

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council Members  
**FROM:** Dan Takasugi, Public Works Director/City Engineer  
**DATE:** June 3, 2008  
**SUBJECT:** Consideration of a Resolution Accepting the Engineer's Report for the Silverado Place Subdivision Landscape Maintenance Assessment District, Declaring the Intention of the City Council to Levy and Collect Assessments and Setting the Date for the Public Hearing

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**APPROVAL FOR FORWARDING:**

  
 James C. McCann, City Manager

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2 **ISSUE:**

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4 Consideration of a resolution accepting the Engineer's Report for the Silverado  
5 Place Subdivision Landscape Maintenance Assessment District, declaring the  
6 intention of the City Council to levy and collect assessments and setting the date  
7 for the public hearing.

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9 **RECOMMENDATION:** Adopt Resolution.

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11 **BACKGROUND / DISCUSSION:**

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13 As a condition of the development of the Silverado Place Subdivision, a  
14 landscaping assessment district was established to fund the maintenance of the  
15 area adjacent to State Route 29 on the north side of the development.

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17 The Landscaping and Lighting Act of 1972 (Streets and Highways Code 22500-  
18 22647) requires that the City undertake certain proceedings for any fiscal year  
19 during which assessments are to be levied and collected. These proceedings  
20 are usually accomplished at three separate Council meetings and include the  
21 following Council actions:

- 22  
23 1) Adopt a resolution directing the City Engineer to prepare and file a report.

- 24 2) Approve the Engineer's Report, declare the City Council's intent to levy  
25 and collect assessments and set the date for a public hearing.
- 26 3) Conduct a public hearing and authorize the actual levying and collection of  
27 assessments.

28 On May 20, 2008, the Council adopted a resolution directing the City Engineer to  
29 prepare and file a report for the Silverado Place Subdivision Landscape  
30 Maintenance Assessment District for Fiscal Year 2008-09. That report is  
31 attached.

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33 For Fiscal Year 2007-08 the assessment was set at \$66.67/parcel for the 15  
34 parcels in the assessment district for a total assessment of \$1000. The  
35 assessment for Fiscal Year 2008-09 is proposed to remain the same. Fiscal  
36 Years 2007-08 and 2008-09 are compared below.

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	<u>FY 2007-08</u>	<u>FY 2008-09</u>
39		
40 Total Assessment	\$1,000	\$1,000
41 City Contribution	<u>278</u>	<u>465</u>
42 Total Costs	\$1,278	\$1,465

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44 The attached resolution would accept the Engineer's Report, declare the  
45 Council's intent to levy and collect assessments in the amount of \$66.67/parcel  
46 for Fiscal Year 2008-09, and set the date for the public hearing for July 1, 2008.

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48 **FISCAL IMPACT:** The Assessment District is intended to have no direct fiscal  
49 impact on the City of Calistoga, as revenues collected through assessment are  
50 expended for maintenance and administration. However, estimated costs for FY  
51 2008-09 are expected to exceed the total assessment in the amount of \$465.  
52 This minor amount can be included in the overall Park Maintenance budget. Any  
53 proposed increase in the amount of the assessment would require balloting of  
54 the property owners under the provisions of Proposition 218.

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56 **ATTACHMENTS:**

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58 1. Engineer's Report  
59 2. Resolution

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RESOLUTION 2008- \_\_\_\_

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA,  
STATE OF CALIFORNIA, ACCEPTING THE ENGINEER'S REPORT FOR THE SILVERADO  
PLACE SUBDIVISION LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT, DECLARING  
THE CITY COUNCIL'S INTENT TO LEVY AND COLLECT ASSESSMENTS AND SETTING  
THE DATE OF A PUBLIC HEARING**

**WHEREAS**, the City of Calistoga established a Landscape Maintenance District for the Silverado Place Subdivision; and

**WHEREAS**, in accordance with the Landscaping and Lighting Act of 1972 (Streets and Highways Code 22500-22647), the City is required to undertake certain proceedings for any fiscal year during which an assessment is to be levied; and

**WHEREAS**, on May 20, 2008 the City Council directed the City Engineer to prepare a report in for the Silverado Place Subdivision Landscape Maintenance Assessment District for Fiscal Year 2008-09; and

**WHEREAS**, on June 3, 2008, the City Engineer filed such report with the City Clerk; and

**WHEREAS**, there will be no new improvements or substantial changes in the existing improvements other than that required to maintain the existing landscape and irrigation system; and

**WHEREAS**, no increase is proposed in the amount of the assessment from the preceding year.

**NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Calistoga hereby does confirm the diagram and the assessment contained in the Engineer's Report; and

**BE IT FURTHER RESOLVED** that the City Council of the City of Calistoga does hereby declare the intention to levy and collect assessments of \$66.67 per parcel for the Fiscal Year 2008-09; and

**BE IT FURTHER RESOLVED** that the City Council of the City of Calistoga does hereby set a public hearing in the matter of the assessment for the Silverado Place Subdivision Landscape and Maintenance District at the regular City Council meeting to be held at 7:00 p.m. on July 1, 2008, in the Calistoga Community Center.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga at a regular meeting held this 3<sup>rd</sup> day of June 2008, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN/ABSENT:**

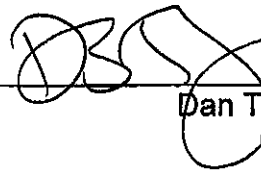
\_\_\_\_\_  
**JACK GINGLES, Mayor**

**ATTEST:**

\_\_\_\_\_  
**SUSAN SNEDDON, City Clerk**

**ENGINEER'S REPORT**  
**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT**  
**CITY OF CALISTOGA**  
**FISCAL YEAR 2008-09**

PREPARED BY: \_\_\_\_\_



Dan Takasugi, P.E.  
City Engineer  
RCE 72766  
Exp. 06/30/08

Dated: June 3, 2008

**ENGINEER'S REPORT  
SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT  
CITY OF CALISTOGA**

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

DATED: June 3, 2008

Dan Takasugi  
City Engineer/Engineer of Work

BY  \_\_\_\_\_

**I HEREBY CERTIFY** that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with me on the June 3, 2008.

Susan Sneddon, City Clerk  
City of Calistoga  
Napa County, California

BY \_\_\_\_\_

**I HEREBY CERTIFY** the City Council on May 20, 2008 authorized the City Engineer to prepare and file a report as required by the Streets and Highways Code, together with Assessment and Assessment Diagram thereto attached.

Susan Sneddon, City Clerk  
City of Calistoga  
Napa 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 Napa on \_\_\_\_\_, 2008.

Susan Sneddon, City Clerk  
City of Calistoga  
Napa County, California

BY \_\_\_\_\_

## ENGINEER'S REPORT

### **SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT CITY OF CALISTOGA, COUNTY OF NAPA, CALIFORNIA (Pursuant to the Landscaping and Lighting Act of 1972)**

Dan Takasugi, City Engineer and Engineer of Work for SILVERADO PLACE Landscaping Maintenance District, City of Calistoga, County of Napa, California, makes this report, as directed by the City Council, pursuant to Section 22585 of the Streets and Highways Code (**Landscaping and Lighting Act of 1972**).

The improvements, which are the subject of this report are briefly described as follows:

The maintenance of all the public landscaping improvements as part of "SILVERADO PLACE Subdivision" consisting of plant materials, trees, ground cover, irrigation systems, and planting strips, located in the public areas shown as Parcel "A", as shown on the Assessment Diagram for SILVERADO PLACE Landscape Maintenance District.

This report consists of six parts, as follows:

**EXHIBIT A** - Plans and specifications for the improvements are filed with the City Clerk. Although separately bound, the plans and specifications are a part of this report and are included in it by reference.

**EXHIBIT B** - An estimate of the cost of maintenance for the improvement.

**EXHIBIT C** - An assessment of the estimated cost of maintenance for the improvement on each benefited parcel of land within the assessment district.

**EXHIBIT D** - A statement of the method by which the undersigned has determined the amount proposed to be assessed against each parcel.

**EXHIBIT E** - A list of the names and addresses of the owners of real property within this assessment district, as shown on the last equalized assessment roll for taxes, or as known to the Clerk. The list is keyed to "EXHIBIT C" by assessment number.

**EXHIBIT F** - A diagram showing all of the parcels of real property within this assessment district. The diagram is keyed to "EXHIBIT C" by assessment number.

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT  
CITY OF CALISTOGA**

**EXHIBIT "A"**

Plans and Specifications, though bound separately, are referenced as a part of this report.

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT  
CITY OF CALISTOGA**

**EXHIBIT "B"**

**Estimate of Costs (SILVERADO PLACE Subdivision)**

Estimated maintenance cost of \$100 per month for 12 months **\$1200**

**Incidental and Report Costs**

County collection fee	<b>\$ 50</b>
City Administration (12.5%)	<b>125</b>
Engineer-of-work (Preparation of Report)	<b><u>90</u></b>
Total Estimated Incidental and Report Costs	<b>\$ 265</b>

**TOTAL ESTIMATED COSTS FOR MAINTENANCE AND REPORT **\$1,465****

**Adjustments**

Amount to be Supplemented by City **\$(465)**

**AMOUNT NEEDED TO BE ASSESSED FOR MAINTENANCE  
OF "SILVERADO PLACE IMPROVEMENTS **\$ 1,000****

Number of Parcels to be assessed	<b>= 15</b>
Estimated total costs per parcel to be assessed	<b>\$66.67 /per lot</b>

**TOTAL ASSESSMENT **\$ 1,000****



**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT**

**CITY OF CALISTOGA**

**EXHIBIT "C"**

**ASSESSMENT ROLL**

<u>Assessment Number</u>	<u>Amount of Assessment</u>	<u>Assessor's Parcel Number</u>
01	\$66.67/each (for 15 lots)	11-533-014
02		11-533-015
03		11-533-016
04		11-533-017
05		11-533-018
06		11-533-019
07		11-533-020
08		11-533-021
09		11-535-001
10		11-535-002
11		11-535-003
12		11-535-004
13		11-535-005
14		11-535-008
15		11-535-009

**TOTAL \$1,000**

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT  
CITY OF CALISTOGA**

**EXHIBIT "D"**

**Basis of Allocation of Assessments**

The total maintenance costs per year were estimated and incidental administrative expenses added to yield a total annual cost. Adjustments were then made to give credit, if any, for the surplus from the previous year and to provide a cash reserve for payments to be made between July 1 and December 31, 2008. The resulting net "Costs to be assessed" were then prorated equally to the 15 lots, so that each lot will share equally in the annual landscape maintenance expenses.

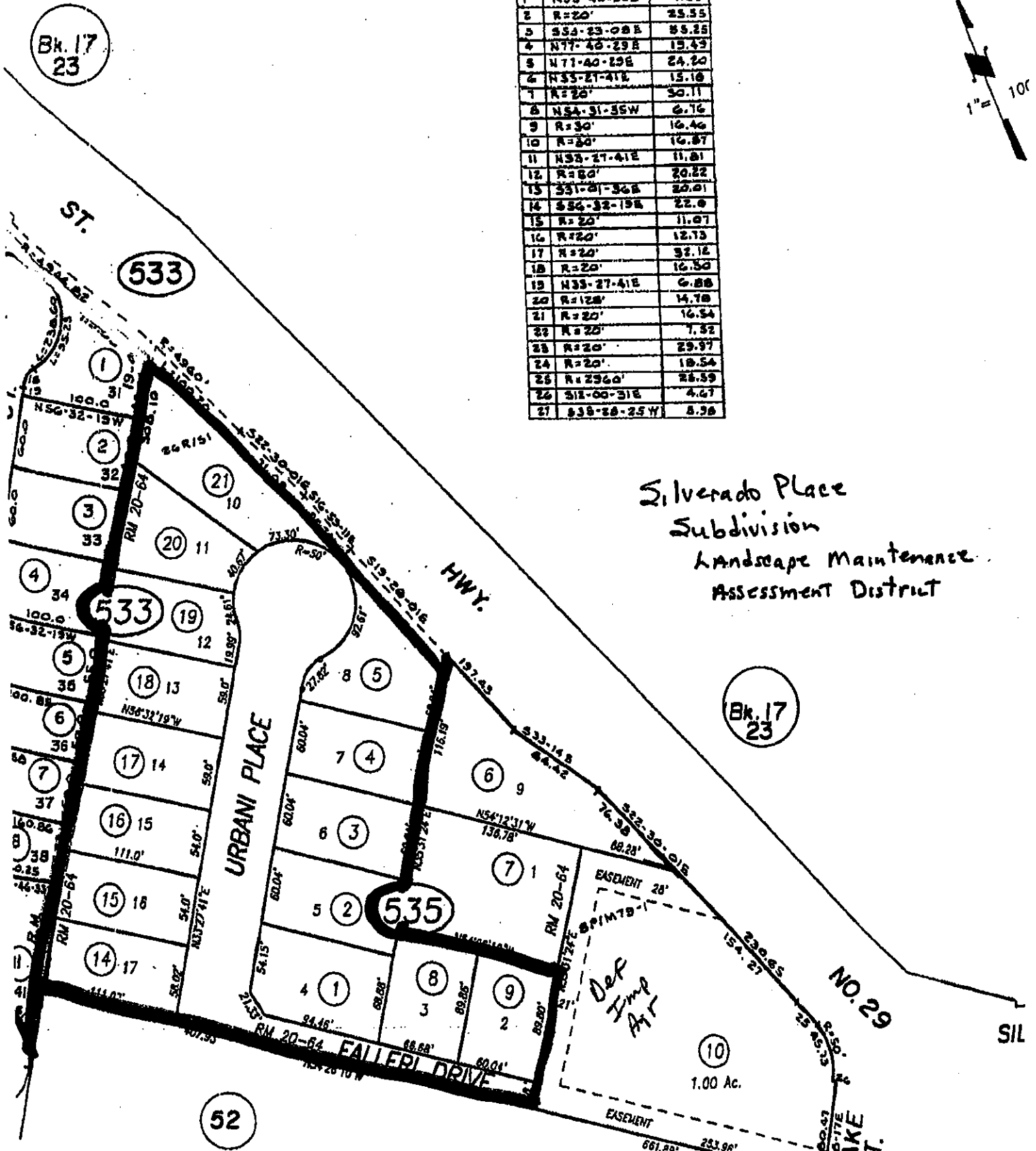
EXHIBIT F

ESSOR'S PARCEL MAP  
CARNE HUMANA

Tax Area Code  
1000

11-53  
11-01

1	N35-40-22E	7.93
2	R=20'	25.55
3	S53-23-08E	55.25
4	N77-43-29E	13.43
5	N77-40-29E	24.20
6	N55-27-41E	13.10
7	R=20'	30.11
8	N54-31-35W	6.76
9	R=30'	16.46
10	R=30'	16.87
11	N55-27-41E	11.01
12	R=60'	20.22
13	S31-01-36E	23.01
14	S24-32-19E	22.0
15	R=20'	11.07
16	R=20'	12.73
17	R=20'	32.12
18	R=20'	16.50
19	N33-27-41E	6.88
20	R=128'	14.78
21	R=20'	16.34
22	R=20'	7.52
23	R=20'	29.97
24	R=20'	19.54
25	R=2960'	23.39
26	S11-00-31E	4.67
27	S38-28-25W	8.98



Silverado Place  
Subdivision  
Landscape Maintenance  
Assessment District

Def  
Temp  
Act