



10.3

DEPARTMENT OF
PUBLIC WORKS

CITY OF SACRAMENTO
CALIFORNIA

DEVELOPMENT SERVICES
& SPECIAL DISTRICTS
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SACRAMENTO, CA 95814

TECHNICAL SERVICES
DIVISION

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APPROVED
BY THE CITY COUNCIL

June 8, 1998

JUN 23 1998

City Council
Sacramento, California

OFFICE OF THE
CITY CLERK

Honorable Members In Session:

**SUBJECT: ADDITIONAL LIBRARY SERVICES ASSESSMENT DISTRICT NO. 96-02
FOR THE CITY OF SACRAMENTO - PUBLIC HEARING**

LOCATION AND COUNCIL DISTRICT: Citywide, all Council Districts.

RECOMMENDATION:

This report recommends that City Council adopt the following resolutions:

- Resolution Confirming Report and Levying FY 1998/99 Annual Assessments For the Additional Library Services Assessment District No. 96-02; and
- Resolution Adopting the FY 1998/99 Budget Assessment For Additional Library Services Assessment District No. 96-02

CONTACT PERSON:

Jim Johnston Administrative Analyst, 264-7967
Janet Larson, Assistant Library Director, 264-2770

FOR COUNCIL MEETING OF: June 23, 1998

SUMMARY:

The purpose of this public hearing is to receive public testimony and/or protests regarding the proposed budget, services and assessments for Additional Library Services Assessment District No. 96-02. Council action will approve the annual budget and establish the assessment rates for FY 1998/99. (A schedule of the budget process is shown on Exhibit A.) The proposed budget is \$3,135,300 (see Exhibit B). The budget reflects a 3.0% Consumer Price Index (CPI) adjustment for inflation. The proposed assessment for a typical single-family home is \$22.66. A calculation for FY 1998/99 annual assessment is shown on Page 3.

COMMITTEE/COMMISSION ACTION:

None.

City Council
 Additional Library Services A/D – Public Hearing
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BACKGROUND INFORMATION:

On June 4, 1998, City Council adopted the Resolution for Filing of the Annual Report for FY 1998/99 for the Additional Library Services Assessment District No. 96-02, and establishing the public hearing date of June 23, 1998.

Additional Library Services

The assessment district provides improved library services: more open hours, more library materials, and updated technology in neighborhoods, communities and regional libraries (this does not include the Central Library).

The Annual Report is required to identify the additional services, which will be provided in each fiscal year, and these are shown below:

	Open Hours Without Assessment	Open Hours With Assessment	Base Book & Materials Budget FY 1997/98	Base Book & Materials Budget FY 1998/99
Martin Luther King Regional	37	45	\$89,711	\$219,000
Colonial Heights Community	29	41	\$56,367 to	\$175,000 to
Belle Cooleedge Community	31	43	\$74,434	\$200,000
Del Paso Heights Neighborhood	23	34	\$6,396 to \$24,895	\$20,000 to \$69,000
McClatchy Neighborhood	13	21		
McKinley Neighborhood	21	35		
North Sacramento/ Hagginwood Neighborhood	27	34		
South Natomas Neighborhood	29	36		
Valley Hi Neighborhood (Proposed)	N/A	34		
Traveling Branch – Bookmobile	N/A	N/A	\$8,000	\$16,000
Specialized Materials to benefit branches – IAC, TELIS, Revolving Videos (housed at Central Library)	N/A	N/A	\$8,000	\$235,000

The assessment will also provide \$300,000 annually for the following electronic information and technological improvements for children and adults in all City library branches:

- Internet terminals and high speed Internet connections.
- Multimedia computers and on-line magazine full text articles.
- Computer access to library electronic information from the home, office, or school.

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The proposed assessment district will generate approximately \$3 million in annual revenue. The recommended annual assessment and method of calculation for FY 1998/99 is listed below:

RECOMMENDED ANNUAL ASSESSMENT FOR FY 1998/99

Land Use	Benefit Calculation (EDU) x (Benefit Factor)	=	Total Bus	Asmt @ \$22.66/BU
Residential Uses				
Single Family Res (SFR)	(1 DU x 1 EDU/DU)	x 1.0 =	1.0	\$22.66
Triplex	(3 DU x 0.75 EDU/DU)	x 1.0 =	2.25	\$50.99
Apartment, 10-Unit	(4 DU x 0.75 EDU/DU) + (6 DU x 0.50 EDU/DU)	x 1.0 =	6.0	\$135.96
Apartment, 40-Unit	(4 DU x 0.75 EDU/DU) + (11 DU x 0.50 EDU/DU) + (25 DU x 0.25 EDU/DU)	x 1.0 =	14.75	\$334.24
Mobile Home Park, 15-Unit	(15 DU x 0.5 EDU/DU)	x 1.0 =	7.5	\$169.95
Non-Residential Uses				
Private School, 1/2 ac	(1/2 ac x 6 EDU/ac)	x 0.75 =	2.25	\$50.99
Office Building, 1/2 ac	(1.2 ac x 6 EDU/ac)	x 0.50 =	1.50	\$33.99
Office Building, 2 ac	(2 ac x 6 EDU/ac)	x 0.50 =	6.0	\$135.96
Restaurant, 1/4 ac	(1/4 ac x 6 EDU/ac)	x 0.25 =	0.375	\$8.50
Supermarket, 1/2 ac	(1/2 ac x 6 EDU/ac)	x 0.25 =	0.75	\$17.00
Service Station, 1/3 ac	(1/3 ac x 6 EDU/ac)	x 0.25 =	0.5	\$11.33
Public Storage, 2 ac	(2 ac x 6 EDU/ac)	x 0.25 =	3.0	\$67.98
Warehouse, 7 ac	[(5 ac x 6 EDU/ac) + (2 ac x 1.5 EDU/ac)]	x 0.25 =	8.25	\$186.95
Vacant Uses				
Vacant 1/6 ac parcel	(1/6 ac x 1.5 EDU/ac)	x 0.25 =	0.063	\$1.43
Vacant 1/2 ac parcel	(1/2 ac x 1.5 EDU/ac)	x 0.25 =	0.188	\$4.26
Vacant 1 ac parcel	(1 ac x 1.5 EDU/ac)	x 0.25 =	0.375	\$8.50
Vacant 5+ ac parcel	(5 ac x 1.5 EDU/ac)	x 0.25 =	1.875	\$42.49

Note: EDU = Equivalent Dwelling Unit
 ac = Acre

DU = Dwelling Unit
 BU = Benefit Unit

The budget to maintain services can fluctuate each year based on the cost of services and supplies. In order to mitigate increased costs each year, the assessments may be increased by the amount of increase in the Consumer Price Index (CPI), San Francisco area, all items, most recently available prior to the date of increase, provided however that this increase not exceed three percent (3%) in any year.

Benefit Methodology

There are two components to the formula used to establish benefit to the individual parcels from library services, a benefit factor and equivalent dwelling unit (EDU) factor. First, a benefit factor is assigned to each parcel of land in proportion to the estimated benefit the parcel receives relative to the other parcels within the District. This is done because the benefit to property varies depending on the type of land use of the property. The second component, equivalent dwelling units, allocates benefit based on intensity of land use and calibrates residential use and non-residential use to each other on a single scale, thereby allowing a uniform method of assessment. A single family home is used as the basic unit of apportionment and is given an EDU of 1. The multiple residential and non-residential parcels are then assigned an EDU based on size of parcel or intensity of land use. The benefit unit is then calculated by multiplying the parcel benefit factor by the parcel EDU. The total assessment is then calculated by multiplying the benefit unit by \$22.66.

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apportionment and is given an EDU of 1. The multiple residential and non-residential parcels are then assigned an EDU based on size of parcel or intensity of land use. The benefit unit is then calculated by multiplying the parcel benefit factor by the parcel EDU. The total assessment is then calculated by multiplying the benefit unit by \$22.66.

Parcels being determined to have a benefit unit of under .05 will not be assessed, as the costs of collecting and processing assessments that small (\$1.10) are not considered cost-effective relative to the amount received by the City. A detailed discussion of the benefit methodology is discussed in the Annual Report which is on file with the City Clerk.

ENVIRONMENTAL CONSIDERATION:

Council action in adopting these resolutions is exempt from CEQA because it will have no conceivable effect on the physical environment and is therefore not within the definition of a CEQA project.

POLICY CONSIDERATIONS:

The procedures under which this district is being initiated are pursuant to City Code Title 85.

MBE/WBE:

None. No goods or services are being purchased.

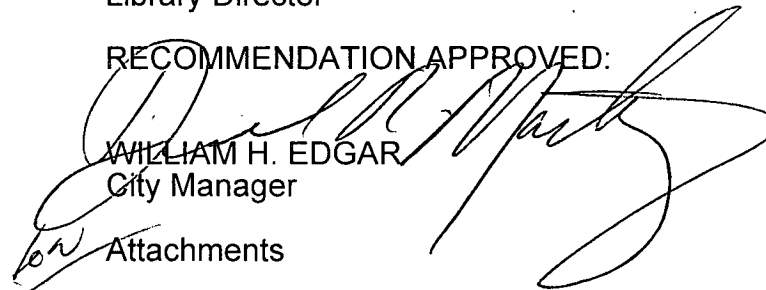
Respectfully submitted,


Gary Alm, Manager
Development Services & Special Districts

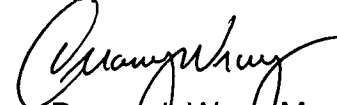
Approved:


Richard M. Killian
Library Director

RECOMMENDATION APPROVED:


WILLIAM H. EDGAR
City Manager
Attachments

Approved:


Duane J. Wray, Manager
Technical Services Division

Approved:


Michael Kashiwagi
Director of Public Works

EXHIBIT A

ADDITIONAL LIBRARY SERVICES ASSESSMENT DISTRICT NO. 96-02

SCHEDULE

- June 4, 1998 Council Action:
- Adopt Resolution directing the filing of the Additional Library Services Assessment District No. 96-02 annual report for FY 1998/99
 - Setting the public hearing date for consideration of the annual report and levy of annual assessments for FY 1998/99
- June 11, 1998 Notice of Hearing is published.
- June 23, 1998 Conduct Public Hearing and Adopt:
- Resolution Approving Report and Levying FY 1998/99 Assessments;
 - Resolution Amending the FY 1998/99 Budget for the Additional Library Services Assessment District No. 96-02.
- July 1, 1998 Prepare final assessment roll for adopted budget.
- August 1998 Refer assessments to County for inclusion on FY 1997/98 tax bill.

EXHIBIT B

ADDITIONAL LIBRARY SERVICES ASSESSMENT DISTRICT NO. 96-02

COST ESTIMATE

Library Services

Staff Cost for Extended Open Hours (95 hours per week average)	\$ 863,622
Branch Books and Materials	530,400
Start-up Collection - Valley Hi	167,000
Technology Enhancements	239,440
Circulation System Replacement/Upgrade	119,000
Furniture/Equipment	39,645
Leases	77,309
Services and Supplies	130,864
Increase to City Portion of Shared Cost	858,006
Reserve for Future Operations	<u>0</u>

SUBTOTAL LIBRARY SERVICES **\$ 3,025,286**

Administrative Costs

County Billing Costs	47,000
City Finance Administration	2,700
Special Districts Administration & Administration Contingency	32,300
Assessment Engineer Database Maintenance	28,000

SUBTOTAL ADMINISTRATIVE COSTS **110,000**

TOTAL COST ESTIMATE: **\$3,135,286**

APPROVED
BY THE CITY COUNCIL

JUN 23 1998

OFFICE OF THE
CITY CLERK

RESOLUTION NO. 98-311

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

RESOLUTION CONFIRMING ASSESSMENT AND LEVYING
ASSESSMENT FOR ADDITIONAL LIBRARY SERVICES ASSESSMENT
DISTRICT NO. 96-02
(Pursuant to City Code Title 85 Chapter 85.04 and 86.06)

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

1. Pursuant to City Code Title 85 Chapter 85.04, the City Council directed the Director of Public Works to prepare and file an Annual Report for the Fiscal Year 1998/99.
2. On June 4, 1998, the City Council opened a public hearing on the Annual Report for the Additional Library Services Assessment District No. 96-02 and set a public hearing date for June 23, 1998, in the meeting place of the City Council, City Hall, 915 "I" Street, Second Floor, Sacramento, California. Notice of the hearing was given in the time and manner required by law.
3. At or before the time set for the public hearing, the City Council afforded to every interested person an opportunity to make a protest to the Annual Report either in writing or orally, and the City Council has considered each protest (if any).
4. The City Council hereby confirms the assessment as set forth in the Annual Report of the Director of Public Works, and hereby levies the assessment set forth therein for Fiscal Year 1998/99.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL
ON DATE OF _____

**RESOLUTION ADOPTING THE FY 1998/99 BUDGET
ASSESSMENT FOR ADDITIONAL LIBRARY SERVICES
ASSESSMENT DISTRICT NO. 96-02
(Pursuant to City Code Title 85 Chapter 85.04 and 86.06)**

COUNCIL AGENDA MATERIAL
MTG. DATE 6/23 ITEM NO. 10.3
FROM: CITY CLERK'S OFFICE

THE CITY COUNCIL OF THE CITY OF SACRAMENTO RESOLVES:

1. The Director of Administrative Services is hereby authorized to adjust the 1998/99 budget to reflect the operating transfers from the Additional Library Services Assessment District to the City Operating Budgets in accordance with the Engineer's Report.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

APPROVED
BY THE CITY COUNCIL

JUN 23 1998

RESOLUTION NO. 98-312

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

OFFICE OF THE
CITY CLERK

**RESOLUTION ADOPTING THE FY 1998/99 BUDGET
ASSESSMENT FOR ADDITIONAL LIBRARY SERVICES
ASSESSMENT DISTRICT NO. 96-02
(Pursuant to City Code Title 85 Chapter 85.04 and 86.06)**

THE CITY COUNCIL OF THE CITY OF SACRAMENTO RESOLVES:

1. The Director of Administrative Services is hereby authorized to adjust the 1998/99 budget to reflect the operating transfers from the Additional Library Services Assessment District to the City Operating Budgets in accordance with the Engineer's Report.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____

RESOLUTION NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

**RESOLUTION ADOPTING THE FY 1998/99 BUDGET
ASSESSMENT FOR ADDITIONAL LIBRARY SERVICES
ASSESSMENT DISTRICT NO. 96-02
(Pursuant to City Code Title 85 Chapter 85.04 and 86.06)**

THE CITY COUNCIL OF THE CITY OF SACRAMENTO RESOLVES:

1. The Director of Finance is hereby authorized to adjust the 1998/99 budget to reflect the operating transfers from the Landscaping and Lighting Fund to City Operating Budgets in accordance with the Engineer's Report.

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

RESOLUTION NO.: _____

DATE ADOPTED: _____