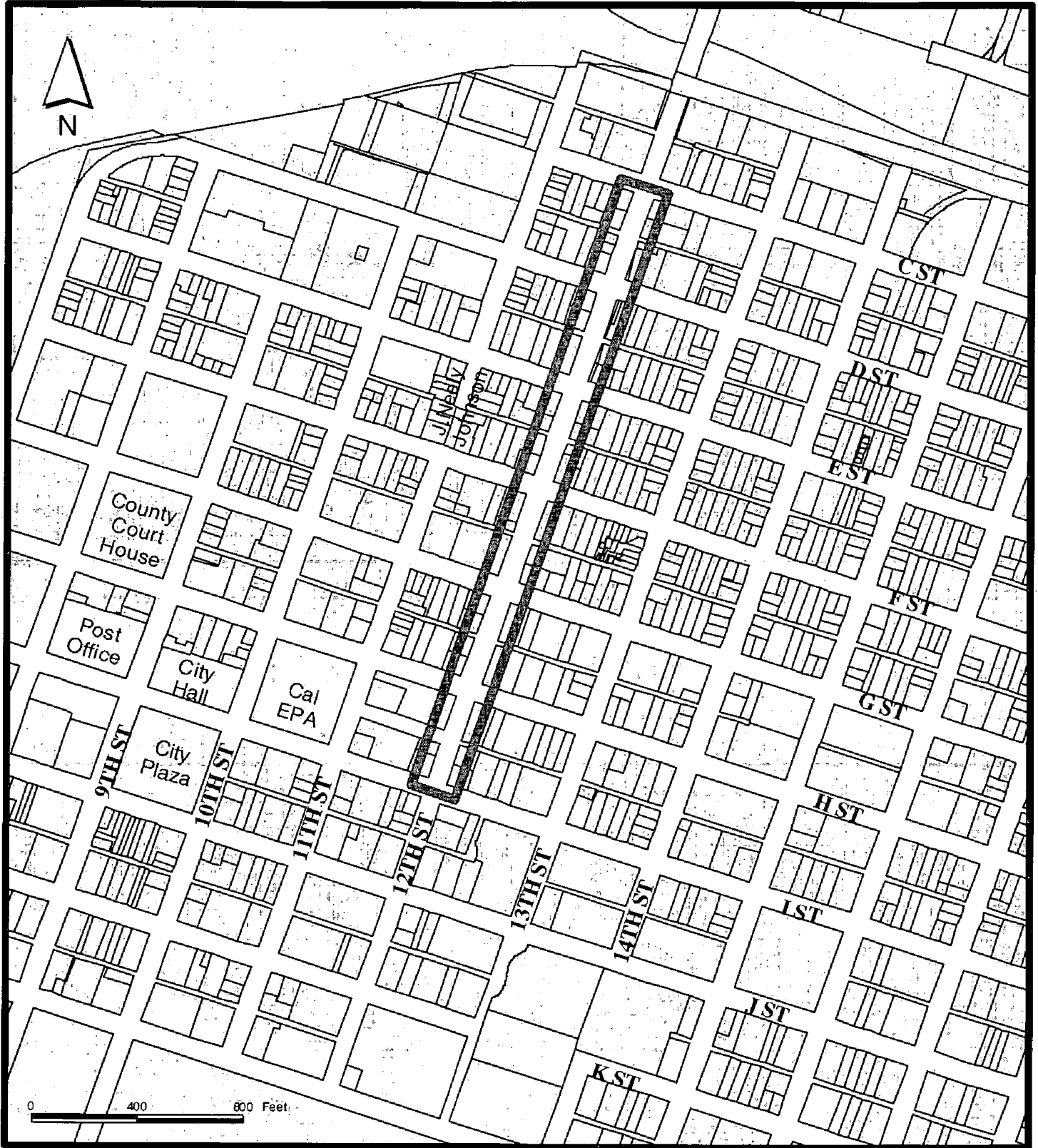
Thomas V. Lee  
Deputy City Manager


**TABLE OF CONTENTS:**

1. Attachment A, 12<sup>th</sup> Street Maintenance District Map –pg. 4
2. Resolution adopting the FY 2003/04 12<sup>th</sup> Street Maintenance District Fees – pg. 5
3. Exhibit A, 12<sup>th</sup> Street Maintenance District Budget – pg. 7
4. Exhibit B, Parcel Fee Schedule –pg. 8

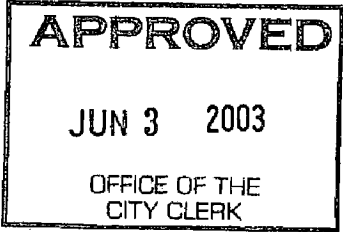
# 12th Street Maintenance District

ATTACHMENT A



 Maintenance Area

Department of  
**PUBLICWORKS**  
CITY OF LOS ANGELES  
Development Services & Special District



**RESOLUTION NO. 2003-335**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**RESOLUTION ADOPTING THE FY 2003/04 12TH STREET MAINTENANCE DISTRICT FEES ASSESSED ON PROPERTY WITHIN THE DISTRICT AND AMENDING THE FY 2003/04 OPERATING BUDGET FOR DISTRICT RELATED EXPENSES**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:**

1. City Council has determined that the FY 2003/04 costs for the additional services for 12th Street Maintenance District are as shown on Exhibit "A" attached hereto and incorporated into this resolution; and
2. City Council has determined that the additional costs shall be wholly borne by the property owners in the area; and
3. City Council fixes the fee for each property owner as shown on Exhibit "B" attached hereto and incorporated into this resolution; and

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**FOR CITY CLERK USE ONLY**

RESOLUTION NO: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

4. The FY 2003/04 Revenue (\$4,862) and Expenditure (\$10,909) budget to be established for the 12<sup>th</sup> Street Maintenance District as follows:

FUND	ACT	AGY	ORGN	OBJ/REV	CURRENT BUDGET	REVISED BUDGET	INCREASE (DECREASE)	BUDGET REFERENCE
227	C	310	3121	3657	4,862	4,862	0	A
				RB				
				Totals:	4,862	4,862	0	
227	A	110	1131	4384	349	349	0	B
227	C	110	1131	4390	490	502	12	
227	C	310	3121	4390	2,000	3,000	1,000	C
227	C	310	3197	4390	1,500	2,390	890	
227	C	310	3197	4384	4,400	4,668	268	
227	C	710	7012	4999	10,000	0	(10,000)	D
				EB Totals:	18,739	10,909	(7,830)	

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_

**EXHIBIT A**

**12TH STREET MAINTENANCE DISTRICT  
FY 2003/04 BUDGET**

Contract Maintenance	\$4,404
Contract Administration & Inspection	2,390
Utilities	264
Finance Administration	502
County Billing Fee	62
Parcel Recording	287
Special Districts Administration	<u>3,000</u>
<b>Subtotal</b>	<b>\$10,909</b>
Less Fund Balance Offset	<u>- \$6,047</u>
<b>Total Assessed to Property Owners</b>	<b>\$4,862</b>

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**FOR CITY CLERK USE ONLY**

RESOLUTION NO: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_



**EXHIBIT B**

**CITY OF SACRAMENTO  
12TH STREET MAINTENANCE DISTRICT  
PARCEL FEE SCHEDULE  
FY 2003/04**

<b>ASSMT #</b>	<b>PARCEL #</b>	<b>FRONT FOOTAGE</b>	<b>TOTAL FEE TO PARCEL</b>
1	00200750110000	80	\$117.90
2	00200750240000	80	117.90
3	00200750140000	40	59.00
4	00200750150000	40	59.00
5	00200750160000	80	117.90
6	00200820020000	80	117.90
7	00200820010000	80	117.90
8	00200820160000	27	39.80
9	00200820240000	11	16.20
10	not used	0	0.00
11	00201150110000	80	117.90
12	00201150120000	80	117.90
13	00201150130000	160	235.90
14	00201160080000	100	147.40
15	00201160580000	80	117.90
16	00201160110000	80	117.90
17	not used	0	0.00
18	not used	0	0.00
19	not used	0	0.00
20	00201220010000	90	132.70
21	00201220020000	70	103.20
22	00201220250000	40	59.00
23	00201220240000	120	176.90
24	00201570070000	120	176.90
25	00201570080000	40	59.00

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DATE ADOPTED: \_\_\_\_\_

ASSMT #	PARCEL #	FRONT FOOTAGE	TOTAL FEE TO PARCEL
26	00201570130000	160	235.90
27	00201560110000	80	117.90
28	00201560120000	80	117.90
29	00201560130000	80	117.90
30	00201560140000	80	117.90
31	00201610010000	160	235.90
32	00201610200000	80	117.90
33	00201610190000	80	117.90
34	00201620010000	160	235.90
35	00201620200000	160	235.90
36	00600450020000	140	206.40
37	00600460010000	47	69.30
38	00600460070000	93	137.10
39	not used	0	0.00
40	not used	0	0.00
41	not used	0	0.00
42	00600510210000	160	235.90
43	00600510170000	80	117.90
44	00600510160000	80	118.30
45	not used	0	0.00
46	not used	0	0.00
		<b>3,298</b>	<b>\$4,862.00</b>

**FOR CITY CLERK USE ONLY**

RESOLUTION NO: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_