

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
Regular Meeting of Thursday, July 27, 2023
City Hall Council Chambers, 6360 Fountain Square Dr., Citrus Heights, CA
Regular Meeting 6:00 p.m.**

HOW TO PARTICIPATE:

The City of Citrus Heights welcomes your interest and involvement in the City's legislative process. The Council may take up any agenda item at any time, regardless of the order listed. If you wish to address the Council during the meeting, please fill out a Speaker Identification Sheet and give it to the City Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally, speakers are limited to five minutes each with 30 minutes being allowed for all comments. Any public comments beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Mayor has the discretion to lengthen or shorten the allotted times. Alternatively, you may submit your comment by 4:00 p.m. on the meeting day by completion of an online Speaker Card at <https://www.citrusheights.net/FormCenter/City-Council-Meetings-Speaker-Card-30>. Written public comments shall be limited to 250 words or less. Each comment will be read aloud by the City Clerk.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection during normal business hours at City Hall, located at 6360 Fountain Square Drive. Audio/Visual presentation material must be provided to the City Clerk's Office at least 48 hours prior to the meeting. Email subscriptions of the agenda are available online by signing up with the City's [Notify Me](#) service.

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IN PERSON



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July 21, 2023



Amy Van, City Clerk

REGULAR CITY COUNCIL MEETING
6:00 PM**CALL REGULAR MEETING TO ORDER**

1. Flag Salute
2. Roll Call: Council Members: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
3. Video Statement

APPROVAL OF AGENDA**PUBLIC COMMENT****COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES****CONSENT CALENDAR**

It is recommended that all consent items be acted on simultaneously unless separate discussion and/or action are requested by a Council Member.

4. **SUBJECT:** Approval of Minutes
RECOMMENDATION: Approve the Minutes of the Meeting of July 13, 2023
5. **SUBJECT:** Review the Sacramento Stormwater Quality Partnership Program and Authorize Fiscal Year 2023/2024 Expenditures
STAFF REPORT: R. Cave / L. Blomquist / D. Kehrer
RECOMMENDATION: Adopt Resolution 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager or Designee to Expend Stormwater Funds for the City of Citrus Heights' Shared Cost of Joint Implemented Municipal Separate Storm Sewer System Requirements with the Sacramento Stormwater Quality Partnership

PUBLIC HEARING

6. **SUBJECT:** Landscape Maintenance Assessment District 97-01 (Zones 1, 2, 3 & 4) – Levy of Assessments
STAFF REPORT: R. Cave / L. Blomquist
RECOMMENDATION: Adopt Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3 & 4)
7. **SUBJECT:** Landscape Maintenance Assessment Districts 98-01, 98-02 & 03-01 – Levy of Fiscal Year 2023/2024 Assessments
STAFF REPORT: R. Cave / L. Blomquist
RECOMMENDATION: Staff recommends the following in order:

- a. Adopt Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 98-01 (Stock Village Units Nos. 1 and 2)
 - b. Adopt Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 98-02 (Zone 1: Sorenson Ranch, Zone 2: Autumnwood, Zone 3: Mariposa Creek and Zone 4: Wyatt Ranch)
 - c. Adopt Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for Landscape Maintenance Assessment District No. 03-01 (Stock Ranch Zones 1: Stock Ranch North, Zone 2: Stock Ranch South and Zone 3: Mitchell Farms)
8. **SUBJECT:** Citrus Heights Lighting Assessment District – Levy of Fiscal Year 2023/2024 Assessments
STAFF REPORT: R. Cave / L. Blomquist
RECOMMENDATION: Adopt Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, to Confirm the Diagram and Assessment and to Levy Fiscal Year 2023/2024 Assessments for the Citrus Heights Lighting Assessment District

REGULAR CALENDAR

9. **SUBJECT:** Approval of Fiscal Year 2023-24 Greater Sacramento Economic Council Annual Agreement
STAFF REPORT: M. Huber
RECOMMENDATION: Adopt Resolution No. 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, Approving Greater Sacramento Economic Council Annual Agreement

DEPARTMENT REPORTS

10. **SUBJECT:** Crosswoods Community Park Rabbit Update
DEPARTMENT: Police Department

CITY MANAGER ITEMS

ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

ADJOURNMENT

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
MINUTES**

**Special/Regular Meeting of Thursday, July 13, 2023
City Hall Council Chambers
6360 Fountain Square Drive, Citrus Heights, CA
Teleconference Location – Hyatt Regency, 1107 Jamboree Road, Newport Beach, CA 92660**

CALL SPECIAL MEETING TO ORDER

The special meeting was called to order at 5:00 p.m. by Mayor Schaefer.

1. Roll Call: Council Members present: Karpinski-Costa, Lopez-Taff, Middleton (remote via teleconference), Daniels, Schaefer
Council Members absent: None
Staff present at the roll call: Feeney, Jones and Van

PUBLIC COMMENT

None

CLOSED SESSION

2. CONFERENCE WITH LABOR NEGOTIATORS
Pursuant to Government Code Section 54957.6
Agency designated representatives: Ashley Feeney, City Manager, Ryan Jones, City Attorney, and Patrick Clark, Negotiator
Employee organization: Citrus Heights Police Officers Association, Citrus Heights Police Employees Association, and unrepresented employees

The City Council, City Manager and City Attorney participated in the closed session.

REPORT OUT OF CLOSED SESSION

There was no reportable action from closed session.

ADJOURNMENT

Mayor Schaefer adjourned the special meeting at 6:11 p.m.

CALL REGULAR MEETING TO ORDER

The regular meeting was called to order at 6:12 p.m. by Mayor Schaefer.

1. The Flag Salute was led by Mayor Schaefer.
2. Roll Call: Council Members present: Karpinski-Costa, Lopez-Taff, Middleton (remote via teleconference), Daniels, Schaefer
Council Members absent: None

Staff present: Feeney, Jones, Kempenaar, Piva, Poole, Van and department directors.

3. The video statement was read by City Clerk Van.

APPROVAL OF AGENDA

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Karpinski-Costa, the City Council approved the agenda.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES: None
ABSENT: None

PUBLIC COMMENT

Thomas Spencer stated he is pleased with the way that the City is moving. He stated the fireworks event was fabulous.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Middleton attended the Stars and Stripes event. She attended the Citrus Heights Chamber Luncheon. She provided a report from the League of California Cities Board meeting.

Council Member Karpinski-Costa attended the Stars and Stripes event. She provided an update from the Sacramento-Yolo Mosquito and Vector Control District. She will be speaking at the Neighborhood Area 6 meeting. She provided a report from the Sacramento Area Sewer District Board meeting.

Council Member Lopez-Taff attended the San Juan Unified School District Board meeting. She toured the Citrus Heights Police Department with Chief Turcotte. She attended the Stars and Stripes event. She announced that the Sacramento Public Library system has a commemorative Sacramento Kings library card.

Vice Mayor Daniels attended the Veterans Center spaghetti fundraising dinner. He attended the Stars and Stripes event. He stated August 1 is National Night Out and encouraged residents to attend a local neighborhood event.

Mayor Schaefer attended the Stars and Stripes event. He announced the candidate filing period dates for the San Juan Unified School District Board vacant seat that will be on the November ballot.

CONSENT CALENDAR

4. **SUBJECT:** Approval of Minutes
RECOMMENDATION: Approve the Minutes of the Meeting of June 22, 2023
5. Pulled for discussion.
6. **SUBJECT:** Initiate Proceedings for Fiscal Year 2023/2024 Annual Update for Landscape Maintenance Assessment Districts 98-01, 98-02 (Zones 1, 2, 3, & 4) and 03-01 (Zones 1, 2, & 3)

STAFF REPORT: R. Cave / L. Blomquist

RECOMMENDATION: Staff recommends the following, in order:

- a. Adopt Resolution No. 2023-058, a Resolution of the City Council of the City of Citrus Heights, California, to Initiate Proceedings Pursuant to the Landscaping and Lighting Act of 1972 for Landscape Maintenance Assessment District No. 98-01
- b. Adopt Resolution No. 2023-059, a Resolution of the City Council of the City of Citrus Heights, California, to Initiate Proceedings Pursuant to the Landscaping and Lighting Act of 1972 for Landscape Maintenance Assessment District No. 98-02 (Zones 1, 2, 3, & 4)
- c. Adopt Resolution No. 2023-060, a Resolution of the City Council of the City of Citrus Heights, California, to Initiate Proceedings Pursuant to the Landscaping and Lighting Act of 1972 for Landscape Maintenance Assessment District No. 03-01 (Zones 1, 2, & 3)
- d. Adopt Resolution No. 2023-061, a Resolution of the City Council of the City of Citrus Heights, California, for the Intention to Levy and Collect Assessments for Fiscal Year 2023/2024 for Landscape Maintenance Assessment District No. 98-01
- e. Adopt Resolution No. 2023-062, a Resolution of the City Council of the City of Citrus Heights, California, for the Intention to Levy and Collect Assessments for Fiscal Year 2023/2024 for Landscape Maintenance Assessment District No. 98-02 (Zones 1, 2, 3, & 4)
- f. Adopt Resolution No. 2023-063, a Resolution of the City Council of the City of Citrus Heights, California, for the Intention to Levy and Collect Assessments for Fiscal Year 2023/2024 for Landscape Maintenance Assessment District No. 03-01 (Zones 1, 2, & 3)

7. **SUBJECT:** Citrus Heights Lighting Assessment District – Initiate Proceedings for Fiscal Year 2023/2024 Annual Update

STAFF REPORT: R. Cave / L. Blomquist

RECOMMENDATION: Staff recommends the following, in order:

- a. Adopt Resolution No. 2023-064, a Resolution of the City Council of the City of Citrus Heights, California, to Initiate Proceedings Pursuant to the Landscaping and Lighting Act of 1972 for the Citrus Heights Lighting District
- b. Adopt Resolution No. 2023-065, a Resolution of the City Council of the City of Citrus Heights, California, for the Intention to Levy and Collect Assessments for Fiscal Year 2023/2024 for the Citrus Heights Lighting District

8. **SUBJECT:** Adoption of Nine-Month Strategic Objectives

STAFF REPORT: A. Feeney

RECOMMENDATION: Adopt Resolution No. 2023-066, a Resolution of the City Council of the City of Citrus Heights, California, Adopting the “Nine-Month Strategic Planning Objectives for June 1, 2023 to March 1, 2024”

9. **SUBJECT:** On-Call Arborist Services (Tree Assistance Program)
STAFF REPORT: C. Kempenaar / A. Bermudez
RECOMMENDATION: Adopt Resolution No. 2023-067, a Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Davey Resource Group for On-Call Arborist Services

10. Pulled for discussion.

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Middleton, the City Council adopted Consent Calendar Items 4, 6, 7, 8 and 9.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES: None
ABSENT: None

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

5. **SUBJECT:** Initiate Proceedings for Fiscal Year 2023/2024 Annual Update for Landscape Maintenance Assessment District 97-01 (Zones 1, 2, 3, & 4)
STAFF REPORT: R. Cave / L. Blomquist
RECOMMENDATION: Staff recommends the following, in order:
- a. Adopt Resolution No. 2023-056, a Resolution of the City Council of the City of Citrus Heights, California, to Initiate Proceedings Pursuant to the Landscaping and Lighting Act of 1972 for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3, & 4)
 - b. Adopt Resolution No. 2023-057, a Resolution of the City Council of the City of Citrus Heights, California, for the Intention to Levy and Collect Assessments for Fiscal Year 2023/2024 for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3, & 4)

Council Member Karpinski-Costa pulled Item 5 and noted two of the zones in this landscape maintenance assessment district are not sustaining themselves, therefore she requested additional information be included in the report for Council at the public hearing on July 27, 2023, including the extent to which the rest of the taxpayers are subsidizing those zones, and how much we have subsidized them over time.

ACTION: On a motion by Council Member Karpinski-Costa, seconded by Vice Mayor Daniels, the City Council adopted Consent Calendar Item 5.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES: None
ABSENT: None

10. **SUBJECT:** Appointment to Fill Vacancy on the Citrus Heights Education Committee
STAFF REPORT: A. Van
RECOMMENDATION: Adopt Resolution No. 2023-068, a Resolution of the City Council of the City of Citrus Heights, California, Appointing a Member to the Citrus Heights Education Committee (CHEC) to Fill a Vacancy

Council Member Karpinski-Costa pulled Item 10 for a separate vote.

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Lopez-Taff, the City Council adopted Consent Calendar Item 10.

AYES: Lopez-Taff, Daniels, Schaefer
NOES: Karpinski-Costa, Middleton
ABSENT: None

PUBLIC HEARING

11. **SUBJECT:** Resolution Confirming Report of Delinquent Solid Waste Charges and Ordering Collection of Delinquencies on the Property Tax Roll
STAFF REPORT: R. Cave / M. Poole
RECOMMENDATION: Adopt Resolution No. 2023 -069, A Resolution of the City Council of the City of Citrus Heights, California, Confirming a Report of Delinquent Solid Waste Charges and Ordering Collection of Delinquencies on the Property Tax Roll

Operations Manager Poole stated staff recommends the City Council conduct a public hearing for any and all persons having objections to the proposed collection of delinquent solid waste charges, penalties and interest through the County tax roll. As of June 30, 2023, there are 1,002 delinquent accounts with a total delinquent amount of \$553,681.44.

Council Member questions followed.

Mayor Schaefer opened the public hearing at 6:37 p.m., hearing no speakers he closed the public hearing.

ACTION: On a motion by Council Member Karpinski-Costa, seconded by Council Member Lopez-Taff, the City Council adopted Resolution No. 2023-069, A Resolution of the City Council of the City of Citrus Heights, California, Confirming a Report of Delinquent Solid Waste Charges and Ordering Collection of Delinquencies on the Property Tax Roll.

AYES: Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES: None
ABSENT: None

REGULAR CALENDAR

12. **SUBJECT:** Resolution to Adopt Affordable Ownership Program Guidelines
STAFF REPORT: C. Kempenaar / N. Piva / A. Bermudez
RECOMMENDATION: Adopt Resolution No. 2023-070, a Resolution of the City Council of the City of Citrus Heights, California, Adopting the Affordable Ownership Program Guidelines and Finding the Project Categorically Exempt from the California Environmental Quality Act

Community Development Director Kempenaar reported the item is affordable housing guidelines that provides the rules that the City must follow as affordable units are built in the City and the long-term monitoring.

Housing and Human Services Program Coordinator Piva explained the Guidelines create and preserve long-term affordable homeownership opportunities. They define the process and outline the roles and responsibilities for the Developer, Buyer and the City. It also provides a roadmap for financial resources needed for the program's long-term monitoring and reporting requirements. She provided an overview of key highlights of the Guidelines. She explained that the Guidelines apply to housing developments proposed on surplus land and housing developments requesting concessions or permit streamlining in exchange for providing affordable housing.

Council questions followed.

ACTION: On a motion by Vice Mayor Daniels, seconded by Council Member Lopez-Taff, the City Council adopted Resolution No. 2023-070, a Resolution of the City Council of the City of Citrus Heights, California, Adopting the Affordable Ownership Program Guidelines and Finding the Project Categorically Exempt from the California Environmental Quality Act.

AYES:	Karpinski-Costa, Lopez-Taff, Middleton, Daniels, Schaefer
NOES:	None
ABSENT:	None

DEPARTMENT REPORTS

None

CITY MANAGER ITEMS

City Manager Feeney reported that General Services worked closely with Caltrans focusing on removing excess vegetation and raising the canopy along the off-ramp at Antelope Rd. He announced that Sunrise Pointe, an affordable housing project at 7424 Sunrise Blvd. is now open and residents are moving in. He noted another affordable housing project that is under construction, the Fair Oaks Senior Affordable Apartments at 12057 Fair Oaks Blvd. He stated the Citrus Heights Police Station lobby has been designated as a cooling center during the severe weather warning. He highlighted the results of the Stars and Stripes event.

ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

Council Member Karpinski-Costa requested to look into the process of establishing a sister city, possibly with Ukraine. Mayor Schaefer and Council Member Middleton supported the request.

ADJOURNMENT

Mayor Schaefer adjourned the regular meeting at 6:57 p.m.

Respectfully submitted,

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT

MEMORANDUM

DATE: July 27, 2023

TO: Mayor and City Council Members
Ashley J. Feeney, City Manager

FROM: Regina Cave, General Services Director
Leslie Blomquist, City Engineer

SUBJECT: Review the Sacramento Stormwater Quality Partnership Program
and Authorize Fiscal Year 2023/2024 Expenditures

Summary and Recommendation

The Sacramento Stormwater Quality Partnership (SSQP) oversees and manages implementation of regional stormwater related activities including monitoring target pollutant programs, regional public outreach, regional commercial/industrial program, new development, and program management.

In 2012, the city entered into a Memorandum of Understanding (MOU) with the other partnership agencies in the Sacramento Region regarding administrative responsibilities and apportionment of costs regarding the region's National Pollutant Discharge Elimination System (NPDES) Permit specifying that the City of Citrus Heights is responsible for 5.9% of the annual costs associated with this partnership.

Staff recommends the City Council approve Resolution 2023-_____, a Resolution of the City Council of the City of Citrus Heights, California, authorizing the City Manager or designee to expend stormwater funds for the City of Citrus Heights' shared cost of joint implemented Municipal Separate Storm Sewer System requirements with the Sacramento Stormwater Quality Partnership.

Fiscal Impact

Funding for the proposed service agreement for \$76,637.81 is included in the FY 2023/24 Storm Water Utility Fund (Fund 209) budget.

Background and Analysis

The City of Citrus Heights has a Municipal Separate Storm Sewer System (MS4) permit from the Regional Water Quality Control Board (RWQCB), and is one of seven agencies grouped

Subject: Review the Sacramento Stormwater Quality Partnership Program and authorize FY 23/24 expenditures

Date: July 27, 2023

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together in Sacramento County. Citrus Heights shares the same requirements in the permit as all partnership agencies, though the requirements can be split into two basic categories - individual and joint compliance activities. The SSQP was established to coordinate the joint compliance activities.

In 2012, the city entered into an MOU with the SSQP regarding administrative responsibilities and cost apportionment. The cost apportionment is based on the relative population of each agency, and for the City of Citrus Heights the apportionment is currently 5.9%.

The compliance activities provided by the SSQP include the following:

- Monitoring and Target Pollutant Program
Stormwater monitoring and regulatory support services, Delta Regional Monitoring Program, and technical expertise on stormwater policy and regulations.
- Regional Public Outreach Program
General and community based outreach.
- Regional Commercial/Industrial Program and New Development
Design manual and updates to be used for construction documents and post-construction water quality compliance.
- Program Management
Administer and manage the Partnership's Regional Stormwater Quality Program to ensure continued compliance with the MS4 General Permit.

The total anticipated cost for participation in the partnership for FY 2023/2024 is \$76,637.81 (city's 5.9% share of total costs). A summary of the city's FY 2023/2024 contributions is included as Exhibit A.

Attachments

1. Resolution 2023-____, a Resolution of the City Council of the City of Citrus Heights, California, authorizing the City Manager or designee to expend stormwater funds for the City of Citrus Heights' shared cost of joint implemented Municipal Separate Storm Sewer System requirements with the Sacramento Stormwater Quality Partnership
2. Sacramento Stormwater Quality Partnership, Summary of Joint Permittee Costs, DRAFT FY 2023/2024 BUDGET

RESOLUTION NO. 2023- ____

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,
CALIFORNIA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXPEND
STORMWATER FUNDS FOR THE CITY OF CITRUS HEIGHTS' SHARED COST OF
JOINT IMPLEMENTED MUNICIPAL SEPARATE STORM SEWER SYSTEM
REQUIREMENTS WITH THE SACRAMENTO STORMWATER QUALITY PARTNERSHIP**

WHEREAS, the City has a stormwater system within its limits;

WHEREAS, the stormwater system is comprised of man-made features (Municipal Separate Storm Sewer System, MS4) as well as naturally occurring creeks and channels, including waters of the United States (WOTUS);

WHEREAS, the federal Clean Water Act (CWA) establishes the basic structure for regulating discharges of pollutants into the WOTUS and regulating quality standards for surface waters;

WHEREAS, under the CWA, Environmental Protection Agency (EPA) has implemented pollution control including National Pollutant Discharge Elimination System (NPDES);

WHEREAS, NPDES Program has been delegated to the State of California for implementation through the State Water Resources Control Board (State Water Board) and the nine Regional Water Quality Control Boards (Regional Water Boards), collectively Water Boards;

WHEREAS, the California Regional Water Quality Control Board, Central Valley Region ("CVRWQCB") has been charged by the State Water Board with the responsibility to issue NPDES permits within the Central Valley Region;

WHEREAS, the City of Citrus Heights is situated within the Central Valley Region;

WHEREAS, the CVRWQCB has developed a single Region-wide MS4 Permit (Order) that promotes greater watershed/drainage shed coordination, water quality measure protections, and program implementation efficiencies;

WHEREAS, on June 23, 2016 the Regional Water Board issued an NPDES MS4 permit, NPDES No. CAS085324, Order No. R5-2016-0040, (Permit) for the County of Sacramento and the cities of Citrus Heights, Elk Grove, Folsom, Galt, Rancho Cordova and Sacramento (collectively the "Permittees" and individually the "Permittee");

WHEREAS, the Permit requires the Permittees to monitor stormwater discharges and implement multiple programs to reduce the level of pollutants discharged into receiving waters;

WHEREAS, the Permittees have previously entered into an MOU to establish administrative responsibilities and apportionment of costs related to shared activities associated with Permit implementation;

WHEREAS, the MOU includes the responsibility for the timely payment of all monetary obligations by each Permittee for joint activities; and

WHEREAS, the attached Sacramento Stormwater Quality Partnership Summary of Joint Permittee Costs Draft FY 2023/2024 Budget has been submitted as an estimate of costs related to joint implemented MS4 requirements.

NOW THEREFORE BE IT RESOLVED AND ORDERED that the City of Citrus Heights does hereby authorize the City Manager or designee to expend stormwater funds for the City of Citrus Heights' shared cost of joint implemented Municipal Separate Storm Sewer System requirements with the Sacramento Stormwater Quality Partnership.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July, 2023 by the following vote, to wit:

AYES: **Council Members:**
NOES: **Council Members:**
ABSTAIN: **Council Members:**
ABSENT: **Council Members:**

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk

Exhibit

A. Sacramento Stormwater Quality Partnership Summary of Joint Permittee Costs Draft FY 2023/2024 Budget

**Sacramento Stormwater Quality Partnership
Summary of Joint Permittee Costs
DRAFT FY 2023/2024 BUDGET**

ITEM 5

Updated: June 6, 2023

Program Element/Activity ⁴	Lead Agency	Consultant	FY24 Proposed Budget	FY23 Contract Budget	FY24 Permittee Costs ¹							
					County	Citrus Hts	Elk Grove	Folsom	Galt	Rancho	Sac	
					38.4%	5.9%	10.9%	5.2%	1.7%	4.6%	33.3%	
Monitoring Program/Special Studies/TMDL												
Monitoring & Regulatory Support Services	City-Bryan	LWA	\$ 758,013.00	\$ 575,268.00	\$ 291,076.99	\$ 44,722.77	\$ 82,623.42	\$ 39,416.68	\$ 12,886.22	\$ 34,868.60	\$ 252,418.33	
Delta Regional Monitoring Program (RMP)	County-Ken	DRMP non-profit	\$ 103,000.00	\$ 103,000.00	\$ 39,552.00	\$ 6,077.00	\$ 11,227.00	\$ 5,356.00	\$ 1,751.00	\$ 4,738.00	\$ 34,299.00	
Contingency (CEC, pyrethroid, bacteria ph2 or SSQP specific, etc.)	County/City				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
			Subtotal =	\$ 861,013.00	\$ 678,268.00	\$ 330,628.99	\$ 50,799.77	\$ 93,850.42	\$ 44,772.68	\$ 14,637.22	\$ 39,606.60	\$ 286,717.33
Target Pollutant Reduction												
Pesticides: CASQA Pesticide Reduction Project	County-Ken	CASQA	\$ 35,000.00	\$ 35,000.00	\$ 13,440.00	\$ 2,065.00	\$ 3,815.00	\$ 1,820.00	\$ 595.00	\$ 1,610.00	\$ 11,655.00	
Pesticide Consultant Support (Armand Ruby)			\$ -	\$ 29,000.00								
			Subtotal =	\$ 35,000.00	\$ 64,000.00	\$ 13,440.00	\$ 2,065.00	\$ 3,815.00	\$ 1,820.00	\$ 595.00	\$ 1,610.00	\$ 11,655.00
Public Outreach												
General Outreach:												
Public Opinion Survey	City-Jessica	Sagent		\$ 32,120.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Brochure printing/development (update business brochures)	County/City		\$ 10,000.00		\$ 3,840.00	\$ 590.00	\$ 1,090.00	\$ 520.00	\$ 170.00	\$ 460.00	\$ 3,330.00	
Outreach supplies	City-Jessica		\$ 15,000.00	\$ 11,498.00	\$ 5,760.00	\$ 885.00	\$ 1,635.00	\$ 780.00	\$ 255.00	\$ 690.00	\$ 4,995.00	
			Subtotal: General	\$ 25,000.00	\$ 43,618.00	\$ 9,600.00	\$ 1,475.00	\$ 2,725.00	\$ 1,300.00	\$ 425.00	\$ 1,150.00	\$ 8,325.00
Regional Media:												
Trash/Litter Outreach (community based)			\$ 40,000.00		\$ 15,360.00	\$ 2,360.00	\$ 4,360.00	\$ 2,080.00	\$ 680.00	\$ 1,840.00	\$ 13,320.00	
Stormwater Outreach/Media Placement ²	City-Jessica		\$ 90,000.00	\$ 94,166.00	\$ 34,560.00	\$ 5,310.00	\$ 9,810.00	\$ 4,680.00	\$ 1,530.00	\$ 4,140.00	\$ 29,970.00	
			Subtotal: Regional Media	\$ 130,000.00	\$ 94,166.00	\$ 49,920.00	\$ 7,670.00	\$ 14,170.00	\$ 6,760.00	\$ 2,210.00	\$ 5,980.00	\$ 43,290.00
IPM ³ :												
Alternative Landscaping Outreach	County-Jeanette	Rescape	\$ 65,000.00	\$ 65,000.00	\$ 24,960.00	\$ 3,835.00	\$ 7,085.00	\$ 3,380.00	\$ 1,105.00	\$ 2,990.00	\$ 21,645.00	
IPM consultant (OWOW) ³	City-Jessica	Plant Harmony	\$ 36,000.00	\$ 36,000.00	\$ 13,824.00	\$ 2,124.00	\$ 3,924.00	\$ 1,872.00	\$ 612.00	\$ 1,656.00	\$ 11,988.00	
CASQA OWOW Subscription Cost + Fact Sheet	City/County		\$ 13,010.00	\$ 9,010.00	\$ 4,995.84	\$ 767.59	\$ 1,418.09	\$ 676.52	\$ 221.17	\$ 598.46	\$ 4,332.33	
			Subtotal: IPM	\$ 114,010.00	\$ 110,010.00	\$ 43,779.84	\$ 6,726.59	\$ 12,427.09	\$ 5,928.52	\$ 1,938.17	\$ 5,244.46	\$ 37,965.33
School Education:												
Splash in the Class - Classroom Presentations	City-Jessica		\$ 45,928.00	\$ 45,928.00	\$ 17,636.35	\$ 2,709.75	\$ 5,006.15	\$ 2,388.26	\$ 780.78	\$ 2,112.69	\$ 15,294.02	
			Subtotal: School	\$ 45,928.00	\$ 45,928.00	\$ 17,636.35	\$ 2,709.75	\$ 5,006.15	\$ 2,388.26	\$ 780.78	\$ 2,112.69	\$ 15,294.02
			Public Outreach Subtotal =	\$ 314,938.00	\$ 293,722.00	\$ 120,936.19	\$ 18,581.34	\$ 34,328.24	\$ 16,376.78	\$ 5,353.95	\$ 14,487.15	\$ 104,874.35
New Development												
Stormwater Quality Manual Training or Technical Work (LID, HMP, Trash, Construction General Training)	City/County		\$ 10,000.00		\$ 3,840.00	\$ 590.00	\$ 1,090.00	\$ 520.00	\$ 170.00	\$ 460.00	\$ 3,330.00	
			New Development Subtotal =	\$ 10,000.00	\$ -	\$ 3,840.00	\$ 590.00	\$ 1,090.00	\$ 520.00	\$ 170.00	\$ 460.00	\$ 3,330.00
Program Management												
CASQA Joint Membership	County-Ken		\$ 27,995.00	\$ 25,450.00	\$ 10,750.08	\$ 1,651.71	\$ 3,051.46	\$ 1,455.74	\$ 475.92	\$ 1,287.77	\$ 9,322.34	
Program contingency including outreach	County/City		\$ 50,000.00		\$ 19,200.00	\$ 2,950.00	\$ 5,450.00	\$ 2,600.00	\$ 850.00	\$ 2,300.00	\$ 16,650.00	
			Program Management Subtotal =	\$ 77,995.00	\$ 25,450.00	\$ 29,950.08	\$ 4,601.71	\$ 8,501.46	\$ 4,055.74	\$ 1,325.92	\$ 3,587.77	\$ 25,972.34
			TOTAL =	\$ 1,298,946.00	\$ 1,061,440.00	\$ 498,795.26	\$ 76,637.81	\$ 141,585.11	\$ 67,545.19	\$ 22,082.08	\$ 59,751.52	\$ 432,549.02

		FY24 Compared to Previous FY
TOTAL FY23 Budget (Oct 2022) =	\$ 1,226,008.00	\$ 72,938.00
TOTAL FY22 Budget (May 2021) =	\$ 1,347,322.00	\$ (48,376.00)
TOTAL FY21 Budget (July 2020) =	\$ 1,390,829.00	\$ (91,883.00)
TOTAL FY20 Budget (April 2020) =	\$ 1,220,272.00	\$ 78,674.00

¹ Cost share based on 2012 Permittee MOU cost share allocations.

² IPM Media may include SRCSO contribution up to 20% of IPM media (up to \$22,000).

⁴ FY23 activities may continue to be modified due to COVID-19.



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT MEMORANDUM

DATE: July 27, 2023

TO: Mayor and City Council Members
Ashley J. Feeney, City Manager

FROM: Regina Cave, General Services Director
Leslie Blomquist, City Engineer

SUBJECT: **Landscape Maintenance Assessment District 97-01 (Zones 1, 2, 3 & 4)
Levy of Fiscal Year 2023/2024 Assessments**

Summary and Recommendation

On July 13, 2023, City Council took the first steps toward the proposed annual update for Fiscal Year 2023/2024 for the Landscape Maintenance Assessment Districts (LMAD) 97-01 (Zones 1, 2, 3, and 4). At that time, Council adopted Resolutions of Intention to update the districts and called for a public hearing on July 27, 2023. Subsequently, the City Clerk published the required notice.

The City Council's intent at that meeting was to maintain the assessments for Zones 1, 3 & 4 at the same level as the prior year and to increase the assessments for Zone 2 by 3% over Fiscal Year 2022/2023.

Staff recommends the City Council:

1. Convene the public hearing for the district regarding the proposed annual assessment for Fiscal Year 2023/2024; and
2. Adopt Resolution No. 2023-____: A Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3 & 4).

Fiscal Impact

Assessment District 97-01, Zones 1 (Table No.1) and 2 (Table No. 2) are currently fully funded by their annual assessments as well as use of fund reserves as necessary; therefore, there is no fiscal impact to the General Fund for these zones.

Subject: Landscape Maintenance Assessment District 97-01; Levy of Assessments for Fiscal Year 23/24

Date: July 27, 2023

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Table No. 1
97-01, Zone 1 (Bridgemont)

Description	FY 22/23 Actual*	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$10,259.69	\$10,523.20
Interest on Fund Balance	\$469.86	\$0.00
Total Revenues	\$10,729.55	\$10,523.20
<u>EXPENDITURES:</u>		
Total Expenditures	\$10,445.02	\$11,312.00
Annual Operating Balance ⁽¹⁾	\$284.53	-\$788.80

(1) Balance transferred to/from Assessment Fund reserve.

Table No. 2
97-01, Zone 2 (Heather Downs)

Description	FY 22/23 Actual*	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$12,118.91	\$12,785.55
Interest on Fund Balance	\$1,110.61	\$0.00
Total Revenues	\$13,229.52	\$12,785.55
<u>EXPENDITURES:</u>		
Total Expenditures	\$13,579.65	\$14,849.00
Annual Operating Balance ⁽¹⁾	-\$350.13	-\$2,063.45

(1) Balance transferred to/from Assessment Fund reserve.

Historically, Zone 3 has had adequate funding to cover the annual expenditures. However, beginning in FY 15/16, Zone 3 began operating under a shortfall with insufficient revenues and cash reserves to offset these costs. For FY 22/23, Zone 3 had a projected shortfall of \$8,416.49. Staff's recommendation is to utilize Gas Tax revenues (Fund 205) to cover this shortfall. For FY 23/24, the fund shortfall is expected to increase to be \$9,486.60.

Table No. 3A
97-01, Zone 3 (Verner Glen)

Description	FY 22/23 Actual*	FY 23/24 Proposed
REVENUE:		
Special Assessments Revenues	\$6,402.32	\$6,550.40
Interest on Fund Balance	\$0	\$0
Total Revenues	\$6,402.32	\$6,550.40
EXPENDITURES:		
Total Expenditures	\$14,818.81	\$16,037.00
Annual Operating Shortfall ⁽¹⁾	-\$8,416.49	-\$9,486.60

(1) Gas Tax (Fund 205) revenue is recommended to balance the annual operating shortfall.

The funding for Zone 4 does not adequately cover the maintenance costs. Historically, this Zone has had a shortfall, and the City has implemented cost-saving measures to try and reduce the shortfall to the greatest extent possible. In past years, contributions from the City's Gas Tax and General Fund revenues were used to balance Zone 4. For FY 22/23, Zone 4 had an estimated shortfall of \$15,324.01. Staff's recommendation is to utilize Gas Tax revenues (Fund 205) to cover this shortfall. For FY 23/24, the fund shortfall is expected to be \$15,459.50.

Table No. 4
97-01, Zone 4 (Creekridge)

Description	FY 22/23 Actual*	FY 23/24 Proposed
REVENUE:		
Special Assessments Revenues	\$4,529.86	\$4,717.50
Interest on Fund Balance	\$0	\$0
Total Revenues	\$4,529.86	\$4,717.50
EXPENDITURES:		
Total Expenditures	\$19,853.87	\$20,177.00
Annual Operating Shortfall ⁽¹⁾	-\$15,324.01	-\$15,459.50

(1) Gas Tax (Fund 205) revenue is recommended to balance the annual operating shortfall.

Since the City first took over the LMAD 97-01 from Sacramento County in 1997, the revenues have not been adequate to cover the costs in each of the zones. Over the years, many efforts have been made to reduce costs and in some cases the City has been required to increase assessment. However, continually increasing utility rates and monthly maintenance costs as well as updated methods for allocation of the City's overhead costs have all contributed to the increasing shortfall, most notably in Zones 3 and 4. More recently, staff is using fund reserves in Zones 1 and 2 to balance the annual budgets. The underlying problem is that the assessment revenues

Subject: Landscape Maintenance Assessment District 97-01; Levy of Assessments for Fiscal Year 23/24

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Fiscal Impact, above) have remained largely unchanged since 1996 when Proposition 218, which requires a vote of those assessed to approve an increase, was passed by the California voters.

In 2000, the property owners in Zone 2 approved an immediate assessment increase and the addition of a cost of living increase provision to the zone. Annual expenditures in this zone have now exceeded the additional annual revenues, and the cost of living provision will need to be implemented to ensure sufficient funding in the future.

In 2005, the property owners in Zone 3 approved a one-time assessment increase, but annual expenditures in this zone have now exceeded the additional annual revenues. Zone 4 has voted against increasing their assessments three times since 2005.

Background and Analysis

The City currently has four landscape maintenance districts and several zones within some of the districts.

Assessment District	Zone	Creation Date	Location
97-01	1	1997	“Bridgemont” subdivision off of Van Maren Lane
	2	1997	“Heather Downs” subdivision off of Old Auburn Road
	3	1997	“Verner Glen” (Summerhill) subdivision off of Verner Avenue
	4	1997	“Villa Creekridge” subdivision off of Oak Avenue
98-01	1	1998	“Stock Village Unit No. 1 & 2” Subdivision off of Stock Ranch Road
98-02	1	1998	“Sorenson Ranch” subdivision off of Van Maren Lane
	2	2014	“Autumnwood” subdivision off of Antelope Road
	3	2018	“Mariposa Creek” subdivision off Antelope Road
	4	2019	“Wyatt Ranch” subdivision off Sunrise Boulevard
03-01	1	2003	“Stock Ranch” development on Auburn Blvd - properties north of Arcade Creek
	2	2003	“Stock Ranch” development off of Stock Ranch Road – properties south of Arcade Creek
	3	2020	“Mitchell Farms” subdivision between Sunrise Boulevard and Fair Oaks Boulevard, north of Arcadia Drive.

This agenda item addresses LMAD 97-01; LMAD’s 98-01, 98-02 and 03-01 are addressed under a separate agenda item. The annual update and the levy of assessments for Fiscal Year 2023/2024 for the LMAD 97-01 (Zones 1, 2, 3, and 4), proposed by the resolution will fund the following: maintenance and servicing of landscaping, trees, and other vegetation, and related or appurtenant facilities, including weeding, fertilizing, pruning, and controlling fungus, disease and insect infestation; operation of irrigation and drainage systems, including the provision of water and power, and maintenance of sound walls. Specific maintenance responsibilities for each zone in the district are discussed in the Engineer’s Report.

The revenues including reserves for Zone 1 are adequate to cover its annual expenses and the Engineer’s Report proposes the assessment rate for this zone remain at the rate levied in Fiscal Year 2022/2023.

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Maintenance expenditures for Zone 2 are anticipated to exceed annual assessment revenues and available reserves. As a result, the Engineer's Report proposes a 3% cost of living increase in the annual assessment to be levied on each parcel in Zone 2 in Fiscal Year 2023/2024 to maintain current levels of service and sustain the operating reserves.

Since the City took over 97-01 from the County of Sacramento, Zones 3 and 4 have been largely underfunded and as a result, the City has used various funds, including Gas Tax and General Fund revenues, to cover the operating shortfall. To eliminate the funding gap in Zone 3, an assessment increase was approved by the owners of the assessed properties in 2005. The amount increased from \$42.50 per parcel to \$81.88 per parcel. This assessment increase provided sufficient funds to cover the costs for maintenance and utilities leaving an account balance of a few hundred dollars each year to build reserves until FY 2015/2016. Since FY 2015/2016, irrigation repairs, tree maintenance, the continuing increase in utility rates, and updated methods for allocating the City's overhead costs have contributed to the depletion of existing reserves and, ultimately a budget shortfall. In recent years, subsidy to Zone 3 has been shifted from General Fund to Gas Tax funds. The table below outlines estimated annual revenues and expenditures for Zone 3 dating back to Fiscal Year 2005/2006 when Verner Glen, and Creekridge were separated into two separate zones:

Fiscal Year	Revenues	Expenditures	
		Maintenance	Capital Project*
2005/2006*	\$ 28,279.00	\$ 18,218.00	\$ 13,974.00
2006/2007*	\$ 20,524.80	\$ 9,008.00	\$ 13,974.00
2007/2008*	\$ 20,979.89	\$ 6,619.94	\$ 13,974.00
2008/2009*	\$ 22,329.37	\$ 7,194.67	\$ 13,974.00
2009/2010*	\$ 20,547.52	\$ 6,781.12	\$ 13,974.00
2010/2011*	\$ 20,524.80	\$ 6,391.84	\$ 13,974.00
2011/2012*	\$ 20,820.00	\$ 6,412.00	\$ 13,974.00
2012/2013*	\$ 20,469.00	\$ 6,919.00	\$ 13,974.00
2013/2014*	\$ 20,562.00	\$ 6,023.00	\$ 13,974.00
2014/2015*	\$ 20,397.00	\$ 5,808.00	\$ 13,974.00
2015/2016	\$ 6,776.00	\$ 5,778.00	\$ -
2016/2017	\$ 6,587.00	\$ 10,253.00	\$ -
2017/2018	\$ 6,558.00	\$ 8,802.00	\$ -
2018/2019	\$ 6,569.00	\$ 10,228.00	\$ -
2019/2020	\$ 6,509.00	\$ 15,936.00	\$ -
2020/2021	\$ 6,591.34	\$ 15,025.00	\$ -
2021/2022	\$ 6,353.78	\$ 14,546.37	\$ -
2022/2023	\$ 6,402.32	\$ 14,818.81	\$ -
Estimated cumulative reserve from Zone 3**			\$3,157.00
Total Estimated Subsidy to Zone 3***			\$47,883.63

All revenues and expenditures above tied to respective years Annual Comprehensive Financial Report

*Increased assessments and expenditures attributed to approved sound wall construction project.

**Used to help offset annual costs when expenditures exceeded revenues.

***Maintenance only; does not account for city's contribution towards sound wall.

Subject: Landscape Maintenance Assessment District 97-01; Levy of Assessments for Fiscal Year 23/24

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To balance the Zone 4 budget, the City proposed to increase the annual assessment three times. In 1998/1999 shortly after incorporation and when zones 3 and 4 were one single zone. The City attempted twice more after the zones were separated, in 2005 and again in 2009, however, the owners of properties within Zone 4 voted against a proposed increase in the annual assessment. In 2010, in an effort to reduce future subsidies, the City incorporated a xeriscaping (low-water and maintenance) plan to eliminate some of the more labor intensive and water consuming landscape features, such as turf, and reduced the level of service on the remaining landscaping to a minimum. There had been significant reductions in maintenance and utility costs, but the expenditures still exceeded the existing revenues for this zone. This shortfall was subsidized by the City's General Fund. In an effort to further minimize costs, the City reduced the frequency of maintenance as a pilot project (i.e., every 6 or 8 weeks instead of monthly). However, after numerous complaints from the public of its poor appearance, a higher level of maintenance was reinstated during the FY 2011/2012 year, and Zone 4 continues to see a projected shortfall for FY 2023/2024. In recent years, subsidy to Zone 4 has been shifted from General Funds to Gas Tax funds. The table below outlines estimated annual revenues and expenditures for Zone 4, dating back to Fiscal Year 2005/2006 when Zone 4 was split into two separate zones (Verner Glen, and Creekridge):

Fiscal Year	Revenues	Expenditures
2005/2006*	\$ 4,719.00	\$ 11,173.00
2006/2007*	\$ 4,672.00	\$ 11,574.00
2007/2008*	\$ 4,752.00	\$ 14,101.00
2008/2009*	\$ 4,753.00	\$ 9,942.00
2009/2010*	\$ 4,724.00	\$ 7,091.00
2010/2011*	\$ 4,827.00	\$ 10,648.00
2011/2012*	\$ 4,720.00	\$ 11,127.00
2012/2013*	\$ 4,720.00	\$ 11,129.00
2013/2014*	\$ 4,718.00	\$ 8,174.00
2014/2015*	\$ 4,696.00	\$ 8,130.00
2015/2016*	\$ 4,958.00	\$ 8,643.00
2016/2017*	\$ 4,885.00	\$ 8,536.00
2017/2018*	\$ 4,178.00	\$ 11,957.00
2018/2019*	\$ 4,739.00	\$ 9,480.00
2019/2020*	\$ 4,718.00	\$ 13,717.00
2020/2021*	\$ 4,699.00	\$ 17,627.00
2021/2022*	\$ 4,650.00	\$ 19,701.00
2022/2023	\$ 4,529.00	\$ 19,853.00
Total Estimated Subsidy to Zone 4		\$127,946.00

* Revenues and Expenditures tied to respective years Annual Comprehensive Financial Report

Expenditures above reflect maintenance only; does not reflect costs incurred to when zone transitioned to xeriscaping.

Pursuant to the Landscaping and Lighting Act of 1972, assessment districts of this type must be updated annually. A Resolution to Initiate Proceedings is required as the first action of the City Council in order to initiate the update of the LMADs. Subsequent approval of the assessments to

Subject: Landscape Maintenance Assessment District 97-01; Levy of Assessments for Fiscal Year 23/24

Date: July 27, 2023

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be levied and collected will be for the purpose of meeting operating expenses and purchasing supplies, equipment, or materials necessary to maintain landscape facilities for the districts.

On July 13, 2023, the City Council adopted a Resolution of Intention for LMAD 97-01 (Zones 1, 2, 3, and 4) approving the Engineer's Report; declaring its intention to order the annual update for Fiscal Year 2023/2024 to levy and collect assessments for the City of Citrus Heights Landscape Maintenance Assessment District; and setting Thursday, July 27, 2023 at 6:00 p.m. (or shortly thereafter) as the date and time for the public hearing.

The Engineer's Report summarizes maintenance efforts and proposes the assessment rates for Zones 1, 3 and 4 will not exceed the rate levied in Fiscal Year 2022/2023. The Engineer's Report does recommend increasing the assessment for Fiscal Year 2023/2024 by 3% for Zone 2. The recommended increase is to help sustain existing reserves in the zone as well as maintain the current level of service.

Pursuant to State Law, the City must hold a public hearing on the matter for each District. Since an increase in assessments beyond the allowable annual increase per Zone is not proposed and thus not triggering prop 218, the code only requires the notice to be published in a newspaper and no ballot procedure or special notice will be necessary.

The assessment district diagrams and assessment rolls are contained in the Engineer's Reports.

Attachments

- 1) Resolution No. 2023-____: A Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3 & 4).
- 2) Engineer's Report

RESOLUTION NO. 2023-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, TO CONFIRM THE DIAGRAM AND ASSESSMENT AND TO LEVY FISCAL YEAR 2023/2024 ASSESSMENTS FOR LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT NO. 97-01 (ZONES 1, 2, 3 & 4)

WHEREAS, on July 13, 2023 the City Council (Council) of the City of Citrus Heights (City) adopted its Resolution No. 2023-056, initiating proceedings pursuant to the landscaping and Lighting Act of 1972, being California Streets and Highways Code Sections 22500 *et seq.* (Act), to levy and collect assessments for Fiscal Year 2023/2024 in the City of Citrus Heights Landscape Maintenance Assessment District No. 97-01 (Zones 1, 2, 3 & 4);

WHEREAS, as directed by this Council, the City Engineer has prepared and filed with the City Clerk a report for Fiscal Year 2023/2024 (Engineer's Report) in accordance with the Act;

WHEREAS, on July 13, 2023, Council adopted its Resolution No. 2023-057, approving Engineer's Report, and setting a public hearing date of July 27, 2023, at 6:00 p.m., at the Citrus Heights Council Chambers located at 6360 Fountain Square Drive, Citrus Heights, California 95621;

WHEREAS, a notice of the public hearing was published in the form, time and manner required by law; and

WHEREAS, at the public hearing, Council duly heard all interested persons desiring to be heard.

NOW THEREFORE BE IT RESOLVED AND ORDERED, by the City Council of the City of Citrus Heights hereby declares that:

Section 1. Recitals. The foregoing recitals are true and correct and the City Council so finds and determines.

Section 2. Approval of Engineer's Report. This Council hereby approves the Engineer's Report as now on file with the City Clerk.

Section 3. Improvements Ordered. This Council hereby orders the proposed improvements described in the Engineer's Report to be made.

Section 4. Special Benefit Finding. This Council hereby finds and determines that the assessment included in the Engineer's Report assesses all of the subdivisions of land in the assessment district for the special benefits provided by the improvements in proportion to the special benefits to be received by such subdivision, respectively, from the improvements.

Section 5. Confirmation of Assessment Diagram. This Council hereby confirms the diagram and the assessment now on file with it.

Section 6. Directive to file Diagram and Assessment. This Council hereby directs the City Clerk to file a certified copy of the diagram and the assessment as confirmed with the Sacramento County Auditor.

Section 7. Entry on the Roll. The Sacramento County Auditor is hereby requested to enter on the County Assessment Roll opposite each lot or parcel of land the amount assessed thereupon, as shown on the assessment filed by the City Clerk.

Section 8. Effective Date. This resolution shall take effect from and after the date of its passage.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July 2023, by the following vote to wit:

AYES: **Council Members:**
NOES: **Council Members:**
ABSENT: **Council Members:**
ABSTAIN: **Council Members:**

Tim Schaefer, Mayor

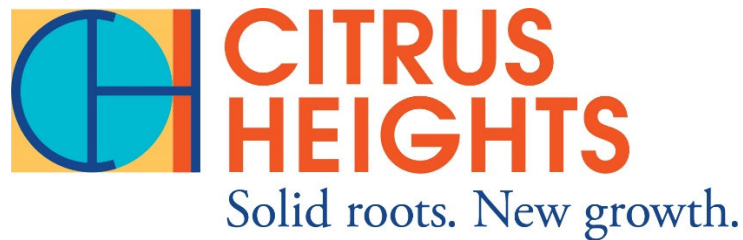
ATTEST:

Amy Van, City Clerk

CITY OF CITRUS HEIGHTS

SACRAMENTO COUNTY

CALIFORNIA



ENGINEER'S REPORT

for

Landscape Maintenance Districts

Assessment District No. 97-01(Zones 1, 2, 3, & 4)
Annual Update for Fiscal Year 2023/2024

Prepared by

Leslie Blomquist

City Engineer

July 13, 2023



CERTIFICATIONS

LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT

NO. 97-01, Zones 1, 2, 3 & 4


(Pursuant to the Landscaping and Lighting Act of 1972)

Engineer's Report for Fiscal Year 2023/2024

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

DATED: July 7, 2023

CITY OF CITRUS HEIGHTS

By 
Leslie Blomquist, P.E.
CITY ENGINEER

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with me on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Citrus Heights, California, on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with the County Auditor of the County of Sacramento on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By _____

ENGINEER'S REPORT
LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT
NO. 97-01, Zones 1, 2, 3, & 4
LEVY of FISCAL YEAR 2023/2024 ASSESSMENTS

INTRODUCTION

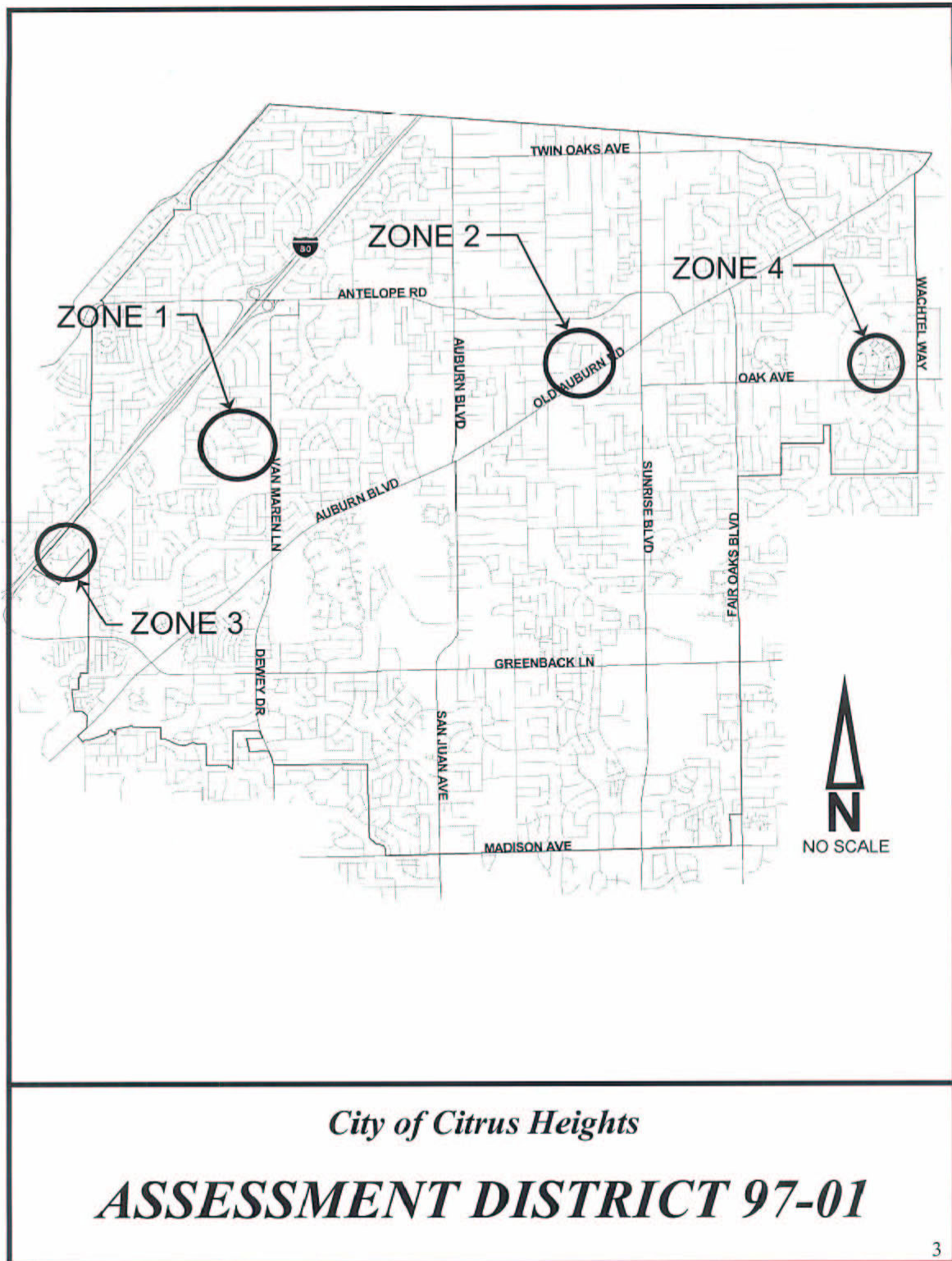
The City of Citrus Heights has four (4) separate Landscape Maintenance Assessment Districts (LMADs), which provide for maintenance of common areas within nine (9) distinct communities around the City. This report addresses only LMAD 97-01, which contains four (4) separate zones. The general locations for Zones 1, 2, 3, & 4 are shown on the maps on the following pages.

The Sacramento County Landscape Maintenance Assessment District (SCLMAD) was created in 1994 by Sacramento County to consolidate eighteen separate landscape maintenance districts into a single district with five zones. Zones were established based on the type of landscaping, the frequency and level of service required and geographical location.

Upon incorporation, all of Zone 1, and part of Zones 2 and 4 of the SCLMAD fell within the boundaries of the City of Citrus Heights. As a result, the City created Assessment District 97-01 (AD 97-01) on August 13, 1997 to take over responsibility for the maintenance of the zones or portions of zones located within Citrus Heights. Subsequently, in 2004, the City split the existing Zone 4 into two separate zones, Zone 3 and Zone 4.

Funding for the District will be from annual assessments levied on property in the four zones. The annual assessment levied on each property is related to the maintenance costs for the zone in which the parcel is located.

The following sections provide detailed explanations of each Zone. The corresponding Budget Assessment tables list the 2023/2024 sources of funds (revenues), uses of funds (direct and indirect expenditures), and the proposed assessment for each. Prior year expenditures and assessments are shown for comparison. The City has separated the accounting for each of the four zones; therefore, any noticing and balloting requirements for each of the zones will be treated independently.



ZONE 1

General:

Known as the Bridgemont Landscape Maintenance Zone, the limits of Zone 1 are defined by Van Maren Lane on the east; north and south of Bridgemont Way, and by Cripple Creek on the west. There are 80 parcels in this Zone, whose boundaries are particularly shown on the Assessment Diagram in Figure 1.1.

The landscape is a natural open space re-vegetation area along Cripple Creek and adjacent to Van Maren Lane. It consists of naturalized and mitigated oak tree stands and other California native plantings. An automatic drip irrigation system is no longer providing water to the re-vegetation plantings, because the plantings are already well established. Routine maintenance includes tree and shrub care, pruning, fertilization, and tree and shrub well maintenance. A minimum of two times per year, in the spring and summer, weed abatement is performed along the open space perimeter, adjacent to the homes within the district.

City performs/manages the maintenance for the LMAD using its own forces or those of contract providers. Figure 1.2 describes the maintenance specifications for the district.

District Financing/Method of Assessment:

Development of the single family Bridgemont subdivision was conditioned upon establishing a funding source to provide for ongoing landscape maintenance to the re-vegetation planting and open space area. The funding for Zone 1 is from annual assessments levied on residential parcels within the zone's assessment boundary (Figure 1.1), pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the Zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all parcels located in Zone 1 that currently qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for Zone 1 upon formation in 1997 was \$131.54.

This Zone does not have a cost of living increase provision.

Annual Assessment:

The annual costs for maintenance in Zone 1 exceeds total revenues from the assessments and the zones cash reserves have been used to balance the annual budget. However, it is anticipated the cash reserves will be depleted by FY 2024/2025. This zone does not have a provision to increase the annual assessment levied on each parcel. Therefore, as shown in Figure 1.3. "Summary Analysis", the Fiscal Year 2023/2024 assessments for District 97-01 Zone 1 are proposed to remain the same as the previous fiscal year, at \$131.54 per parcel per year for a total annual assessment of \$10,523.20. In the future it may be necessary to use other funding sources to cover anticipated shortfalls and/or seek approval of a cost of living increase provision through a property owner vote.

The FY 2023/2024 Assessment Roll for Zone 1 is shown in Figure 1.4.

Zone 1 Boundary Description:

All that territory situated in the City of Citrus Heights, County of Sacramento, State of California, more particularly described as follows and as shown on the Assessment Diagram for Zone 1 in Figure 1.1.

Area Description:

All that real property included in the map of Bridgemont, as recorded in the office of the recorder of Sacramento County in Book 195 of Maps, Map number 10 on July 12, 1989.

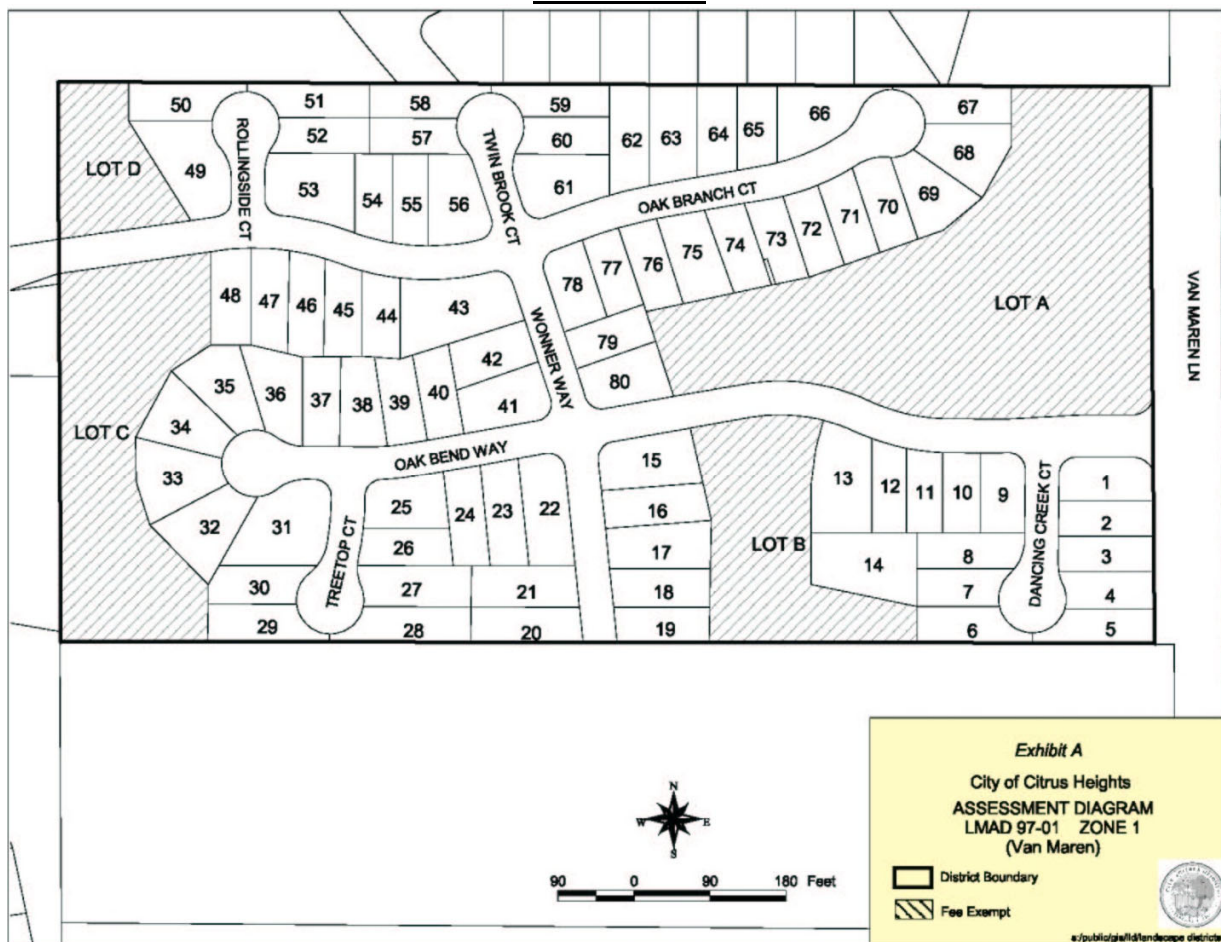
FIGURE 1.1

FIGURE 1.2

AD 97-01 Zone 1 City of Citrus Heights Landscape Maintenance District	
Task Sheet	Van Maren / Riparian Area
Lawn Maintenance:	
1. Mowing, trimming, edging all lawn areas.	
2. Fertilize lawn areas.	
3. Aerate lawn areas.	
4. Weed Control of all lawn areas.	
5. Control infestation of fungus, diseases and/or insects.	
6. Manage irrigation. Adjust controllers as needed.	
Hard/Tall Fescue Maintenance:	
7. Weed control of fescue. <i>Fescue to be as weed free as ornamental turf.</i>	
8. Weedeat fescue seed-heads.	
9. Weedeat fescue to 4" heights.	
10. Fertilize fescue.	
11. Control infestation of fungus, diseases and/or insects.	
12. Manage irrigation. Adjust controllers as needed.	
Trees, Shrubs and Planting Area Maintenance:	
13. Complete weeding of all planting areas.	X
14. Fertilize planting areas.	
15. Fertilize trees.	
16. Prune trees.	X
17. Prune shrubs.	X
18. Control infestation of fungus, diseases and/or insects.	X
19. Maintain adequate staking of all trees.	
20. Manage irrigation. Adjust controllers as needed.	
Groundcover and Vine Maintenance:	
21. Complete weeding of groundcovers.	
22. Fertilize all groundcovers and vines.	
23. Control infestation of fungus, diseases and/or insects.	
24. Prune groundcovers and vines.	X
25. Edge groundcovers.	
26. Manage irrigation. Adjust controllers as needed.	
Grounds Maintenance:	
27. Complete litter pick up of landscape areas.	X
28. Remove all cuttings, trimmings, and leaf debris from site.	X
29. Remove weeds in paved and D.G. areas, fence lines.	X
30. Remove litter and debris (sidewalk and gutter).	X
Weed Abatement:	
31. Complete weed abatement.	
32. Tree/shrub well clearing.	

FIGURE 1.3

SUMMARY ANALYSIS
ASSESSMENT DISTRICT 97-01 - ZONE 1

280-75-290; County DL 0270

	<u>DESCRIPTION</u>	FY 22/23 ACTUAL**	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 131.54	\$ 131.54
	Total Number of Parcels	80	80
	Total Special Assessments	\$ 10,523.20	\$ 10,523.20
<u>REVENUE:</u>			
	Interest on Fund Balance	\$ 469.86	\$ -
	Special Assessments	\$ 10,259.69	\$ 10,523.20
	Total Revenue:	\$ 10,729.55	\$ 10,523.20
<u>EXPENDITURES:</u>			
	Advertising & Mail	\$ 313.02	\$ 371.00
	Professional Services	\$ -	\$ 155.00
	Contract - Landscape/Tree Maintenance	\$ 5,000.00	\$ 5,500.00
	Cost Allocation (Overhead)	\$ 5,132.00	\$ 5,286.00
	Total Expenditures:	\$ 10,445.02	\$ 11,312.00
	Annual Operating Balance	\$ 284.53	\$ (788.80)
	Transfer to/from Operating Reserve	\$ (284.53)	\$ 788.80
	Annual Ending Balance	\$ -	\$ -
<u>OPERATING RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ 28,880.13	\$ 29,164.66
	Operating Reserve Set-a-side	\$ -	\$ -
	Transfer from (to) Annual Operating Balance	\$ 284.53	\$ (788.80)
	Ending Operating Reserve Balance (June 30th)	\$ 29,164.66	\$ 28,375.86
**	Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projections for the 4th quarter.		
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 1.4**ASSESSMENT DISTRICT 97-01 - ZONE 1****A.D. 97-01 (Zone 1) Assessment Roll**

Assessor's Number	Assessment
211 0820 001 0000	131.54
211 0820 002 0000	131.54
211 0820 003 0000	131.54
211 0820 004 0000	131.54
211 0820 005 0000	131.54
211 0820 006 0000	131.54
211 0820 007 0000	131.54
211 0820 008 0000	131.54
211 0820 009 0000	131.54
211 0820 010 0000	131.54
211 0820 011 0000	131.54
211 0820 012 0000	131.54
211 0820 013 0000	131.54
211 0820 014 0000	131.54
211 0820 015 0000	131.54
211 0820 016 0000	131.54
211 0820 017 0000	131.54
211 0820 018 0000	131.54
211 0820 019 0000	131.54
211 0820 020 0000	131.54
211 0820 021 0000	131.54
211 0820 022 0000	131.54
211 0820 023 0000	131.54
211 0820 024 0000	131.54
211 0820 025 0000	131.54
211 0820 026 0000	131.54
211 0820 027 0000	131.54
211 0820 028 0000	131.54
211 0820 029 0000	131.54
211 0820 030 0000	131.54
211 0820 031 0000	131.54
211 0820 032 0000	131.54
211 0820 033 0000	131.54
211 0820 034 0000	131.54
211 0820 035 0000	131.54
211 0820 036 0000	131.54
211 0820 037 0000	131.54
211 0820 038 0000	131.54
211 0820 039 0000	131.54
211 0820 040 0000	131.54
211 0820 041 0000	131.54
211 0820 042 0000	131.54
211 0820 043 0000	131.54

Assessor's Number	Assessment
211 0820 044 0000	131.54
211 0820 045 0000	131.54
211 0820 046 0000	131.54
211 0820 047 0000	131.54
211 0820 048 0000	131.54
211 0820 049 0000	131.54
211 0820 050 0000	131.54
211 0820 051 0000	131.54
211 0820 052 0000	131.54
211 0820 053 0000	131.54
211 0820 054 0000	131.54
211 0820 055 0000	131.54
211 0820 056 0000	131.54
211 0820 057 0000	131.54
211 0820 058 0000	131.54
211 0820 059 0000	131.54
211 0820 060 0000	131.54
211 0820 061 0000	131.54
211 0820 062 0000	131.54
211 0820 063 0000	131.54
211 0820 064 0000	131.54
211 0820 065 0000	131.54
211 0820 066 0000	131.54
211 0820 067 0000	131.54
211 0820 068 0000	131.54
211 0820 069 0000	131.54
211 0820 070 0000	131.54
211 0820 071 0000	131.54
211 0820 072 0000	131.54
211 0820 074 0000	131.54
211 0820 075 0000	131.54
211 0820 076 0000	131.54
211 0820 077 0000	131.54
211 0820 078 0000	131.54
211 0820 079 0000	131.54
211 0820 080 0000	131.54
211 0820 085 0000	131.54

80 Parcels; Total Zone 1 Assessment is \$10,523.20
--

ZONE 2

General:

Known as the Heather Downs Landscape Maintenance Zone, the Zone 2 limits are defined by Old Auburn Road on the south, east and west of Wickham Drive; and Mariposa Avenue on the west, north and south of Heredia Way. There are 82 parcels in this Zone, whose boundaries are more particularly shown on the Assessment Diagram in Figure 2.1.

The maintained area in Zone 2 consists of two landscape types, a natural, open space, re-vegetation area, and a street frontage (corridor). It consists of naturalized and mitigated oak tree stands, other California native plantings and an automatic drip irrigation system providing water to the re-vegetation plantings. Routine maintenance includes tree and shrub care, pruning, fertilization, and tree and shrub well maintenance. A minimum of three times per year, weed abatement mowing is performed in the open space.

The street frontage landscape includes lawn, trees, shrubs, and ground cover. Ongoing street frontage maintenance requires weekly care of the lawn, trees, shrubs, and ground cover, including weed control, fertilization, pruning, and litter removal.

City performs/manages the maintenance for the LMAD using its own forces or those of contract providers. Figure 2.2 describes the maintenance specifications for the district.

District Financing/Method of Assessment:

As a condition of approval, the developer of this single family subdivision was required to establish a funding source to provide ongoing landscape maintenance. The funding for Zone 2 is from annual assessments levied on residential parcels within the zone's assessment boundary (Figure 2.1), pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the Zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all parcels located in Zone 2 that currently qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for Zone 2 upon formation was \$122.74.

The original assessment amount per parcel was insufficient to fund the Zone 2 services after just a few years, so General Fund money was used to supplement this zone. However, in Fiscal Year 2000/2001 the property owners within this zone voted to approve an assessment increase from \$122.74 to \$151.38 per parcel.

Concurrent with the approval of the assessment increase in FY 2000/2001, the property owners also voted to include a cost of living adjustment provision for Zone 2. This provision allows for an increase in the annual assessment with the percent of increase over the previous annual assessment being less than or equal to the cost of living increase based on the Bay Area Consumer Price Index for all urban consumers.

Annual Assessment:

An adjustment in the annual assessment per parcel is proposed for Fiscal Year 2023/2024. Maintenance and replacement costs for Zone 2 have continued to increase beyond the amount of revenue generated by the previous annual assessment. As a result, the City of Citrus Heights must increase the annual assessment on each assessed parcel. As shown in Figure 2.3. “Summary Analysis”, the Fiscal Year 2023/2024 assessments for District 97-01 Zone 2 are proposed to increase by 3% (less than the maximum allowable) to an amount of \$155.92 per residential parcel. These additional revenues are necessary to support the Zone’s operations and maintenance as well as help to restore an appropriate operating reserve.

The FY 2023/2024 Assessment Roll for Zone 2 is shown in Figure 2.4.

Zone 2 Boundary:

All that territory situated in the City of Citrus Heights, County of Sacramento, State of California, more particularly described as follows and as shown on the Assessment Diagram for Zone 2 in Figure 2.1.

Area Description:

All that real property included in the revised map of Heather Downs Two, as recorded in the office of the recorder of Sacramento County in Book 206 of Maps, Map number 2; July, 1991.

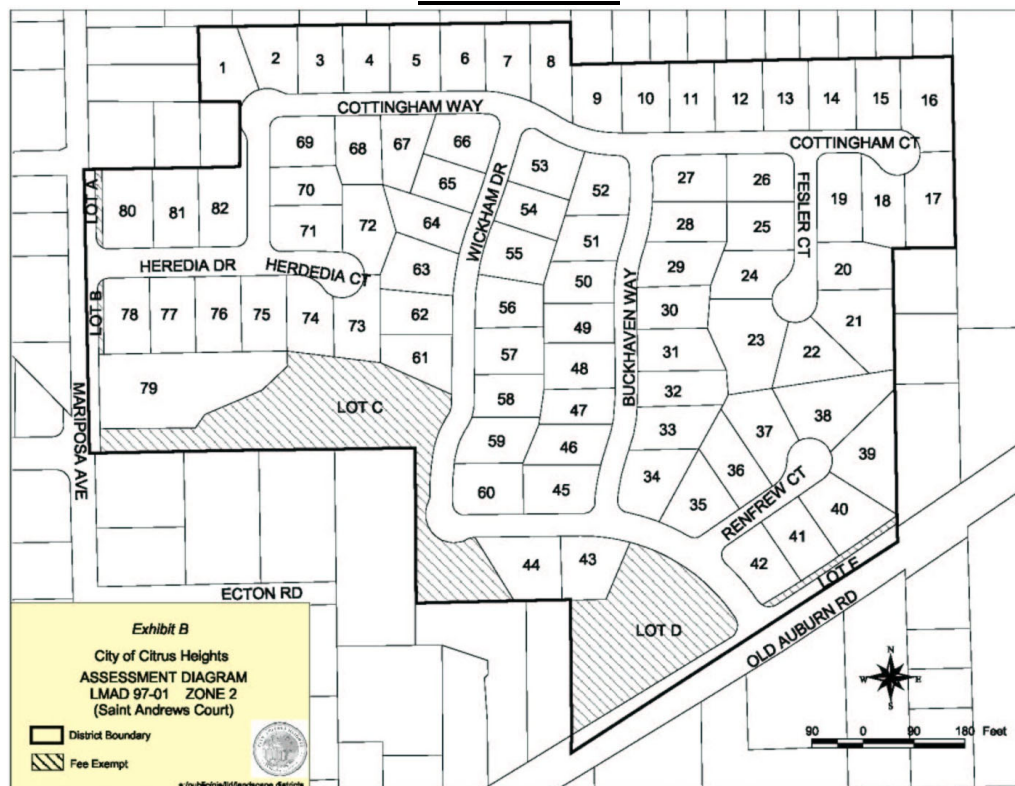
FIGURE 2.1

FIGURE 2.2

AD 97-01 Zone 2 City of Citrus Heights Landscape Maintenance District		
Task Sheet	22100 Heather Downs Frontage	22101 Heather Downs Revegetation
Lawn Maintenance:		
1. Mowing, trimming, edging all lawn areas.	X	
2. Fertilize/weed control of all lawn areas.	X	
3. Aerate lawn areas.	X	
4. Control infestation of fungus, diseases and/or insects.	X	
5. Manage irrigation. Adjust controllers.	X	
Hard/Tall Fescue Maintenance:		
6. Weed control of fescue. <i>Fescue to be as weed free as ornamental turf.</i>		
7. Weedeat fescue seed-heads.		
8. Weedeat fescue to 4" heights.		
9. Control infestation of fungus, diseases and/or insects.		
10. Manage irrigation. Adjust controllers.		
Trees, Shrubs and Planting Area Maintenance:		
11. Complete weeding of all planting areas.	X	
12. Fertilize planting areas.	X	
13. Fertilize trees.	X	
14. Prune trees and remove all trimmings.	X	X
15. Prune shrubs and remove all trimmings.	X	
16. Control infestation of fungus, diseases and/or insects.	X	X
17. Maintain adequate staking of all trees.	X	X
18. Manage irrigation. Adjust controllers.	X	
Groundcover and Vine Maintenance:		
19. Complete weeding of groundcovers.	X	
20. Fertilize all groundcovers and vines.	X	
21. Control infestation of fungus, diseases and/or insects.	X	
22. Prune groundcovers.	X	
23. Edge groundcovers.	X	
24. Manage irrigation. Adjust controllers.	X	
Grounds Maintenance:		
25. Complete litter pick up of landscape areas every visit.	X	
26. Remove all cuttings, trimmings, and leaf debris from site.	X	
27. Remove weeds in paved and D.G. areas, fence lines.	X	
28. Remove litter and debris every visit (sidewalk and gutter).	X	
Weed Abatement:		
29. Complete initial weed abatement.		X
30. Tree/shrub well clearing.		X
31. Mow tall grasses as required by fire protection services.		X

FIGURE 2.3

SUMMARY ANALYSIS
ASSESSMENT DISTRICT 97-02 – ZONE 2

281-75-291; County DL 0271

<u>DESCRIPTION</u>		FY 22/23 ACTUAL**	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 151.38	\$ 155.92
	Total Number of Parcels	82	82
	Total Special Assessments	\$ 12,413.16	\$ 12,785.55
<u>REVENUE:</u>			
	Interest on Fund Balance	\$ 1,110.61	\$ -
	Special Assessments	\$ 12,118.91	\$ 12,785.55
	Total Revenue:	\$ 13,229.52	\$ 12,785.55
<u>EXPENDITURES:</u>			
	Advertising & Mail	\$ 313.02	\$ 371.00
	Utilities	\$ 2,208.63	\$ 2,009.00
	Professional Services	\$ -	\$ 119.00
	Contract - Landscape/Tree Maintenance	\$ 5,868.00	\$ 7,004.00
	Contract - Construction, Repairs & Extra Work	\$ -	\$ -
	Cost Allocation (Overhead)	\$ 5,190.00	\$ 5,346.00
	Total Expenditures:	\$ 13,579.65	\$ 14,849.00
<u>Annual Operating Balance</u>		\$ (350.13)	\$ (2,063.45)
	Transfer to/from Operating Reserve	\$ 350.13	\$ 2,063.45
<u>Annual Ending Balance</u>		\$ -	\$ -
<u>OPERATING RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ 70,534.28	\$ 70,184.15
	Operating Reserve Set-a-side	\$ -	\$ -
	Transfer from (to) Annual Operating Balance	\$ (350.13)	\$ (2,063.45)
	Ending Operating Reserve Balance (June 30th)	\$ 70,184.15	\$ 68,120.70
**	Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projections for the 4th quarter.		
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 2.4

ASSESSMENT DISTRICT 97-01 ZONE 2										
AD 97-01 Zone 2 Assessment Roll										
Assessment Number					Assessment	Assessment Number				
224	0910	001	0000	\$	155.92	224	0910	042	0000	\$ 155.92
224	0910	002	0000	\$	155.92	224	0910	043	0000	\$ 155.92
224	0910	003	0000	\$	155.92	224	0910	044	0000	\$ 155.92
224	0910	004	0000	\$	155.92	224	0910	045	0000	\$ 155.92
224	0910	005	0000	\$	155.92	224	0910	046	0000	\$ 155.92
224	0910	006	0000	\$	155.92	224	0910	047	0000	\$ 155.92
224	0910	007	0000	\$	155.92	224	0910	048	0000	\$ 155.92
224	0910	008	0000	\$	155.92	224	0910	049	0000	\$ 155.92
224	0910	009	0000	\$	155.92	224	0910	050	0000	\$ 155.92
224	0910	010	0000	\$	155.92	224	0910	051	0000	\$ 155.92
224	0910	011	0000	\$	155.92	224	0910	052	0000	\$ 155.92
224	0910	012	0000	\$	155.92	224	0910	053	0000	\$ 155.92
224	0910	013	0000	\$	155.92	224	0910	054	0000	\$ 155.92
224	0910	014	0000	\$	155.92	224	0910	055	0000	\$ 155.92
224	0910	015	0000	\$	155.92	224	0910	056	0000	\$ 155.92
224	0910	016	0000	\$	155.92	224	0910	057	0000	\$ 155.92
224	0910	017	0000	\$	155.92	224	0910	058	0000	\$ 155.92
224	0910	018	0000	\$	155.92	224	0910	059	0000	\$ 155.92
224	0910	019	0000	\$	155.92	224	0910	062	0000	\$ 155.92
224	0910	020	0000	\$	155.92	224	0910	063	0000	\$ 155.92
224	0910	021	0000	\$	155.92	224	0910	064	0000	\$ 155.92
224	0910	022	0000	\$	155.92	224	0910	065	0000	\$ 155.92
224	0910	023	0000	\$	155.92	224	0920	001	0000	\$ 155.92
224	0910	024	0000	\$	155.92	224	0920	002	0000	\$ 155.92
224	0910	025	0000	\$	155.92	224	0920	003	0000	\$ 155.92
224	0910	026	0000	\$	155.92	224	0920	006	0000	\$ 155.92
224	0910	027	0000	\$	155.92	224	0920	007	0000	\$ 155.92
224	0910	028	0000	\$	155.92	224	0920	008	0000	\$ 155.92
224	0910	029	0000	\$	155.92	224	0920	009	0000	\$ 155.92
224	0910	030	0000	\$	155.92	224	0920	010	0000	\$ 155.92
224	0910	031	0000	\$	155.92	224	0920	011	0000	\$ 155.92
224	0910	032	0000	\$	155.92	224	0920	012	0000	\$ 155.92
224	0910	033	0000	\$	155.92	224	0920	013	0000	\$ 155.92
224	0910	034	0000	\$	155.92	224	0920	014	0000	\$ 155.92
224	0910	035	0000	\$	155.92	224	0920	015	0000	\$ 155.92
224	0910	036	0000	\$	155.92	224	0920	016	0000	\$ 155.92
224	0910	037	0000	\$	155.92	224	0920	017	0000	\$ 155.92
224	0910	038	0000	\$	155.92	224	0920	019	0000	\$ 155.92
224	0910	039	0000	\$	155.92	224	0920	023	0000	\$ 155.92
224	0910	040	0000	\$	155.92	224	0920	024	0000	\$ 155.92
224	0910	041	0000	\$	155.92	224	0920	027	0000	\$ 155.92
82 Parcels; Total Zone 2 Assessment is \$12,785.55										

ZONE 3

General:

Zone 4 of LMAD 97-01, as originally adopted by the City, consisted of two widely separated landscape areas with differing landscape types and maintenance responsibilities. In 2004, the City Council adopted a resolution dividing Zone 4 into two parts and thereby creating Zone 3 (previously non-existent). Zone 3 consists of the Verner Glen Subdivision (commonly known as Summerhill). There are 80 parcels in this Zone, whose boundaries are particularly shown on the Assessment Diagram in Figure 3.1.

The maintained area in Zone 3 consists of street frontage landscape including lawn, trees, shrubs, and ground cover. Ongoing street frontage maintenance requires weekly care of the lawn, trees, shrubs, and ground cover, including weed control, fertilization, pruning, and litter removal.

City performs/manages the maintenance for the LMAD using its own forces or those of contract providers. Figure 3.2 describes the maintenance specifications for the district.

District Financing/Method of Assessment:

As a condition of approval, the developer of two single family subdivisions comprising the original Zone 4 was required to establish a funding source to provide ongoing landscape maintenance. The funding was from annual assessments levied on residential parcels within the zone's assessment boundaries, pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the Zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all parcels located within the assessment boundaries that currently qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for Zone 4 upon formation was \$42.50. Upon separation in 2004, the original annual assessment of \$42.50 was carried over to Zone 3.

General Fund money was used to supplement maintenance of landscaped areas in Zone 3 in the past. To eliminate the assessment revenue shortfall, an increase in assessment was proposed in Fiscal Year 98/99, but was unanimously opposed by the property owners in the required balloting process. In 2005 an increase in the annual assessment was again proposed and subsequently the property owners approved a one-time increase in the assessment from \$42.50 to \$81.88.

Concurrent with the assessment increase in 2005, a cost of living adjustment provision was proposed for Zone 3. However, during the property owner balloting process, this provision failed.

Annual Assessment:

The assessment increase approved in 2005 along with focused efforts to reduce overall maintenance costs kept Zone 3 expenditures below available revenues for several years.

However, increased monthly utility costs and the implementation of updated cost allocation procedures by the City have resulted in a shortfall of approximately \$8,416.49 for FY 2022/2023. With no current reserves, this shortfall was subsidized by Gas Tax funds. A shortfall of approximately \$9,486.60 is anticipated for FY 2023/2024.

The Summary Analysis in Figure 3.3 shows details of the Fiscal Year 2023/2024 budget and assessments for Zone 3. The assessments for Zone 3 are proposed to remain the same as Fiscal Year 2022/2023, at \$81.88 per parcel per year for a total annual assessment of \$6,550.40, as this district does not allow for increasing the assessments without a vote of the effected property owners.

The FY 2023/2024 Assessment Roll for Zone 3 is shown in Figure 3.4.

Zone 3 Boundary Description:

All that territory situated in the City of Citrus Heights, County of Sacramento, State of California, more particularly described as follows and as shown on the Assessment Diagram in Figure 3.1.

Area Description:

All that real property included in the Plat of Verner Glen, as recorded in the office of the recorder of Sacramento County in Book 181 of Maps, Map number 21, on March 1988.

FIGURE 3.1

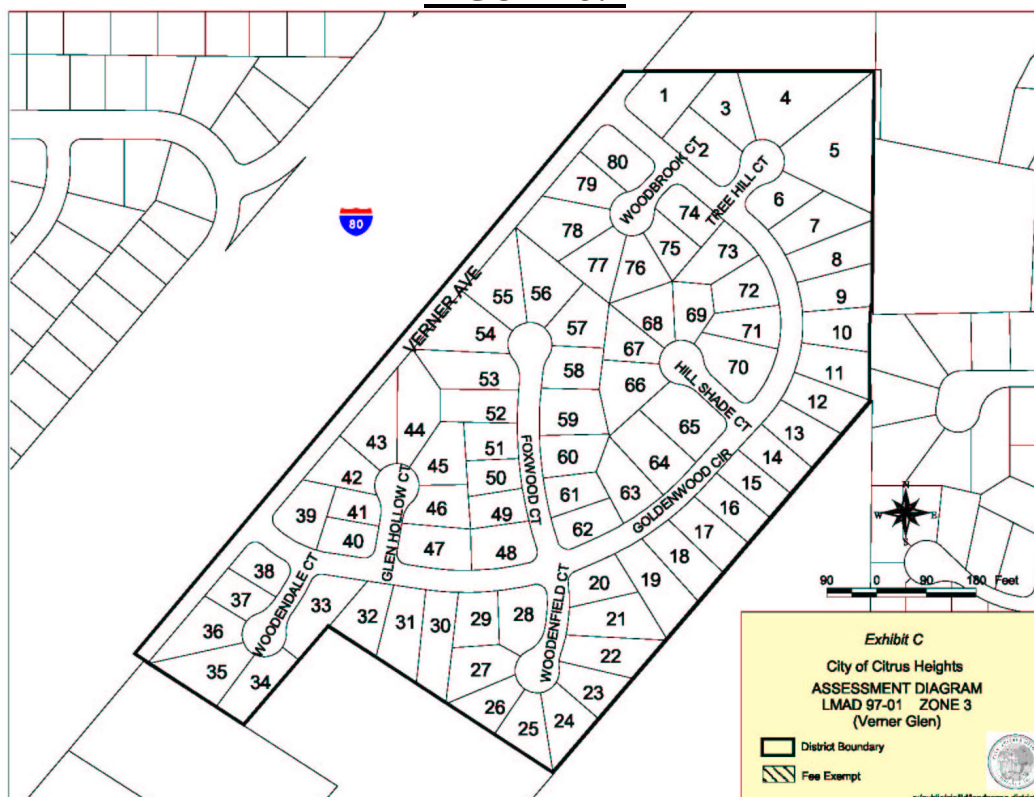


FIGURE 3.2

AD 97-01 Zone 3 City of Citrus Heights Landscape Maintenance District	
Task Sheet	42005 Verner Glen
Lawn Maintenance:	
1. Mowing, trimming, edging all lawn areas.	X
2. Fertilize/weed control lawn areas.	X
3. Aerate lawn areas.	X
4. Control infestation of fungus, diseases and/or insects.	X
5. Manage irrigation. Adjust controllers.	X
Hard/Tall Fescue Maintenance:	
6. Weed control of fescue. <i>Fescue to be as weed free as ornamental turf.</i>	
7. Weedeat fescue seed-heads.	
8. Weedeat fescue to 4" heights.	
9. Fertilize fescue.	
10. Control infestation of fungus, diseases and/or insects.	
11. Manage irrigation. Adjust controllers.	
Trees, Shrubs and Planting Area Maintenance:	
12. Complete weeding of all planting areas.	X
13. Fertilize planting areas and trees.	X
14. Prune trees one time per year.	X
15. Prune shrubs.	X
16. Control infestation of fungus, diseases and/or insects.	X
17. Maintain adequate staking of all trees.	X
18. Manage irrigation. Adjust controllers.	X
Groundcover and Vine Maintenance:	
19. Complete weeding of groundcovers.	X
20. Fertilize all groundcovers and vines.	X
21. Control infestation of fungus, diseases and/or insects.	X
22. Prune groundcovers and vines.	
23. Edge groundcovers.	X
24. Manage irrigation. Adjust controllers.	X
Grounds Maintenance:	
25. Complete litter pick up of landscape areas each visit.	X
26. Remove all cuttings, trimmings, and leaf debris from site each visit.	X
27. Remove weeds in paved and D.G. areas, fence lines.	X
28. Remove litter and debris every visit (sidewalk and gutter).	X
29. Median(s): Remove weeds in paved and D.G. areas.	
30. Median(s): Remove litter and debris each visit (gutter to gutter and nosing).	

FIGURE 3.3

SUMMARY ANALYSIS
ASSESSMENT DISTRICT 97-01 – ZONE 3

288-75-298; County DOL 0279

<u>DESCRIPTION</u>		FY 22/23* ACTUAL	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
Rate Per Parcel		\$ 81.88	\$ 81.88
Total Number of Parcels		80	80
Total Special Assessments:		\$ 6,550.40	\$ 6,550.40
<u>REVENUE:</u>			
Interest on Fund Balance		\$ -	\$ -
Special Assessments		\$ 6,402.32	\$ 6,550.40
Total Revenue:		\$ 6,402.32	\$ 6,550.40
<u>EXPENDITURES:</u>			
Advertising & Mail		\$ 313.02	\$ 165.00
Utilities		\$ 2,871.79	\$ 3,296.00
Professional Services		\$ -	\$ 119.00
Contract - Landscape Maintenance		\$ 6,540.00	\$ 7,210.00
Contract - Construction, Repairs & Extra Work		\$ -	\$ -
Contract -Materials & Supplies		\$ -	\$ -
Cost Allocation (Overhead)		\$ 5,094.00	\$ 5,247.00
Total Expenditures:		\$ 14,818.81	\$ 16,037.00
<u>Annual Operating Balance</u>		\$ (8,416.49)	\$ (9,486.60)
Transfer to/from Operating Reserve		\$ 8,416.49	\$ 9,486.60
<u>Annual Ending Balance</u>		\$ -	\$ -
<u>OPERATING RESERVE</u>			
Beginning Fund Balance (July 1st)		\$ -	\$ -
Operating Reserve Set-a-side		\$ -	\$ -
Transfer from (to) Annual Operating Balance		\$ (8,416.49)	\$ (9,486.60)
Ending Operating Reserve Balance (June 30th)		\$ (8,416.49)	\$ (9,486.60)
** Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projections for the 4th quarter.			

FIGURE 3.4**ASSESSMENT DISTRICT 97-01
ZONE 3****A.D. 97-01 (Zone 3) Assessment Roll**

Assessor's Number				Assessment
229	0970	001	0000	\$81.88
229	0970	002	0000	\$81.88
229	0970	003	0000	\$81.88
229	0970	004	0000	\$81.88
229	0970	005	0000	\$81.88
229	0970	006	0000	\$81.88
229	0970	007	0000	\$81.88
229	0970	008	0000	\$81.88
229	0970	009	0000	\$81.88
229	0970	013	0000	\$81.88
229	0970	014	0000	\$81.88
229	0970	015	0000	\$81.88
229	0970	016	0000	\$81.88
229	0970	017	0000	\$81.88
229	0970	018	0000	\$81.88
229	0970	019	0000	\$81.88
229	0970	020	0000	\$81.88
229	0970	021	0000	\$81.88
229	0970	022	0000	\$81.88
229	0970	023	0000	\$81.88
229	0970	024	0000	\$81.88
229	0970	025	0000	\$81.88
229	0970	026	0000	\$81.88
229	0970	027	0000	\$81.88
229	0970	028	0000	\$81.88
229	0970	029	0000	\$81.88
229	0970	030	0000	\$81.88
229	0970	031	0000	\$81.88
229	0970	032	0000	\$81.88
229	0970	033	0000	\$81.88
229	0970	034	0000	\$81.88
229	0970	035	0000	\$81.88
229	0970	036	0000	\$81.88
229	0970	037	0000	\$81.88
229	0970	038	0000	\$81.88
229	0970	039	0000	\$81.88
229	0970	040	0000	\$81.88
229	0970	041	0000	\$81.88
229	0970	042	0000	\$81.88
229	0970	043	0000	\$81.88
229	0970	044	0000	\$81.88
229	0970	045	0000	\$81.88
229	0970	046	0000	\$81.88

Assessor's Number				Assessment
229	0970	047	0000	\$81.88
229	0970	048	0000	\$81.88
229	0970	049	0000	\$81.88
229	0970	050	0000	\$81.88
229	0970	051	0000	\$81.88
229	0970	052	0000	\$81.88
229	0970	053	0000	\$81.88
229	0970	054	0000	\$81.88
229	0970	055	0000	\$81.88
229	0970	056	0000	\$81.88
229	0970	057	0000	\$81.88
229	0970	058	0000	\$81.88
229	0970	059	0000	\$81.88
229	0970	060	0000	\$81.88
229	0970	061	0000	\$81.88
229	0970	062	0000	\$81.88
229	0970	063	0000	\$81.88
229	0970	064	0000	\$81.88
229	0970	065	0000	\$81.88
229	0970	066	0000	\$81.88
229	0970	067	0000	\$81.88
229	0970	068	0000	\$81.88
229	0970	069	0000	\$81.88
229	0970	070	0000	\$81.88
229	0970	071	0000	\$81.88
229	0970	072	0000	\$81.88
229	0970	073	0000	\$81.88
229	0970	074	0000	\$81.88
229	0970	075	0000	\$81.88
229	0970	076	0000	\$81.88
229	0970	077	0000	\$81.88
229	0970	078	0000	\$81.88
229	0970	079	0000	\$81.88
229	0970	080	0000	\$81.88
229	0970	081	0000	\$81.88
229	0970	082	0000	\$81.88
229	0970	083	0000	\$81.88

80 Parcels; Total Zone 3 Assessment is \$6,550.40

ZONE 4

General:

Zone 4 of LMAD 97-01 was originally adopted by the City in 1997. The original zone consisted of the Summerhill Subdivision and the Villa Creekridge Subdivision. These two single family subdivisions were on opposite sides of the City and had widely differing landscaping and maintenance responsibilities.

As a result of the different geographical locations and maintenance responsibilities, the City Council adopted a resolution in 2004 to divide Zone 4 into two parts. The Verner Glenn (Summerhill subdivision) was incorporated into the newly created Zone 3 and the 111 parcel Villa Creekridge Subdivision remained in Zone 4. Figure 4.1 shows the current boundaries of Zone 4.

Originally the maintained area in Zone 4 consisted of street frontage landscape including lawn, trees, shrubs, and ground cover. Ongoing street frontage maintenance requires weekly care of the lawn, trees, shrubs, and ground cover, including weed control, fertilization, pruning, and litter removal.

Over the years General Fund money has been used to supplement maintenance in Zone 4. To reduce the assessment revenue shortfall, staff repeatedly re-evaluated and adjusted the maintenance effort to reduce costs. In July 2007, the City Council approved detaching a portion of the maintained area from Zone 4 (landscaping along Fireweed Circle). This detached area is now maintained by a neighboring Homeowner's Association under a special agreement. In 2010 the City implemented a xeriscaping (low-water and maintenance) plan to eliminate some of the more labor intensive and water consuming landscape features, such as turf, and reduced the level of service on the remaining landscaping to a minimum. In a further effort to reduce subsidies, in 2011, the City conducted a pilot project that reduced the frequency of maintenance (i.e. every 6 or 8 weeks instead of monthly). However, the monthly maintenance schedule was reinstated due to complaints on its appearance from the public.

Zone 4 now consists of street frontage landscape including trees, shrubs, and ground cover; all with monthly maintenance.

The City performs/manages the maintenance for the LMAD using its own forces or those of contract providers. Figure 4.2 describes the maintenance specifications for the district.

District Financing/Method of Assessment:

As a condition of approval, the developer of two single family subdivisions comprising the original Zone 4 was required to establish a funding source to provide ongoing landscape maintenance. The funding for Zone 4 is from annual assessments levied on residential parcels within the zone's assessment boundaries, pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the Zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all parcels located within the assessment boundaries that

currently qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for Zone 4 upon formation was \$42.50. Upon separation in 2004, the annual assessment for Zone 4 remained at \$42.50 per assessed parcel.

General Fund money has been used to supplement maintenance of landscaped areas in Zone 4 in the past. To eliminate the assessment revenue shortfall, assessment increases were proposed in Fiscal Years 98/99, 2005/2006 and 2009/2010, but all attempts failed under majority opposition by the property owners in the required balloting process.

This Zone does not have a cost of living increase provision.

Annual Assessment:

From the beginning, General Fund revenues have been used to subsidize Zone 4 maintenance. Efforts such as detaching part of the maintained area, replanting with low-water and low maintenance landscaping and even reducing the maintenance frequency have resulted in significant reductions in maintenance and utility costs, but the gap between maintenance expenditures and assessment revenues continues to widen.

For the 2022/2023 fiscal year, the increase of monthly utility costs and the implementation of updated cost allocation procedures by the city has resulted in a shortfall of \$15,324.01. With no reserves, this shortfall was subsidized by Gas Tax revenues.

For FY 2023/2024 the projected budget shortfall is \$15,459.50 and again Gas Tax revenues are being budgeted to cover the shortfall.

Method of Assessment:

As a condition of approval, the developer of the single family subdivision was required to establish a funding source to provide ongoing landscape maintenance. Because each of the single-family lots within the Zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all parcels located in Zone 4 that currently qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances.

The Summary Analysis in Figure 4.3 shows details of the Fiscal Year 2023/24 budget and assessments for Zone 4. The assessments for Zone 4 shall remain the same as Fiscal Year 2022/2023, at \$42.50 per parcel per year for a total annual assessment of \$4,717.50, as this district does not allow for increasing the assessments without a vote of the effected property owners.

The FY 2023/2024 Assessment Roll for Zone 4 is shown in 4.4.

Zone 4 Boundary Description:

All that territory situated in the City of Citrus Heights, County of Sacramento, State of California, more particularly described as follows and as shown on the Assessment Diagram for Zone 4 in Figure 4.1.

Area Description:

All that real property included in the Plat of Villa Creekridge, as recorded in the office of the recorder of Sacramento County Book 188 of Maps, Map number 3; December, 1988.

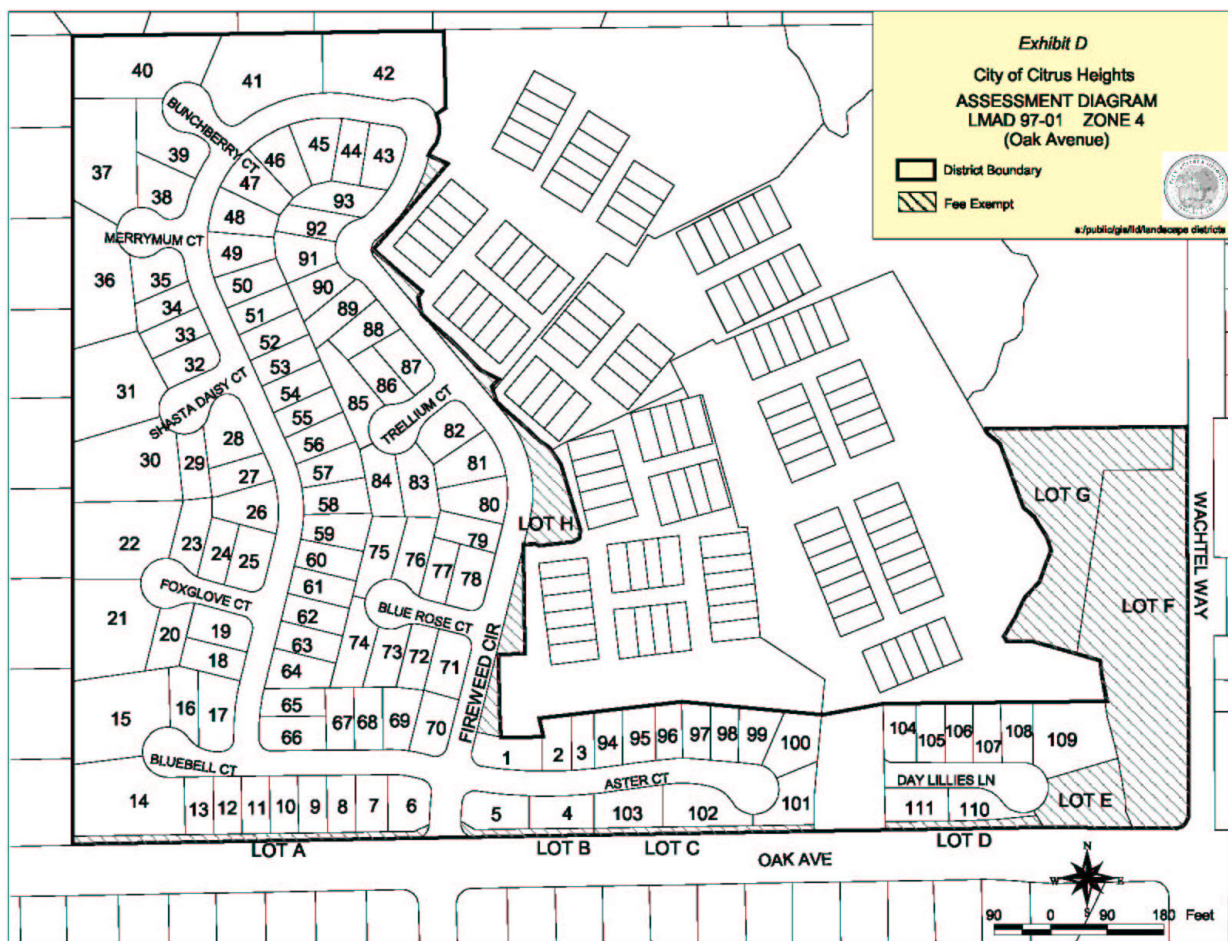
FIGURE 4.1

FIGURE 4.2

AD 97-01 Zone 4 City of Citrus Heights Landscape Maintenance District	
Task Sheet	42006 Villa Creekridge
Lawn Maintenance:	
1. Mowing, trimming, edging all lawn areas.	
2. Fertilize/weed control lawn areas.	
3. Aerate lawn areas.	
4. Control infestation of fungus, diseases and/or insects.	
5. Manage irrigation. Adjust controllers.	
Hard/Tall Fescue Maintenance:	
6. Weed control of fescue. <i>Fescue to be as weed free as ornamental turf.</i>	
7. Weedeat fescue seed-heads.	
8. Weedeat fescue to 4" heights.	
9. Fertilize fescue.	
10. Control infestation of fungus, diseases and/or insects.	
11. Manage irrigation. Adjust controllers.	
Trees, Shrubs and Planting Area Maintenance:	
12. Complete weeding of all planting areas.	X
13. Fertilize planting areas and trees.	X
14. Prune trees one time per year.	X
15. Prune shrubs.	X
16. Control infestation of fungus, diseases and/or insects.	X
17. Maintain adequate staking of all trees.	X
18. Manage irrigation. Adjust controllers.	X
Groundcover and Vine Maintenance:	
19. Complete weeding of groundcovers.	X
20. Fertilize all groundcovers and vines.	X
21. Control infestation of fungus, diseases and/or insects.	X
22. Prune groundcovers and vines.	X
23. Edge groundcovers.	X
24. Manage irrigation. Adjust controllers.	X
Grounds Maintenance:	
25. Complete litter pick up of landscape areas each visit.	X
26. Remove all cuttings, trimmings, and leaf debris from site each visit.	X
27. Remove weeds in paved and D.G. areas, fence lines.	X
28. Remove litter and debris every visit (sidewalk and gutter).	X
29. Median(s): Remove weeds in paved and D.G. areas.	
30. Median(s): Remove litter and debris each visit (gutter to gutter and nosing).	

FIGURE 4.3**ASSESSMENT DISTRICT 97-01 – ZONE 4**

282-75-292; County DOL 0272

<u>DESCRIPTION</u>		FY 22/23 ACTUAL**	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
Rate Per Parcel		\$ 42.50	\$ 42.50
Total Number of Parcels		111	111
Total Special Assessments		\$ 4,717.50	\$ 4,717.50
<u>REVENUE:</u>			
Interest on Fund Balance		\$ -	\$ -
Special Assessments		\$ 4,529.86	\$ 4,717.50
Total Revenues:		\$ 4,529.86	\$ 4,717.50
<u>EXPENDITURES:</u>			
Advertising		\$ 313.02	\$ 371.00
Utilities - Electric		\$ 760.68	\$ 515.00
Utilities - Water		\$ 5,178.17	\$ 4,326.00
Professional Services		\$ -	\$ 139.00
Contract - Landscape Maintenance		\$ 8,508.00	\$ 9,579.00
Contract - Construction, Repairs & Extra Work		\$ -	\$ -
Contract - Materials & Supplies		\$ -	\$ -
Cost Allocation (Overhead)		\$ 5,094.00	\$ 5,247.00
Total Expenditures:		\$ 19,853.87	\$ 20,177.00
Annual Operating Balance		\$ (15,324.01)	\$ (15,459.50)
Transfer to/from Operating Reserve		\$ 15,324.01	\$ 15,459.50
Annual Ending Balance		\$ -	\$ -
<u>OPERATING RESERVE</u>			
Beginning Fund Balance (July 1st)		\$ -	\$ -
Operating Reserve Set-a-side		\$ -	\$ -
Transfer from (to) Annual Operating Balance		\$ (15,324.01)	\$ (15,459.50)
Ending Operating Reserve Balance (June 30th)		\$ (15,324.01)	\$ (15,459.50)
<u>FACILITY REPLACEMENT RESERVE</u>			
Beginning Facility Replacement Balance (July 1st)		\$ -	\$ -
Facility Replacement Set-aside		\$ -	\$ -
Replacement Project Cost		\$ -	\$ -
Ending Facility Replacement Balance (June 30th)		\$ -	\$ -
** Recorded actual expenses for the first 3 quarters of Fiscal Year plus projection for the 4th quarter.			

FIGURE 4.4**ASSESSMENT DISTRICT 97-01 - ZONE 4****A.D. 97-01 (Zone 4) Assessment Roll**

Assessor's Number				Assessment
224	0890	001	0000	\$42.50
224	0890	002	0000	\$42.50
224	0890	003	0000	\$42.50
224	0890	004	0000	\$42.50
224	0890	005	0000	\$42.50
224	0890	006	0000	\$42.50
224	0890	007	0000	\$42.50
224	0890	008	0000	\$42.50
224	0890	009	0000	\$42.50
224	0890	010	0000	\$42.50
224	0890	011	0000	\$42.50
224	0890	012	0000	\$42.50
224	0890	013	0000	\$42.50
224	0890	014	0000	\$42.50
224	0890	015	0000	\$42.50
224	0890	016	0000	\$42.50
224	0890	017	0000	\$42.50
224	0890	018	0000	\$42.50
224	0890	019	0000	\$42.50
224	0890	020	0000	\$42.50
224	0890	021	0000	\$42.50
224	0890	022	0000	\$42.50
224	0890	023	0000	\$42.50
224	0890	024	0000	\$42.50
224	0890	025	0000	\$42.50
224	0890	026	0000	\$42.50
224	0890	027	0000	\$42.50
224	0890	028	0000	\$42.50
224	0890	029	0000	\$42.50
224	0890	030	0000	\$42.50
224	0890	031	0000	\$42.50
224	0890	032	0000	\$42.50
224	0890	033	0000	\$42.50
224	0890	034	0000	\$42.50
224	0890	035	0000	\$42.50
224	0890	036	0000	\$42.50
224	0890	037	0000	\$42.50
224	0890	038	0000	\$42.50
224	0890	039	0000	\$42.50
224	0890	040	0000	\$42.50
224	0890	041	0000	\$42.50

Assessor's Number				Assessment
224	0890	042	0000	\$42.50
224	0890	043	0000	\$42.50
224	0890	044	0000	\$42.50
224	0890	045	0000	\$42.50
224	0890	046	0000	\$42.50
224	0890	047	0000	\$42.50
224	0890	048	0000	\$42.50
224	0890	049	0000	\$42.50
224	0890	050	0000	\$42.50
224	0890	051	0000	\$42.50
224	0890	052	0000	\$42.50
224	0890	053	0000	\$42.50
224	0890	054	0000	\$42.50
224	0890	055	0000	\$42.50
224	0890	056	0000	\$42.50
224	0890	057	0000	\$42.50
224	0890	058	0000	\$42.50
224	0890	059	0000	\$42.50
224	0890	060	0000	\$42.50
224	0890	061	0000	\$42.50
224	0890	062	0000	\$42.50
224	0890	063	0000	\$42.50
224	0890	064	0000	\$42.50
224	0890	065	0000	\$42.50
224	0890	066	0000	\$42.50
224	0890	067	0000	\$42.50
224	0890	068	0000	\$42.50
224	0890	069	0000	\$42.50
224	0890	070	0000	\$42.50
224	0890	071	0000	\$42.50
224	0890	072	0000	\$42.50
224	0890	073	0000	\$42.50
224	0890	074	0000	\$42.50
224	0890	075	0000	\$42.50
224	0890	076	0000	\$42.50
224	0890	077	0000	\$42.50
224	0890	078	0000	\$42.50
224	0890	079	0000	\$42.50
224	0890	080	0000	\$42.50
224	0890	081	0000	\$42.50
224	0890	082	0000	\$42.50

ASSESSMENT DISTRICT 97-01 - ZONE 4

A.D. 97-01 (Zone 4) Assessment Roll

Assessor's Number				Assessment
224	0890	083	0000	\$42.50
224	0890	084	0000	\$42.50
224	0890	085	0000	\$42.50
224	0890	086	0000	\$42.50
224	0890	087	0000	\$42.50
224	0890	088	0000	\$42.50
224	0890	089	0000	\$42.50
224	0890	090	0000	\$42.50
224	0890	091	0000	\$42.50
224	0890	092	0000	\$42.50
224	0890	093	0000	\$42.50
224	0900	001	0000	\$42.50
224	0900	002	0000	\$42.50
224	0900	003	0000	\$42.50
224	0900	004	0000	\$42.50
224	0900	010	0000	\$42.50
224	0900	011	0000	\$42.50
224	0900	013	0000	\$42.50
224	0900	014	0000	\$42.50
224	0900	015	0000	\$42.50
224	0900	016	0000	\$42.50
224	0900	017	0000	\$42.50
224	0900	018	0000	\$42.50
224	0900	019	0000	\$42.50
224	0900	020	0000	\$42.50
224	0900	021	0000	\$42.50
224	0900	022	0000	\$42.50
224	0900	026	0000	\$42.50
224	0900	028	0000	\$42.50

111 Parcels; Total Zone 4 Assessment is \$4,717.50
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CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT MEMORANDUM

DATE: July 27, 2023

TO: Mayor and City Council Members
Ashley J. Feeney, City Manager

FROM: Regina Cave, General Services Director
Leslie Blomquist, City Engineer

SUBJECT: **Landscape Maintenance Assessment Districts 98-01, 98-02 and 03-01
Levy of Fiscal Year 2023/2024 Assessments**

Summary and Recommendation

On July 13, 2023, City Council took the first steps toward the proposed annual update for Fiscal Year 2023/2024 for the Landscape Maintenance Assessment Districts (LMAD) 98-01, 98-02 (Zones 1, 2, 3 and 4), and 03-01 (Zones 1, 2 and 3). At that time, Council adopted Resolutions of Intention to update the districts and called for public hearings on July 27, 2023. Subsequently, the City Clerk published the required notice.

Staff recommends the City Council adopt the following resolutions in the order listed:

1. Convene the public hearing for the district regarding the proposed annual assessment for Fiscal Year 2023/2024; and
2. Resolution No. 2023-____: Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 98-01 (Stock Village Units Nos. 1 and 2).
3. Resolution No. 2023-____: Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 98-02 (Zone 1: Sorenson Ranch, Zone 2: Autumnwood, Zone 3: Mariposa Creek and Zone 4: Wyatt Ranch).
4. Resolution No. 2023-____: Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 03-01 (Stock Ranch Zones 1: Stock Ranch North, Zone 2: Stock Ranch South and Zone 3: Mitchell Farms).

Fiscal Impact

Assessment Districts 98-01, 98-02 (Zones 1, 2, 3 and 4), and 03-01 (Zones 1, 2 and 3) are currently fully funded by their annual assessments and operating reserves as needed; therefore, there is no fiscal impact to the General Fund for these districts. The following tables (Nos. 1, 2, 3, 4, 5, 6, 7 and 8) summarize the revenues and expenditures for each of the districts/zones) contained in the engineer's report:

Table No. 1
98-01 Stock Village

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$10,825.83	\$11,286.65
Interest on Fund Balance ⁽¹⁾	\$2,137.60	\$0.00
Total Revenues	\$12,963.43	\$11,286.65
<u>EXPENDITURES:</u>		
Total Expenditures	\$26,300.63	\$14,520.00
Annual Operating Balance ⁽²⁾	-\$13,337.20	-\$3,233.35

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

Table No. 2
98-02, Zone 1 – Sorenson Ranch

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$22,469.72	\$24,256.25
Interest on Fund Balance ⁽¹⁾	\$1,054.44	\$0.00
Total Revenues	\$23,524.16	\$24,256.25
<u>EXPENDITURES:</u>		
Total Expenditures	\$23,317.74	\$28,255.35
Annual Operating Balance	\$206.42 ⁽²⁾	-\$3,999.10 ⁽³⁾

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

(3) Assessment Fund reserves available to balance the annual operating shortfall.

Subject: Landscape Maintenance Assessment Districts 98-01, 98-02 & 03-01, Levy of Assessments for Fiscal Year 23/24
Date: July 27, 2023
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Table No. 3
98-02, Zone 2 - Autumnwood

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$16,726.66	\$17,279.44
Interest on Fund Balance ⁽¹⁾	\$545.53	\$0.00
Total Revenues	\$17,272.19	\$17,279.44
<u>EXPENDITURES:</u>		
Total Expenditures	\$12,230.15	\$18,587.00
Annual Operating Balance	\$5,042.04 ⁽²⁾	-\$1,307.56 ⁽³⁾

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

(3) Assessment Fund reserves available to balance the annual operating shortfall.

Table No. 4
98-02, Zone 3 – Mariposa Creek

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$11,604.45	\$11,987.70
Interest on Fund Balance ⁽¹⁾	\$342.99	\$0.00
Total Revenues	\$11,947.44	\$11,987.70
<u>EXPENDITURES:</u>		
Total Expenditures	\$4,927.13	\$6,077.00
Annual Operating Balance ⁽²⁾	\$7,020.31	\$5,910.70

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

Subject: Landscape Maintenance Assessment Districts 98-01, 98-02 & 03-01, Levy of Assessments for Fiscal Year 23/24
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Table No. 5
98-02, Zone 4 – Wyatt Ranch

Description	FY 22/23 Actual ⁽¹⁾	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$762.70	\$9,224.38
Interest on Fund Balance ⁽¹⁾	\$0.00	\$0
Total Revenues	\$762.70	\$9,224.38
<u>EXPENDITURES:</u>		
Total Expenditures	\$322.51	\$1,675.00
Annual Operating Balance ⁽²⁾	\$440.19	\$7,549.38

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

Table No. 6
03-01, Zone 1 – Stock Ranch NORTH

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$91,327.80	\$94,100.80
Interest on Fund Balance ⁽¹⁾	\$13,197.51	\$0
Total Revenues	\$104,525.31	\$94,100.80
<u>EXPENDITURES:</u>		
Total Expenditures	\$108,684.66	\$116,138.00
Annual Operating Balance ⁽²⁾	-\$4,159.35	-\$22,037.20

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Assessment Fund reserves available to balance the annual operating shortfall.

Table No. 7
03-01, Zone 2 – Stock Ranch SOUTH

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$20,727.54	\$21,534.28
Interest on Fund Balance ⁽¹⁾	\$350.38	\$0.00
Total Revenues	\$21,077.92	\$21,534.28
<u>EXPENDITURES:</u>		
Total Expenditures	\$18,941.49	\$20,727.00
Annual Operating Balance ⁽²⁾	\$1,786.05	\$807.28

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

Table No. 8
03-01, Zone 3 – Mitchell Farms

Description	FY 22/23 Actual	FY 23/24 Proposed
<u>REVENUE:</u>		
Special Assessments Revenues	\$87,319.10	\$88,850.04
Interest on Fund Balance ⁽¹⁾	\$1,644.08	\$0
Total Revenues	\$88,963.18	\$88,850.04
<u>EXPENDITURES:</u>		
Total Expenditures	\$430.01	\$33,865.00
Annual Operating Balance	\$88,533.17	\$54,985.40

(1) Interest earnings estimated; will reflect actuals in final report.

(2) Balance transferred to Assessment Fund reserve.

Continually increasing utility rates and monthly maintenance costs as well as updated methods for allocation of the city's overhead costs have all contributed to an overall increase in district expenditures.

Background and Analysis

The City currently has four (4) landscape maintenance districts with several zones in some of the districts.

Subject: Landscape Maintenance Assessment Districts 98-01, 98-02 & 03-01, Levy of Assessments for Fiscal Year 23/24
Date: July 27, 2023
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Assessment District	Zone	Creation Date	Location
97-01	1	1997	“Bridgemont” subdivision off of Van Maren Lane
	2	1997	“Heather Downs” subdivision off of Old Auburn Road
	3	1997	“Verner Glen” (Summerhill) subdivision off of Verner Avenue
	4	1997	“Villa Creekridge” subdivision off of Oak Avenue
98-01	1	1998	“Stock Village Unit No. 1 & 2” Subdivision off of Stock Ranch Road
98-02	1	1998	“Sorenson Ranch” subdivision off of Van Maren Lane
	2	2014	“Autumnwood” subdivision off of Antelope Road
	3	2018	“Mariposa Creek” subdivision off Antelope Road
	4	2019	“Wyatt Ranch” subdivision off Sunrise Boulevard
03-01	1	2003	“Stock Ranch” development on Auburn Blvd - properties north of Arcade Creek
	2	2003	“Stock Ranch” development off of Stock Ranch Road – properties south of Arcade Creek
	3	2020	“Mitchell Farms” subdivision between Sunrise Boulevard and Fair Oaks Boulevard, north of Arcadia Drive.

This agenda item addresses LMADs 98-01, 98-02, and 03-01 (LMAD 97-01 is addressed under a separate agenda item). Specific maintenance responsibilities for each of these districts are discussed in the Engineer’s Report.

On July 13, 2023, the City Council adopted Resolutions of Intention for each of the three LMADs approving the Engineer’s Report, declaring its intention to order the annual update for Fiscal Year 2023/2024, to levy and collect assessments for the City of Citrus Heights Landscape Maintenance Assessment Districts, and setting Thursday, July 27, 2023 at 6:00 p.m. (or shortly thereafter) as the time and date for the public hearings.

Pursuant to State Law, the City must hold a public hearing on the matter for each District. Since an increase in assessments beyond the allowable annual increase per Zone is not proposed and thus not triggering prop 218, the code only requires the notice to be published in a newspaper.

The annual update and the levy of assessments for Fiscal Year 2023/2024 for the Landscape Maintenance Assessment Districts Nos. 98-01, 98-02 (Zones 1, 2, 3, and 4), and 03-01 (Zones 1, 2 and 3), proposed by the resolutions, will fund the following: maintenance and servicing of landscaping, trees, and other vegetation, and related or appurtenant facilities, including weeding, fertilizing, pruning, and controlling fungus, disease and insect infestation; operation of irrigation and drainage systems including the provision of water and power, and maintenance of sound walls.

The Engineer’s Report summarizes maintenance efforts and recommends increasing assessments for Fiscal Year 2023/2024 by 3% (4% maximum allowed) for Districts 98-01; 98-02 Zones 1, 2, and 3; and 03-01 Zones 1 and 2. The recommended increases are to maintain current levels of service and sustain existing reserves in each of the respected zones.

Subject: Landscape Maintenance Assessment Districts 98-01, 98-02 & 03-01, Levy of Assessments for Fiscal Year 23/24
Date: July 27, 2023
Page 7 of 7

For 98-02 Zone 4, (Wyatt Ranch) and District 03-01, Zone 3 (Mitchell Farms), the recommendation is to continue levying assessments at the same rate as FY 2022/2023. The assessment district diagrams and assessment rolls for these assessment districts are contained in the Engineer's Reports.

Attachments

1. Resolution No. 2023-____: Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 98-01 (Stock Village Units Nos. 1 and 2).
2. Resolution No. 2023-____: Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 98-02 (Zone 1: Sorenson Ranch, Zone 2: Autumnwood, Zone 3: Mariposa Creek and Zone 4: Wyatt Ranch).
3. Resolution No. 2023-____: Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for Landscape Maintenance Assessment District No. 03-01 (Zone 1: Stock Ranch North, Zone 2: Stock Ranch South and Zone 3: Mitchell Farms).
4. Engineer's Report

RESOLUTION NO. 2023-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, TO CONFIRM THE DIAGRAM AND ASSESSMENT AND TO LEVY FISCAL YEAR 2023/2024 ASSESSMENTS FOR LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT NO. 98-01 (STOCK VILLAGE UNITS NOS. 1 AND 2)

WHEREAS, on July 13, 2023, the City Council (Council) of the City of Citrus Heights (City) adopted its Resolution No. 2023-058, initiating proceedings pursuant to the Landscaping and Lighting Act of 1972, being California Streets and Highways Code Sections 22500 *et seq.* (Act), to levy and collect assessments for Fiscal Year 2023/2024 in the City of Citrus Heights Landscape Maintenance Assessment District No. 98-01 (Stock Village Units Nos. 1 and 2);

WHEREAS, as directed by this Council, the City Engineer has prepared and filed with the City Clerk a report for Fiscal Year 2023/2024 (Engineer's Report) in accordance with the Act;

WHEREAS, on July 13, 2023, Council adopted its Resolution No. 2023-061, approving Engineer's Report, and setting a public hearing date of July 27, 2023 at 6:00 p.m., at the Citrus Heights Council Chambers located at 6360 Fountain Square Drive, Citrus Heights, California 95621;

WHEREAS, a notice of the public hearing was published in the form, time and manner required by law; and

WHEREAS, at the public hearing, the Council duly heard all interested persons desiring to be heard.

NOW THEREFORE BE IT RESOLVED AND ORDERED, by the City Council of the City of Citrus Heights hereby declares that:

Section 1. Recitals. The foregoing recitals are true and correct and the Council so finds and determines.

Section 2. Approval of Engineer's Report. This Council hereby approves the Engineer's Report as now on file with the City Clerk.

Section 3. Improvements Ordered. This Council hereby orders the proposed improvements described in the Engineer's Report to be made.

Section 4. Special Benefit Finding. This Council hereby finds and determines that the assessment included in the Engineer's Report assesses all of the subdivisions of land in the assessment district for the special benefits provided by the improvements in proportion to the special benefits to be received by such subdivision, respectively, from the improvements.

Section 5. Confirmation of Assessment Diagram. This Council hereby confirms the diagram and the assessment now on file with it.

Section 6. Directive to file Diagram and Assessment. This Council hereby directs the City Clerk to file a certified copy of the diagram and the assessment as confirmed with the Sacramento County Auditor.

Section 7. Entry on the Roll. The Sacramento County Auditor is hereby requested to enter on the County Assessment Roll opposite each lot or parcel of land the amount assessed thereupon, as shown on the assessment filed by the City Clerk.

Section 8. Effective Date. This resolution shall take effect from and after the date of its passage.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July 2023 by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk

RESOLUTION NO. 2023-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,
CALIFORNIA, TO CONFIRM THE DIAGRAM AND ASSESSMENT AND TO LEVY
FISCAL YEAR 2023/2024 ASSESSMENTS FOR LANDSCAPE MAINTENANCE
ASSESSMENT DISTRICT NO. 98-02 (ZONE 1: SORENSON RANCH,
ZONE 2: AUTUMNWOOD, ZONE 3: MARIPOSA CREEK and ZONE 4: WYATT RANCH)**

WHEREAS, on July 13, 2023, the City Council (Council) of the City of Citrus Heights (City) adopted its Resolution No. 2023-058, initiating proceedings pursuant to the Landscaping and Lighting Act of 1972, being California Streets and Highways Code Sections 22500 *et seq.* (Act), to levy and collect assessments for Fiscal Year 2023/2024 in the City of Citrus Heights Landscape Maintenance Assessment District No. 98-02 (Zone 1: Sorenson Ranch, Zone 2: Autumnwood, Zone 3: Mariposa Creek and Zone 4: Wyatt Ranch);

WHEREAS, as directed by this Council, the City Engineer has prepared and filed with the City Clerk a report for Fiscal Year 2023/2024 (Engineer's Report) in accordance with the Act;

WHEREAS, on July 13, 2023, the Council adopted its Resolution No. 2023-062, approving Engineer's Report, and setting a public hearing date of July 27, 2023, at 6:00 p.m., at the Citrus Heights Council Chambers located at 6360 Fountain Square Drive, Citrus Heights, California 95621;

WHEREAS, a notice of the public hearing was published in the form, time and manner required by law; and

WHEREAS, at the public hearing, the Council duly heard all interested persons desiring to be heard.

NOW THEREFORE BE IT RESOLVED AND ORDERED, by the City Council of the City of Citrus Heights hereby declares that:

Section 1. Recitals. The foregoing recitals are true and correct and the Council so finds and determines.

Section 2. Approval of Engineer's Report. This Council hereby approves the Engineer's Report as now on file with the City Clerk.

Section 3. Improvements Ordered. This Council hereby orders the proposed improvements described in the Engineer's Report to be made.

Section 4. Special Benefit Finding. This Council hereby finds and determines that the assessment included in the Engineer's Report assesses all of the subdivisions of land in the assessment district for the special benefits provided by the improvements in proportion to the special benefits to be received by such subdivision, respectively, from the improvements.

Section 5. Confirmation of Assessment Diagram. This Council hereby confirms the diagram and the assessment now on file with it.

Section 6. Directive to file Diagram and Assessment. This Council hereby directs the City

Clerk to file a certified copy of the diagram and the assessment as confirmed with the Sacramento County Auditor.

Section 7. Entry on the Roll. The Sacramento County Auditor is hereby requested to enter on the County Assessment Roll opposite each lot or parcel of land the amount assessed thereupon, as shown on the assessment filed by the City Clerk.

Section 8. Effective Date. This resolution shall take effect from and after the date of its passage.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July 2023 by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk

RESOLUTION NO. 2023-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,
CALIFORNIA, TO CONFIRM THE DIAGRAM AND ASSESSMENT AND TO
LEVY FISCAL YEAR 2023/2024 ASSESSMENTS FOR LANDSCAPE
MAINTENANCE ASSESSMENT DISTRICT NO. 03-01
(ZONE 1: STOCK RANCH NORTH, ZONE 2: STOCK RANCH SOUTH
and ZONE 3: MITCHELL FARMS)**

WHEREAS, on July 13, 2023, the City Council (Council) of the City of Citrus Heights (City) adopted its Resolution No. 2023-060, initiating proceedings pursuant to the Landscaping and Lighting Act of 1972, being California Streets and Highways Code Sections 22500 et seq. (Act), to levy and collect assessments for Fiscal Year 2023/2024 in the City of Citrus Heights Landscape Maintenance Assessment District No. 03-01 (Zone 1: Stock Ranch North, Zone 2: Stock Ranch South and Zone 3: Mitchell Farms);

WHEREAS, as directed by this Council, the City Engineer has prepared and filed with the City Clerk a report for Fiscal Year 2023/2024 (Engineer's Report) in accordance with the Act;

WHEREAS, on July 13, 2023 the Council adopted its Resolution No. 2023-063, approving Engineer's Report, and setting a public hearing date of July 27, 2023 at 6:00 p.m., at the Citrus Heights Council Chambers located at 6360 Fountain Square Drive, Citrus Heights, California 95621;

WHEREAS, a notice of the public hearing was published in the form, time and manner required by law; and

WHEREAS, at the public hearing, the Council duly heard all interested persons desiring to be heard.

NOW THEREFORE BE IT RESOLVED AND ORDERED, by the City Council of the City of Citrus Heights hereby declares that:

Section 1. Recitals. The foregoing recitals are true and correct and the Council so finds and determines.

Section 2. Recitals Approval of Engineer's Report. This Council hereby approves the Engineer's Report as now on file with the City Clerk.

Section 3. Improvements Ordered. This Council hereby orders the proposed improvements described in the Engineer's Report to be made.

Section 4. Special Benefit Finding. This Council hereby finds and determines that the assessment included in the Engineer's Report assesses all of the subdivisions of land in the assessment district for the special benefits provided by the improvements in proportion to the special benefits to be received by such subdivision, respectively, from the improvements.

Section 5. Confirmation of Assessment Diagram. This Council hereby confirms the diagram and the assessment now on file with it.

Section 6. Directive to file Diagram and Assessment. This Council hereby directs the City Clerk to file a certified copy of the diagram and the assessment as confirmed with the Sacramento County Auditor.

Section 7. Entry on the Roll. The Sacramento County Auditor is hereby requested to enter on the County Assessment Roll opposite each lot or parcel of land the amount assessed thereupon, as shown on the assessment filed by the City Clerk.

Section 8. Effective Date. This resolution shall take effect from and after the date of its passage.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July 2023 by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

Tim Schaefer, Mayor

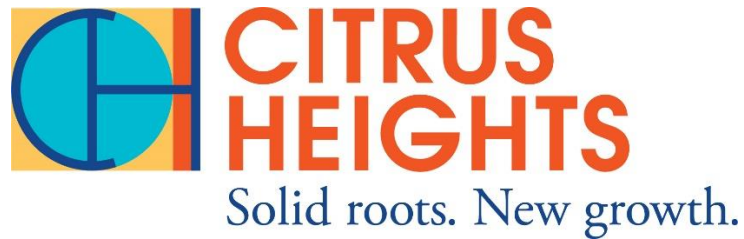
ATTEST:

Amy Van, City Clerk

CITY OF CITRUS HEIGHTS

SACRAMENTO COUNTY

CALIFORNIA



ENGINEER'S REPORT

for

Landscape Maintenance Districts

Assessment District Numbers: 98-01, 98-02 and 03-01

Annual Update for Fiscal Year 2023/2024

Prepared by

Leslie Blomquist

City Engineer

July 13, 2023



CERTIFICATIONS

LANDSCAPE MAINTENANCE DISTRICT ASSESSMENT DISTRICTS NUMBERS: 98-01, 98-02 and 03-01

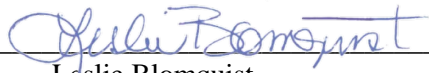
(Pursuant to the Landscaping and Lighting Act of 1972)

Engineer's Report for Fiscal Year 2023/2024

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

DATED: July 13, 2023

CITY OF CITRUS HEIGHTS

By 
Leslie Blomquist
CITY ENGINEER

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with me on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Citrus Heights, California, on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with the County Auditor of the County of Sacramento on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By _____

ENGINEER'S REPORT

LANDSCAPE MAINTENANCE DISTRICT

ASSESSMENT DISTRICT NO. 98-01, Stock Village Unit Nos. 1 & 2

ASSESSMENT DISTRICT NO. 98-02, Zone 1, Sorensen Ranch

ASSESSMENT DISTRICT NO. 98-02, Zone 2, Autumnwood

ASSESSMENT DISTRICT NO. 98-02, Zone 3, Mariposa Creek

ASSESSMENT DISTRICT NO. 98-02, Zone 4, Wyatt Ranch

ASSESSMENT DISTRICT NO. 03-01, Zone 1, Stock Ranch NORTH

ASSESSMENT DISTRICT NO. 03-01, Zone 2, Stock Ranch SOUTH

ASSESSMENT DISTRICT NO. 03-01, Zone 3, Mitchell Farms

LEVY of FISCAL YEAR 2023/2024 ASSESSMENTS

INTRODUCTION

The City of Citrus Heights has four (4) separate landscape maintenance assessment districts, which provide for maintenance of common areas within nine (9) distinct communities around the City. This Engineer's Report addresses three of the Districts, 98-01, 98-02 (Zones 1, 2, 3 and 4), and 03-01 (Zones 1, 2 and 3). The general locations of these districts are shown on the maps on the following pages.

Assessment District 98-01, first created in 1998, is for the maintenance of certain areas within the subdivision called Stock Village Unit No. 1 and Unit No. 2. A Strip of land along the west edge of the subdivision and a strip of land along the east edge, adjacent to Stock Ranch Road are the areas to be maintained.

Assessment District 98-02 (Zone 1), first created in 1998, is for the maintenance of certain areas within and adjacent to the subdivisions called Sorensen Ranch Unit Nos. 1, 2, 3, and 4 development. All improvements are on public property. The improved parcels to be maintained are along the west side of Van Maren Lane (approximately 1500 feet); along the north side of Oak Lakes Lane (approximately 1300 feet); and shorter parcels along Campfire Way at Van Maren Lane (approximately 100 feet on the south side); Horseman Way at Van Maren Lane (approximately 100 feet on the north and south side); and the east side of Silversaddle Way at Oak Lake Lane (approximately 100 feet).

Assessment District 98-02 (Zone 2), first created in 2014, is for the maintenance of certain areas within and adjacent to the Autumnwood Subdivision development. All improvements are on public property. The improved parcels to be maintained are along the south side of Antelope Road (approximately 300 feet); along the east side of Live Oak Way (approximately 370 feet); and two (2) detention basins within the subdivision.

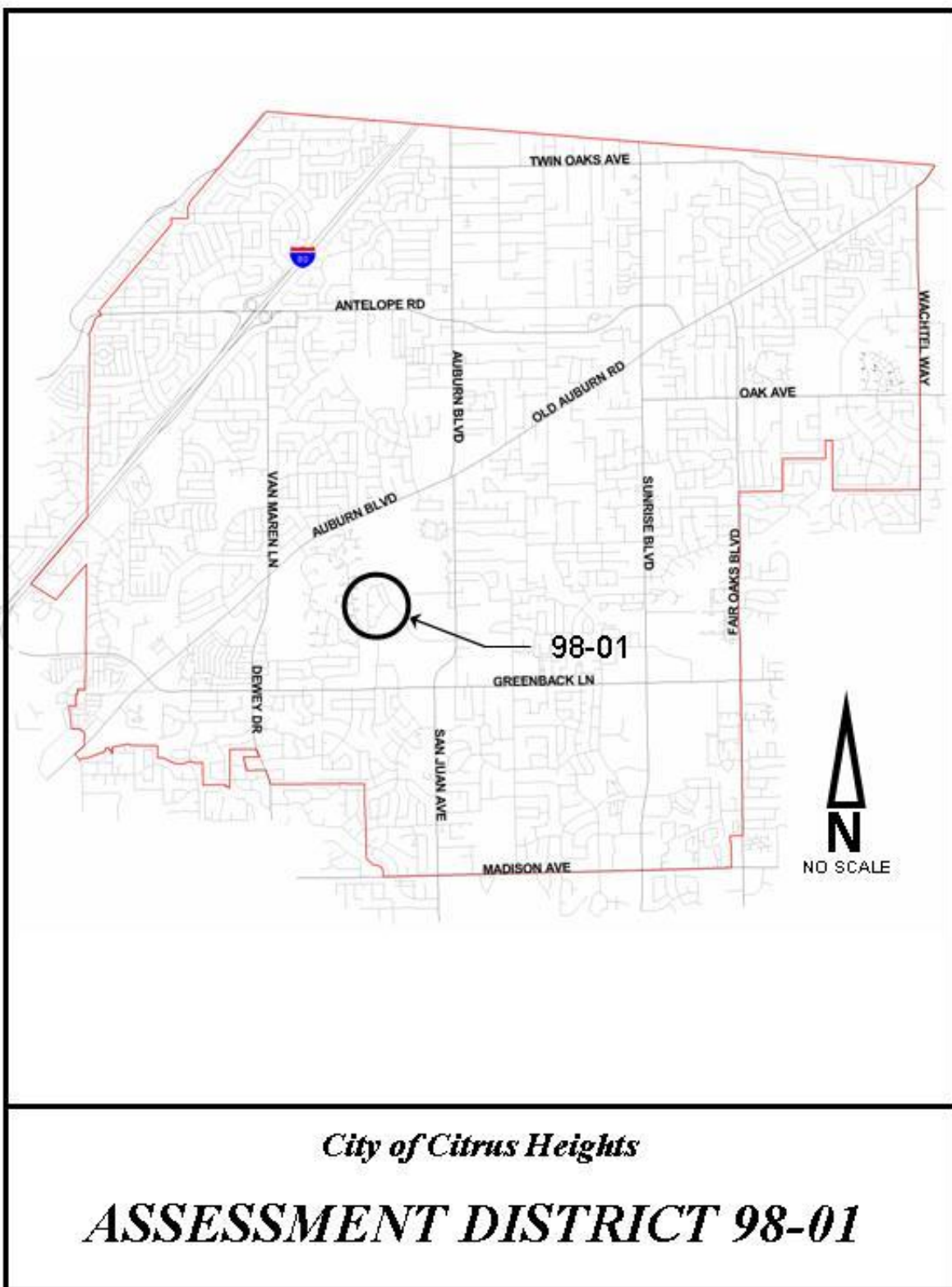
Assessment District 98-02 (Zone 3), first created in 2018, is for the maintenance of certain areas within and adjacent to the Mariposa Creek Subdivision development. All improvements are on public property. The improved parcels to be maintained are along the north side of Antelope Road

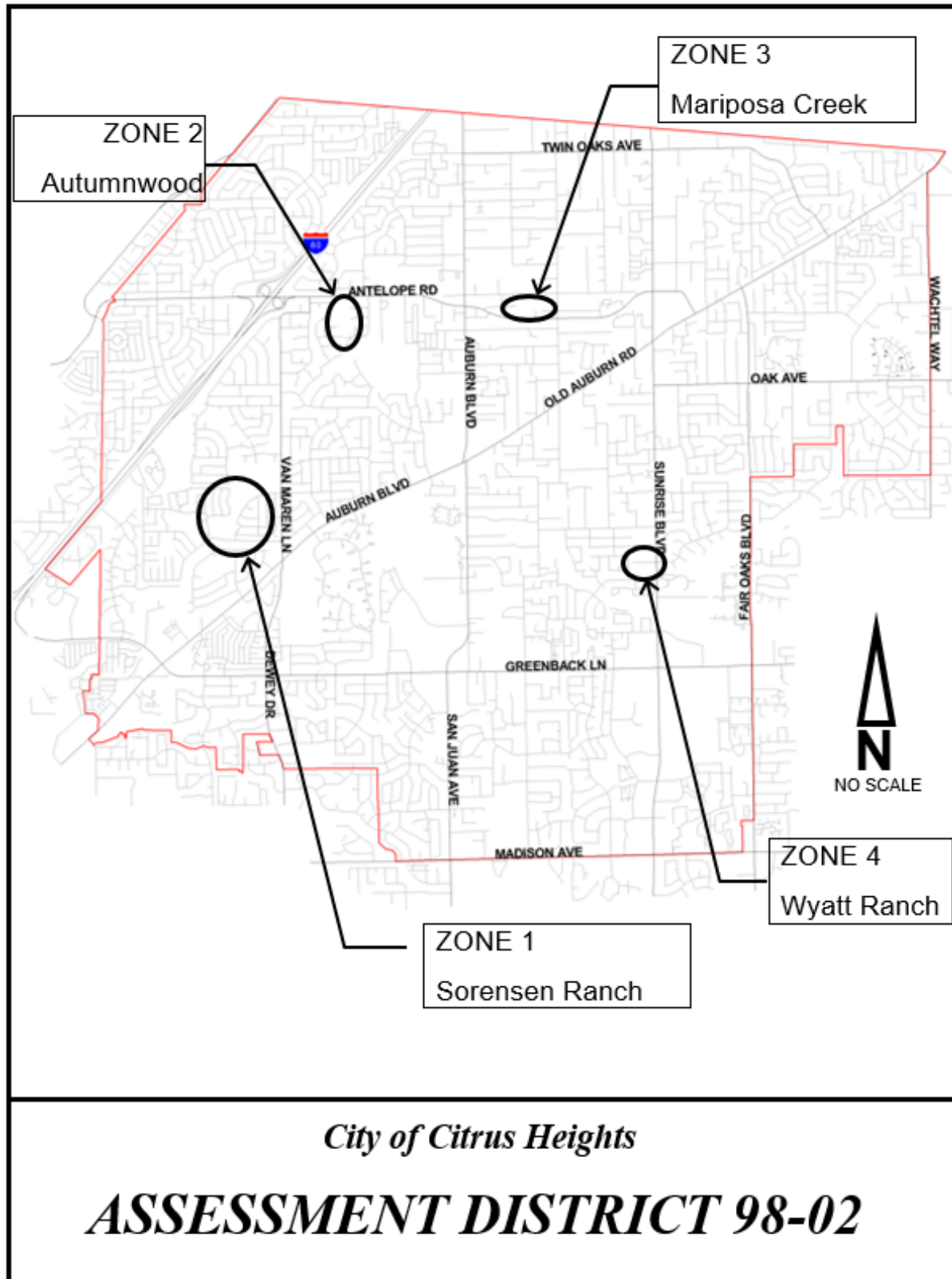
(approximately 436 feet); along Cripple Creek (approximately 185 lineal feet) located on the east side of the development; a pedestrian pathway with landscaping (Lot C) within the subdivision.

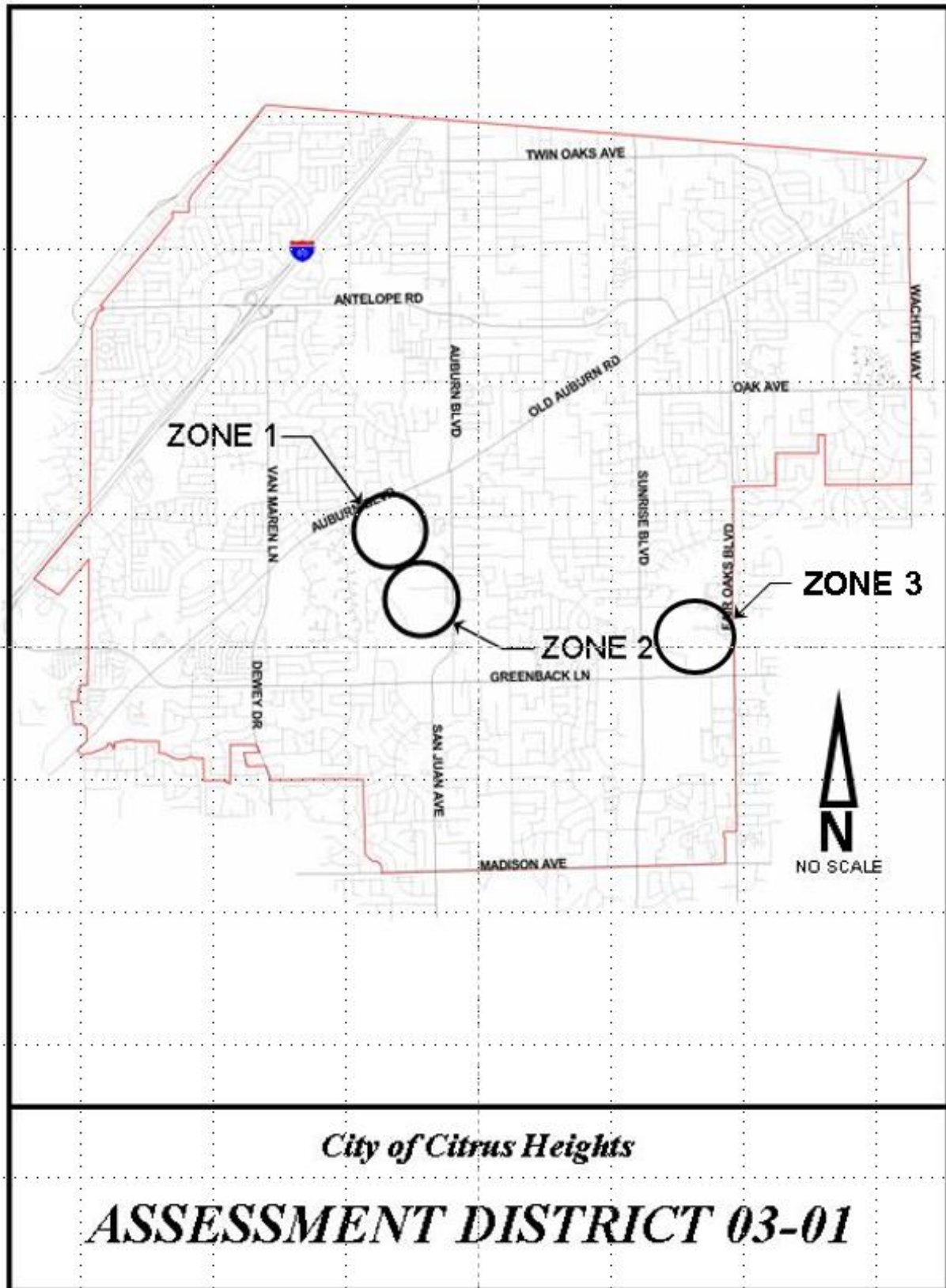
Assessment District 98-02, (Zone 4), provides for the maintenance of landscaping in certain dedicated public spaces within the Wyatt Ranch Subdivision. First annexed into Assessment District 98-02 by the City Council on November 14, 2019, the assessments for this 23 lot single-family parcel residential subdivision located on Lawrence Avenue on the west side of Sunrise Boulevard were not levied for the past two fiscal years due to the uncertainty of the pandemic situation and the resulting delays to construction. However, with completion of construction of the subdivision expected in the next year, assessments for the parcels within this subdivision will be levied for FY 2023/2024.

Assessment District 03-01 (Zones 1 & 2), first created in 2003, is for the maintenance of certain areas within the commercial and residential developments called Stock Ranch. Zone 1 (NORTH) consists of the landscaping along Auburn Boulevard between San Tomas Drive and Raintree Drive (north side of the street and within the medians) and the open space north of Arcade Creek. Zone 2 (SOUTH) consists of the open space on the south side of Arcade Creek and along the north side of Stock Ranch Road.

Assessment District 03-01 (Zone 3), first created in 2020, is for the maintenance of certain areas within and adjacent to the Mitchell Farms Subdivision development. All improvements are on public property. Zone 3 provides for the maintenance of a large open space area (Lot A) along Arcade Creek located in the center of the development (to be dedicated to the Sunrise Recreation and Parks District upon completion) and the landscaping within roundabout and three approach islands on Arcadia Drive.







ASSESSMENT DISTRICT 98-01

GENERAL

Landscape Maintenance Assessment District (LMAD) 98-01, first created in 1998, is located along the west side of Stock Ranch Road north of the Stock Ranch Road / Fountain Square Drive intersection. This LMAD provides for the maintenance of certain areas in and adjacent to Units 1 & 2 of the Stock Village subdivision. There are 133 parcels within this district, whose boundaries are more particularly described on the Assessment Diagram contained in Figure 1.1.

Specific features maintained along the western boundary of the subdivision include, a large group of mature oak trees, the west surface of the sound wall along that edge (but not the structural aspects of the wall) and the tree well areas on the west side of the sound wall. Initially the LMAD was responsible for maintaining 42 large Live and Blue oaks, however, through storm damage, disease, and age; that number has been reduced to 16. The City is committed to ensuring the health and viability of the remaining trees as well as the safety of the nearby residents. Therefore, the trees are regularly inspected by an arborist who specializes in oak tree care and maintenance (i.e. removal, pruning and/or cabling) is performed as recommended.

On the eastern boundary of the development, the LMAD maintains landscaping and irrigation in two planter areas adjacent to Stock Ranch Road (Parcels A and B) and the surface and structural aspects of the sound wall along the residential parcels abutting the two planter areas. The City is committed to the appearance of the development through proper maintenance of the plantings as well as periodic replacement of the plant materials. Additionally, the City also focuses on immediate abatement of graffiti on walls and other public structures.

City performs/manages the maintenance for the LMAD using its own forces or those of contract providers. Figure 1.2 describes the maintenance specifications for the district.

It is understood that should the assessment district be dissolved or not generate enough funds to provide the amount of maintenance described herein, the City may reduce the level of maintenance and reduce or discontinue the repair of the improvements on parcels A and B. Additionally, the City shall then have no obligation to maintain the oak trees and sound wall on the west side of the subdivision. The individual property owners could perform the work on the west edge of the subdivision. The individual property owners would not be a beneficiary of the access easement along the west edge of the subdivision.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the single family Stock Village Unit No. 1 and Unit No. 2 subdivision was required to establish a funding source to provide for ongoing maintenance to the re-vegetation planting and the sound walls and the frontage landscaping and irrigation. The funding for the District is from annual assessments levied on properties within the assessment boundary (Figure 1.1) pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the District was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all Assessment Diagram parcels located in the Assessment District that could qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for District 98-01 upon formation in 1998 was \$158.00 per parcel.

The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment. Each annual increase, if any, that exceeds the amount assessed to the property owners for the prior years shall not exceed the cost of living increase based on the Bay Area Consumer Price Index for all urban consumers.

ANNUAL ASSESSMENT

Initially LMAD 98-01 was fully funded by its assessments and accumulated operating reserves in excess of those needed to address unforeseen tree and soundwall maintenance needs. As a result, in Fiscal Year 2004-2005 the annual assessment was reduced from \$158 to \$80. Over time this reduced assessment rate permitted the District to gradually drawdown the excessive operating reserve balance to an appropriate level. However, in recent years continued increases in the costs of regular maintenance activities and utilities have resulted in the reserves being depleted below the level needed to provide for unscheduled maintenance expenditures (i.e. wall repairs, oak tree trimming and electrical system repairs). As a result, in FY 2022/2023, the City of Citrus Heights, for the first time, utilized the cost of living increase provision and increased the annual assessment by 3%.

An adjustment in the annual assessment per parcel is proposed for Fiscal Year 2023/2024. As shown in Figure 1.3. “Summary Analysis”, the Fiscal Year 2023/2024 annual assessments for District 98-01 are proposed to again increase by 3% (less than the maximum allowable), or approximately \$84.86 per residential parcel, over the rates for FY 2022/2023. These additional revenues are necessary to support the District’s continued maintenance operations and preserve an appropriate operating reserve to address unforeseen maintenance and repair expenses.

The District’s Assessment Roll is shown in Figure 1.4.

FIGURE 1.1

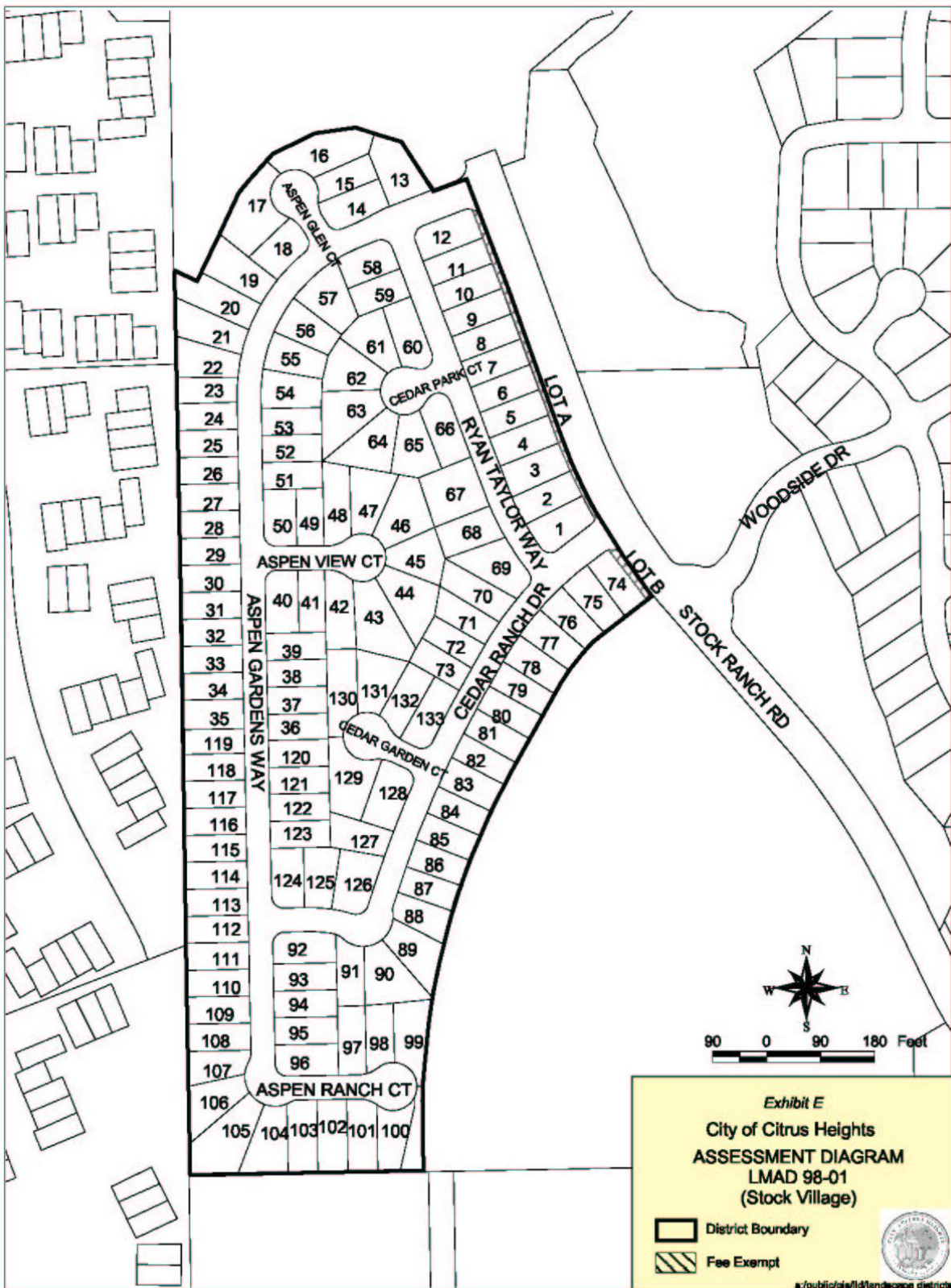


FIGURE 1.2**ASSESSMENT DISTRICT NO. 98-01****MAINTENANCE SPECIFICATION****West edge of Subdivision**

- 1) Maintain 16 Oak trees. Prune Oak trees once every 5 years or as recommended by an arborist. Supply material and apply insect and disease control chemicals to trees and shrubs. Irrigate Oak trees as necessary. Clean debris from around trees once per year. Annual Oak tree inspection and associated report.
- 2) Maintain west sound wall. Clean all graffiti from west surface of wall once every three months, if required.

East edge of Subdivision

- 1) Maintain tree and other planting along east frontage of the subdivision, a minimum of once every two weeks. Maintain irrigation system, weekly. Weed area a minimum of once every two weeks. Fertilize area a minimum of twice per year. Control infestation of fungus, diseases and/or insects. This item includes irrigation repair and replanting as needed.
- 2) Maintain east sound wall. Clean all graffiti from east surface of wall once every three months, if required.

FIGURE 1.3**ASSESSMENT DISTRICT 98-01**

283-75-293; County DL 0273

<u>DESCRIPTION</u>		FY 22/23** ACTUAL	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 82.40	\$ 84.86
	Total Number of Parcels	133	133
	Total Special Assessments	\$ 10,959.20	\$ 11,286.65
<u>REVENUE:</u>			
	Interest on Fund Balance	\$ 2,137.60	\$ -
	Special Assessments	\$ 10,825.83	\$ 11,286.65
	Total Revenues:	\$ 12,963.43	\$ 11,286.65
<u>EXPENDITURES:</u>			
	Advertising	\$ 1,214.08	\$ 567.00
	Utilities - Gas & Electric	\$ 381.22	\$ 278.00
	Utilities - Water	\$ 1,695.98	\$ 1,854.00
	Professional Services	\$ -	\$ 515.00
	Contract - Landscape and Tree Maintenance (services)	\$ 19,962.00	\$ 8,240.00
	Contract - Construction, Repairs & Extra Work	\$ 70.35	\$ -
	Cost Allocation (Overhead)	\$ 2,977.00	\$ 3,066.00
	Total Expenditures:	\$ 26,300.63	\$ 14,520.00
<u>Annual Operating Balance</u>		\$ (13,337.20)	\$ (3,233.35)
	Transfer to/from Operating Reserve	\$ 13,337.20	\$ 3,233.35
<u>Annual Ending Balance</u>		\$ -	\$ -
<u>OPERATING RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ 140,914.16	\$ 127,576.96
	Operating Reserve Set-a-side	\$ -	\$ -
	Transfer from (to) Annual Operating Balance	\$ (13,337.20)	\$ (3,233.35)
	Ending Operating Reserve Balance (June 30th)	\$ 127,576.96	\$ 124,343.61
**	Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projection for the 4th quarter.		
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 1.4

ASSESSMENT DISTRICT 98-01 for STOCK VILLAGE UNITS NO. 1 AND NO. 2

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
243	0570	001	0000	1	\$ 84.86
243	0570	002	0000	2	\$ 84.86
243	0570	003	0000	3	\$ 84.86
243	0570	004	0000	4	\$ 84.86
243	0570	005	0000	5	\$ 84.86
243	0570	006	0000	6	\$ 84.86
243	0570	007	0000	7	\$ 84.86
243	0570	008	0000	8	\$ 84.86
243	0570	009	0000	9	\$ 84.86
243	0570	010	0000	10	\$ 84.86
243	0570	011	0000	11	\$ 84.86
243	0570	012	0000	12	\$ 84.86
243	0570	013	0000	13	\$ 84.86
243	0570	014	0000	14	\$ 84.86
243	0570	015	0000	15	\$ 84.86
243	0570	016	0000	16	\$ 84.86
243	0570	017	0000	17	\$ 84.86
243	0570	018	0000	18	\$ 84.86
243	0570	019	0000	19	\$ 84.86
243	0570	020	0000	20	\$ 84.86
243	0570	021	0000	21	\$ 84.86
243	0570	022	0000	22	\$ 84.86
243	0570	023	0000	23	\$ 84.86
243	0570	024	0000	24	\$ 84.86
243	0570	025	0000	25	\$ 84.86
243	0570	026	0000	26	\$ 84.86
243	0570	027	0000	27	\$ 84.86
243	0570	028	0000	28	\$ 84.86
243	0570	029	0000	29	\$ 84.86
243	0570	030	0000	30	\$ 84.86
243	0570	031	0000	31	\$ 84.86
243	0570	032	0000	32	\$ 84.86
243	0570	033	0000	33	\$ 84.86
243	0570	034	0000	34	\$ 84.86
243	0570	035	0000	35	\$ 84.86
243	0570	036	0000	36	\$ 84.86
243	0570	037	0000	37	\$ 84.86
243	0570	038	0000	38	\$ 84.86
243	0570	039	0000	39	\$ 84.86
243	0570	040	0000	40	\$ 84.86
243	0570	041	0000	41	\$ 84.86
243	0570	042	0000	42	\$ 84.86
243	0570	043	0000	43	\$ 84.86
243	0570	044	0000	44	\$ 84.86
243	0570	045	0000	45	\$ 84.86
243	0570	046	0000	46	\$ 84.86
243	0570	047	0000	47	\$ 84.86
243	0570	048	0000	48	\$ 84.86

ASSESSMENT DISTRICT 98-01 for STOCK VILLAGE UNITS NO. 1 AND NO. 2

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
243	0570	049	0000	49	\$ 84.86
243	0570	050	0000	50	\$ 84.86
243	0570	051	0000	51	\$ 84.86
243	0570	052	0000	52	\$ 84.86
243	0570	053	0000	53	\$ 84.86
243	0570	054	0000	54	\$ 84.86
243	0570	055	0000	55	\$ 84.86
243	0570	056	0000	56	\$ 84.86
243	0570	057	0000	57	\$ 84.86
243	0570	058	0000	58	\$ 84.86
243	0570	059	0000	59	\$ 84.86
243	0570	060	0000	60	\$ 84.86
243	0570	061	0000	61	\$ 84.86
243	0570	062	0000	62	\$ 84.86
243	0570	063	0000	63	\$ 84.86
243	0570	064	0000	64	\$ 84.86
243	0570	065	0000	65	\$ 84.86
243	0570	066	0000	66	\$ 84.86
243	0570	067	0000	67	\$ 84.86
243	0570	068	0000	68	\$ 84.86
243	0570	069	0000	69	\$ 84.86
243	0570	070	0000	70	\$ 84.86
243	0570	071	0000	71	\$ 84.86
243	0570	072	0000	72	\$ 84.86
243	0570	073	0000	73	\$ 84.86
243	0570	074	0000	74	\$ 84.86
243	0570	075	0000	75	\$ 84.86
243	0570	076	0000	76	\$ 84.86
243	0570	077	0000	77	\$ 84.86
243	0570	078	0000	78	\$ 84.86
243	0570	079	0000	79	\$ 84.86
243	0570	080	0000	80	\$ 84.86
243	0580	001	0000	81	\$ 84.86
243	0580	002	0000	82	\$ 84.86
243	0580	003	0000	83	\$ 84.86
243	0580	004	0000	84	\$ 84.86
243	0580	005	0000	85	\$ 84.86
243	0580	006	0000	86	\$ 84.86
243	0580	007	0000	87	\$ 84.86
243	0580	008	0000	88	\$ 84.86
243	0580	009	0000	89	\$ 84.86
243	0580	010	0000	90	\$ 84.86
243	0580	011	0000	91	\$ 84.86
243	0580	012	0000	92	\$ 84.86
243	0580	013	0000	93	\$ 84.86
243	0580	014	0000	94	\$ 84.86
243	0580	015	0000	95	\$ 84.86
243	0580	016	0000	96	\$ 84.86

ASSESSMENT DISTRICT 98-01 for STOCK VILLAGE UNITS NO. 1 AND NO. 2

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
243	0580	017	0000	97	\$ 84.86
243	0580	018	0000	98	\$ 84.86
243	0580	019	0000	99	\$ 84.86
243	0580	026	0000	105	\$ 84.86
243	0580	027	0000	106	\$ 84.86
243	0580	028	0000	107	\$ 84.86
243	0580	029	0000	108	\$ 84.86
243	0580	030	0000	109	\$ 84.86
243	0580	031	0000	110	\$ 84.86
243	0580	032	0000	111	\$ 84.86
243	0580	033	0000	112	\$ 84.86
243	0580	034	0000	113	\$ 84.86
243	0580	035	0000	114	\$ 84.86
243	0580	036	0000	115	\$ 84.86
243	0580	037	0000	116	\$ 84.86
243	0580	038	0000	117	\$ 84.86
243	0580	039	0000	118	\$ 84.86
243	0580	040	0000	119	\$ 84.86
243	0580	041	0000	120	\$ 84.86
243	0580	042	0000	121	\$ 84.86
243	0580	043	0000	122	\$ 84.86
243	0580	044	0000	123	\$ 84.86
243	0580	045	0000	124	\$ 84.86
243	0580	046	0000	125	\$ 84.86
243	0580	047	0000	126	\$ 84.86
243	0580	048	0000	127	\$ 84.86
243	0580	049	0000	128	\$ 84.86
243	0580	050	0000	129	\$ 84.86
243	0580	051	0000	130	\$ 84.86
243	0580	052	0000	131	\$ 84.86
243	0580	053	0000	132	\$ 84.86
243	0580	054	0000	133	\$ 84.86
243	0580	056	0000	100	\$ 84.86
243	0580	057	0000	101	\$ 84.86
243	0580	058	0000	102	\$ 84.86
243	0580	059	0000	103	\$ 84.86
243	0580	060	0000	104	\$ 84.86

133 Parcels; Total 98-01 Assessments is \$11,286.38
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ASSESSMENT DISTRICT 98-02 – Zone 1 (Sorensen Ranch)

GENERAL

Landscape Maintenance Assessment District (LMAD) 98-02, Zone 1 (Sorensen Ranch), first created in 1998, is located west of Van Maren Lane and north of Oak Lakes Lane. This LMAD provides for the maintenance of certain areas within and adjacent to Unit Nos. 1, 2, 3, and 4 of the Sorensen Ranch development. There are 222 parcels in this district, whose boundaries are more particularly described on the Assessment Diagram contained in Figure 2.1.

All improvements are on public property. The improved parcels to be maintained are along the west side of Van Maren Lane (approximately 1500 feet); along the north side of Oak Lakes Lane (approximately 1300 feet); and shorter parcels along Campfire Way at Van Maren Lane (approximately 100 feet on the south side); Horseman Way at Van Maren Lane (approximately 100 feet on the north and south side); and the east side of Silversaddle Way at Oak Lakes Lane (approximately 100 feet).

The improvements to be maintained include 81 Oak trees and various conifer trees and accent trees. Shrubs, groundcover, lawn planting, irrigation, sound walls, sign walls with lighting, planters and mow strips are also included. The City is committed to the appearance of the development through proper maintenance of the plantings as well as periodic replacement of the plant materials. Additionally, the City also focuses on immediate abatement of graffiti on walls and other public structures.

City performs/manages the maintenance for the LMAD using its own forces or those of contract providers. Figure 2.2 describes the maintenance specifications for the district.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the single family Sorensen Ranch Unit Nos. 1, 2, 3, and 4 subdivisions was required to establish a funding source to provide for ongoing maintenance of the re-vegetation planting and the sound walls and the frontage landscaping and irrigation. Funding for the LMAD 98-02, Zone 1 is from annual assessments levied on properties within the assessment boundary (Figure 2.1) pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the District was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all Assessment Diagram parcels located in the Assessment District that could qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for District 98-02, Zone 1 upon formation in 1998 was \$200.00 per parcel.

The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment. Each annual increase, if any, that exceeds the amount assessed to the property owners for the prior years shall not exceed the cost of living increase based on the Bay Area Consumer Price Index for all urban consumers.

ANNUAL ASSESSMENT

Initially LMAD 98-02, Zone 1, was fully funded by its assessments and accumulated operating reserves in excess of those needed to address unforeseen maintenance/repair needs. As a result, in Fiscal Year 2003-2004 the annual assessment was reduced from \$200 to \$100. Over time this reduced assessment rate permitted the District to gradually drawdown the excessive operating reserve balance to an appropriate level. However, in recent years continued increases in the costs of regular maintenance activities and utilities have resulted in the reserves being depleted below the level needed to provide for unscheduled maintenance expenditures (i.e. soundwall repairs, oak tree trimming and irrigation/electrical system repairs). As a result, in FY 2022/2023, the City of Citrus Heights, for the first time, utilized the cost of living increase provision and increased the annual assessment by 3%.

An adjustment in the annual assessment per parcel is proposed for Fiscal Year 2023/2024. As shown in Figure 2.3. “Summary Analysis”, the Fiscal Year 2023/2024 annual assessments for District 98-02, Zone 1, are proposed to again increase by 3% (less than the maximum allowable), or approximately \$106.08 per residential parcel, over the rates for FY 2022/2023. These additional revenues are necessary to support the District’s continued maintenance operations and preserve an appropriate operating reserve to address unforeseen maintenance and repair expenses.

BOUNDARY DESCRIPTION OF AREA TO BE MAINTAINED

All that real property situated in the City of Citrus Heights, County of Sacramento, State of California, which is further described as follows:

Parcel 1, Parcel 2, and Parcel 3 as shown on that certain parcel map entitled “A Portion of the Southwest One-Quarter of Section 27, Township 10 North, Range 6 East, M.D.M.”, filed for record in the office of the Recorder of Sacramento County, on May 28, 1998, in Book 151 of Parcel Maps, at Page 3, and more particularly described on the Assessment Diagram contained in Figure 2.1.

The District’s Assessment Roll is contained in Figure 2.4.

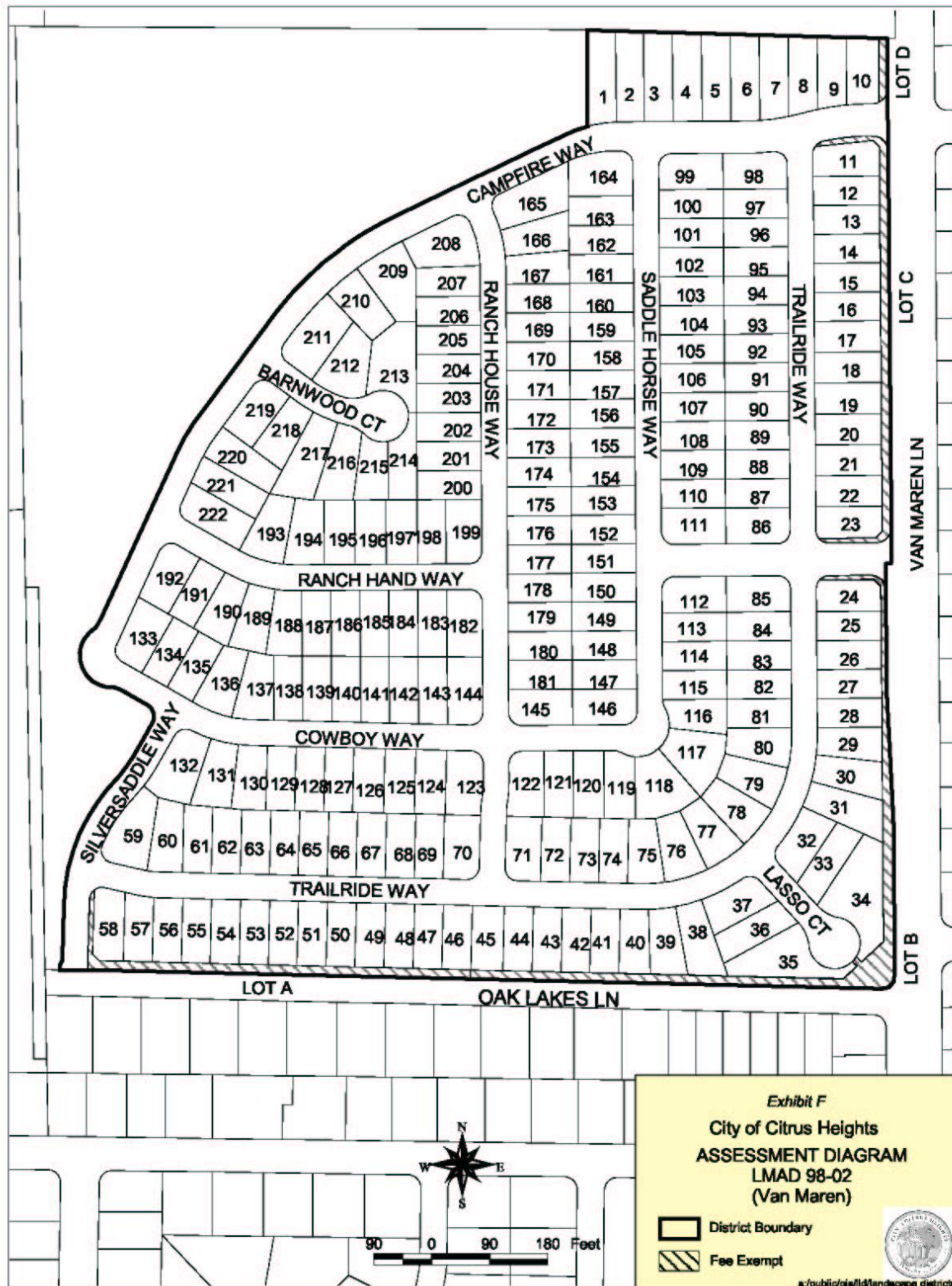
FIGURE 2.1

FIGURE 2.2**ASSESSMENT DISTRICT NO. 98-02
Zone 1 (Sorensen Ranch)****MAINTENANCE SPECIFICATION****East and South edge of Subdivision**

- 1) Maintain 81 Oak (mitigation requirement), and various conifer and accent trees. Prune Oak trees once every 5 years. Supply material and apply insect and disease control chemicals to trees and shrubs. Annual Oak tree inspection and associated report.
- 2) Maintain sound wall. Clean all graffiti from street side of wall as needed. Perform structural repairs/replacement as needed.
- 3) Maintain trees, turf and other plantings along frontage of the subdivision, a minimum of once every two weeks. Maintain irrigation system, weekly. Weed area a minimum of once every two weeks. Fertilize area a minimum of twice per year. Control infestation of fungus, diseases and/or insects. This item includes irrigation repair and replanting as needed.

FIGURE 2.3**ASSESSMENT DISTRICT 98-02 ZONE 1**

284-75-294; County DL 0275

DESCRIPTION		FY 22/23** ACTUAL	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 103.00	\$ 106.08
	Total Number of Parcels	222	222
	Total Special Assessments	\$ 22,866.00	\$ 24,256.25
<u>REVENUE</u>			
	Interest on Fund Balance	\$ 1,054.44	\$ -
	Special Assessments	\$ 22,469.72	\$ 24,256.25
	Total Sources of Funds:	\$ 23,524.16	\$ 24,256.25
<u>EXPENDITURES</u>			
	Advertising & Mail	\$ 322.51	\$ 567.00
	Utilities	\$ 7,667.88	\$ 8,500.00
	Professional Services	\$ -	\$ 515.00
	Contract - Landscape Maintenance	\$ 5,652.00	\$ 9,270.00
	Contract - Construction, Repairs & Extra Work	\$ 331.35	\$ 331.35
	Contract - Materials & Supplies	\$ -	\$ -
	Cost Allocation (Overhead)	\$ 9,344.00	\$ 9,072.00
	Total Expenditures:	\$ 23,317.74	\$ 28,255.35
<u>Annual Operating Balance</u>		\$ 206.42	\$ (3,999.10)
	Transfer to/from Operating Reserve	\$ (206.42)	\$ 3,999.10
<u>Annual Ending Balance</u>		\$ -	\$ -
<u>OPERATING RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ 68,581.90	\$ 68,788.32
	Operating Reserve Set-a-side	\$ -	\$ -
	Transfer from (to) Annual Operating Balance	\$ 206.42	\$ (3,999.10)
	Ending Operating Reserve Balance (June 30th)	\$ 68,788.32	\$ 64,789.22
** Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projection for the 4th quarter.			
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

Figure 2.4
ASSESSMENT DISTRICT 98-02 ZONE 1 for
SORENSEN RANCH UNITS NO. 1, 2, 3 and 4
UNIT 1

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0830	001	0000	11	\$ 106.08
211	0830	002	0000	12	\$ 106.08
211	0830	003	0000	13	\$ 106.08
211	0830	004	0000	14	\$ 106.08
211	0830	005	0000	15	\$ 106.08
211	0830	006	0000	16	\$ 106.08
211	0830	007	0000	17	\$ 106.08
211	0830	008	0000	18	\$ 106.08
211	0830	009	0000	19	\$ 106.08
211	0830	010	0000	20	\$ 106.08
211	0830	011	0000	21	\$ 106.08
211	0830	012	0000	22	\$ 106.08
211	0830	013	0000	23	\$ 106.08
211	0830	014	0000	86	\$ 106.08
211	0830	015	0000	87	\$ 106.08
211	0830	016	0000	88	\$ 106.08
211	0830	017	0000	89	\$ 106.08
211	0830	018	0000	90	\$ 106.08
211	0830	019	0000	91	\$ 106.08
211	0830	020	0000	92	\$ 106.08
211	0830	021	0000	93	\$ 106.08
211	0830	022	0000	94	\$ 106.08
211	0830	023	0000	95	\$ 106.08
211	0830	024	0000	96	\$ 106.08
211	0830	025	0000	97	\$ 106.08
211	0830	026	0000	98	\$ 106.08
211	0830	027	0000	99	\$ 106.08
211	0830	028	0000	100	\$ 106.08
211	0830	029	0000	101	\$ 106.08
211	0830	030	0000	102	\$ 106.08
211	0830	031	0000	103	\$ 106.08
211	0830	032	0000	104	\$ 106.08
211	0830	033	0000	105	\$ 106.08
211	0830	034	0000	106	\$ 106.08
211	0830	035	0000	107	\$ 106.08
211	0830	036	0000	108	\$ 106.08
211	0830	037	0000	109	\$ 106.08

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0830	038	0000	110	\$ 106.08
211	0830	039	0000	111	\$ 106.08
211	0830	040	0000	149	\$ 106.08
211	0830	041	0000	150	\$ 106.08
211	0830	042	0000	151	\$ 106.08
211	0830	043	0000	152	\$ 106.08
211	0830	044	0000	153	\$ 106.08
211	0830	045	0000	154	\$ 106.08
211	0830	046	0000	155	\$ 106.08
211	0830	047	0000	156	\$ 106.08
211	0830	048	0000	157	\$ 106.08
211	0830	049	0000	158	\$ 106.08
211	0830	050	0000	159	\$ 106.08
211	0830	051	0000	160	\$ 106.08
211	0830	052	0000	161	\$ 106.08
211	0830	053	0000	162	\$ 106.08
211	0830	054	0000	163	\$ 106.08
211	0830	055	0000	164	\$ 106.08
211	0830	056	0000	2	\$ 106.08
211	0830	057	0000	3	\$ 106.08
211	0830	058	0000	4	\$ 106.08
211	0830	059	0000	5	\$ 106.08
211	0830	060	0000	6	\$ 106.08
211	0830	061	0000	7	\$ 106.08
211	0830	062	0000	8	\$ 106.08
211	0830	063	0000	9	\$ 106.08
211	0830	064	0000	10	\$ 106.08

**ASSESSMENT DISTRICT 98-02 ZONE 1 for
SORENSEN RANCH UNITS NO. 1, 2, 3 and 4
UNIT 2**

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0830	067	0000	24	\$ 106.08
211	0830	068	0000	25	\$ 106.08
211	0830	069	0000	26	\$ 106.08
211	0830	070	0000	27	\$ 106.08
211	0830	071	0000	28	\$ 106.08
211	0830	072	0000	29	\$ 106.08
211	0830	073	0000	30	\$ 106.08
211	0830	074	0000	31	\$ 106.08
211	0830	075	0000	32	\$ 106.08
211	0830	076	0000	33	\$ 106.08
211	0830	077	0000	34	\$ 106.08
211	0830	078	0000	35	\$ 106.08
211	0830	079	0000	36	\$ 106.08
211	0830	080	0000	37	\$ 106.08
211	0830	081	0000	38	\$ 106.08
211	0830	082	0000	39	\$ 106.08
211	0830	083	0000	40	\$ 106.08
211	0830	084	0000	41	\$ 106.08
211	0830	085	0000	42	\$ 106.08
211	0830	086	0000	43	\$ 106.08
211	0830	087	0000	44	\$ 106.08
211	0830	088	0000	45	\$ 106.08
211	0830	089	0000	71	\$ 106.08
211	0830	090	0000	72	\$ 106.08
211	0830	091	0000	73	\$ 106.08
211	0830	092	0000	74	\$ 106.08
211	0830	093	0000	75	\$ 106.08
211	0830	094	0000	76	\$ 106.08
211	0830	095	0000	77	\$ 106.08
211	0830	096	0000	78	\$ 106.08
211	0830	097	0000	79	\$ 106.08
211	0830	098	0000	80	\$ 106.08
211	0830	099	0000	81	\$ 106.08
211	0830	100	0000	82	\$ 106.08
211	0830	101	0000	83	\$ 106.08
211	0830	102	0000	84	\$ 106.08
211	0830	103	0000	85	\$ 106.08
211	0830	104	0000	112	\$ 106.08

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0830	105	0000	113	\$ 106.08
211	0830	106	0000	114	\$ 106.08
211	0830	107	0000	115	\$ 106.08
211	0830	108	0000	116	\$ 106.08
211	0830	109	0000	117	\$ 106.08
211	0830	110	0000	118	\$ 106.08
211	0830	111	0000	119	\$ 106.08
211	0830	112	0000	120	\$ 106.08
211	0830	113	0000	122	\$ 106.08
211	0830	114	0000	123	\$ 106.08
211	0830	115	0000	145	\$ 106.08
211	0830	116	0000	181	\$ 106.08
211	0830	117	0000	180	\$ 106.08
211	0830	118	0000	148	\$ 106.08
211	0830	119	0000	147	\$ 106.08
211	0830	120	0000	146	\$ 106.08

**ASSESSMENT DISTRICT 98-02 ZONE 1 for
SORENSEN RANCH UNITS NO. 1, 2, 3 and 4
UNIT 3**

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0840	048	0000	221	\$ 106.08
211	0840	049	0000	222	\$ 106.08
211	0840	050	0000	193	\$ 106.08
211	0840	051	0000	194	\$ 106.08
211	0840	052	0000	187	\$ 106.08
211	0840	053	0000	188	\$ 106.08
211	0840	054	0000	189	\$ 106.08
211	0840	055	0000	190	\$ 106.08
211	0840	056	0000	191	\$ 106.08
211	0840	057	0000	192	\$ 106.08
211	0840	058	0000	133	\$ 106.08
211	0840	059	0000	134	\$ 106.08
211	0840	060	0000	135	\$ 106.08
211	0840	061	0000	136	\$ 106.08
211	0840	062	0000	137	\$ 106.08
211	0840	063	0000	138	\$ 106.08
211	0840	064	0000	139	\$ 106.08
211	0840	065	0000	140	\$ 106.08
211	0840	066	0000	141	\$ 106.08
211	0840	067	0000	142	\$ 106.08
211	0840	068	0000	143	\$ 106.08
211	0840	069	0000	144	\$ 106.08
211	0840	070	0000	123	\$ 106.08
211	0840	071	0000	124	\$ 106.08
211	0840	072	0000	125	\$ 106.08
211	0840	073	0000	126	\$ 106.08
211	0840	074	0000	127	\$ 106.08
211	0840	075	0000	128	\$ 106.08
211	0840	076	0000	129	\$ 106.08
211	0840	077	0000	130	\$ 106.08
211	0840	078	0000	131	\$ 106.08
211	0840	079	0000	132	\$ 106.08
211	0840	080	0000	59	\$ 106.08
211	0840	081	0000	60	\$ 106.08
211	0840	082	0000	61	\$ 106.08
211	0840	083	0000	62	\$ 106.08

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0840	084	0000	63	\$ 106.08
211	0840	085	0000	64	\$ 106.08
211	0840	086	0000	65	\$ 106.08
211	0840	087	0000	66	\$ 106.08
211	0840	088	0000	67	\$ 106.08
211	0840	089	0000	68	\$ 106.08
211	0840	090	0000	69	\$ 106.08
211	0840	091	0000	70	\$ 106.08
211	0840	092	0000	46	\$ 106.08
211	0840	093	0000	47	\$ 106.08
211	0840	094	0000	48	\$ 106.08
211	0840	095	0000	49	\$ 106.08
211	0840	096	0000	50	\$ 106.08
211	0840	097	0000	51	\$ 106.08
211	0840	098	0000	52	\$ 106.08
211	0840	099	0000	53	\$ 106.08
211	0840	100	0000	54	\$ 106.08
211	0840	101	0000	55	\$ 106.08
211	0840	102	0000	56	\$ 106.08
211	0840	103	0000	57	\$ 106.08
211	0840	104	0000	58	\$ 106.08

**ASSESSMENT DISTRICT 98-02 ZONE 1 for
SORENSEN RANCH UNITS NO. 1, 2, 3 and 4
UNIT 4**

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0840	001	0000	165	\$ 106.08
211	0840	002	0000	166	\$ 106.08
211	0840	003	0000	167	\$ 106.08
211	0840	004	0000	168	\$ 106.08
211	0840	005	0000	169	\$ 106.08
211	0840	006	0000	170	\$ 106.08
211	0840	007	0000	171	\$ 106.08
211	0840	008	0000	172	\$ 106.08
211	0840	009	0000	173	\$ 106.08
211	0840	010	0000	174	\$ 106.08
211	0840	011	0000	175	\$ 106.08
211	0840	012	0000	176	\$ 106.08
211	0840	013	0000	177	\$ 106.08
211	0840	014	0000	178	\$ 106.08
211	0840	015	0000	179	\$ 106.08
211	0840	016	0000	182	\$ 106.08
211	0840	017	0000	183	\$ 106.08
211	0840	018	0000	184	\$ 106.08
211	0840	019	0000	185	\$ 106.08
211	0840	020	0000	186	\$ 106.08
211	0840	021	0000	195	\$ 106.08
211	0840	022	0000	196	\$ 106.08
211	0840	023	0000	197	\$ 106.08
211	0840	024	0000	198	\$ 106.08
211	0840	025	0000	199	\$ 106.08
211	0840	026	0000	200	\$ 106.08

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0840	027	0000	201	\$ 106.08
211	0840	028	0000	202	\$ 106.08
211	0840	029	0000	203	\$ 106.08
211	0840	030	0000	204	\$ 106.08
211	0840	031	0000	205	\$ 106.08
211	0840	032	0000	206	\$ 106.08
211	0840	033	0000	207	\$ 106.08
211	0840	034	0000	208	\$ 106.08
211	0840	035	0000	209	\$ 106.08
211	0840	036	0000	210	\$ 106.08
211	0840	037	0000	211	\$ 106.08
211	0840	038	0000	212	\$ 106.08
211	0840	039	0000	213	\$ 106.08
211	0840	040	0000	214	\$ 106.08
211	0840	041	0000	215	\$ 106.08
211	0840	042	0000	216	\$ 106.08
211	0840	043	0000	217	\$ 106.08
211	0840	044	0000	218	\$ 106.08
211	0840	045	0000	219	\$ 106.08
211	0840	046	0000	220	\$ 106.08
211	0840	047	0000	1	\$ 106.08

222 Parcels; Total 98-02 Zone 1 Assessments is \$24,256.25

ASSESSMENT DISTRICT 98-02 – Zone 2 (Autumnwood Subdivision)

GENERAL

Landscape Maintenance Assessment District (LMAD) 98-02, Zone 2 (Autumnwood Subdivision), first created in 2014, is located south side of Antelope Road and west of Amsterdam Avenue. This LMAD provides for the maintenance of certain areas within and adjacent to the Autumnwood subdivision development. All improvements are on public property. There are 46 residential parcels in this district, whose boundaries are more particularly described on the Assessment Diagram contained in Figure 3.1.

Zone 2 consists of forty-six (46) residential lots and seven (7) lots used for landscaping, pedestrian pathways, and drainage detention basins.

Development of the property was conditioned upon establishing a funding source to provide for ongoing maintenance of landscaping, open space, pedestrian/bike trails, masonry walls, drainage detention basins and related appurtenances.

The facilities in Zone 2 include landscaping south of Antelope Road (Lots E and along the frontage of 7106 Antelope Road) and also within the subdivision (Lots A, B, C, D, F, and H). On-going maintenance of the landscaped areas require routine care of trees, shrubs, and groundcover, including weed control, fertilization, mulch replacement, and litter removal. The pedestrian pathways require routine maintenance, including surface and structural maintenance, and graffiti abatement.

The facilities in Zone 2 also include masonry walls on the North and East sides of the subdivision located within Lots A, B, C, E, and the frontage along 7106 Antelope Road. The walls require routine maintenance, including surface and structural maintenance, and graffiti abatement.

The walls and landscaping within the City's Right-of-Way along the frontage of 7106 Antelope Road (APN: 204-0193-027-0000) as dedicated by separate instrument (County of Sacramento Book 20140715, Page 0721) is also included as areas to be maintained in LMAD 98-02, Zone 2.

The facilities in Zone 2 also include a drainage detention basin located in the northwest corner of the property in Lot D and a drainage detention basin located in the southeast corner of the property in Lot F. The drainage detention basins and appurtenances require routine maintenance including surface and structural maintenance, graffiti abatement, landscape maintenance, and litter removal.

Additionally, the facilities in Zone 2 include a pedestrian trail for circulation (Lots D, F, and H). The trail will require routine maintenance and replacement.

Figure 3.2 contains a detailed listing of items to be maintained and/or replacement of each of the items. City performs/manages the maintenance for the LMAD using its own forces or those of contract providers.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the single family Autumnwood subdivision was required to establish a funding source to provide for ongoing maintenance of the landscaping, irrigation, detention basins, pedestrian pathways, and masonry walls located within Lots A, B, C, E, and the frontage along 7106 Antelope Road. Funding for the LMAD 98-02, Zone 2 is from annual assessments levied on properties within the assessment boundary (Figure 3.1) pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the District was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all Assessment Diagram parcels located in the Assessment District that could qualify as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for District 98-02, Zone 2 upon formation in 2014 was \$354.09 per parcel.

The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment. Each annual increase, if any, shall not exceed a maximum of four percent 4%.

ANNUAL ASSESSMENT

In recent years continued increases in the costs of regular maintenance activities and utilities have resulted in LMAD 98-02, Zone 2's operating reserves being depleted below the level needed to provide for unscheduled maintenance expenditures (i.e. soundwall repairs, oak tree trimming and irrigation/electrical system repairs). As a result, in FY 2022/2023, the City of Citrus Heights, for the first time, utilized the cost of living increase provision and increased the annual assessment by 3%.

An adjustment in the annual assessment per parcel is proposed for Fiscal Year 2023/2024. As shown in Figure 3.3. "Summary Analysis", the Fiscal Year 2023/2024 annual assessments for District 98-02, Zone 2, are proposed to again increase by 3% (less than the maximum allowable 4%), or approximately \$375.64 per residential parcel, over the rates for FY 2022/2023. These additional revenues are necessary to support the District's continued maintenance operations and preserve an appropriate operating reserve to address unforeseen maintenance and repair expenses.

The district's Assessment Roll is contained in Figure 3.4.

BOUNDARY DESCRIPTION OF AREA TO BE MAINTAINED

All that real property situated in the City of Citrus Heights, County of Sacramento, State of California, which is further described as follows:

Lots A, B, C, D, E, F, and H of the Autumnwood Subdivision and also including the frontage along 7106 Antelope Road; more particularly described on the Assessment Diagram contained in Figure 3.1.

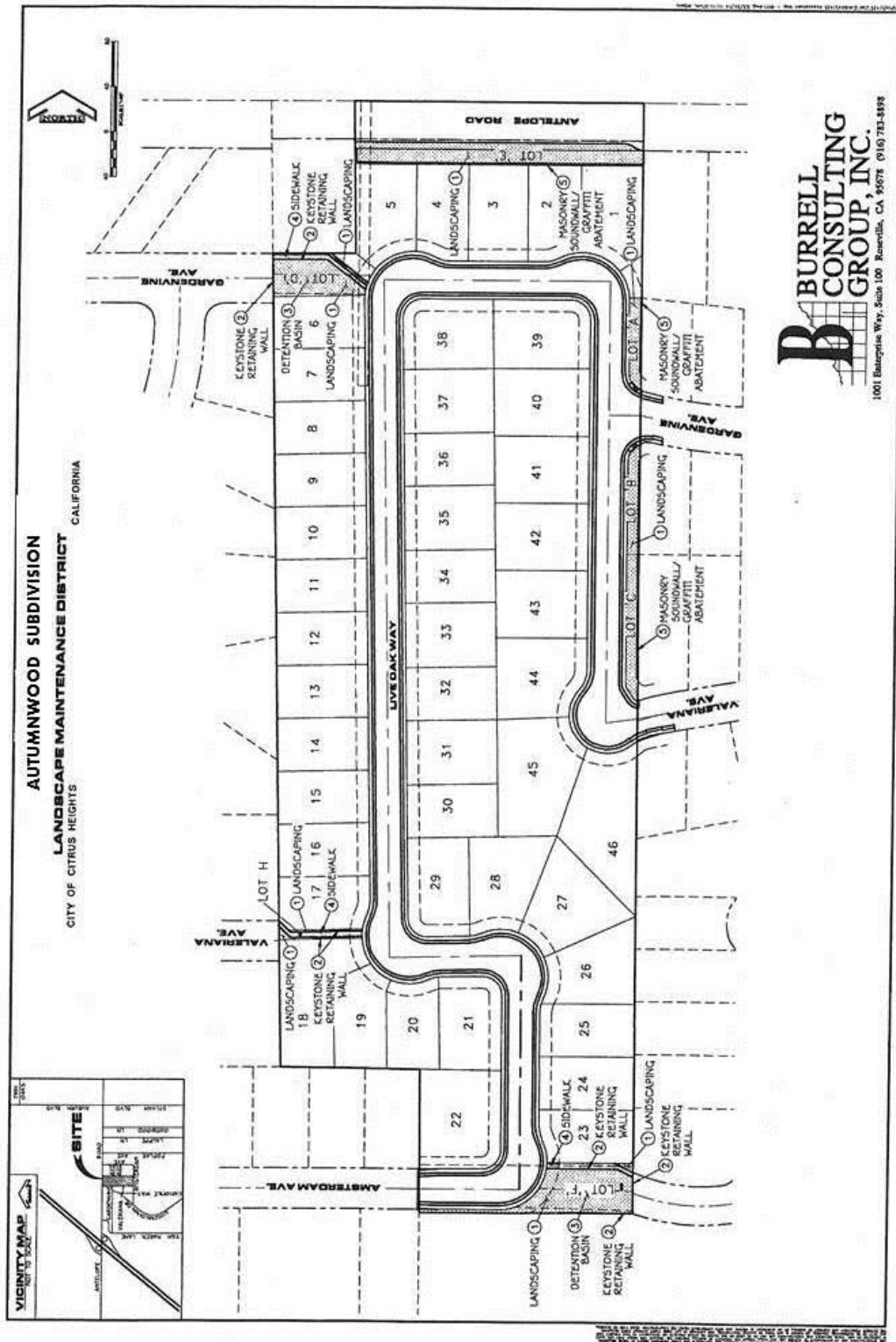
FIGURE 3.1

FIGURE 3.2**ASSESSMENT DISTRICT NO. 98-02
Zone 2 (Autumnwood Subdivision)****MAINTENANCE SPECIFICATION**

- 1) Maintain trees and other plantings along frontage of the subdivision along Antelope Road (Lot E) and Live Oak Way (Lots A-C) a minimum of once every two weeks. Maintain irrigation system, weekly. Weed area a minimum of once every two weeks. Fertilize area a minimum of twice per year. Control infestation of fungus, diseases and/or insects. This item includes irrigation repair, landscaping materials (wood chips, chemicals, etc.), and replanting as needed.
- 2) Maintain trees and other plantings within the detention basins (Lots D and F)
- 3) Maintain masonry walls (Lots A-F). Clean all graffiti from street side of wall as needed. Perform structural repairs/replacement as needed.
- 4) Maintain pedestrian pathways (Lots D, F, and H). Clean all graffiti as needed. Perform structural repairs/replacement as needed.

FIGURE 3.3**ASSESSMENT DISTRICT 98-02 ZONE 2**

285-75-295; County DL 0268

DESCRIPTION		FY 22/23** ACTUAL	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 364.70	\$ 375.64
	Total Number of Parcels	46	46
	Total Special Assessments	\$ 16,776.20	\$ 17,279.44
<u>REVENUE:</u>			
	Interest on Fund Balance	\$ 545.53	\$ -
	Special Assessments	\$ 16,726.66	\$ 17,279.44
	Total Revenue:	\$ 17,272.19	\$ 17,279.44
<u>EXPENDITURES:</u>			
	Advertising & Mail	\$ 322.51	\$ 567.00
	Utilities	\$ 2,369.09	\$ 3,296.00
	Professional Services	\$ -	\$ 155.00
	Contract - Landscape Maintenance	\$ 6,228.00	\$ 8,755.00
	Contract - Construction, Repairs & Extra Work	\$ 165.55	\$ -
	Contract - Materials & Supplies	\$ -	\$ 2,575.00
	Cost Allocation (Overhead)	\$ 3,145.00	\$ 3,239.00
	Total Expenditures:	\$ 12,230.15	\$ 18,587.00
<u>Annual Operating Balance</u>		\$ 5,042.04	\$ (1,307.56)
	Transfer to/from Operating Reserve	\$ (5,042.04)	\$ 1,307.56
<u>Annual Ending Balance</u>		\$ -	\$ -
<u>OPERATING RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ 35,073.28	\$ 40,115.32
	Operating Reserve Set-a-side	\$ -	\$ -
	Transfer from (to) Annual Operating Balance	\$ 5,042.04	\$ (1,307.56)
	Ending Operating Reserve Balance (June 30th)	\$ 40,115.32	\$ 38,807.76
**	Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projection for the 4th quarter.		
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 3.4
ASSESSMENT DISTRICT 98-02 ZONE 2
for AUTUMNWOOD

Tax Assessor's Number	Assessment Diagram #	Assessment Amount		Tax Assessor's Number	Assessment Diagram #	Assessment Amount
204 0740 001 0000	1	\$ 375.64		204 0740 029 0000	29	\$ 375.64
204 0740 002 0000	2	\$ 375.64		204 0740 030 0000	30	\$ 375.64
204 0740 003 0000	3	\$ 375.64		204 0740 031 0000	31	\$ 375.64
204 0740 004 0000	4	\$ 375.64		204 0740 032 0000	32	\$ 375.64
204 0740 005 0000	5	\$ 375.64		204 0740 033 0000	33	\$ 375.64
204 0740 006 0000	6	\$ 375.64		204 0740 034 0000	34	\$ 375.64
204 0740 007 0000	7	\$ 375.64		204 0740 035 0000	35	\$ 375.64
204 0740 008 0000	8	\$ 375.64		204 0740 036 0000	36	\$ 375.64
204 0740 009 0000	9	\$ 375.64		204 0740 037 0000	37	\$ 375.64
204 0740 010 0000	10	\$ 375.64		204 0740 038 0000	38	\$ 375.64
204 0740 011 0000	11	\$ 375.64		204 0740 039 0000	39	\$ 375.64
204 0740 012 0000	12	\$ 375.64		204 0740 040 0000	40	\$ 375.64
204 0740 013 0000	13	\$ 375.64		204 0740 041 0000	41	\$ 375.64
204 0740 014 0000	14	\$ 375.64		204 0740 042 0000	42	\$ 375.64
204 0740 015 0000	15	\$ 375.64		204 0740 043 0000	43	\$ 375.64
204 0740 016 0000	16	\$ 375.64		204 0740 044 0000	44	\$ 375.64
204 0740 017 0000	17	\$ 375.64		204 0740 045 0000	45	\$ 375.64
204 0740 018 0000	18	\$ 375.64		204 0740 046 0000	46	\$ 375.64
204 0740 019 0000	19	\$ 375.64				
204 0740 020 0000	20	\$ 375.64				
204 0740 021 0000	21	\$ 375.64				
204 0740 022 0000	22	\$ 375.64		46 Parcels; Total 98-02 Zone 2 Assessments =		\$ 17,279.44
204 0740 023 0000	23	\$ 375.64				
204 0740 024 0000	24	\$ 375.64				
204 0740 025 0000	25	\$ 375.64				
204 0740 026 0000	26	\$ 375.64				
204 0740 027 0000	27	\$ 375.64				
204 0740 028 0000	28	\$ 375.64				

ASSESSMENT DISTRICT 98-02 – Zone 3 (Mariposa Creek Subdivision)

GENERAL

Landscape Maintenance Assessment District (LMAD) 98-02, Zone 3 (Mariposa Creek Subdivision), first created in 2018, is located north side of Antelope Road at Turner Court. This LMAD provides for the maintenance of certain areas within and adjacent to the Mariposa Creek Subdivision development. All improvements are on public property. There are 15 residential parcels in this district, whose boundaries are more particularly described on the Assessment Diagram contained in Figure 4.1.

Zone 3 consists of fifteen (15) residential parcels and three (3) lots used for landscaping, pedestrian pathways, and creek open space.

Development of the property was conditioned upon establishing a funding source to provide for ongoing maintenance of landscaping, open space, pedestrian/bike pathways, masonry walls, and related appurtenances.

The facilities in Zone 3 include landscaping north of Antelope Road (Lots A and B) and also within the subdivision (Lot C). On-going maintenance of the landscaped areas require routine care of trees, shrubs, and groundcover, including weed control, fertilization, mulch replacement, litter removal, irrigation systems and pathway lighting. The pedestrian pathways require routine maintenance, including surface and structural maintenance, maintenance and repairs of pathway lighting and graffiti abatement.

The facilities in Zone 3 also include masonry walls on the north side of Antelope Road (within Lots A & B of the subdivision) The walls require routine maintenance, including surface and structural maintenance, and graffiti abatement.

The facilities in Zone 3 also include a pedestrian pathway, street paving, storm drain system and retaining walls located in the northwest corner of the development in Lot C. The walls, pedestrian pathways, and various appurtenances require routine maintenance including surface and structural maintenance, graffiti abatement, landscape maintenance, litter removal, and electrical & irrigation repairs.

The facilities in Zone 3 also include a drainage system along the north property line of the subdivision and creek open space along the east side of the development (Lot B). The drainage system & creek open space appurtenances require routine maintenance including structural maintenance, keeping the creek & floodplain area clear of debris and paving maintenance.

Figure 4.2 contains a detailed listing of items to be maintained and/or replacement of each of the items. City performs/manages the maintenance for the LMAD using its own forces or those of contract providers.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the single family Mariposa Creek Subdivision was required to establish a funding source to provide for ongoing maintenance of the landscaping, irrigation, storm drain system, creek open space, pedestrian pathways, and masonry walls located within Lots A, B, and C. Funding for LMAD 98-02, Zone 3 will be from annual assessments levied on residential parcels within the zone's assessment boundary (Figure 4.1), pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all assessment diagram parcels located in the Assessment District that qualified as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for District 98-02, Zone 3 upon formation in 2018 was \$753.33 per parcel.

The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment. Each annual increase, if any, shall not exceed a maximum of four percent 4%.

ANNUAL ASSESSMENT

In recent years continued increases in the costs of regular maintenance activities and utilities have resulted in LMAD 98-02 Zone 3's operating reserves being depleted below the level needed to provide for unscheduled maintenance expenditures (i.e. soundwall repairs and irrigation/electrical system repairs). As a result, in FY 2022/2023, the City of Citrus Heights, for the first time, utilized the cost of living increase provision and increased the annual assessment by 3%.

An adjustment in the annual assessment per parcel is proposed for Fiscal Year 2023/2024. As shown in Figure 4.3. "Summary Analysis", the Fiscal Year 2023/2024 annual assessments for District 98-02, Zone 3, are proposed to again increase by 3% (less than the maximum allowable 4%), or approximately \$799.18 per residential parcel, over the rates for FY 2022/2023. These additional revenues are necessary to support the District's continued maintenance operations and preserve an appropriate operating reserve to address unforeseen maintenance and repair expenses.

The district's Assessment Roll is contained in Figure 4.4.

BOUNDARY DESCRIPTION OF AREA TO BE MAINTAINED

All that real property situated in the City of Citrus Heights, County of Sacramento, State of California, which is further described as follows:

Lots A, B and C of the Mariposa Creek Subdivision; more particularly described on the Assessment Diagram contained in Figure 4.1.

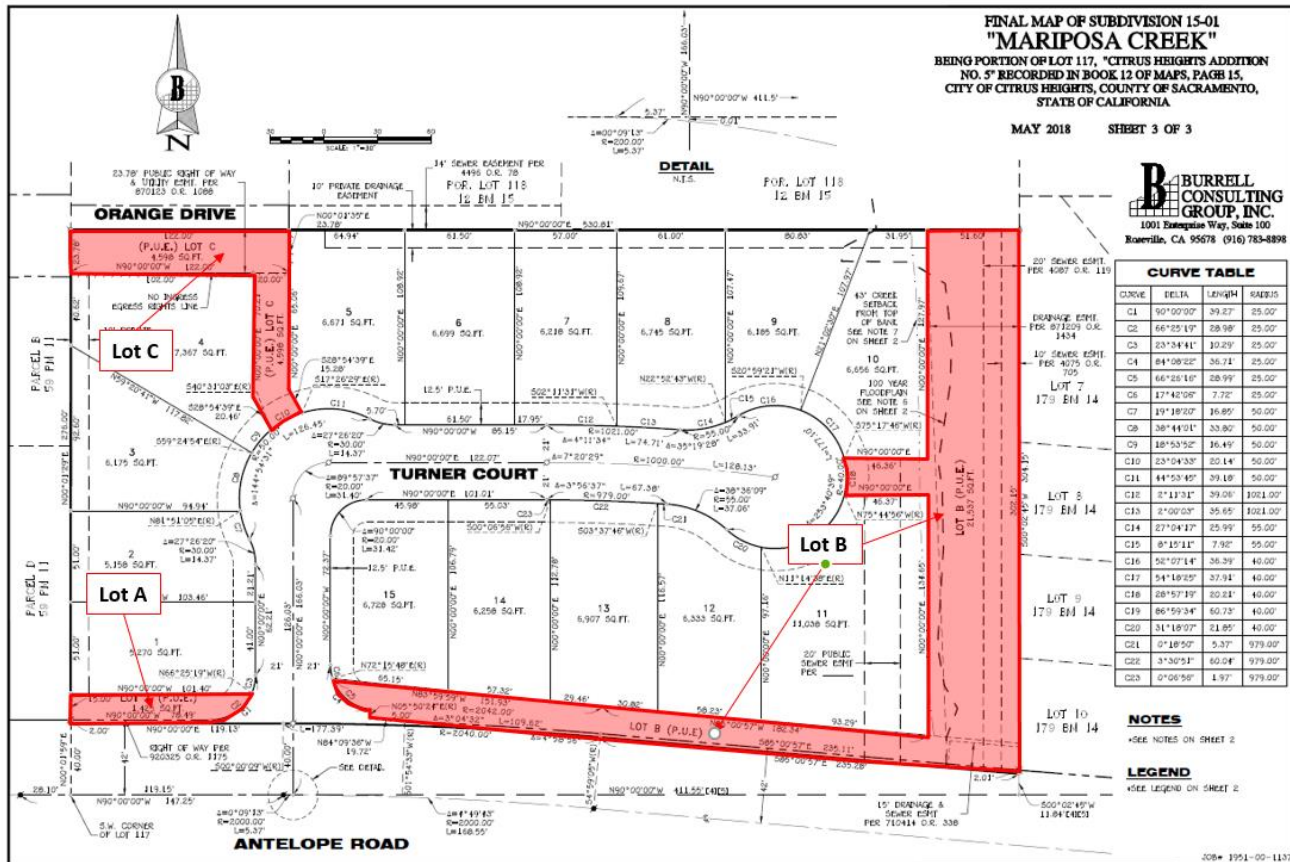
FIGURE 4.1

FIGURE 4.2**ASSESSMENT DISTRICT NO. 98-02
Zone 3 (Mariposa Creek Subdivision)****MAINTENANCE SPECIFICATION**

- 1) Maintain trees and other plantings a minimum of once every two weeks along frontage of the subdivision along Antelope Road (Lots A & B) and the pedestrian pathway within Lot C of subdivision development. Maintain irrigation system, weekly. Weed area a minimum of once every two weeks. Fertilize area a minimum of twice per year. Control infestation of fungus, diseases and/or insects. This item includes irrigation repair, landscaping materials (wood chips, chemicals, etc.), and replanting as needed.
- 2) Maintain masonry walls (Lots A & B). Clean all graffiti from street-facing side of wall(s) as needed. Perform structural repairs/replacement as needed.
- 3) Maintain pedestrian pathway (Lot C). Clean all graffiti as needed. Perform structural repairs/replacement as needed. This item includes repair and materials to maintain the light bollards along the pathway.
- 4) Maintain the creek open space and storm drain system (Lots B & C and along the north property lines of the subdivision development). Keep the existing creek open space free from debris to assure flow of Cripple Creek, repair and maintenance of storm drain system within Lot C and public drainage system along the north property lines of the subdivision development. This item includes any paving repairs and miscellaneous items for the small portion of Orange Drive located within Lot C.

FIGURE 4.3**ASSESSMENT DISTRICT 98-02 ZONE 3**

292-75-300; County DL0281

<u>DESCRIPTION</u>		FY 22/23** ACTUAL	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 775.92	\$ 799.18
	Total Number of Parcels	15	15
	Total Special Assessments	\$ 11,638.79	\$ 11,987.70
<u>REVENUE:</u>			
	Interest on Fund Balance	\$ 342.99	\$ -
	Special Assessments	\$ 11,604.45	\$ 11,987.70
	Total Revenue:	\$ 11,947.44	\$ 11,987.70
<u>EXPENDITURES:</u>			
	Materials and Supplies	\$ -	\$ -
	Advertising & Mail	\$ 322.51	\$ 361.00
	Utilities	\$ 788.62	\$ 978.00
	Professional Services	\$ -	\$ -
	Contract - Landscape and Tree Maintenance	\$ 3,816.00	\$ 4,738.00
	Construction and/or Repairs		\$ -
	Cost Allocation* (Overhead)	\$ -	\$ -
	Total Expenditures:	\$ 4,927.13	\$ 6,077.00
<u>Annual Operating Balance</u>		\$ 7,020.31	\$ 5,910.70
	Transfer to/from Operating Reserve	\$ (7,020.31)	\$ (5,910.70)
<u>Annual Ending Balance</u>		\$ -	\$ -
<u>OPERATING RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ 20,744.56	\$ 27,764.87
	Transfer from (to) Annual Operating Balance	\$ 7,020.31	\$ 5,910.70
	Ending Operating Reserve Balance (June 30th)	\$ 27,764.87	\$ 33,675.57
* Cost Allocation for this district zone is not included. This is the initial year and staff does not have data from a previous year.			
** Recorded actual expenses for the first 3 quarters fo the current Fiscal Year plus projections for the 4th quarter.			
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 4.4
ASSESSMENT DISTRICT 98-02 ZONE 3
for MARIPOSA CREEK

Tax Assessor's Number	Assessment Diagram #	Assessment Amount
204-0500-060-0000	1	\$ 799.18
204-0500-061-0000	2	\$ 799.18
204-0500-062-0000	3	\$ 799.18
204-0500-063-0000	4	\$ 799.18
204-0500-064-0000	5	\$ 799.18
204-0500-065-0000	6	\$ 799.18
204-0500-066-0000	7	\$ 799.18
204-0500-067-0000	8	\$ 799.18
204-0500-068-0000	9	\$ 799.18
204-0500-069-0000	10	\$ 799.18
204-0500-070-0000	11	\$ 799.18
204-0500-071-0000	12	\$ 799.18
204-0500-072-0000	13	\$ 799.18
204-0500-073-0000	14	\$ 799.18
204-0500-074-0000	15	\$ 799.18
15 Parcels; Total 98-02 Zone 3 Assessments is		\$ 11,987.70

ASSESSMENT DISTRICT 98-02 – Zone 4 (Wyatt Ranch Subdivision)

GENERAL

Landscape Maintenance Assessment District (LMAD) 98-02, Zone 4 (Wyatt Ranch Creek Subdivision), first created by City Council action on November 14, 2019, is located on the west side of Sunrise Boulevard at Lawrence Avenue. This LMAD provides for the maintenance of certain areas within and adjacent to the Wyatt Ranch Subdivision development. All improvements are on public property or easements. There are 23 residential parcels in this zone, whose boundaries are more particularly described on the Assessment Diagram contained in Figure 5.1.

Zone 4 consists of twenty three (23) residential parcels and one (1) public utility, wall, landscape and pedestrian walkway easement used for landscaping, masonry wall and walkway along Sunrise Boulevard.

Development of the property was conditioned upon establishing a funding source to provide for ongoing maintenance of landscaping, masonry wall, walkways, and related appurtenances.

The facilities in Zone 4 include landscaping along the west side of Sunrise Boulevard. On-going maintenance of the landscaped areas require routine care of trees, shrubs and groundcover, including weed control, fertilization, mulch replacement, and litter removal. The pedestrian walkways require routine maintenance, including surface and structural maintenance and graffiti abatement. This includes replacement of the walkways in the next 40 years.

The facilities in Zone 4 also include a masonry wall along the west side of Sunrise Boulevard. The walls require routine maintenance, including surface and structural maintenance and graffiti abatement. This item includes replacement of the masonry wall, in the next 40 years.

Figure 5.2 contains a detailed listing of items to be maintained and/or replacement of each of the items. City performs/manages the maintenance for the LMAD using its own forces or those of contract providers.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the single family Wyatt Ranch Subdivision was required to establish a funding source to provide for ongoing maintenance of the landscaping, irrigation, pedestrian pathways, and masonry wall located within the Public Utility, Wall, Landscape and Pedestrian Walkway Easement. Funding for Zone 4 is be from annual assessments levied on residential parcels within the zone's assessment boundary (Figure 5.1), pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all assessment diagram parcels located in the Assessment District that qualified as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances. The original annual assessment adopted for District 98-02, Zone 4 upon formation in 2018 was \$401.06 per parcel.

The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment. Each annual increase, if any, shall not exceed a maximum of four percent 4%.

ANNUAL ASSESSMENT

Although formally created by the City Council in November 2019, no assessments were levied on the parcels in this zone until FY 2022/2023 due to the uncertainty of the Covid-19 situation and delays in construction.

Completion of construction of the subdivision and transfer of landscape maintenance responsibilities to the City of Citrus Heights is expected in the next year. Therefore, no adjustment in the annual assessment is proposed for this zone. As shown in Figure 5.3. “Summary Analysis”, the Fiscal Year 2023/2024 assessments for District 98-02, Zone 4 are proposed to be levied at the same rate levied in FY 2022/2023.

The district’s Assessment Roll is contained in Figure 5.4.

BOUNDARY DESCRIPTION OF AREA TO BE MAINTAINED

All that real property situated in the City of Citrus Heights, County of Sacramento, State of California, which is further described as follows:

P.U.E., Wall, Landscape and Pedestrian Easement of the Wyatt Ranch Subdivision; more particularly described on the Assessment Diagram contained in Figure 5.1.

FIGURE 5.1

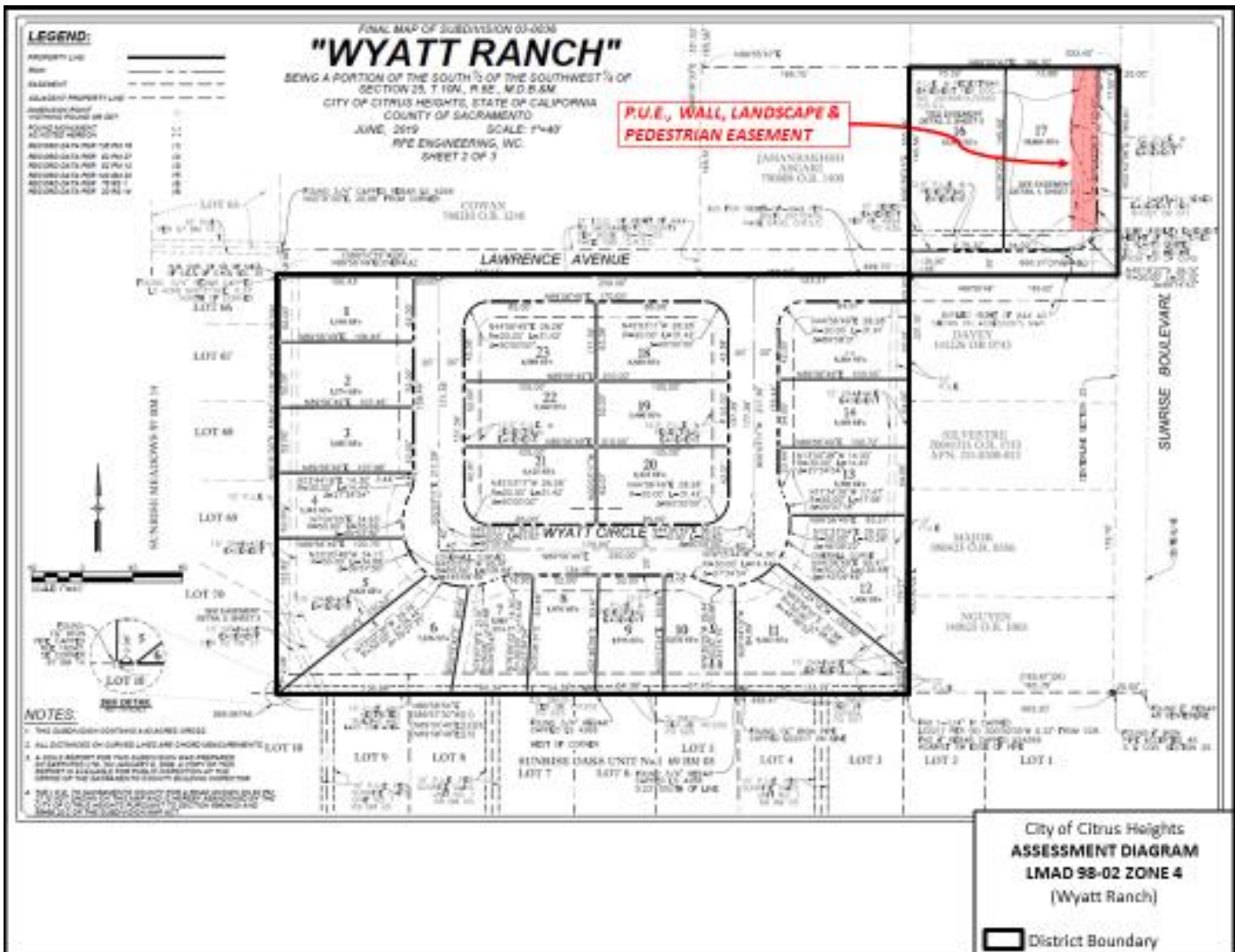


FIGURE 5.2**ASSESSMENT DISTRICT NO. 98-02
Zone 4 (Wyatt Ranch Subdivision)****MAINTENANCE SPECIFICATION**

- 1) Maintain trees and other plantings a minimum of once every two weeks along the Sunrise Boulevard frontage of the subdivision (P.U.E., Wall, Landscape and Pedestrian Easement). Maintain irrigation system & litter removal, weekly. Weed area a minimum of once every two weeks. Fertilize area a minimum of twice per year. Control infestation of fungus, diseases and/or insects. This item includes utilities (water & electricity), irrigation repair, landscaping materials (wood chips, chemicals, etc.), and replanting as needed.
- 2) Maintain masonry wall. Clean all graffiti from street-facing side of wall(s) as needed. Perform structural repairs/replacement as needed.
- 3) Maintain pedestrian pathway. Clean all graffiti as needed. Perform structural repairs/replacement as needed.

FIGURE 5.3
ASSESSMENT DISTRICT 98-02 ZONE 4

Fund and County DL 1170

<u>DESCRIPTION</u>		FY 22/23⁽¹⁾ ACTUAL	FY 23/24 ⁽²⁾ PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>			
	Rate Per Parcel	\$ 401.06	\$ 401.06
	Total Number of Parcels	\$ 23.00	\$ 23.00
	Total Special Assessments	\$ 9,224.38	\$ 9,224.38
<u>REVENUE:</u>			
	Release from Maintenance/Repair Reserve Balance		
	Release from Facility Replacement Reserve Balance	\$ -	\$ -
	Interest on Fund Balance	\$ -	\$ -
	Special Assessments	\$ 762.70	\$ 9,224.38
	Other Revenue	\$ -	\$ -
	Total Revenue:	\$ 762.70	\$ 9,224.38
<u>EXPENDITURES:</u>			
	Materials and Supplies	\$ -	\$ -
	Advertising & Mail	\$ 322.51	\$ 325.00
	Utilities		\$ 300.00
	Professional Services	\$ -	\$ 50.00
	City Contract Landscape		\$ 1,000.00
	Cost Allocation (Overhead)		
	Total Expenditures:	\$ 322.51	\$ 1,675.00
	Annual Operating Balance	\$ 440.19	\$ 7,549.38
	Transfer to Maintenance/Repair Reserve	\$ (440.19)	\$ (5,598.28)
	Transfer to Facility Replacement Reserve		\$ (1,866.10)
	Annual Ending Balance	\$ -	\$ 85.00
<u>MAINTENANCE /REPAIR RESERVE</u>			
	Beginning Fund Balance (July 1st)	\$ -	\$ 440.19
	Release to Operating Revenue		\$ -
	Transfer from Operating Balance	\$ 440.19	\$ 5,598.28
	Ending Operating Reserve Balance (June 30th)	\$ 440.19	\$ 6,038.47
<u>FACILITY REPLACEMENT RESERVE</u>			
	Beginning Facility Replacement Balance (July 1st)	\$ -	\$ -
	Transfer from Operating Balance		\$ 1,866.10
	Ending Facility Replacement Balance (June 30th)	\$ -	\$ 1,866.10
	(1) No assessments or expenditures for FY 21/22; FY 22/23 is the first year assessments will be levied.		
	(2) Assessments and estimated expenditures for FY 22/23 derived from estimate contained in original Engineer's Report dated November 14, 2019		
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 5.4
ASSESSMENT DISTRICT 98-02 ZONE 4
for WYATT RANCH

Tax Assessor's Number	Assessment Diagram #	Assessment Amount
211-0920-001-0000	1	\$ 401.06
211-0920-002-0000	2	\$ 401.06
211-0920-003-0000	3	\$ 401.06
211-0920-004-0000	4	\$ 401.06
211-0920-005-0000	5	\$ 401.06
211-0920-006-0000	6	\$ 401.06
211-0920-007-0000	7	\$ 401.06
211-0920-008-0000	8	\$ 401.06
211-0920-009-0000	9	\$ 401.06
211-0920-010-0000	10	\$ 401.06
211-0920-011-0000	11	\$ 401.06
211-0920-012-0000	12	\$ 401.06
211-0920-013-0000	13	\$ 401.06
211-0920-014-0000	14	\$ 401.06
211-0920-015-0000	15	\$ 401.06
211-0920-016-0000	16	\$ 401.06
211-0920-017-0000	17	\$ 401.06
211-0920-018-0000	18	\$ 401.06
211-0920-019-0000	19	\$ 401.06
211-0920-020-0000	20	\$ 401.06
211-0920-023-0000	21	\$ 401.06
211-0920-022-0000	22	\$ 401.06
211-0920-021-0000	23	\$ 401.06
23 Parcels; Total 98-02 Zone 4 Assessments is		\$ 9,224.38

ASSESSMENT DISTRICT 03-01 - ZONE 1 Stock Ranch NORTH (Auburn Commerce District)

GENERAL

This assessment district, first created in 2003, is for the maintenance of certain areas within and adjacent to the Stock Ranch development. All improvements are on public property.

Assessment District 03-01 has two service areas, Zones 1 and 2. The boundaries of Zone 1 are more particularly described on the Assessment Diagram contained in Figure 6.1.

Zone 1 (Auburn Commerce District) is responsible for the landscaping along Auburn Boulevard between San Tomas Drive and Raintree Drive (both sides of the street and the medians), sound walls (surface and structural maintenance) along the east and west sides of the development and the open space north of Arcade Creek including the drainage basins, pedestrian trails and bridge. The City is committed to the appearance of the development through proper maintenance of the plantings as well as periodic replacement of the plant materials. Additionally, the City also focuses on immediate abatement of graffiti on walls and other public structures.

The City maintains LMAD related landscape areas in and adjacent to public streets using City forces or those of contract providers. Facilities located in the open-space areas within the District are maintained by the Sunrise Park and Recreation District. Figure 6.2 describes the maintenance specifications for the district.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the commercial zone of Stock Ranch development was required to establish a funding source to provide for ongoing maintenance of the landscaping and irrigation along Auburn Boulevard between San Tomas Drive and Raintree Drive (both sides of the street and the medians), sound walls (surface and structural maintenance) along the east and west sides of the development and the open space north of Arcade Creek including the drainage basins, pedestrian trails and bridge. Funding for the LMAD 03-01 Zone 1 is from annual assessments levied on property within the zone's assessment boundary (Figure 6.1) pursuant to the Landscaping and Lighting Act of 1972. By agreement, the developer of the Stock Ranch subdivisions installed and maintained all landscaping improvements described in this Engineer's Report until the City's acceptance.

The method used to spread the assessments for Zone 1 is as follows:

- Zone 1 consists of 67.20 total acres with 36.82 acres designated for commercial uses.
- The cost to maintain the improvements within Zone 1 is to be allocated as follows:
 1. The assessment for each parcel is calculated by multiplying the total developable acres, as shown in Figure 4.4, by the cost per acre.
 2. The assessment is subject to an annual adjustment not to exceed 4% beginning with FY 2004-2005.

METHOD OF ASSESSMENT:

An adjustment in the annual assessment rate per acre is proposed for Fiscal Year 2023/2024. As shown in Figure 6.3. “Summary Analysis”, the Fiscal Year 2023/2024 assessments for District 03-01 Zone 1 are proposed to increase by 3% (less than the maximum allowable 4%) by approximately \$2,555.70 per acre. These additional revenues are necessary to support the LMAD 03-01 Zone 1’s operations and maintenance, provided by the Sunrise Recreation and Park District and City forces, and to preserve existing operating and replacement reserves.

Figure 6.4 contains the Assessment Roll for A.D. 03-01 – Zone 1.

FIGURE 6.1

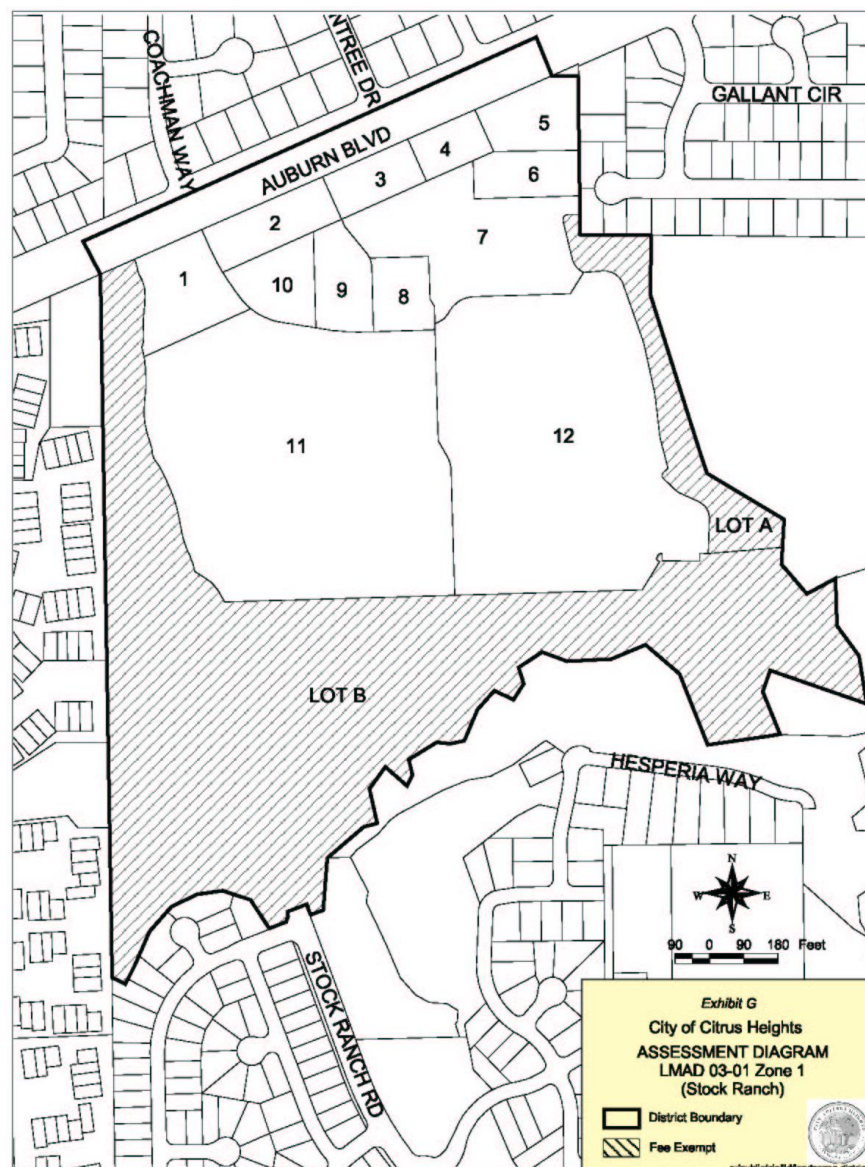


FIGURE 6.2**ASSESSMENT DISTRICT NO. 03-01
Zone 1****MAINTENANCE SPECIFICATION**

The following sections provide detailed explanations and describe the zone of benefit and the facilities to be maintained.

ZONE 1**Maintained by the City or City contractors:**

Landscaping north of Auburn Boulevard and within the median on Auburn Boulevard. On-going maintenance of the Auburn Boulevard landscape requires routine care of lawn, trees, shrubs and groundcover, including weed control, fertilization and litter removal.

Drainage facilities in the open space area next to the creek way include three detention basins and drain manholes which will require routine maintenance and include cleaning and clearing of debris.

Maintained by the Sunrise Parks and Recreation District

Masonry walls on the east and west side of the zone adjacent to open space areas. These walls require routine maintenance, including surface and structural maintenance and graffiti abatement.

Pedestrian circulation facilities in the Zone includes a pedestrian trail with lighting and benches and pedestrian bridge. The trail and benches will require routine maintenance and lighting along the trail will require period maintenance and replacement of bulbs.

FIGURE 6.3
ASSESSMENT DISTRICT 03-01 ZONE 1

286-75-296; County DL 0276

DESCRIPTION	FY 22/23** ACTUAL	FY 23/24 PROPOSED BUDGET
ASSESSMENT RATES:		
Rate Per Acre	\$ 2,481.28	\$ 2,555.70
Total Number of Acres (12 Parcels)	36.82	36.82
Total Special Assessments***	\$ 91,360.73	\$ 94,100.80
REVENUE:		
Release from Fund Balance	\$ -	\$ -
Interest on Fund Balance	\$ 13,197.51	\$ -
Special Assessments	\$ 91,327.80	\$ 94,100.80
Contributions	\$ -	\$ -
Other Revenue	\$ -	\$ -
Total Revenues:	\$ 104,525.31	\$ 94,100.80
EXPENDITURES:		
Advertising	\$ 430.01	\$ 361.00
Utilities - Electrical	\$ 2,063.60	\$ 2,472.00
Utilities - Water	\$ 2,630.44	\$ 2,678.00
Professional Services (includes SRPD Services)	\$ 76,783.91	\$ 80,340.00
Contract - Repairs & Extra Work	\$ 770.70	\$ -
Contract - Landscape Maintenance	\$ 17,568.00	\$ 21,574.00
Contract - Bus Stop Maintenance	\$ 4,833.00	\$ 5,000.00
Contract - Materials & Supplies	\$ -	\$ -
Cost Allocation (Overhead)	\$ 3,605.00	\$ 3,713.00
Total Uses of Funds:	\$ 108,684.66	\$ 116,138.00
Annual Operating Balance	\$ (4,159.35)	\$ (22,037.20)
Transfer to/from Operating Reserve	\$ 4,159.35	\$ 22,037.20
Annual Ending Balance	\$ -	\$ -
OPERATING RESERVE		
Beginning Operating Reserve Balance (July 1st)	\$ 825,784.89	\$ 821,625.54
Operating Reserve Set-aside	\$ -	\$ -
Transfer from (to) Annual Operating Balance	\$ (4,159.35)	\$ (22,037.20)
Ending Operating Reserve Balance (June 30th)	\$ 821,625.54	\$ 799,588.34
FACILITY REPLACEMENT RESERVE		
Beginning Facility Replacement Balance (July 1st)	\$ 392,535.00	\$ 392,535.00
Facility Replacement Set-aside	\$ -	\$ -
Replacement Project Cost	\$ -	\$ -
Ending Facility Replacement Balance (June 30th)	\$ 392,535.00	\$ 392,535.00
MAINTENANCE RESERVE	\$ 429,090.54	\$ 407,053.34
** Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projection for the 4th		
\$xx.xx Audited Fund Balance from previous Fiscal Year		
*** Total Assessment adjusted down per Sac County Assessor Requirements		

FIGURE 6.4**ASSESSMENT DISTRICT 03-01 ZONE 1
for Auburn Commerce District**

Tax Assessor's Number	Assessment Diagram #	Area (acres)	Amount per Acre	Total Assessment
211 0870 012 0000	1	1.44	\$ 2,555.70	\$ 3,680.20
211 0870 011 0000	2	1.1	\$ 2,555.70	\$ 2,811.26
211 0870 007 0000	3	0.78	\$ 2,555.70	\$ 1,993.44
211 0870 006 0000	4	0.61	\$ 2,555.70	\$ 1,558.98
211 0870 005 0000	5	1.06	\$ 2,555.70	\$ 2,709.04
211 0870 004 0000	6	0.81	\$ 2,555.70	\$ 2,070.12
211 0870 003 0000	7	3.55	\$ 2,555.70	\$ 9,072.74
211 0870 008 0000	8	0.76	\$ 2,555.70	\$ 1,942.32
211 0870 009 0000	9	0.98	\$ 2,555.70	\$ 2,504.58
211 0870 010 0000	10	0.98	\$ 2,555.70	\$ 2,504.58
211 0870 001 0000	11	13.19	\$ 2,555.70	\$ 33,709.68
211 0870 002 0000	14	11.56	\$ 2,555.70	\$ 29,543.88
14 Parcels; Total 03-01 Zone 1 Assessments is				\$ 94,100.80

ASSESSMENT DISTRICT 03-01 - ZONE 2 Stock Ranch SOUTH

GENERAL

This assessment district, first created in 2003, is for the maintenance of certain areas within and adjacent to the Stock Ranch development. All improvements are on public property.

Assessment District 03-01 has two service areas, Zones 1 and 2. On July 13, 2006 the City Council approved the annexation of Phases 3 and 4 of the Stock Ranch Residential development into Zone 2. The boundaries of Zone 2 are more particularly described on the Assessment Diagram contained in Figure 7.1.

Zone 2 is responsible for the open space on the south side of Arcade Creek and along the north side of Stock Ranch Road, the landscape strip along the north side of Stock Ranch Road (Sol Way to Woodside Drive), the pedestrian trails and park facilities, a future median in Stock Ranch Road, east of the roundabout, and a future landscape strip along the south side of Stock Ranch Road. The City is committed to the appearance of the development through proper maintenance of the plantings as well as periodic replacement of the plant materials. Additionally, the City also focuses on immediate abatement of graffiti on walls and other public structures.

The City maintains LMAD related landscape areas in and adjacent to public streets using City forces or those of contract providers. Facilities located in the open-space areas within the District are maintained by the Sunrise Park and Recreation District. Figure 7.2 describes the maintenance specifications for the district.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the commercial zone of Stock Ranch development was required to establish a funding source to provide for ongoing maintenance of open space on the south side of Arcade Creek and along the north side of Stock Ranch Road, the landscape strip along the north side of Stock Ranch Road (Sol Way to Woodside Drive), the pedestrian trails and park facilities, a future median in Stock Ranch Road, east of the roundabout, and a future landscape strip along the south side of Stock Ranch Road. Funding for the District is from annual assessments levied on properties within the zone's assessment boundary (Figure 7.1) pursuant to the Landscaping and Lighting Act of 1972. The original annual assessment adopted for District 03-01 Zone 2, upon formation in FY 2003/2004 was \$82.42 per single-family residential parcel and \$411.86 per acre of undeveloped/commercial property.

The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment by an amount not exceed a maximum of four percent 4% per year.

ANNUAL ASSESSMENT:

Initially LMAD 03-01 Zone 2, was fully funded by its assessments. However, in recent years continued increases in the costs of regular maintenance activities and utilities have resulted in the annual expenses exceeding the annual assessment revenue and operating reserves being depleted

to make up the difference. As a result, in FY 2021/2022 and FY 2022/2023, the City of Citrus Heights utilized the cost of living increase provision and increased the annual assessment by 4% and 3%, respectively.

Annual adjustments in the assessment rate are proposed for Fiscal Year 2023/2024. As shown in Figure 7.3. “Summary Analysis”, the Fiscal Year 2023/2024 assessments for District 03-01 Zone 2 are again proposed to increase by 3% (less than the maximum allowable 4%) over the rates charged in FY 2022/2023. This represents increases of approximately \$90.92 per residential parcel and \$454.40 per acre of undeveloped/commercial land. These additional revenues are necessary to support the extensive maintenance needs for the District, provided by the Sunrise Recreation and Park District as well as the City through contract services.

Figure 7.4 contains the Assessment Roll for A.D. 03-01 – Zone 2.

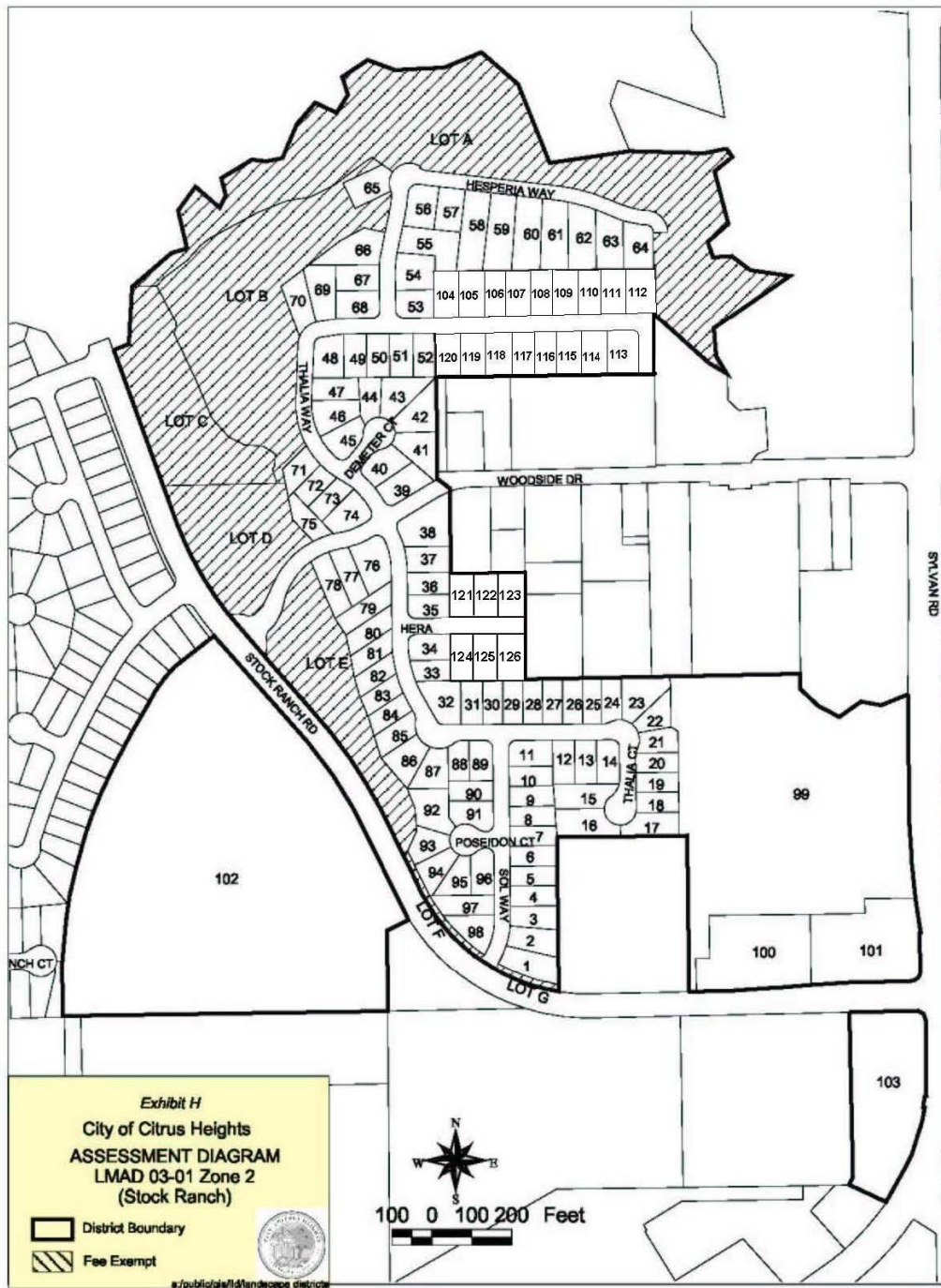
FIGURE 7.1

FIGURE 7.2**ASSESSMENT DISTRICT NO. 03-01
Zone 2****MAINTENANCE SPECIFICATION**

The following sections provide detailed explanations and describe the zone of benefit and the facilities to be maintained.

ZONE 2**Maintained by the City or City contractors:**

Along the north side of Stock Ranch Road, the landscaping and irrigation of land within the 15-foot landscape corridor shall be maintained and repaired as necessary. The street frontage landscape includes lawn, trees, shrubs and groundcover. Ongoing street frontage maintenance requires weekly care of the lawn, trees, shrubs and groundcover including weed control, fertilization, pruning and litter removal.

A future median in Stock Ranch Road between Fountain Square Drive and Sol Way and a landscape corridor along the south side of Stock Ranch Road, east of Fountain Square Drive will also be maintained. Once construction is complete, maintenance of these future improvements will begin following a required plant establishment period.

Maintained by the Sunrise Parks and Recreation District:

Zone 2 includes maintenance of the open space area south of Arcade Creek and within the open space parcels located immediately east of Stock Ranch Road. Routine maintenance includes pruning, tree and shrub maintenance and weed abatement adjacent to homes within the District. A post and cable fence between Stock Ranch Road and the open space parcels will require periodic maintenance and replacement.

Pedestrian circulation facilities in the Zone include a pedestrian trail that requires routine maintenance.

FIGURE 7.3
ASSESSMENT DISTRICT 03-01 ZONE 2

287-75-297; County DL 0278

<u>DESCRIPTION</u>	FY 22/23** ACTUAL	FY 23/24 PROPOSED BUDGET
<u>ASSESSMENT RATES:</u>		
Rate Per Parcel (Residential)	\$ 88.28	\$ 90.92
Total Number of Residential Parcels	121	121
Sub-Total A	\$ 10,681.88	\$ 11,001.32
Rate Per Acre (Commercial/Undeveloped)	\$ 441.18	\$ 454.40
Total Number of Acres (5 Parcels)***	22.7	22.7
Sub-Total B	\$ 10,014.78	\$ 10,532.96
Total Special Assessments (A+B)	\$ 20,696.66	\$ 21,534.28
<u>REVENUE:</u>		
Release from Fund Balance	\$ -	\$ -
Interest on Fund Balance	\$ 350.38	\$ -
Special Assessments	\$ 20,727.54	\$ 21,534.28
Contributions	\$ -	\$ -
Other Revenue	\$ -	\$ -
Total Revenues:	\$ 21,077.92	\$ 21,534.28
<u>EXPENDITURES:</u>		
Advertising	\$ 430.01	\$ 361.00
Utilities - Electric	\$ 736.68	\$ 773.00
Utilities - Water	\$ 1,715.27	\$ 2,472.00
Professional Services (includes SRPD Services)	\$ 1,316.18	\$ 10,000.00
Contract - Landscape Maintenance	\$ 11,016.00	\$ 3,750.00
Contract - Repairs, Tree Trimming & Extra Work	\$ 454.35	\$ -
Cost Allocation (Overhead)	\$ 3,273.00	\$ 3,371.00
Total Expenditures:	\$ 18,941.49	\$ 20,727.00
Annual Operating Balance	\$ 1,786.05	\$ 807.28
Transfer to/from Operating Reserve	\$ -	\$ -
Annual Ending Balance	\$ 1,786.05	\$ 807.28
<u>OPERATING RESERVE</u>		
Beginning Fund Balance (July 1st)	\$ 22,677.54	\$ 24,813.97
Operating Reserve Set-a-side	\$ 21,077.92	\$ 21,534.28
Transfer from (to) Annual Operating Balance	\$ 18,941.49	\$ 20,727.00
Ending Operating Reserve Balance (June 30th)	\$ 24,813.97	\$ 25,621.25
<u>FACILITY REPLACEMENT RESERVE</u>		
Beginning Facility Replacement Balance (July 1st)	\$ -	\$ -
Annual Replacement Set-aside	\$ -	\$ -
Subtract Replacement Project Cost	\$ -	\$ -
Ending Facility Replacement Balance (June 30th)	\$ -	\$ -
MAINTENANCE RESERVE	\$ 24,813.97	\$ 25,621.25
** Recorded actual expenses for the first 3 quarters of the current Fiscal Year plus projection for the 4th		
\$xx.xx Audited Fund Balance from previous Fiscal Year		
*** estimated acreage to be verified with County Assessors		

FIGURE 7.4
ASSESSMENT DISTRICT 03-01 ZONE 2 for STOCK RANCH

Tax Assessor's Number				Assessment Diagram #	Assessment Amount		Tax Assessor's Number				Assessment Diagram #	Assessment Amount
243	0590	026	0000	1	\$ 90.92		211	0880	003	0000	50	\$ 90.92
243	0590	027	0000	2	\$ 90.92		211	0880	004	0000	51	\$ 90.92
243	0590	028	0000	3	\$ 90.92		211	0880	005	0000	52	\$ 90.92
243	0590	029	0000	4	\$ 90.92		211	0880	006	0000	53	\$ 90.92
243	0590	030	0000	5	\$ 90.92		211	0880	007	0000	54	\$ 90.92
243	0590	031	0000	6	\$ 90.92		211	0880	008	0000	55	\$ 90.92
243	0590	032	0000	7	\$ 90.92		211	0880	009	0000	56	\$ 90.92
243	0590	033	0000	8	\$ 90.92		211	0880	010	0000	57	\$ 90.92
243	0590	034	0000	9	\$ 90.92		211	0880	011	0000	58	\$ 90.92
243	0590	035	0000	10	\$ 90.92		211	0880	012	0000	59	\$ 90.92
243	0590	036	0000	11	\$ 90.92		211	0880	013	0000	60	\$ 90.92
243	0590	037	0000	12	\$ 90.92		211	0880	014	0000	61	\$ 90.92
243	0590	038	0000	13	\$ 90.92		211	0880	015	0000	62	\$ 90.92
243	0590	039	0000	14	\$ 90.92		211	0880	016	0000	63	\$ 90.92
243	0590	040	0000	15	\$ 90.92		211	0880	017	0000	64	\$ 90.92
243	0590	041	0000	16	\$ 90.92		211	0880	018	0000	65	\$ 90.92
243	0590	042	0000	17	\$ 90.92		211	0880	019	0000	66	\$ 90.92
243	0590	043	0000	18	\$ 90.92		211	0880	020	0000	67	\$ 90.92
243	0590	044	0000	19	\$ 90.92		211	0880	021	0000	68	\$ 90.92
243	0590	045	0000	20	\$ 90.92		211	0880	022	0000	69	\$ 90.92
243	0590	046	0000	21	\$ 90.92		211	0880	023	0000	70	\$ 90.92
243	0590	047	0000	22	\$ 90.92		243	0590	073	0000	71	\$ 90.92
243	0590	048	0000	23	\$ 90.92		243	0590	074	0000	72	\$ 90.92
243	0590	049	0000	24	\$ 90.92		243	0590	075	0000	73	\$ 90.92
243	0590	050	0000	25	\$ 90.92		243	0590	001	0000	74	\$ 90.92
243	0590	051	0000	26	\$ 90.92		243	0590	002	0000	75	\$ 90.92
243	0590	052	0000	27	\$ 90.92		243	0590	003	0000	76	\$ 90.92
243	0590	053	0000	28	\$ 90.92		243	0590	004	0000	77	\$ 90.92
243	0590	054	0000	29	\$ 90.92		243	0590	005	0000	78	\$ 90.92
243	0590	055	0000	30	\$ 90.92		243	0590	006	0000	79	\$ 90.92
243	0590	056	0000	31	\$ 90.92		243	0590	007	0000	80	\$ 90.92
243	0590	057	0000	32	\$ 90.92		243	0590	008	0000	81	\$ 90.92
243	0590	058	0000	33	\$ 90.92		243	0590	009	0000	82	\$ 90.92
243	0590	059	0000	34	\$ 90.92		243	0590	010	0000	83	\$ 90.92
243	0590	060	0000	35	\$ 90.92		243	0590	011	0000	84	\$ 90.92
243	0590	061	0000	36	\$ 90.92		243	0590	012	0000	85	\$ 90.92
243	0590	062	0000	37	\$ 90.92		243	0590	013	0000	86	\$ 90.92
243	0590	063	0000	38	\$ 90.92		243	0590	014	0000	87	\$ 90.92
243	0590	064	0000	39	\$ 90.92		243	0590	015	0000	88	\$ 90.92
243	0590	065	0000	40	\$ 90.92		243	0590	016	0000	89	\$ 90.92
243	0590	066	0000	41	\$ 90.92		243	0590	017	0000	90	\$ 90.92
243	0590	067	0000	42	\$ 90.92		243	0590	018	0000	91	\$ 90.92
243	0590	068	0000	43	\$ 90.92		243	0590	019	0000	92	\$ 90.92
243	0590	069	0000	44	\$ 90.92		243	0590	020	0000	93	\$ 90.92
243	0590	070	0000	45	\$ 90.92		243	0590	021	0000	94	\$ 90.92
243	0590	071	0000	46	\$ 90.92		243	0590	022	0000	95	\$ 90.92
243	0590	072	0000	47	\$ 90.92		243	0590	023	0000	96	\$ 90.92
211	0590	001	0000	48	\$ 90.92		243	0590	024	0000	97	\$ 90.92
211	0880	002	0000	49	\$ 90.92		243	0590	025	0000	98	\$ 90.92

ASSESSMENT DISTRICT 03-01 ZONE 2 for STOCK RANCH

Tax Assessor's Number				Assessment Diagram #	Assessment Amount
211	0880	026	0000	104	\$ 90.92
211	0880	027	0000	105	\$ 90.92
211	0880	028	0000	106	\$ 90.92
211	0880	029	0000	107	\$ 90.92
211	0880	030	0000	108	\$ 90.92
211	0880	031	0000	109	\$ 90.92
211	0880	032	0000	110	\$ 90.92
211	0880	033	0000	111	\$ 90.92
211	0880	034	0000	112	\$ 90.92
211	0880	035	0000	113	\$ 90.92
211	0880	036	0000	114	\$ 90.92
211	0880	037	0000	115	\$ 90.92
211	0880	038	0000	116	\$ 90.92
211	0880	039	0000	117	\$ 90.92
211	0880	040	0000	118	\$ 90.92
211	0880	041	0000	119	\$ 90.92
211	0880	042	0000	120	\$ 90.92
211	0590	081	0000	121	\$ 90.92
211	0590	082	0000	122	\$ 90.92
211	0590	083	0000	123	\$ 90.92
211	0590	084	0000	124	\$ 90.92
211	0590	085	0000	125	\$ 90.92
211	590	086	0000	126	\$ 90.92
Sub-total Assessment on 121 Residential Parcels; 03-01 Zone 2 =					\$ 11,001.32

ASSESSMENT DISTRICT 03-01 – ZONE 2 (COMMERCIAL PARCELS)

Revised Tax Assessor's Number*	Assessment Diagram #	Area (acres)	Amount per Acre	Total Assessment
243 0010 0045 0000	99	8.00	\$ 454.40	\$ 3,635.20
243 0010 051 0000	100	0.55	\$ 454.40	\$ 249.92
243 0010 050 0000	101	1.77	\$ 454.40	\$ 804.28
243 0010 027 0000**	102	11.08	\$ 454.40	\$ 5,034.74
243 0020 051 0000	103	1.78	\$ 454.40	\$ 808.82
Sub-total Assessment on 5 Commercial Parcels in 03-01, Zone 2 =				\$ 10,532.96
*based on current county parcel viewer data; reflects lot splits and new assigned parcel numbers				
**no change to parcel number.				

ASSESSMENT DISTRICT 03-01 – Zone 3 (Mitchell Farms Subdivision)

GENERAL

Landscape Maintenance Assessment District (LMAD) 03-01, Zone 3 (Mitchell Farms Subdivision), first created by City Council action on April 23, 2020, is located east of Sunrise Boulevard, north of Arcadia Drive, and west of Fair Oaks Boulevard. This LMAD provides for the maintenance of a large open-space lot within the Mitchell Farms Subdivision development and landscaping within a roundabout on Arcadia Drive. All improvements are on public property. There are 258 residential parcels in this district, whose boundaries are more particularly described on the Assessment Diagram contained in Figure 8.1.

This subdivision of land, covered by Zone 3, includes 258 residential lots, one public park lot (Lot A) and 51 common area and alley lots owned and maintained by the Home Owners Association (HOA). Upon recordation of the Final Map and completion of the construction of the park improvements, Lot A will be dedicated to Sunrise Recreation and Parks District (SRPD).

To supplement the available funding for the long-term maintenance and replacement costs for the improvements within Lot A and the landscaping and irrigation within the new Arcadia Drive roundabout, the development was conditioned to create a new Landscape Maintenance Assessment District (LMAD).

Public amenities in Zone 3, to be maintained on an annual basis with this LMAD funding, include trees, natural grasses, irrigation systems, pedestrian/bike pathways, pathway lighting and bridges within the open-space lot (Lot A) and landscaping and irrigation system within the Arcadia Drive roundabout. On-going maintenance of the landscaped areas require routine care of trees, shrubs, and groundcover, including weed control, fertilization, mulch replacement, litter removal and irrigation systems. The pedestrian pathways and associated bridges require routine maintenance, including surface and structural maintenance, maintenance and repairs of pathway lighting and graffiti abatement.

In addition to regular annual maintenance, the facilities in Zone 3 (pedestrian/bike pathway, bridges, pathway lighting system, irrigation system, and roundabout landscape and irrigation) require periodic major repairs and/or replacement. Zone 3 provides a funding set-aside for long-term capital replacement of these items.

Figure 8.2 contains a detailed listing of items to be maintained and/or replacement of each of the items. City and the SRPD perform/manage the maintenance for the LMAD using its own forces or those of contract providers.

DISTRICT FINANCING/METHOD OF ASSESSMENT

As a condition of approval, the developer of the single family Mitchell Farms Subdivision was required to establish a funding source to provide for ongoing maintenance of the landscaping include trees, natural grasses, irrigation systems, pedestrian/bike pathways, pathway lighting and bridges within the open-space lot (Lot A) and landscaping and irrigation system within the Arcadia Drive roundabout. The funding for LMAD 03-01, Zone 3 will be from annual assessments levied on property within the zone's assessment boundary (Figure 8.1), pursuant to the Landscaping and Lighting Act of 1972. Because each of the single-family lots within the zone was created as a result of compliance with this condition, each lot benefits in the same proportion. Therefore, the assessment costs are allocated on a per parcel basis for all assessment diagram parcels located in the Assessment District that qualified as a buildable single-family parcel per the current City of Citrus Heights Zoning Ordinances.

The method used to spread the initial assessments for each lot are as follows:

- Zone 3 consists 258 residential lots, 30 lettered HOA landscape lots, 20 alley lots, and one public park lot (Lot A).
- The costs of the maintenance for the improvements within Mitchell Farms are to be allocated as follows:
- The assessment for each Assessor's Parcel is calculated by dividing the total annual cost, by the total number of residential lots within the subdivision. As follows: Annual cost/number of lots = Annual cost of \$88,851.20 divided by 258 lots = \$344.38 per lot per year.
- The formation of this district also included a cost of living adjustment provision. Should the cost of landscape maintenance activities and utilities rise, this provision allows for the City of Citrus Heights to increase the annual assessment by an amount not exceed a maximum of four percent 4% per year.

The development is currently under construction, so the developer has agreed to maintain the landscaped areas and other features until the proposed improvements are formally accepted by the agencies (Sunrise Recreation and Parks District for Lot A and the City of Citrus Heights for the Arcadia Drive roundabout).

ANNUAL ASSESSMENT

The district's Maintenance Summary is contained in Figure 8.3. The Fiscal Year 2023/2024 assessments proposed for District 03-01, Zone 3 are proposed to remain the same as Fiscal Year 2021/2022. **No annual adjustments are proposed for Fiscal Year 2023/2024.**

The district's Assessment Roll is contained in Figure 8.4.

BOUNDARY DESCRIPTION OF AREA TO BE MAINTAINED

All that real property situated in the City of Citrus Heights, County of Sacramento, State of California, which is further described as follows:

Lot A of the Mitchell Farms Subdivision and the adjacent Arcadia Drive roundabout; more particularly described on the Assessment Diagram contained in Figure 8.1.

FIGURE 8.1

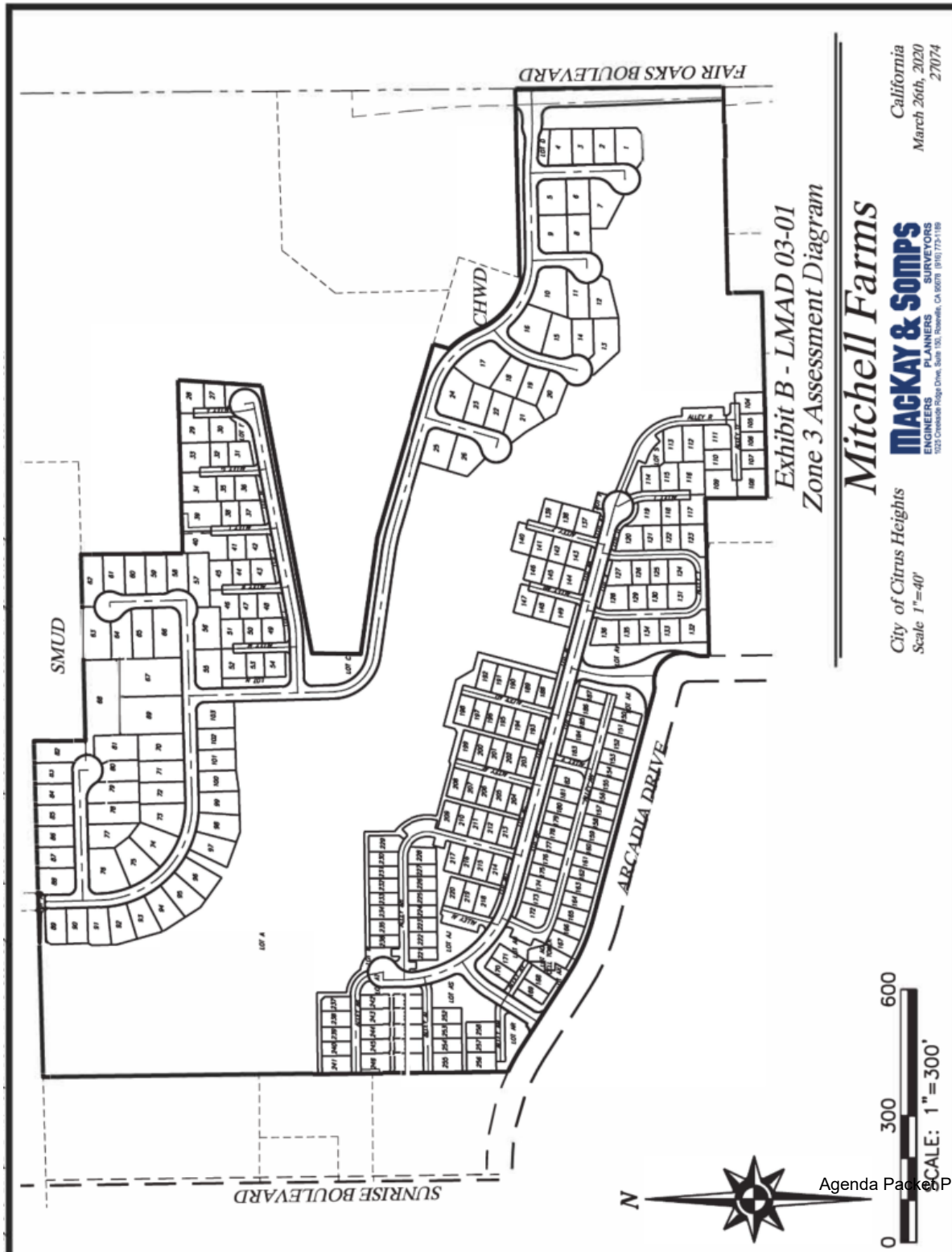


FIGURE 8.2**ASSESSMENT DISTRICT NO. 03-01
Zone 3 (Mitchell Farms Subdivision)****MAINTENANCE SPECIFICATION**

- 1) Maintain pedestrian pathway (Lot A). Clean all graffiti as needed. Perform structural repairs/replacement as needed. This item includes repair and materials to maintain the light bollards along the pathway.
- 2) Maintain pedestrian pathway bridges (Lot A). Clean all graffiti as needed. Perform structural repairs/replacement to hand rails, deck, abutments and other bridge appurtenances as needed.
- 3) Maintain the creek open space (Lot A). Keep the existing creek open space free from debris to assure flow of Arcade Creek, maintain irrigation system and regular inspection and pruning for health of all trees (including planted mitigation trees), Mow open-space as needed for fuel-load management and appearance.
- 4) Maintain trees and other plantings a minimum of once every two weeks in the planters (center of roundabout and three approach islands) at the Arcadia Drive roundabout. Maintain irrigation system as needed to ensure proper operation and optimum health of the plantings. Weed area a minimum of once every two weeks. Fertilize area a minimum of twice per year. Control infestation of fungus, diseases and/or insects. This item includes irrigation repair, landscaping materials (wood chips, chemicals, etc.), and replanting as needed.

FIGURE 8.3
ASSESSMENT DISTRICT 03-01 ZONE 3

296-75-289; County DL1128

<u>DESCRIPTION</u>		FY 22/23 ⁽¹⁾ ACTUAL	FY 23/24 ⁽²⁾ PROPOSED BUDGET
ASSESSMENT RATES:			
	Rate Per Parcel	\$344.38	\$344.38
	Total Number of Parcels	258	258
	Total Special Assessments	\$88,850.04	\$88,850.04
REVENUE:			
	Release from Maintenance/Repair Reserve Balance	\$0.00	\$0.00
	Release from Facility Replacement Reserve Balance	\$0.00	\$0.00
	Interest on Fund Balance	\$1,644.08	\$0.00
	Special Assessments	\$87,319.10	\$88,850.04
	Contributions (SRPD Participation)	\$0.00	\$35,000.00
	Other Revenue	\$0.00	\$0.00
	Total Revenue:	\$88,963.18	\$123,850.04
EXPENDITURES:			
	Materials and Supplies	\$0.00	\$0.00
	Advertising & Mail	\$430.01	\$365.00
	Utilities	\$0.00	\$150.00
	Professional Services (Cnty Tax Collection fees)	\$0.00	\$150.00
	City Contract Landscape	\$0.00	\$1,200.00
	SRPD Maintenance	\$0.00	\$32,000.00
	Cost Allocation* (Overhead)	\$0.00	\$0.00
	Maintenance/Repair Annual Accrual ⁽³⁾	\$5,349.85	\$5,349.85
	Facility Replacement Annual Accrual ⁽³⁾	\$51,416.42	\$51,416.42
	Total Expenditures:	\$57,196.28	\$90,631.27
Annual Operating Balance		\$31,766.90	\$33,218.77
	Transfer to Maintenance/Repair Reserve	-\$31,766.90	-\$33,218.77
Annual Ending Balance		\$0.00	\$0.00
ACCRUAL SUMMARY			
MAINTENANCE/REPAIR RESERVE			
	Beginning Maintenance/Repair Reserve Balance (7/1)	\$ 87,655.63	\$119,422.53
	Release to Revenue (to cover annual operating costs)	\$0.00	\$0.00
	Maintenance/Repair Reserve Annual Accrual	\$5,349.85	\$5,349.85
	Transfer from Annual Operating Balance	\$31,766.90	\$33,218.77
	Ending Maintenance/Repair Reserve Balance (6/30)	\$119,422.53	\$152,641.30
FACILITY REPLACEMENT RESERVE			
	Beginning Facility Replacement Reserve Balance (7/1)	\$51,416.42	\$102,832.84
	Release to Revenue (for scheduled facility replacement)	\$0.00	\$0.00
	Facility Replacement Annual Accrual	\$51,416.42	\$51,416.42
	Ending Facility Replacement Reserve Balance (6/30)	\$102,832.84	\$154,249.26
(1) Assessments and expenditures for FY 22/23 reflect partial year maintenance.			
(2) Assessments and expenditures for FY 23/24 based on first full year of City and SRPD maintenance.			
(3) Annual set-aside amounts from Exhibits D1 & D2 in original Engineer's Report dated April 23, 2020.			
\$xx.xx	Audited Fund Balance from previous Fiscal Year		

FIGURE 8.4**A.D. 03-01, Zone 3 Assessment Roll Mitchell Farms**

A.D. 03-01, Zone 3 Assessment Roll					
Assessor's Number	Tax Assessment Diagram #	Assessment	Assessor's Number	Tax Assessment Diagram #	Assessment
243-0600-001-0000	1	344.38	243-0610-020-0000	46	344.38
243-0600-002-0000	2	344.38	243-0610-021-0000	47	344.38
243-0600-003-0000	3	344.38	243-0610-022-0000	48	344.38
243-0600-004-0000	4	344.38	243-0610-023-0000	49	344.38
243-0600-005-0000	5	344.38	243-0610-024-0000	50	344.38
243-0600-006-0000	6	344.38	243-0610-025-0000	51	344.38
243-0600-007-0000	7	344.38	243-0610-026-0000	52	344.38
243-0600-008-0000	8	344.38	243-0610-027-0000	53	344.38
243-0600-009-0000	9	344.38	243-0610-028-0000	54	344.38
243-0600-010-0000	10	344.38	243-0610-029-0000	55	344.38
243-0600-011-0000	11	344.38	243-0610-030-0000	56	344.38
243-0600-012-0000	12	344.38	243-0610-031-0000	57	344.38
243-0600-013-0000	13	344.38	243-0610-032-0000	58	344.38
243-0600-014-0000	14	344.38	243-0610-033-0000	59	344.38
243-0600-015-0000	15	344.38	243-0610-034-0000	60	344.38
243-0600-016-0000	16	344.38	243-0610-035-0000	61	344.38
243-0600-017-0000	17	344.38	243-0610-036-0000	62	344.38
243-0600-018-0000	18	344.38	243-0610-037-0000	63	344.38
243-0600-019-0000	19	344.38	243-0610-038-0000	64	344.38
243-0600-020-0000	20	344.38	243-0610-039-0000	65	344.38
243-0600-021-0000	21	344.38	243-0610-040-0000	66	344.38
243-0600-022-0000	22	344.38	243-0610-041-0000	67	344.38
243-0600-023-0000	23	344.38	243-0610-042-0000	68	344.38
243-0600-024-0000	24	344.38	243-0610-043-0000	69	344.38
243-0600-025-0000	25	344.38	243-0610-044-0000	70	344.38
243-0600-026-0000	26	344.38	243-0610-045-0000	71	344.38
243-0610-001-0000	27	344.38	243-0610-046-0000	72	344.38
243-0610-002-0000	28	344.38	243-0610-047-0000	73	344.38
243-0610-003-0000	29	344.38	243-0610-048-0000	74	344.38
243-0610-004-0000	30	344.38	243-0610-049-0000	75	344.38
243-0610-005-0000	31	344.38	243-0610-050-0000	76	344.38
243-0610-006-0000	32	344.38	243-0610-051-0000	77	344.38
243-0610-007-0000	33	344.38	243-0610-052-0000	78	344.38
243-0610-008-0000	34	344.38	243-0610-053-0000	79	344.38
243-0610-009-0000	35	344.38	243-0610-054-0000	80	344.38
243-0610-010-0000	36	344.38	243-0610-055-0000	81	344.38
243-0610-011-0000	37	344.38	243-0610-056-0000	82	344.38
243-0610-012-0000	38	344.38	243-0610-057-0000	83	344.38
243-0610-013-0000	39	344.38	243-0610-058-0000	84	344.38
243-0610-014-0000	40	344.38	243-0610-059-0000	85	344.38
243-0610-015-0000	41	344.38	243-0610-060-0000	86	344.38
243-0610-016-0000	42	344.38	243-0610-061-0000	87	344.38
243-0610-017-0000	43	344.38	243-0610-062-0000	88	344.38
243-0610-018-0000	44	344.38	243-0610-063-0000	89	344.38
243-0610-019-0000	45	344.38	243-0610-064-0000	90	344.38

A.D. 03-01, Zone 3 Assessment Roll Mitchell Farms

Assessor's Number	Tax Assessment Diagram # Assessment	Assessor's Number	Tax Assessment Diagram # Assessment
243-0610-065-0000	91 344.38	243-0620-033-0000	136 344.38
243-0610-066-0000	92 344.38	243-0620-034-0000	137 344.38
243-0610-067-0000	93 344.38	243-0620-035-0000	138 344.38
243-0610-068-0000	94 344.38	243-0620-036-0000	139 344.38
243-0610-069-0000	95 344.38	243-0620-037-0000	140 344.38
243-0610-070-0000	96 344.38	243-0620-038-0000	141 344.38
243-0610-071-0000	97 344.38	243-0620-039-0000	142 344.38
243-0610-072-0000	98 344.38	243-0620-040-0000	143 344.38
243-0610-073-0000	99 344.38	243-0620-041-0000	144 344.38
243-0610-074-0000	100 344.38	243-0620-042-0000	145 344.38
243-0610-075-0000	101 344.38	243-0620-043-0000	146 344.38
243-0610-076-0000	102 344.38	243-0620-044-0000	147 344.38
243-0610-077-0000	103 344.38	243-0620-045-0000	148 344.38
243-0620-001-0000	104 344.38	243-0620-046-0000	149 344.38
243-0620-002-0000	105 344.38	243-0620-047-0000	150 344.38
243-0620-003-0000	106 344.38	243-0620-048-0000	151 344.38
243-0620-004-0000	107 344.38	243-0620-049-0000	152 344.38
243-0620-005-0000	108 344.38	243-0620-050-0000	153 344.38
243-0620-006-0000	109 344.38	243-0630-001-0000	154 344.38
243-0620-007-0000	110 344.38	243-0630-002-0000	155 344.38
243-0620-008-0000	111 344.38	243-0630-003-0000	156 344.38
243-0620-009-0000	112 344.38	243-0630-004-0000	157 344.38
243-0620-010-0000	113 344.38	243-0630-005-0000	158 344.38
243-0620-011-0000	114 344.38	243-0630-006-0000	159 344.38
243-0620-012-0000	115 344.38	243-0630-007-0000	160 344.38
243-0620-013-0000	116 344.38	243-0630-008-0000	161 344.38
243-0620-014-0000	117 344.38	243-0630-009-0000	162 344.38
243-0620-015-0000	118 344.38	243-0630-010-0000	163 344.38
243-0620-016-0000	119 344.38	243-0630-011-0000	164 344.38
243-0620-017-0000	120 344.38	243-0630-012-0000	165 344.38
243-0620-018-0000	121 344.38	243-0630-013-0000	166 344.38
243-0620-019-0000	122 344.38	243-0630-014-0000	167 344.38
243-0620-020-0000	123 344.38	243-0630-015-0000	168 344.38
243-0620-021-0000	124 344.38	243-0630-016-0000	169 344.38
243-0620-022-0000	125 344.38	243-0630-017-0000	170 344.38
243-0620-023-0000	126 344.38	243-0630-018-0000	171 344.38
243-0620-024-0000	127 344.38	243-0630-019-0000	172 344.38
243-0620-025-0000	128 344.38	243-0630-020-0000	173 344.38
243-0620-026-0000	129 344.38	243-0630-021-0000	174 344.38
243-0620-027-0000	130 344.38	243-0630-022-0000	175 344.38
243-0620-028-0000	131 344.38	243-0630-023-0000	176 344.38
243-0620-029-0000	132 344.38	243-0630-024-0000	177 344.38
243-0620-030-0000	133 344.38	243-0630-025-0000	178 344.38
243-0620-031-0000	134 344.38	243-0630-026-0000	179 344.38
243-0620-032-0000	135 344.38	243-0630-027-0000	180 344.38

A.D. 03-01, Zone 3 Assessment Roll Mitchell Farms

Assessor's Number	Tax Assessment Diagram #	Assessment
243-0630-028-0000	181	344.38
243-0630-029-0000	182	344.38
243-0620-051-0000	183	344.38
243-0620-052-0000	184	344.38
243-0620-053-0000	185	344.38
243-0620-054-0000	186	344.38
243-0620-055-0000	187	344.38
243-0620-056-0000	188	344.38
243-0620-057-0000	189	344.38
243-0620-058-0000	190	344.38
243-0620-059-0000	191	344.38
243-0620-060-0000	192	344.38
243-0630-030-0000	193	344.38
243-0630-031-0000	194	344.38
243-0630-032-0000	195	344.38
243-0630-033-0000	196	344.38
243-0630-034-0000	197	344.38
243-0630-035-0000	198	344.38
243-0630-036-0000	199	344.38
243-0630-037-0000	200	344.38
243-0630-038-0000	201	344.38
243-0630-039-0000	202	344.38
243-0630-040-0000	203	344.38
243-0630-041-0000	204	344.38
243-0630-042-0000	205	344.38
243-0630-043-0000	206	344.38
243-0630-044-0000	207	344.38
243-0630-045-0000	208	344.38
243-0630-046-0000	209	344.38
243-0630-047-0000	210	344.38
243-0630-048-0000	211	344.38
243-0630-049-0000	212	344.38
243-0630-050-0000	213	344.38
243-0630-051-0000	214	344.38
243-0630-052-0000	215	344.38
243-0630-053-0000	216	344.38
243-0630-054-0000	217	344.38
243-0630-055-0000	218	344.38
243-0630-056-0000	219	344.38
243-0630-057-0000	220	344.38
243-0630-058-0000	221	344.38
243-0630-059-0000	222	344.38
243-0630-060-0000	223	344.38
243-0630-061-0000	224	344.38
243-0630-062-0000	225	344.38

258 parcels at \$344.38 each = \$88,850.04

Assessor's Number	Tax Assessment Diagram #	Assessment
243-0630-063-0000	226	344.38
243-0630-064-0000	227	344.38
243-0630-065-0000	228	344.38
243-0630-066-0000	229	344.38
243-0630-067-0000	230	344.38
243-0630-068-0000	231	344.38
243-0630-069-0000	232	344.38
243-0630-070-0000	233	344.38
243-0630-071-0000	234	344.38
243-0630-072-0000	235	344.38
243-0630-073-0000	236	344.38
243-0630-074-0000	237	344.38
243-0630-075-0000	238	344.38
243-0630-076-0000	239	344.38
243-0630-077-0000	240	344.38
243-0630-078-0000	241	344.38
243-0630-079-0000	242	344.38
243-0630-080-0000	243	344.38
243-0630-081-0000	244	344.38
243-0630-082-0000	245	344.38
243-0630-083-0000	246	344.38
243-0630-084-0000	247	344.38
243-0630-085-0000	248	344.38
243-0630-086-0000	249	344.38
243-0630-087-0000	250	344.38
243-0630-088-0000	251	344.38
243-0630-089-0000	252	344.38
243-0630-090-0000	253	344.38
243-0630-091-0000	254	344.38
243-0630-092-0000	255	344.38
243-0630-093-0000	256	344.38
243-0630-094-0000	257	344.38
243-0630-095-0000	258	344.38



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT

MEMORANDUM

DATE: July 27, 2023

TO: Mayor and City Council Members
Ashley J. Feeney, City Manager

FROM: Regina Cave, General Services Director
Leslie Blomquist, City Engineer

SUBJECT: Citrus Heights Lighting Assessment District
Levy of Fiscal Year 2023/2024 Assessments

Summary and Recommendation

On July 13, 2023, the City Council took the first steps toward the proposed annual update for Fiscal Year 2023/2024 for the Citrus Heights Lighting District (CHLD, or District). At that time, the City Council adopted a Resolution of Intention to update the CHLD and called for a public hearing on July 27, 2023. Subsequently, the City Clerk published the required notice.

No changes are recommended to the assessment rates in conjunction with the annual update of the CHLD. However, over the past fiscal year, new streetlights and infrastructure have been installed at various locations throughout the City. Staff updated the assessment role to reflect the new rates for several individual parcels that now benefit from the newly installed lighting.

Staff recommends the City Council:

1. Convene a public hearing for the District regarding the proposed annual assessment for Fiscal Year 2023/2024; and
2. Adopt Resolution No. 2023-____ a Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for the Citrus Heights Lighting Assessment District.

Fiscal Impact

During Fiscal Year 2022/2023, the District (Fund 289) had a shortfall of \$105,713.28 which was covered using Measure A Maintenance funds (Fund 210).

For Fiscal Year 2023/2024, the annual special assessment revenue and reimbursement from Caltrans for several shared facilities are projected to cover a portion of the CHLD's anticipated

expenditures. However, as a result of the continuing increases to electrical power costs and the ongoing repairs related to aging equipment, the proposed Fiscal Year 2023/2024 budget reflects an anticipated shortfall of approximately \$132,028.22.

In FY 2021/2022, the City implemented an energy efficiency project, funded through a low-interest (1%) loan granted by the California Energy Commission, to upgrade 593 street light fixtures to low-energy LED models. FY 2022/2023 was the first year that repayment of the loan was required utilizing associated energy cost savings.

A summary of the CHLD budget is as follows:

Description	FY 22/23 Actual	FY 23/24 Anticipated
<u>REVENUE:</u>		
Special Assessments	\$335,524.00	\$336,000.00
Shared Maintenance Cost Reimbursement from Caltrans	\$125.28	\$127.50
Total District Funding	\$335,649.28	\$336,127.50
<u>EXPENDITURES:</u>		
SMUD Electric Costs	\$249,858.18	\$260,000.00
Scheduled Maintenance Costs	\$90,597.88	\$92,000.00
Unscheduled Maintenance Costs and Knockdowns	\$60,341.62	\$65,000.00
CEC Loan Repayment ⁽¹⁾	\$15,431.11	\$23,155.72
Other Costs	\$25,133.77	\$28,000.00
Total District Expenditures	\$441,362.56	\$468,155.72
<u>DISTRICT SHORTFALL</u>	- \$105,713.28	- \$132,028.22

- (1) FY 23/24 represents the second year for repayment of a low interest (1%) Energy Efficiency Loan from the California Energy Commission (CEC) for conversion of approximately 593 street lights to energy efficient models. Energy cost savings will be used to repay the loan.

Although there is no impact to the General Fund, Measure A Maintenance funds (Fund 210) are proposed to supplement the special assessments to cover the anticipated FY 2023/2024 CHLD budget shortfall.

With the passage of Proposition 218 in 1996, lighting assessment rates are essentially frozen and can only be changed by a two-thirds vote of the people since this is considered a special tax. Therefore, the assessment rates were unchanged for Fiscal Year 2022/2023 and, as summarized in the table below, no changes are recommended for Fiscal Year 2023/2024.

Assessment Rate	FY 2023/2024 Rates (Unchanged from FY 2022/2023 Rates)
Safety Light Only	\$2.56/parcel
Safety and Street Light (single family residential)	\$17.88/parcel
Safety and Street Light (non-single family residential)	\$2.56/parcel + \$0.2519 per linear foot of frontage

Background and Analysis

Sacramento County created County Service Area No. 1 (CSA-1) to provide revenue to operate and maintain street and safety lights throughout the County. In June 2005, the City Council voted to begin the process of detaching from CSA-1 in an effort to improve levels of service on safety and street lighting within the City. In June 2006, the City completed the process by forming the CHLD and became fully responsible for operation and maintenance of all street and safety lights within the City.

Specific maintenance responsibilities for the District are discussed in the Engineer's Report, enclosed as Attachment 2.

The annual update and the levy of assessments for Fiscal Year 2023/2024 for the CHLD, proposed by the resolution, will fund operation and maintenance of street lights and safety lights, including the cost of electricity, replacement of bulbs, and repair and replacement of damaged light poles, luminaires, and other related equipment.

Through ongoing analysis of the District, the City has substantially improved the level of service related to street light maintenance and operations and fine-tuned the scope of the annual maintenance contract. In the past several years, continued efforts by staff have resulted in reductions to the annual expenses. Currently, a total of approximately 2,239 energy-efficient LED lights (approximately 47% of the District's total inventory) have been installed and/or converted from existing street lights. Early efforts to install more efficient LED lighting and lower annual maintenance rates reduced the District's total expenditures. However, repeated increases in electric utility rates, more frequent repair of aging street lighting equipment, and damages due to vehicular crashes have offset these cost savings resulting in a projected shortfall for Fiscal Year 2023/2024. The increase of the number of safety lights included in the City's Capital Improvement Projects (CIPs) and development projects has also added additional electricity and maintenance costs.

Staff continues to identify and evaluate additional measures to reduce District expenditures and offset rising electricity costs. In 2019, the City conducted a feasibility study evaluating the possibility to update various City-owned equipment and facilities with the goal of reducing energy costs. On April 8, 2020, the California Energy Commission (CEC) approved a low interest (1%) Energy Efficiency Loan for the implementation of an energy efficiency upgrade project consisting of a significant number of street light retrofits. In June 2021, a City-retained contractor began replacing existing street lights with LED fixtures, which was completed in October 2021. As a result of the LED upgrades, the City's electrical bills from the Sacramento

Municipal Utility District (SMUD) decreased on average \$2,243.59 per month for the six-month period of December 2021 to May 2022 compared to the same timeframe the prior year.

In addition, LED conversions have become part of the regular maintenance program and staff continue to work with the SMUD to ensure accurate billings, including quantities, type, and wattages for the entire District inventory. Monthly updates, LED conversions and changes are communicated to SMUD which are subsequently reflected in the monthly utility billings.

No major expansion of the existing system, except when included in major transportation projects funded by grants or new development projects, will be considered until additional revenues can be identified to cover the initial and ongoing costs associated with an expansion.

The CHLD has been underfunded since the City first took it over from Sacramento County in 2006. Many efforts have been made to reduce costs (i.e., installing LED lights and negotiating lower maintenance rates); however, continually increasing utility rates and monthly maintenance cost as well as updated methods for allocation of the City's overhead costs have all contributed to the ever increasing shortfall. The underlying problem is that the assessment rates (outlined in Fiscal Impact, above) have remained unchanged since 1996 when Proposition 218, which requires a vote of those assessed to approve an increase, was passed by the California voters.

On July 13, 2023, the City Council adopted a Resolution of Intention for the CHLD approving the Engineer's Report, declaring its intention to order the annual update for Fiscal Year 2023/2024, to levy and collect assessments for the District, and setting the time and date for the public hearing.

An updated Engineer's Report has been filed with the City Clerk correcting costs incurred by the District during FY 2022/2023. The attached resolution confirms the revised Engineer's Report.

Pursuant to the Landscaping and Lighting Act of 1972, the City must hold a public hearing on the matter for the District. Since an increase in assessments is not proposed, the Code only requires the Notice to be published in a newspaper.

The Revised Engineer's Report proposes the assessment rates will not exceed the rate levied in Fiscal Year 2022/2023. No ballot procedure or special notice will be necessary to maintain these assessments. The Assessment District diagram and assessment rolls are contained in the Revised Engineer's Reports.

Attachments

1. Resolution No. 2023-____ A Resolution of the City Council of the City of Citrus Heights, California, to confirm the diagram and assessment and to levy Fiscal Year 2023/2024 assessments for the Citrus Heights Lighting District.
2. Revised Engineer's Report

RESOLUTION NO. 2023-

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS
HEIGHTS, CALIFORNIA, TO CONFIRM THE DIAGRAM AND ASSESSMENT
AND TO LEVY FISCAL YEAR 2023/2024 ASSESSMENTS FOR THE
CITRUS HEIGHTS LIGHTING ASSESSMENT DISTRICT**

WHEREAS, on July 13, 2023 the City Council (Council) of the City of Citrus Heights (City) adopted its Resolution No. 2023-064, initiating proceedings pursuant to the Landscaping and Lighting Act of 1972, being California Streets and Highways Code Sections 22500 *et seq.* (Act), to levy and collect assessments for Fiscal Year 2023/2024 in the City of Citrus Heights Lighting Assessment District;

WHEREAS, as directed by this Council, the City Engineer has prepared and filed with the City Clerk a report for Fiscal Year 2023/2024 (Engineer's Report) in accordance with the Act;

WHEREAS, on July 13, 2023, the Council adopted its Resolution No. 2023-065, approving Engineer's Report, and setting a public hearing date of July 27, 2023, at 6:00 p.m., or soon after, at the Citrus Heights Council Chambers located at 6360 Fountain Square Drive, Citrus Heights, California 95621;

WHEREAS, a notice of the public hearing was published in the form, time, and manner required by law;

WHEREAS, prior to the public hearing, the Engineer's Report was revised with updated costs incurred by the District during FY 2022/2023;

WHEREAS, the revised Engineer's Report is on file in the Office of the City Clerk and incorporated herein by reference; and

WHEREAS, at the public hearing, the Council duly heard all interested persons desiring to be heard.

NOW THEREFORE BE IT RESOLVED AND ORDERED, by the City Council of the City of Citrus Heights hereby declares that:

Section 1. Recitals. The foregoing recitals are true and correct and the City Council so finds and determines.

Section 2. Approval of Revised Engineer's Report. This Council hereby approves the Revised Engineer's Report as now on file with the City Clerk.

Section 3. Improvements Ordered. This Council hereby orders the proposed improvements described in the revised Engineer's Report to be made.

Section 4. Special Benefit Finding. This Council hereby finds and determines that the assessment included in the revised Engineer's Report assesses all of the subdivisions of land in the assessment district for the special benefits provided by the improvements in proportion to the special benefits to be received by such subdivision, respectively, from the improvements.

Section 5. Confirmation of Assessment Diagram. This Council hereby confirms the diagram and the assessment now on file with it.

Section 6. Directive to file Diagram and Assessment. This Council hereby directs the City Clerk to file a certified copy of the diagram and the assessment as confirmed with the Sacramento County Auditor.

Section 7. Entry on the Roll. The Sacramento County Auditor is hereby requested to enter on the County Assessment Roll opposite each lot or parcel of land the amount assessed thereupon, as shown on the assessment filed by the City Clerk.

Section 8. Effective Date. This resolution shall take effect from and after the date of its passage.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July, 2023, by the following vote, to wit:

AYES: Council Members:
NOES: Council Members:
ABSTAIN: Council Members:
ABSENT: Council Members:

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk

CITY OF CITRUS HEIGHTS

SACRAMENTO COUNTY

CALIFORNIA



ENGINEER'S REPORT

For

Citrus Heights Lighting District

Annual Update for Fiscal Year 2023/2024

Prepared by

Leslie Blomquist

City Engineer

July 27, 2023



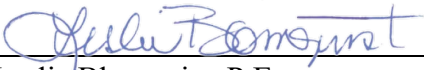
CERTIFICATIONS

CITRUS HEIGHTS LIGHTING DISTRICT
(Pursuant to the Landscaping and Lighting Act of 1972)
Engineer's Report for Fiscal Year 2023/2024

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

DATED: July 13, 2023

CITY OF CITRUS HEIGHTS

By: 
Leslie Blomquist, P.E.
CITY ENGINEER

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with me on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was approved and confirmed by the City Council of the City of Citrus Heights, California, on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By: _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with the County Auditor of the County of Sacramento on the _____ day of _____, 2023.

Amy Van, City Clerk
City of Citrus Heights,
Sacramento County, California

By: _____

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Section I: Overview

A. Contents of the Engineer's Report

This Report describes the District boundaries and the proposed improvements to be assessed to the property owners located within the District. The Report is made up of the following sections:

Section I: Introduction and Background – Provides a general introduction into the Report and provides background on the assessment.

Section II: Plans and Specifications – Contains a general description of the improvements that are maintained and serviced by the District.

Section III: Estimate of Costs – Identifies the cost of the maintenance and services to be provided by the District including incidental costs and expenses.

Section IV: Method of Apportionment – Describes the basis in which costs have been apportioned to lots and parcels within the District, in proportion to the special benefit received by each lot and parcel.

Section V: Assessment Roll – The assessment roll identifies the maximum assessment to be levied to each lot or parcel within the District.

Section VI: Assessment Diagram – Displays a diagram of the District showing the boundaries of the District.

For this Report, each lot or parcel to be assessed, refers to an individual property assigned its own Assessment Parcel Number by the Sacramento County Assessor's Office as shown on the last equalized roll of the assessor.

B. Introduction and Background

County Service Area 1 (CSA-1) was created in 1986 by the Sacramento County Board of Supervisors (Board) by reorganizing five existing street light maintenance districts. CSA-1 provides street light services to those portions of Sacramento County that were unincorporated in 1986. Since that time, the Cities of Citrus Heights, Elk Grove and Rancho Cordova have incorporated, but street light services remained with CSA-1. On June 14, 2005 the County Board of Supervisors approved the establishment of separate zones within CSA-1 for each of the incorporated cities served. The City of Citrus Heights was identified as CSA-1 Zone 3.

The City of Citrus Heights (City) incorporated on January 1, 1997. In the time between when the City incorporated and assumed ownership of CSA-1 Zone 3, City staff worked with County staff regarding street light maintenance and repairs by forwarding requests for service from City residents to the County. CSA-1's revenues were essentially fixed since the passage of Proposition 218 in 1996 and expenses (electricity, labor, materials, etc.) continued to rise. Ultimately, CSA-1 was forced to reduce staffing levels, which eventually increased the response time for repairs.

Believing the transfer of street light maintenance responsibilities and assessments from CSA-1 Zone 3 to the City was essential to improving maintenance response on City street lights, the Citrus Heights

City Council adopted Resolution No. 2005-58 on June 22, 2005 advising the County Board of Supervisors of the City's desire to detach Zone 3 from CSA-1.

After working closely with CSA-1 and the Local Agency Formation Commission (LAFCO) over the next year, on June 8, 2006, the City Council adopted Resolution No. 2006-63 declaring its intent to form the Citrus Heights Lighting District. The final step in the process came on June 22, 2006, when the City Council adopted Resolution No. 2006-70 forming the Citrus Heights Lighting District (CHLD or District) pursuant to the *Landscape and Lighting Act of 1972, Part 2 of Division 15 of the California Streets and Highways Code §22500* (1972 Act). Formation of the CHLD in this way allowed the City to continue to levy the direct assessment charges previously authorized under CSA-1. The City assumed revenues and maintenance responsibilities from Sacramento County at the start of Fiscal Year 2006/2007.

This Engineer's Report (Report) has been prepared pursuant to the 1972 Act (*Part 2 of Division 15 Sections 22500 through 22679 of the Streets and Highways Code*) and describes the District and the proposed assessments for the annual update. The proposed assessments are based on the historical cost to maintain the improvements, energy rates, and historical information from neighboring jurisdictions. Assessments will be applied to those parcels that receive a special benefit from street and safety lights. Each parcel within the District is required to be assessed proportionately for the special benefits provided to the parcel from the improvements.

Section II: Plans and Specifications

A. General Description of the District

The boundaries of the Citrus Heights Lighting District are coterminous with the boundaries of the City of Citrus Heights (see Figure 1.1). Citrus Heights is located in the northernmost section of Sacramento County along Interstate 80 and covers approximately 14 square miles.

B. Description of Services and Improvements to be Maintained

All lighting improvements and facilities maintained and serviced through District assessments are owned or operated by the City of Citrus Heights or Sacramento Municipal Utility District (SMUD). For the purposes of the Report, charges are separated into two categories by type of light. Highway Safety Lights are those lights located at intersections, on major streets and along the rear of properties that abut major streets. Street Lights are all lights not designated as Highway Safety lights, primarily local street lighting. Maintenance services will be provided by City personnel, contractors, and SMUD. The District provides funding for all Street and Highway Safety Lighting services within the City, including, but not limited to the following activities:

- Maintenance, repair and replacement of street light poles and fixtures, including changing light bulbs, painting, photoelectric cell repair or replacement, and repairing damage caused by automobile accidents, vandalism, time and weather.
- Electrical conduit and pullbox repair and replacement due to damage by construction, vehicle accidents, and weather.
- Payment of the electrical bill for the existing street light system.

- Responding to constituent and business inquiries and complaints regarding street lighting.
- Remedial projects for major repairs or upgrading of facilities. Engineering services are provided by General Services Department staff or by consultant.
- Installation of Highway Safety Lights for highway safety purposes only along major streets and at intersections. These Safety Lights are normally installed with new construction of signalized intersections, or as a condition of development. The capital costs are typically paid through the City's Capital Improvement Program for newly signalized intersections and by the developer for new installations adjacent to new development construction.
- Street light inventory database creation and maintenance, pole numbering, and mapping to establish and keep current the number of street lights that must be maintained, as well as the condition and location of these street lights as part of an effective maintenance program.
- Acquisition of land, easements, and rights of way necessary to maintain the Street and Highway Safety Lighting system.
- Administration of the District.

Maintenance means the furnishing of services and materials for the ordinary and usual operation of the public lighting facilities. This includes repair, removal, or replacement of all or part of any of the improvements or appurtenant facilities necessary for the operation of the lighting improvements.

Service means the furnishing of all labor materials, equipment, and utilities necessary to maintain and operate all public facilities provided by the City.

Based upon current maintenance records, the combined number of Street Lights and Highway Safety Lights within the Citrus Heights Lighting District is 4,810.

Section III: District Budget

A. Proposed Fiscal Year Budget

Since taking over responsibility for the lighting district from the County in June 2006, the City has identified current revenue sources and developed a clear understanding of all District expenditures. Additionally, the City has substantially improved the level of service related to street light and highway safety light maintenance and operations and refined the procedures guiding the annual maintenance contract to reduce expenditures to a minimum.

The 2023/2024 Fiscal Year funds collected through special assessments are projected to cover the majority of the District's anticipated expenditures. However, as a result of the increased electrical power costs and ongoing repair related to aging equipment, there is a projected total shortfall of approximately \$105,713.28. Costs for contract unscheduled maintenance work (materials & repairs for damages due to knockdowns and aging infrastructure) are difficult to predict each year. For FY 2023/2024, the estimated costs for unscheduled maintenance work is projected to be \$65,000. Cost recovery related to insurance settlements on street light knockdowns will be pursued as appropriate.

In the past year, the City has converted existing street lights and added new energy efficient Light Emitting Diode (LED) fixtures with roadway projects; bringing the total to approximately 2,239 LED lights citywide (47% of the District's total inventory).

Staff continues to identify and evaluate additional measures to reduce District expenditures and offset rising electricity costs. In 2019, the City conducted a feasibility study evaluating the possibility to update various City-owned equipment and facilities with the goal of reducing energy costs. On April 8, 2020, the California Energy Commission (CEC) approved a low interest (1%) Energy Efficiency Loan for the implementation of an energy efficiency upgrade project consisting of a significant number of street light retrofits. In June 2021, a City-retained contractor began replacing existing street lights with LED fixtures, which was completed in October 2021. As a result of the LED upgrades, the City's electrical bills from the Sacramento Municipal Utility District (SMUD) decreased on average \$2,243.59 per month for the six month period of December 2021 to May 2022 compared to the same timeframe the prior year.

In December 2022, the City began paying back the low interest loan from the CEC, which expense is included in Table 1.1 at the end of this report. The bi-annual loan payment of \$11,577.86 will be paid for utilizing the energy savings reflected in lower utility bills. After the 20 year payback period, District expenditures will decrease by the yearly loan payment amount.

In addition, staff regularly work with SMUD to ensure accurate billings, including quantities, type, and wattages for the entire District inventory. As street light fixtures are updated, SMUD reflects these changes in monthly utility billings.

No major expansion of the existing system, except when included in major transportation projects funded by grants or new development projects, will be considered until additional revenues can be identified to cover the initial and ongoing costs associated with an expansion.

The proposed District budget is summarized in the Budget Analysis shown on Table 1.1, including the estimated costs to provide the improvements, the collection of administrative costs and the special benefit assessment (Balance to Levy).

B. Description of Budget Items

The following is a brief description of the various components of the District budget including the sources and uses of funds, which are included in Table 1.1.

Sources of Funds – This includes the sources of funds used by the District in maintaining and servicing lighting improvements. This may include interest on any fund balance, special assessments, cost recovery and other sources.

- Interest on Fund Balance – Includes any interest earned on the balances in the District's fund.
- Special Assessments – Revenue received from assessments levied on properties within the District that benefit from the street and highway safety lights.
- Cost Recovery – Revenue from cost recovery efforts associated with insurance settlements on knockdowns and/or damage to street lights and highway safety lights.

- Other Revenue – Contributions from the City's General Fund or other source to offset excess expenditures.

Uses of Funds – This includes the costs of maintaining and servicing lighting improvements. This may include, but is not limited to, the costs for labor, utilities, equipment, supplies, repairs, replacements and upgrades that are required to properly maintain the items that provide a direct benefit to the District.

- Electrical Costs – Includes the cost of providing electricity to the lights. Additionally, some lights are maintained by SMUD, the cost for maintenance of these lights is also included on the utility bill.
- Professional Services – Includes costs for the City's consultant to verify that all assessor information is correct for each parcel on the assessment role for the district. The consultant also incorporates all new parcels into the role, assessment collection fees charged by the Sacramento County Assessor's office to collect the District assessments from property owners and disperse those proceeds to the City. Also includes costs charged by Sacramento County to levy each parcel with the approved assessment.
- Contract Maintenance (Scheduled) – Includes the contract labor associated with the monthly maintenance of the street lights and the cost of preparing and maintaining the light inventory.
- Contract Maintenance (Unscheduled) – Includes work by the contractor for repairs & materials for aging infrastructure, knock-down repairs & replacements, and other work not included in the monthly scheduled maintenance program.
- Construction – Funds set aside for special projects to upgrade street and safety lights and related facilities.

Section IV: Method of Apportionment

A. General

The 1972 Act permits the establishment of assessment districts by agencies for the purpose of providing certain public improvements, which include the construction, maintenance, and servicing of street lights, traffic signals, landscaping, parks and drainage facilities.

Streets and Highways Code Section 22573 requires that maintenance assessments be levied according to benefit rather than the assessed value.

“The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.”

Section 22574 of the 1972 Act also allows the designation of zones of benefit within an assessment district if “by reason of variations in the nature, location, and extent of the improvements, the various areas will receive differing degrees of benefit from the improvements.”

In addition, Article XIIID and the Implementation Act require that a parcel's assessment may not exceed the reasonable cost for the proportional special benefit conferred to that parcel. Article XIIID and the Implementation Act further provides that only special benefits are assessable and the City must separate the general benefits from the special benefits. They also require that publicly owned properties which specifically benefit from the improvements be assessed.

B. Special Benefit Analysis

All properties within the District benefit equally from the enhanced safety provided by Highway Safety Lights as roadways and major intersections are illuminated. This lighting assists drivers traveling to or from a property in seeing traffic controls (stop signs, yield signs), in reading street name signs, and identifying pedestrians that may be attempting to cross the street after dark. These features also assist emergency service providers (police, fire, etc.) to respond and locate properties within the District.

In addition to the Highway Safety Light special benefit, individual parcels may receive special benefit from the presence of a Street Light on or near the parcel which enhances safety/security in the area. For a parcel to receive this safety/security benefit from street lighting, fifty percent or more of the property's frontage must be illuminated (based on the road width and spacing of the lights found in the County of Sacramento Improvement Standards). The Street Lighting service charge is apportioned only to those parcels that benefit directly from street lighting. A distinction is made between residential benefit parcels and non-residential benefit parcels based on the zoning of the parcel. This results in a flat rate service charge on each residential benefit parcel and a service charge per front foot on each non-residential benefit parcel.

The formula used for calculating the District assessment reflects the composition of the parcels, the improvements and the services provided, and fairly proportions the costs based on special benefit to each parcel. Only parcels receiving benefit from Street Lights and Highway Safety Lights will be assessed.

General Benefits

There are no general benefits related to Highway Safety Lights or Street Lights.

C. Assessment Methodology

When the original CSA-1 was established the assessment methodology was as follows:

Highway Safety Lighting – All properties are considered to benefit equally from Safety Lighting, as defined above in Special Benefit Analysis. As such, all parcels within CSA-1 were levied a flat rate calculated by the following formula:

$$\text{Safety Light Maintenance Cost/Total Parcels} = \text{Levy per parcel}$$

Street Lighting – Only properties that benefit from a street light are levied this assessment. Service charges for parcels that benefit from both safety and street lights are classified as residential parcels or non-residential parcels with separate services charges as follows:

Residential Parcels (Zoned RD1, RD2, RD3, RD4, RD5, RD7): The service charge for a residential parcel was levied utilizing the following formula:

Street Light Maintenance Cost * % of Residential lights / Residential Parcels =
Levy per residential parcel

Non-Residential Parcels (all other zoning): The service charge for a residential parcel was levied utilizing the following formula:

Street Light Maintenance Cost * % of Non-Residential lights / Non- Residential
Front Footage of Parcels = Levy per linear feet of non-residential front footage

Levy per linear feet of non-residential front footage * Non-Residential Parcel Front
Footage = Levy per Parcel

The passage of Proposition 218 in 1996 mandated that assessment increases must be approved by a two-thirds vote of the assessed property owners. As a result, the assessment rates for the Sacramento County's CSA-1 were essentially frozen at the levels in effect at that time. These same rates remained in place and were carried over in 2006 upon creation of the Citrus Heights Lighting District, and have not increased since then. The current assessment methodology is therefore:

Highway Safety Lighting – All properties are considered to benefit equally from Safety Lighting, as defined above in Special Benefit Analysis. The service charge per parcel is equal to \$2.56 per year.

Street Lighting – Only properties that benefit from a street light are levied this assessment. Service charges for parcels that benefit from both safety and street lights are classified as residential parcels or non-residential parcels with separate services charges as follows:

Residential Parcels (Zoned RD1, RD2, RD3, RD4, RD5, RD7): The service charge for a residential parcel is equal to \$15.32 per year.

Non-Residential Parcels (all other zoning): The service charge for a non-residential parcel is equal to \$0.2519 per linear foot length of the parcel's public street frontage.

Exempt – Exempt from the assessment would be the areas of public streets and other roadways (typically not assigned an APN by the County), dedicated public easements, open space areas and rights of ways including public greenbelts and parkways. Also exempt from assessment would be utility rights of ways, common areas (such as in condominium complexes), landlocked parcels, small parcels vacated by City/County, bifurcated lots, and any other property that cannot be developed. These types of parcels have little or no value and therefore do not benefit from the improvements.

Land use classification for each parcel is based on the Sacramento County Assessor's Roll. Zoning classification for each parcel is based on the City of Citrus Heights Zoning Map.

D. Rates

The Fiscal Year 2023/2024 assessment rates for the District are proposed to remain the same as Fiscal Year 2022/2023. The following shows the assessments proposed to be levied:

Street Lighting

Residential (Zoned RD1, RD2, RD3, RD4, RD5, RD7)	\$15.32 per parcel
Non-Residential (all other zones)	\$0.2519 per front foot

Highway Safety Lighting

All parcels (except 'Exempt')

\$2.56 per parcel

Section V: Assessment Roll

Parcel identification, for each lot or parcel within the District, shall be the parcel as shown on the Sacramento County Assessor's map for the year in which this Report is prepared.

Non-assessable lots or parcels include all developed non-residential parcels, vacant parcels, government-owned and public utility-owned parcels, land principally encumbered with public rights of way and other tax exempt parcels such as common areas or open space for which the County does not generate a tax bill. These parcels will not be assessed for the District improvements.

A listing of parcels assessed within this District, along with the proposed assessment amounts, is on file with the City Clerk, and by reference is made part of this Report. Said listing of parcels to be assessed shall be submitted to the County Auditor/Controller and included on the property tax roll for each parcel in FY 2023/2024. If any parcel submitted for collection is identified by the County Auditor/Controller to be an invalid parcel number for the current fiscal year, a corrected parcel number and/or new parcel numbers will be identified and resubmitted to the County Auditor/Controller. The assessment amount to be levied and collected for the resubmitted parcel(s) shall be based on the method of apportionment and the assessment rate approved in this Report. Therefore, if a single parcel has changed to multiple parcels, the assessment amount applied to each of the new parcels shall be recalculated and applied according to the approved method of apportionment and assessment rate rather than a proportionate share of the original assessment.

Section VI: Assessment Diagram

The boundaries of the District are coterminous with the boundaries of the City of Citrus Heights (see Figure 1.1).

FIGURE 1.1
Lighting District Boundary

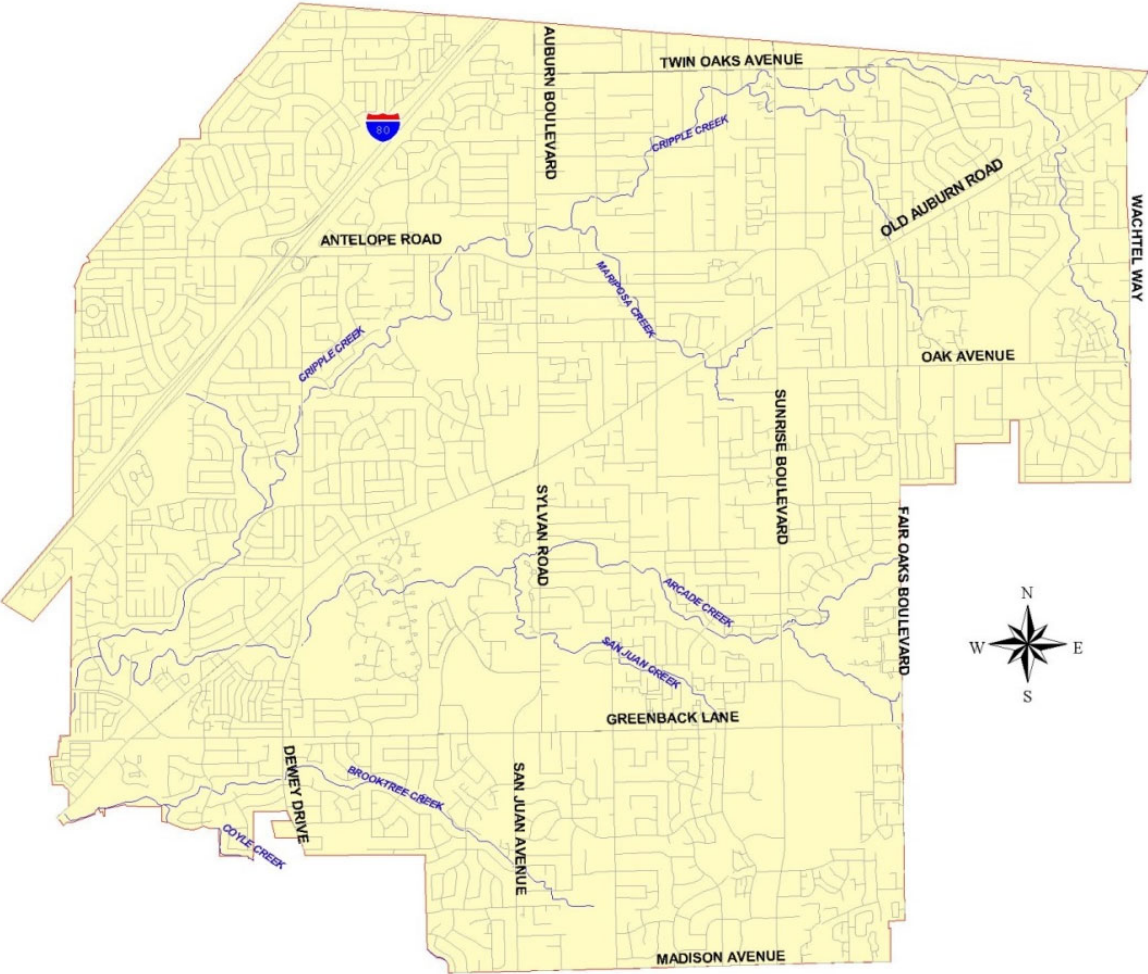


TABLE 1.1
Citrus Heights Lighting District
Budget Analysis

<u>DESCRIPTION</u>	FY 21/22 ACTUAL	FY 22/23 ACTUAL	FY 23/24 PROPOSED BUDGET
SOURCES OF FUNDS:			
Interest on Fund Balance	\$0.00	\$0.00	\$0.00
Special Assessments	\$332,131.30	\$335,524.00	\$336,000.00
Shared Maintenance Cost Reimbursement (1)	\$122.60	\$125.28	\$127.50
Total Sources of Funds:	\$332,253.90	\$335,649.28	\$336,127.50
USES OF FUNDS:			
Advertising	\$1036.84	\$1,226.73	\$1,500.00
Utilities (2)	\$252,188.33	\$249,858.18	\$260,000.00
CEC Loan Repayment (3)	\$0.00	\$15,431.11	\$23,155.72
Professional Services	\$7,742.35	\$7,813.27	\$10,000.00
Contract Maintenance (Scheduled)	\$92,045.40	\$90,597.88	\$92,000.00
Membership Dues	\$3,146.86	\$3,482.77	\$3,500.00
Contract Maintenance (Unscheduled) (4)	\$42,113.86	\$60,341.62	\$65,000.00
Cost Allocations	\$12,244.00	\$12,611.00	\$13,000.00
Total Uses of Funds:	\$410,517.64	\$441,362.56	\$468,155.72
FUND BALANCE:			
Beginning Fund Balance (July 1st)	\$0.00	\$0.00	\$0.00
Add Sources of Funds	\$332,253.90	\$335,649.28	\$336,127.50
Subtract Uses of Funds	\$410,517.64	\$441,362.56	\$468,155.72
Fund Shortfall:	(\$78,263.74)	(\$105,713.28)	(\$132,028.22)
OTHER FUNDING SOURCES			
Measure A Maintenance Funds (Fund 210) to cover District shortfall	\$78,263.74	\$105,713.28	\$132,028.22
Ending Fund Balance (June 30th)	\$0.00	\$0.00	\$0.00

- (1) The costs for four streets lights located on Antelope Road, near the I-80 Ramps, are shared with Caltrans (Caltrans reimburses the City for 50% of associated costs).
- (2) Includes SMUD maintenance costs – Certain street lights are mounted on SMUD-owned power poles. The District reimburses SMUD for the operation and maintenance of these lights.
- (3) The city received a low interest (1%) Energy Efficiency Loan from the California Energy Commission (CEC) to cover the capital costs to convert approximately 593 street lights to energy efficient models. Actual energy cost savings will be used to repay the loan.
- (4) Contract Maintenance (unscheduled) work includes knock-downs, repairs & materials for aging infrastructure, etc.)



CITY OF CITRUS HEIGHTS

CITY COUNCIL STAFF REPORT

MEMORANDUM

DATE: July 27, 2023

TO: Mayor and City Council Members
Ashley J. Feeney, City Manager

FROM: Meghan Huber, Economic Development & Community Engagement Director

SUBJECT: Approval of Fiscal Year 2023-24 Greater Sacramento Economic Council Annual Agreement

Summary and Recommendation

The City's Economic Development Support Fund – Part I provides grants and sponsorships to businesses, business associations, and economic development-related organizations for events, marketing, promotions, and studies to further economic development and other activities that promote the program goals. Per the program, applications are received continuously and require City Council approval.

Greater Sacramento Area Economic Council (GSEC) is a regional economic development organization and public-private partnership of prominent regional businesses and local governments to build and retain a diversified and sustainable economy in the six-county Sacramento Region. Citrus Heights has historically participated via annual membership utilizing the Economic Development Support Fund.

Staff recommends the City Council approve Resolution No. 2023 ____, A Resolution of the City Council of the City of Citrus Heights, California, approving Greater Sacramento Economic Council Annual Agreement.

Fiscal Impact

The Fiscal Year (FY) 2023-2024 fiscal impact of approving an agreement with Greater Sacramento is \$34,547. This amount is based on \$0.40 per capita applied to the Public Jurisdiction's population as reported in the 2022 population estimates from the California Department of Finance Demographic Research Unit, which listed the Public Jurisdiction as having a population of 86,387. The City of Citrus Heights has historically funded the Greater Sacramento Economic Council partnership using the Economic Development Support Fund. The current Economic Development Support Fund balance is \$75,000. Upon approval of this

Subject: Economic Development Support Fund allocation for Annual Agreement with the Greater Sacramento Economic Council

Date: July 27, 2023

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sponsorship for the requested amount, \$40,453 will remain available in the fund for future requests in FY 23/24.

Background and Analysis

GSEC is the Sacramento region's Economic Development Organization focused on strengthening the region's job-creating capacity and developing and advancing the Greater Sacramento Region's brand and story. The goal is for the Sacramento Region to be known as California's best and easiest place to do business. Greater Sacramento is funded by Sacramento region cities and counties (including Citrus Heights) and private sector investors. All participating jurisdictions are entitled to:

- A public sector board seat to participate on Greater Sacramento's Board of Directors alongside other jurisdiction leadership and private sector CEOs. City Manager Ashley Feeney serves as representative.
- A representative to participate in the Economic Development Directors Taskforce (EDDT).
- Participation in GSEC events (Site Selector Forums, Competitiveness Council, etc.)
- Access to research staff and databases
- Involvement in all business development activities

Benefits: In addition to the overall regional business attraction and retention efforts, Citrus Heights has also benefited from the following because of our membership:

- A voting seat on the Greater Sacramento Board of Directors. This seat has provided an opportunity to work directly with business leaders throughout the region as well as elected officials on marketing the region for business retention, expansion and attraction.
- Access to various economic and real estate data that would otherwise be too costly for the City to acquire on its own.
- One-on-one meetings with Greater Sacramento staff to discuss concerns and opportunities.
- Opportunity to provide input on GSEC's marketing strategy and efforts (assists the City with its own marketing campaign).
- Monthly participation in Greater Sacramento's Economic Development Director Taskforce (EDDT) meetings, which include Economic Development Directors from all over the region.
- Participation on EDDT's "Business Climate" Subcommittee, which focuses on improving and expediting the permitting process with outside agencies.
- Networking opportunities with a variety of local businesses, including financial institutions.

The City of Citrus Heights and the Greater Sacramento Economic Council have benefited from a productive partnership over the past several years, and Citrus Heights has been a valued member of GSEC since its creation in 2015. In addition to the benefits described above, the regional

Subject: Economic Development Support Fund allocation for Annual Agreement with the Greater Sacramento Economic Council

Date: July 27, 2023

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collaboration that is occurring with Greater Sacramento leadership cannot be discounted. Greater Sacramento has assembled a team of economic developers, data collectors/analysts, and marketing professionals to regionally market and support the Greater Sacramento region as a whole. With the city's recent approval of the Sunrise Tomorrow Specific Plan, staff anticipates working even more closely with GSEC to market, find users and developers, and catalyze redevelopment efforts for Sunrise Tomorrow, the Specific Plan to revitalize the 100-acre Sunrise Mall site in Citrus Heights.

Attachments

- (1) Resolution No. 2023-__: A Resolution of the City Council of the City of Citrus Heights approving Greater Sacramento Economic Council Annual Agreement
- (2) Greater Sacramento Economic Council Agreement

RESOLUTION NO. 2023- ____**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA,
APPROVING GREATER SACRAMENTO ECONOMIC COUNCIL ANNUAL AGREEMENT**

WHEREAS, Greater Sacramento Economic Council is a regional economic development organization working through a public-private partnership of local businesses and governments to retain, attract, grow, and create sustainable business and industry clusters in the six-county Sacramento Region;

WHEREAS, the City of Citrus Heights has been an active member of the Greater Sacramento Economic Council since 2015;

WHEREAS, the City of Citrus Heights desires to renew its membership with the Greater Sacramento Economic Council;

WHEREAS, as a member, the City of Citrus Heights shall have a seat on the Board of Directors of the Greater Sacramento Economic Council; and will continue participating in the Economic Development Director's Taskforce.

NOW THEREFORE BE IT RESOLVED AND ORDERED the City Manager is authorized to execute an agreement between the Greater Sacramento Economic Council and the City of Citrus Heights in an amount not to exceed \$34,547 for Fiscal Year 2023-24, subject to the terms agreed upon by the City Manager and City Attorney.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 27th day of July 2023 by the following vote, to wit:

AYES:	Council Members:
NOES:	Council Members:
ABSTAIN:	Council Members:
ABSENT:	Council Members:

Tim Schaefer, Mayor

ATTEST:

Amy Van, City Clerk

Exhibit**A. Greater Sacramento Economic Council Agreement**

**ECONOMIC DEVELOPMENT AGREEMENT BETWEEN
THE GREATER SACRAMENTO ECONOMIC COUNCIL
AND THE CITY OF CITRUS HEIGHTS**

This Economic Development Agreement (“Agreement”) is entered into by and between the City of Citrus Heights, a California municipality (the “Public Jurisdiction”), and the Greater Sacramento Area Economic Council (“Greater Sacramento”), a California non-profit corporation (each a “Party” and collectively referred to as the “Parties”). The Agreement shall be effective (“Effective Date”) upon signature of both Parties.

WHEREAS, the Parties acknowledge and agree that any previous contract relating to the subject matter herein is terminated and replaced with this Agreement.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the Public Jurisdiction and Greater Sacramento agree as follows:

I. RESPONSIBILITIES OF GREATER SACRAMENTO

- A. MISSION:** Greater Sacramento is an economic development organization working through a public-private partnership of local businesses and governments to retain, attract, grow, and create sustainable businesses in the six-county Sacramento Region, including El Dorado, Placer, Sacramento, Sutter, Yolo, and Yuba Counties and the 23 cities therein.
- B. GOALS:** Greater Sacramento is guided by and strategically focused on the following specific long-range goals:
 - 1. Develop and utilize in-depth data and analytics to guide strategic economic development efforts and improve the region’s competitive position.
 - 2. Strategically market the region to generate qualified company prospects in targeted economic clusters.
 - 3. Leverage public and private partners and resources to locate qualified prospects.

C. RETENTION AND EXPANSION POLICY:

- 1. Greater Sacramento’s primary role is developing the Sacramento Region’s market intelligence strategy for high-wage, base industry clusters in coordination with representatives of local communities.
- 2. Both Parties understand that retention and expansion of existing businesses within communities is primarily a local issue, but Greater Sacramento will confidentially assist local leaders on these projects.
- 3. Greater Sacramento will support communities’ efforts to retain and expand existing businesses through coordinating regional support and providing research on key retention and expansion projects, as requested by the local community.
- 4. Greater Sacramento will advise communities when an existing company contacts Greater Sacramento regarding a retention or expansion issue, subject to any legal and/or contractual non-disclosure obligations.

- D. ACTION PLANS:** In accordance with the Mission, Goals, and Retention and Expansion Policy set forth above and subject to the availability of adequate funding, Greater Sacramento shall implement strategic action plans adopted by its Board of Directors and Economic Development Directors Taskforce (EDDT). The Public Jurisdiction shall be entitled to provide input on these action plans through its participation in these advisory groups as specified in Sections III.A. and III.B. of this Agreement. The Public Jurisdiction acknowledges and agrees that Greater Sacramento may, in its reasonable judgment in accordance with its own practices and procedures, substitute, change, reschedule, cancel, or defer certain activities as required by a result of changing market conditions, funding availability, or other circumstances beyond Greater Sacramento's reasonable control.
- E. PERFORMANCE TARGETS:** Specific performance targets shall be established by Greater Sacramento's Board of Directors and shall be used to evaluate and report progress on Greater Sacramento's implementation of strategic action plans. Greater Sacramento will provide regular reports to the Public Jurisdiction detailing its progress in implementing such plans. As required by a result of changing market conditions, funding availability, or other circumstances beyond Greater Sacramento's reasonable control, these performance targets may be revised with the approval of the Board of Directors or a majority of the designated members of Greater Sacramento's EDDT.
- F. ECONOMIC DEVELOPMENT DIRECTORS TASKFORCE (EDDT):** Greater Sacramento will organize and lead the Economic Development Directors Taskforce (EDDT), which will develop and follow set protocol for issues such as: business attraction, retention, and expansion; external marketing and communications; and permitting streamlining. The Public Jurisdiction may appoint one representative to the taskforce as outlined in Section III.B. of this Agreement.

II. RESPONSIBILITIES OF THE PUBLIC JURISDICTION

- A. STAFF SUPPORT OF GREATER SACRAMENTO'S EFFORTS:** The Public Jurisdiction shall provide staff support to Greater Sacramento's economic development efforts as follows:
 1. The Public Jurisdiction shall respond to leads or prospects referred by Greater Sacramento in a professional manner within the time frame specified by the lead or prospect if the Public Jurisdiction desires to compete and if the lead is appropriate for the Public Jurisdiction. When possible, the Public Jurisdiction agrees to provide its response in the format developed jointly by Greater Sacramento and the EDDT.
 2. The Public Jurisdiction shall provide appropriate local hospitality, tours, and briefings for prospects visiting sites in the Public Jurisdiction.
 3. The Public Jurisdiction shall provide an official economic development representative to represent the Public Jurisdiction on the EDDT, which advises Greater Sacramento's President & CEO.
 4. The Public Jurisdiction shall cooperate in the implementation of Greater Sacramento/EDDT process improvement recommendations including presentation formats, exchange of information on prospects with Greater Sacramento staff, use

of shared data systems, land and building databases, and private sector real estate industry interfaces.

5. The Public Jurisdiction shall use its best efforts to respond to special requests by Greater Sacramento for specific information about the Public Jurisdiction within the time frame specified in such request.
6. In order to enable Greater Sacramento to be more sensitive and responsive to the Public Jurisdiction's requirements, the Public Jurisdiction shall, at its sole option, deliver to Greater Sacramento copies of any economic development strategies approved by the Public Jurisdiction, work plans, programs, and evaluation criteria. Greater Sacramento shall not disclose the information to outside parties.
7. The Public Jurisdiction shall use its best efforts to cause an economic development professional representing the Public Jurisdiction to attend all marketing events and other functions to which the Public Jurisdiction has committed itself.
8. The Public Jurisdiction agrees to work with Greater Sacramento to improve the Public Jurisdiction's competitiveness and market readiness to support the growth and expansion of targeted industries.

- B. RECOGNITION OF GREATER SACRAMENTO:** The Public Jurisdiction agrees to recognize Greater Sacramento as the Public Jurisdiction's officially designated regional economic development organization.

III. ADDITIONAL AGREEMENTS OF THE PARTIES

- A. BOARD OF DIRECTORS REPRESENTATION:** The Public Jurisdiction shall have a single voting representative on the Greater Sacramento Board of Directors so long as such Director will not cause Greater Sacramento to exceed the maximum number of authorized Directors. The Director under this paragraph shall be the highest-ranking non-elected official with the Public Jurisdiction. This highest-ranking non-elected official shall be permitted to delegate his or her position as Director to the highest-ranking elected official with the Public Jurisdiction to serve as an alternate to the Director, provided, however, that (a) in the case that the Public Jurisdiction is a county, the highest-ranking elected official may be any one of the county supervisors and need not be the chair of the county supervisors, and (b) in the case that the Public Jurisdiction is a city with a mayor elected by and from the city council members (and not a mayor that is elected as mayor by the voters), the highest-ranking elected official may be any one of the city councilmembers and need not be the then-current rotating mayor. Any such Director (the representative or his or her alternate) will be qualified to serve on the Board of Directors only if the Public Jurisdiction remains current on its annual contribution at an amount equal to or greater than its full formula allocation as determined from time to time by the Board of Directors and laid out in this contract in Section III.E.1., and as long as the Public Jurisdiction makes a long-term commitment to assist and carry out the mission and purpose of Greater Sacramento and fulfills the additional requirements set forth in this Agreement.
- B. ECONOMIC DEVELOPMENT DIRECTORS TASKFORCE (EDDT) REPRESENTATION:** The Public Jurisdiction shall also appoint one (1) economic development professional from its staff, local economic development partner organization, or other qualified community member, subject to the approval of Greater Sacramento, to

represent the Public Jurisdiction on Greater Sacramento's Economic Development Directors Taskforce (EDDT), which advises Greater Sacramento's President & CEO.

C. PARTICIPATION IN MARKETING EVENTS: Representative(s) of the Public Jurisdiction shall be entitled to participate in Greater Sacramento's marketing events provided that such participation shall not be at Greater Sacramento's expense.

D. PROVISION OF ASSISTANCE: When requested and appropriate, Greater Sacramento will use its best efforts to provide assistance and support to the Public Jurisdiction's economic development staff for business location prospects identified and qualified by the Public Jurisdiction and assist the Public Jurisdiction with presentations to prospects in the Public Jurisdiction or corporate locations.

E. COMPENSATION:

1. The Public Jurisdiction agrees to pay \$34,547 for services to be provided by Greater Sacramento pursuant to the Agreement during the fiscal year ending on June 30, 2024, as set forth in this Agreement. This amount is based on \$0.40 per capita applied to the Public Jurisdiction's population as reported in the 2022 population estimates from the California Department of Finance Demographic Research Unit, which listed the Public Jurisdiction as having a population of 86,367. Any adjustment to this formula shall be reviewed and approved by the Board of Directors and presented in writing to the Public Jurisdiction for approval.
2. Nothing herein shall preclude the Public Jurisdiction from contracting separately with Greater Sacramento for services to be provided in addition to those to be provided hereunder, upon terms and conditions to be negotiated by the Public Jurisdiction and Greater Sacramento.
3. Greater Sacramento shall submit annual invoices to the Public Jurisdiction on or before July 1 each year. To allow the Public Jurisdiction to budget appropriately, Greater Sacramento shall submit to the Public Jurisdiction a letter indicating the rate structure and full contribution amount no later than May 1 each year. The Public Jurisdiction shall submit full payment within the first quarter of its fiscal year beginning July 1. The Public Jurisdiction is entitled to receive annual audit reports for Greater Sacramento and financial reports at Board of Directors meetings held at least four (4) times per year.

F. COOPERATION:

1. The purpose of this Agreement is to set forth the regional economic development program that Greater Sacramento agrees to undertake, the support that the Public Jurisdiction agrees to provide, the respective roles of Greater Sacramento and the Public Jurisdiction, and the payments of the Public Jurisdiction to Greater Sacramento for the fiscal year ending June 30, 2024.
2. The parties acknowledge that Greater Sacramento is a cooperative organization effort between Greater Sacramento and local communities. Accordingly, the Public Jurisdiction and Greater Sacramento covenant and agree to work together in a productive and harmonious manner, to cooperate in furthering Greater Sacramento's goals for the 2023/2024 fiscal year.

3. The Public Jurisdiction agrees to work with Greater Sacramento, as necessary or appropriate, to revise the performance measures, benchmarks, and/or goals for the FY 2023/2024 contract.

IV. GENERAL PROVISIONS

- A. **INDEMNIFICATION AND HOLD HARMLESS:** During the term of this Agreement, Greater Sacramento shall indemnify, defend, hold, protect, and save harmless the Public Jurisdiction and any and all of its elected officials, officers, and employees from and against any and all actions, suits, proceedings, claims and demands, loss, liens, costs, expense, and liability of any kind and nature whatsoever, for injury to or death of persons, or damage to property, including property owned by Public Jurisdiction brought, made, filed against, imposed upon, or sustained by the Public Jurisdiction, its officers, or employees arising out of a third party action, suit, proceeding, claim or demand caused by the negligent performance of Greater Sacramento's obligations under this Agreement.

Any party entitled to indemnity shall promptly notify Greater Sacramento's President & CEO in writing of the existence of any claim, demand, or other matter to which Greater Sacramento's indemnification obligations would apply, shall investigate and mitigate the harm, and shall cooperate with and give to Greater Sacramento a reasonable opportunity to defend the same at its own expense and with counsel reasonably satisfactory to the indemnified party. To the extent that notice is not timely provided to Greater Sacramento and Greater Sacramento is prejudiced thereby, Greater Sacramento's indemnification obligations shall be reduced accordingly.

Nothing in this Subsection A shall be deemed to provide indemnification to any indemnified party with respect to any liabilities arising from the fraud, negligence, omissions, wrongful acts or willful misconduct of such indemnified party (including its officials, officers, employees and agents).

Greater Sacramento's aggregate liability arising out of or relating to this Agreement, regardless of the form of the cause of action, whether in contract, tort, statute or otherwise, shall be subject to the other terms of this Agreement and shall in no event exceed the amounts paid by the Public Jurisdiction to Greater Sacramento for services to be provided by Greater Sacramento pursuant to the Agreement during the fiscal year ending on June 30, 2024, as set forth in this Agreement.

Notwithstanding anything to the contrary contained in this Agreement, to the full extent permitted by applicable law, Greater Sacramento shall not, under any circumstances, be liable for any claim for any consequential, incidental, indirect, punitive, exemplary or special damages of any nature whatsoever, or for any damages resulting from, arising out of, or in connection with any delays, loss of data, lost revenues, lost profits, interference, interruption of service, or loss of business or anticipatory profits, regardless of the form of action, whether in contract, tort, strict liability or otherwise.

- B. **INSURANCE:** Greater Sacramento shall procure and maintain for the duration of this Agreement, at Greater Sacramento's own cost and expense, insurance against claims for injuries to persons or damages to property which may arise from or in connection with this Agreement by Greater Sacramento, its agents, representatives, employees, or contractors.

- C. EQUAL EMPLOYMENT OPPORTUNITY:** During the performance of this Agreement, Greater Sacramento will not discriminate against any employee or applicant for employment because of race, color, religion, creed, sex (including pregnancy, childbirth, and related medical conditions), sexual orientation and identity, national origin, ancestry, age, genetic information, citizenship, medical condition or illness, AIDS/HIV, ethnic background, physically or mentally disabled, retaliation, criminal record, military or veteran status, marital status, or political activities or affiliations, status as a victim of domestic violence, sexual harassment, assault, or stalking. Greater Sacramento also makes reasonable accommodations for handicapped and disabled employees. Finally, Greater Sacramento prohibits the harassment of any individual on any basis listed above, or any other consideration made unlawful by federal, state or local laws. All such discrimination is unlawful and will not be tolerated.
- D. NONLIABILITY OF OFFICIALS AND EMPLOYEES:** No member, official, or employee of the Public Jurisdiction will be personally liable to Greater Sacramento, or any successor in interest, in the event of any default or breach by the Public Jurisdiction or for any amount which may become due to Greater Sacramento or successor, or on any obligation under the terms of this Agreement. No member, official, or employee of Greater Sacramento will be personally liable to the Public Jurisdiction, or any successor in interest, in the event of any default or breach by Greater Sacramento or for any amount which may become due to the Public Jurisdiction or successor, or on any obligation under the terms of this Agreement.
- E. NOTICE:** Any notice or other communication provided for herein or given hereunder to a Party hereto shall be in writing or delivered by electronic transmission, as designated by each Party, using the contact information below. Notices or communications in writing shall be given in person, by overnight courier, or by mail (registered or certified mail, postage prepaid, return-receipt requested) to the respective Parties. Notices or communications may be delivered by electronic mail or facsimile, as designated by each Party, in a manner that creates a record that is capable of being retained, retrieved, and reviewed, and that may thereafter be rendered into clearly legible tangible form, unless or until either party revokes consent of use of that means of transmission for communications or either Party is unable to deliver communications by that means.

If to Greater Sacramento:
 Greater Sacramento Economic Council
 Attn: Chief Executive Officer
 400 Capitol Mall, Suite 2520
 Sacramento, CA 95814

If to the Public Jurisdiction:
 City of Citrus Heights
 Attn: City Manager
 6360 Fountain Square Drive
 Citrus Heights, CA 95621

- F. CONFIDENTIAL INFORMATION:** Both Parties agree, during the term of this Agreement and thereafter, to hold in strictest confidence, and not to use, except for the benefit of the other Party, or to disclose to any person, firm, or corporation without the prior written authorization of either Party, any Confidential Information of either Party, except (i) as may be legally required to respond to a request pursuant to the California

Public Records Act (provided, however, the Parties acknowledge and agree that Greater Sacramento is not subject to the California Public Records Act), or (ii) in accordance with a judicial or governmental order, provided, however, that, to the extent reasonably possible, Public Jurisdiction shall give Greater Sacramento reasonable notice prior to making any such disclosure under (i) or (ii) above so Greater Sacramento may contest or seek a protective order (including, without limitation, a temporary restraining order) to prevent such disclosure if it so chooses, and provided further that Public Jurisdiction shall disclose only that portion of the Confidential Information that it is legally required to disclose. “Confidential Information” means any of Greater Sacramento/the Public Jurisdiction’s proprietary and/or confidential information, technical data, trade secrets, or know-how, including, but not limited to, research, product plans, products, services, client lists, markets, trade secrets, software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, billing, charging, or other business information disclosed to one Party by the other, either directly or indirectly, which is designated as confidential or that reasonably should be understood to be confidential given the nature of the information and the circumstances of disclosure. Either Party may use the Confidential Information to the extent necessary for negotiations, discussions, and consultations with authorized personnel or authorized representatives or for any other purpose that either Party may hereafter authorize in writing; provided, however, that such authorized use does not create any license to use or disclose such Confidential Information except as explicitly granted by either Party. The Parties acknowledge that they are neither responsible nor liable for any business decisions made by the other Party in reliance upon any Confidential Information. The Parties make no representations or warranties, express or implied, with respect to the accuracy or completeness of the Confidential Information. The Parties agree that in the event of any breach or threatened breach of this Section, either Party may obtain, in addition to any other legal remedies, which may be available, such equitable relief as may be necessary to protect it against any such breach or threatened breach.

G. OWNERSHIP OF WORK PRODUCT: Public Jurisdiction acknowledges and agrees that all work product or deliverables prepared for, arising from, related to, or incorporated in the services to be provided by Greater Sacramento including, without limitation, all ideas, concepts, inventions, expressions, information, material, works of authorship, plans, programs, programming code, systems, work notes, drafts, specifications, design documents, flow charts, software programs, analyses, data, surveys, print copy, artwork, plates, photo negatives and positives, boards, preliminary outlines, sketches, letters, invoices, proposals, databases, and reports (collectively, “Work Product”) shall be owned solely and exclusively by Greater Sacramento, including without limitation, all corrections, modifications, and derivative works to such Work Product. The Work Product shall be considered Greater Sacramento’s Confidential Information.

H. REPRESENTATIONS AND WARRANTIES: The Parties each represent and warrant as follows:

1. Each Party has full power, authority, and right to perform its obligations under the Agreement.
2. This Agreement is a legal, valid, and binding obligation of each Party, enforceable against it in accordance with its terms (except as may be limited by bankruptcy, insolvency, moratorium, or similar laws affecting creditors’ rights generally and equitable remedies).

3. Entering into this Agreement will not violate the charter or bylaws of either Party or any material contract to which that Party is also a party or any law applicable to a Party.

- I. **RELATIONSHIP OF THE PARTIES; BENEFICIARIES:** Nothing in this Agreement will be deemed to create an agency, employment, partnership, fiduciary or joint venture between the Parties. No Party (nor any agent or employee of that Party) shall make any representations or warranties or incur any liability on behalf of the other Party. There are no third-party beneficiaries of this Agreement.
- J. **MODIFICATIONS:** No amendment, change, or modification of this Agreement shall be valid unless in writing and signed by both Parties.
- K. **ASSIGNMENT:** This Agreement and the services contemplated hereunder are personal to Greater Sacramento and the Public Jurisdiction and neither Party shall have the right or ability to assign, transfer, or subcontract any rights or obligations under this Agreement without the advanced written consent of the other Party. This Agreement will be binding upon and inure to the benefit of the parties hereto, their successors, and assigns.
- L. **GOVERNING LAW:** This Agreement shall be governed by the laws of the State of California.
- M. **COUNTERPARTS/ELECTRONIC SIGNATURES:** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument. For purposes of this Agreement, use of a facsimile, e-mail, or other electronic medium shall have the same force and effect as an original signature.
- N. **SEVERABILITY:** Whenever possible, each provision of this Agreement will be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement is held to be invalid, illegal, or unenforceable in any respect under any applicable law or rule in any jurisdiction, such invalidity, illegality, or unenforceability will not affect any other provision or any other jurisdiction, but this Agreement will be reformed, construed, and enforced in such jurisdiction as if such invalid, illegal, or unenforceable provisions had never been contained herein.
- O. **ENTIRE AGREEMENT, WAIVERS, AND AMENDMENTS:** This Agreement integrates all of the terms and conditions mentioned herein or incidental hereto, and supersedes all negotiations or previous agreements between the parties with respect to all or any part of the subject matter hereof.

All waivers of the provisions of this Agreement must be in writing and signed by the appropriate authorities of the Public Jurisdiction or Greater Sacramento, and all amendments hereto must be in writing and signed by the appropriate authorities of the parties hereto.

[SIGNATURES ON FOLLOWING PAGE]

The Agreement is executed as follows:

I, _____, acknowledge that I am the _____ of _____, _____, and as such officer, being authorized so to do, execute the foregoing instrument for the purposes therein contained, by signing as such officer.

_____, _____

By: _____

Date: _____

Attest:

Approved as to Form:

I, Barry Broome, acknowledge that I am the President & CEO of the Greater Sacramento Economic Council, a California nonprofit corporation, and as such officer, being authorized so to do, execute the foregoing instrument for the purposes therein contained, by signing as such officer.

GREATER SACRAMENTO ECONOMIC COUNCIL,
A California nonprofit corporation

By: Barry Broome
Barry Broome, President & Chief Executive Officer

Date: April 7, 2023