



STAFF REPORT

Meeting Date: March 17, 2021

To: Board of Directors

From: Michael Aho – District Administrator

Subject: Adoption of Resolutions Directing the Preparation of the FY 2021-22 Engineer’s Reports for the Fair Oaks Parks Maintenance and Recreation Improvement District, the Phoenix Field Landscape and Lighting Assessment District, and the Gum Ranch Landscape and Lighting Assessment District

I. Recommendation

1. Adopt Resolution No. 03172021-01 Directing the Preparation of the Engineer’s Report for Fiscal Year 2021-22 for the Parks Maintenance and Recreation Improvement District (Attachment A)
2. Adopt Resolution No. 03172021-02 Directing the Preparation of the Engineer’s Report for Fiscal Year 2021-22 for the Phoenix Field Landscape and Lighting Assessment District (Attachment B)
3. Adopt Resolution No. 03172021-03 Directing the Preparation of the Engineer’s Report for Fiscal Year 2021-22 for the Gum Ranch Landscape and Lighting Assessment District (Attachment C)

II. Background

The District currently has three assessment districts, as follows:

1. The Fair Oaks Parks Maintenance and Recreation Improvement District, an overlay district which serves all residents of the District and includes all properties located within the Park District boundaries with a FY 2020-21 assessment rate of **\$40.24** per single family equivalent (SFE) benefit unit;
2. The Phoenix Field Landscape and Lighting Assessment District which serves properties in the Phoenix Field area and includes only properties located within the boundaries of the assessment district with a levy of **\$154.58** per single family equivalent benefit unit;
3. The Gum Ranch Landscape and Lighting Assessment District which

serves the Gum Ranch area and includes only properties located within the boundaries of the assessment district. The rate per SFE for FY 2020-21 is **\$215.76** for zone A and **\$373.10** for zone B.

III. Problem /Situation/ Request

Staff is recommending approval of the resolutions that will allow staff to work with SCI Consulting for the preparation of the annual Engineer's Report for the three Assessment Districts for FY 2021-22. This is the first step in the annual assessment levy process.

IV. Financial Analysis

1. The Fair Oaks Parks Maintenance and Recreation Improvement District assessments can be levied annually and can be increased by the change in the Bay Area Consumer Price Index, not to exceed 3% per year. The expected 2020-21 annual revenues from the assessments were approximately **\$548,758**.
2. The Phoenix Field Landscape and Lighting Assessment District assessments can be levied annually at a rate of \$154.58 per single family equivalent (SFE) benefit unit. The assessments have no provision for a Consumer Price Index annual increase. The 2020-21 annual revenues from the assessments were approximately **\$56,460**.
3. The Gum Ranch Landscape and Lighting Assessment District assessments can be levied annually and can be increased by the change in the Bay Area CPI, not to exceed 3% per year. The expected 2020-21 annual revenues from the assessments were approximately **\$59,608.00**.

Respectfully Submitted,

Michael J. Aho, District Administrator

- Attachment A: Resolution No. 031721-01 Fair Oaks Parks Maintenance and Recreation Improvement District
- Attachment B: Resolution No. 031721-02 Phoenix Field Landscape and Lighting District
- Attachment C: Resolution No. 031721-02 Gum Ranch Landscape and Lighting District

RESOLUTION NO. 031721-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE FAIR OAKS RECREATION AND PARK DISTRICT

DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22
FOR THE CONTINUATION OF THE ANNUAL ASSESSMENTS FOR THE PARKS
MAINTENANCE & RECREATION IMPROVEMENT DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Fair Oaks Recreation and Park District (the "District"), County of Sacramento, State of California, that

1. On March 23, 2000, by its Resolution No. 032300-1, this Board ordered the formation of and levied the first assessment within the Fair Oaks Recreation and Park District, Parks Maintenance & Recreation Improvement District (the "Assessment District") pursuant to the provisions of Article XIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District is for the installation, maintenance, and servicing of improvements to the Fair Oaks Recreation and Park District, as described in Section 3 below.

3. Within the landscaping and lighting district, the existing and proposed improvements to be undertaken by the Parks Maintenance & Recreation Improvement District are generally described as the installation, maintenance, and servicing of public facilities, including but not limited to, landscaping, sprinkler systems, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, playground equipment and hardcourt areas, as applicable, for property owned and maintained by the District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health, and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the District Administrator for submission to the Board.

PASSED AND ADOPTED this 17th day of March, 2021 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John O'Farrell, Board Chair
Fair Oaks Recreation and Park District

Michael J. Aho, District Administrator
Fair Oaks Recreation and Park District

RESOLUTION NO. 031721-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE FAIR OAKS RECREATION AND PARK DISTRICT

DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22
FOR THE CONTINUATION OF THE ANNUAL ASSESSMENTS FOR THE PHOENIX FIELD
LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Fair Oaks Recreation and Park District, Phoenix Field (the "District"), County of Sacramento, State of California, that

1. On June 15, 1989, by its Resolution No. 61589-3, this Board ordered the formation of and levied the first assessment within the Fair Oaks Recreation and Park District, Phoenix Field Landscape and Lighting Assessment District (the "Assessment District") pursuant to the provisions of Article XIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District is for the installation, maintenance, and servicing of improvements to the Fair Oaks Recreation and Park District, as described in Section 3 below.

3. Within the landscaping and lighting district, the existing and proposed improvements to be undertaken by the Phoenix Field Landscape and Lighting Assessment District are generally described as the installation, maintenance, and servicing of public facilities, including but not limited to, landscaping, sprinkler systems, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, playground equipment and hardcourt areas, as applicable, for property owned and maintained by the District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the District Administrator for submission to the Board.

PASSED AND ADOPTED this 17th day of March, 2021 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John O'Farrell, Board Chair
Fair Oaks Recreation and Park District

Michael J. Aho, District Administrator
Fair Oaks Recreation and Park District

RESOLUTION NO. 031721-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE FAIR OAKS RECREATION AND PARK DISTRICT

DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22
FOR THE CONTINUATION OF THE ANNUAL ASSESSMENTS FOR THE GUM RANCH
LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Fair Oaks Recreation and Park District (the "District"), County of Sacramento, State of California, that

1. On July 20, 2006, by its Resolution No. 072006-02, this Board ordered the formation of the Gum Ranch Landscaping and Lighting Assessment District (the "Assessment District") within the Fair Oaks Recreation and Park District Gum Ranch property, pursuant to the provisions of Article XIIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District shall be for the installation, maintenance and servicing of improvements described in Section 3 below.

3. Within the Assessment District, the existing and proposed improvements (the "Improvements") are generally described as the: installation, maintenance and servicing of public facilities, including but not limited to, turf, ground cover, shrubs, and trees, landscaping, irrigation systems, drainage systems, fencing, entry monuments, trails, recreation facilities, lighting and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, and incidental costs as applicable, for property within the Assessment District that is owned or maintained by the Fair Oaks Recreation and Park District. Installation means the construction of improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, sidewalks and drainage, lights, playground equipment, play courts, recreational facilities, and public restrooms. "Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti. "Servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements, or water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 17th day of March, 2021 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John O'Farrell, Board Chair
Fair Oaks Recreation and Park District

Michael J. Aho, District Administrator
Fair Oaks Recreation and Park District

RESOLUTION NO. 031721-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE FAIR OAKS RECREATION AND PARK DISTRICT

DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22
FOR THE CONTINUATION OF THE ANNUAL ASSESSMENTS FOR THE PARKS
MAINTENANCE & RECREATION IMPROVEMENT DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Fair Oaks Recreation and Park District (the "District"), County of Sacramento, State of California, that

1. On March 23, 2000, by its Resolution No. 032300-1, this Board ordered the formation of and levied the first assessment within the Fair Oaks Recreation and Park District, Parks Maintenance & Recreation Improvement District (the "Assessment District") pursuant to the provisions of Article XIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District is for the installation, maintenance, and servicing of improvements to the Fair Oaks Recreation and Park District, as described in Section 3 below.

3. Within the landscaping and lighting district, the existing and proposed improvements to be undertaken by the Parks Maintenance & Recreation Improvement District are generally described as the installation, maintenance, and servicing of public facilities, including but not limited to, landscaping, sprinkler systems, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, playground equipment and hardcourt areas, as applicable, for property owned and maintained by the District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health, and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the District Administrator for submission to the Board.

PASSED AND ADOPTED this 17th day of March, 2021 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John O'Farrell, Board Chair
Fair Oaks Recreation and Park District

Michael J. Aho, District Administrator
Fair Oaks Recreation and Park District

RESOLUTION NO. 031721-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE FAIR OAKS RECREATION AND PARK DISTRICT

DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22
FOR THE CONTINUATION OF THE ANNUAL ASSESSMENTS FOR THE PHOENIX FIELD
LANDSCAPE AND LIGHTING ASSESSMENT DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Fair Oaks Recreation and Park District, Phoenix Field (the "District"), County of Sacramento, State of California, that

1. On June 15, 1989, by its Resolution No. 61589-3, this Board ordered the formation of and levied the first assessment within the Fair Oaks Recreation and Park District, Phoenix Field Landscape and Lighting Assessment District (the "Assessment District") pursuant to the provisions of Article XIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District is for the installation, maintenance, and servicing of improvements to the Fair Oaks Recreation and Park District, as described in Section 3 below.

3. Within the landscaping and lighting district, the existing and proposed improvements to be undertaken by the Phoenix Field Landscape and Lighting Assessment District are generally described as the installation, maintenance, and servicing of public facilities, including but not limited to, landscaping, sprinkler systems, park grounds, park facilities, landscape corridors, publicly owned trees, street frontages, playground equipment and hardcourt areas, as applicable, for property owned and maintained by the District. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the District Administrator for submission to the Board.

PASSED AND ADOPTED this 17th day of March, 2021 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John O'Farrell, Board Chair
Fair Oaks Recreation and Park District

Michael J. Aho, District Administrator
Fair Oaks Recreation and Park District

RESOLUTION NO. 031721-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE FAIR OAKS RECREATION AND PARK DISTRICT

DIRECTING PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2021-22
FOR THE CONTINUATION OF THE ANNUAL ASSESSMENTS FOR THE GUM RANCH
LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT

RESOLVED, by the Governing Board (the "Board") of the Fair Oaks Recreation and Park District (the "District"), County of Sacramento, State of California, that

1. On July 20, 2006, by its Resolution No. 072006-02, this Board ordered the formation of the Gum Ranch Landscaping and Lighting Assessment District (the "Assessment District") within the Fair Oaks Recreation and Park District Gum Ranch property, pursuant to the provisions of Article XIIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

2. The purpose of the Assessment District shall be for the installation, maintenance and servicing of improvements described in Section 3 below.

3. Within the Assessment District, the existing and proposed improvements (the "Improvements") are generally described as the: installation, maintenance and servicing of public facilities, including but not limited to, turf, ground cover, shrubs, and trees, landscaping, irrigation systems, drainage systems, fencing, entry monuments, trails, recreation facilities, lighting and all necessary appurtenances, and labor, materials, supplies, utilities and equipment, and incidental costs as applicable, for property within the Assessment District that is owned or maintained by the Fair Oaks Recreation and Park District. Installation means the construction of improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, sidewalks and drainage, lights, playground equipment, play courts, recreational facilities, and public restrooms. "Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti. "Servicing" means the furnishing of electric current or energy, gas, or other illuminating agent for any public lighting facilities or for the lighting or operation of any other improvements, or water for the irrigation of any landscaping, the operation of any fountains, or the maintenance of any other improvements.

4. SCI Consulting Group is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIIID of the California Constitution. Upon completion, the Engineer shall file the Engineer's Report with the Clerk of the Governing Board for submission to the Board.

PASSED AND ADOPTED this 17th day of March, 2021 by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

RECUSE:

John O'Farrell, Board Chair
Fair Oaks Recreation and Park District

Michael J. Aho, District Administrator
Fair Oaks Recreation and Park District