

**SACRAMENTO LOCAL AGENCY FORMATION COMMISSION**  
**1112 I Street #100**  
**Sacramento, California 95814**  
**(916) 874-6458**

March \_\_, 2007

**REQUEST FOR PROPOSAL TO PREPARE  
COMPREHENSIVE FISCAL ANALYSIS FOR  
PROPOSED ARDEN-ARCADE INCORPORATION (03-07)**

**INTRODUCTION**

The Sacramento Local Agency Formation Commission is requesting proposals from Financial Consultants to prepare a Comprehensive Fiscal Analysis for the proposed incorporation of the Arden-Arcade Community in Sacramento County.

**BACKGROUND**

Residents of Arden-Arcade have submitted a petition to incorporate their community. The proposed incorporation territory is shown on the attached map. This area is currently developed and consists primarily of residential and commercial development. Subject territory is currently surrounded by urban development. Services are provided by the County of Sacramento and special districts.

The proposed incorporation consists of a change of organization from County jurisdiction to jurisdiction by city council. This change of organization will occur pursuant to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000. Pursuant to State law, the new city has two years after the incorporation to adopt its General Plan. Initially, the new city will operate under the current County General Plan and Land Use designation.

The petition provides the following information:

1. The effective date of incorporation shall be June 30, 2009.
2. The proposed city will be a general law city and shall have a city manager form of government.
3. The proposed city shall consist of six (6) council members elected by district.
4. The major shall be elected at large.

5. To enhance the character and identity of Arden-Arcade by creating a municipal corporation.
6. To increase local control over and accountability for decisions by having an elected city council and mayor.
7. To ensure that the planning, zoning, and other regulatory land use decisions affecting Arden-Arcade and to ensure the enforcement thereof.
8. To increase the accessibility of local government, officials and staff members to the residents of Arden-Arcade.
9. To improve and enhance local police protection.
10. To increase the allocation and acquisition of Federal and State revenues to support local services and programs in the Arden-Arcade community.
11. To increase local responsibility for determining services, service levels and capital improvements in the Arden-Arcade community.
12. To promote more citizen participation and involvement in local civic affairs of Arden-Arcade.
13. To stimulate economic growth that will support the well being of the proposed city.

### **QUALIFICATIONS**

Sacramento LAFCo is seeking a consultant committed to providing the highest quality experience with proven expertise in municipal financial analysis related to incorporations and understanding as it relates to LAFCo. Familiarity with the function and purpose of Local Agency Formation Commissions and knowledge of Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 is highly recommended.

The Consultant should have background in the following areas:

- California Taxation Acts
- Propositions 13 and 218
- Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000
- California Government Code
- California Public Resources Code
- City and County Regulations
- Land Use, General Plan and Zoning Law
- Williamson Act Contracts
- Special District Law and Assessment Districts
- City and Regional Planning Issues

## Sacramento LAFCo Policies

### **PROJECT SCOPE & DESCRIPTION**

The Consultant will be required to prepare a Comprehensive Fiscal Analysis to be used by LAFCo to analyze the financial impacts related to the proposed incorporation of the Arden-Arcade Community. The purpose of this analysis is to provide the public and public agencies with detailed information about the fiscal impacts of incorporation is likely to have on the proposed city, special districts and the County of Sacramento.

The proposed analysis will be used by the Sacramento Local Agency Formation Commission in evaluating the proposed incorporation in order to render a decision to approve, modify, or deny the incorporation.

The Comprehensive Fiscal Analysis must be sufficient to determine if the proposed city viable. If the proposed city is viable, the CFA should also evaluate alternative revenue neutrality terms and conditions to satisfy Cortese-Knox-Hertzberg statutes as well as calculate the property tax transfer ratio and Gann limit pursuant to Cortese-Knox statutes. In addition, the CFA will need to evaluate negative financial impacts that result if the incorporation is successful. The relevant LAFCo policies relating to incorporation are attached. These policies must be addressed in the CFA.

### **PROPOSALS**

Interested Consultants shall provide the following information to Sacramento LAFCo.

1. Statement of Qualifications
2. Resume of Individuals of the project team.
3. Listing of references and projects.
4. Proposal cost and schedule to prepare Draft and Final EIR.
5. Any other information that you may believe would assist LAFCo in reviewing and evaluating your proposal.

Proposals should be submitted by 5:00 P.M. on \_\_\_\_\_  
to:

Peter Brundage, Executive Officer  
Sacramento Local Agency Formation Commission  
1112 I Street #100  
Sacramento, California 95814  
(916) 874-6458

Cost and schedule are critical issues related to this proposed project. The Final EIR will need to be completed by February 2008 in order to commence public hearings on the proposed incorporation in order to meet a November 2008 election.

**INTERVIEW & SELECTION**

The proposal will be reviewed and the most qualified firms will be requested to make presentations to a selection committee.

**QUESTIONS**

Please contact Peter Brundage, 916-874-5935 if you have any questions.

(PB:Maf  
(RFP CFA Arden-Arcade)