

# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council Members

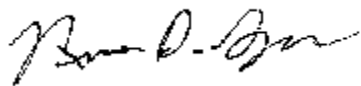
**FROM:** Dan Takasugi, Public Works Director/City Engineer

**DATE:** June 5, 2012

**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

---

APPROVAL FOR FORWARDING:




---

Richard D. Spitler, City Manager

---

1  
2 **ISSUE:**

3  
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.

8  
9 **RECOMMENDATION:** Adopt Resolution.

10  
11 **BACKGROUND / DISCUSSION:**

12  
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.

16  
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 1, 2012, 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 2012-2013. That report is  
31 attached.

32

33 For Fiscal Year 2011-12 the assessment was set at \$66.67/parcel for the 15  
34 parcels in the assessment district for a total assessment of \$1,000. The  
35 assessment for Fiscal Year 2012-13 is proposed to remain the same. Fiscal  
36 Years 2011-12 and 2012-13 are compared below.

37

	<u>FY 2011-12</u>	<u>FY 2012-13</u>
38		
39		
40 Total Assessment	\$1,000	\$1,000
41 City Contribution	<u>37</u>	<u>138</u>
42 Total Costs	\$1,037	\$1,138

43

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 2012-13, and set the date for the public hearing for July 17, 2012.

47

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 2012-13 are expected to exceed the total assessment in the amount of \$138.  
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.

55

56 **ATTACHMENTS:**

- 57
- 58 1. Engineer's Report
- 59 2. Resolution

**ENGINEER'S REPORT**  
**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT**  
**CITY OF CALISTOGA**  
**FISCAL YEAR 2012-2013**



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

A handwritten signature in blue ink, appearing to read "D. Takasugi", written over a horizontal line.

Dan Takasugi, P.E.  
City Engineer  
RCE 72766  
Exp. 06/30/12

Dated: June 5, 2012

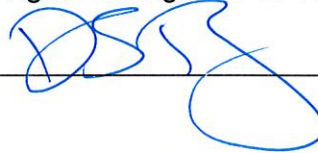
ENGINEER'S REPORT  
SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT  
CITY OF CALISTOGA

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

DATED: June 5, 2012

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 5, 2012.

Amanda Davis, Deputy City Clerk  
City of Calistoga  
Napa County, California

BY \_\_\_\_\_

**I HEREBY CERTIFY** the City Council on May 1, 2012 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.

Amanda Davis, Deputy 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 July \_\_, 2012.

Amanda Davis, Deputy 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 \$73.61 per month for 12 months **\$ 883**

**Incidental and Report Costs**

County collection fee	<b>\$ 50</b>
City Administration (12.5%)	<b>110</b>
Engineer-of-work (Preparation of Report)	<b><u>95</u></b>
Total Estimated Incidental and Report Costs	<b>\$ 255</b>

**TOTAL ESTIMATED COSTS FOR MAINTENANCE AND REPORT \$1,138**

**Adjustments**

Amount to be Supplemented by City **\$( 138)**

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

Number of Parcels to be assessed = 15  
Estimated total costs per parcel  
to be assessed

\$66.67 /per lot

**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	11-533-014
02	(for 15 lots)	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, 2012. 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.

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

**EXHIBIT "E"  
PROPERTY OWNERS LIST**

<b>Assessment Number</b>	<b>Property Owners Name &amp; Address</b>	<b>AP Number</b>
1	Donald Wilson 715 Linda Falls Terrace Angwin, CA 94508 Site Address: 2011 Urbani Place	11-533-014
2	Jason Tamagni 2013 Urbani Place Calistoga, CA 94515 Site Address: 2013 Urbani Place	11-533-015
3	Larry Sawyer 2015 Urbani Place Calistoga, CA 94515 Site Address: 2015 Urbani Place	11-533-016
4	Gertrude A. Martin 2017 Urbani Place Calistoga , CA 94515 Site Address: 2017 Urbani Place	11-533-017
5	Dennis Gamble 2019 Urbani Place Calistoga, CA 94515 Site Address: 2019 Urbani Place	11-533-018
6	Cheryle Stanley 2021 Urbani Place Calistoga , CA 94515 Site Address: 2021 Urbani Place	11-533-019
7	Arturo Maldonado 2023 Urbani Place Calistoga, CA 94515 Site Address: 2023 Urbani Place	11-533-020

<b>Assessment Number</b>	<b>Property Owners Name &amp; Address</b>	<b>AP Number</b>
8	Hugh Calvin 2025 Urbani Place Calistoga, CA 94515 Site Address: 2023 Urbani Place	11-533-021
9	Jay Smith 1241 Springbrook Ct. St. Helena, CA 94574 Site Address: 2012 Urbani Place	11-535-001
10	Brad & Vicky Stover 4323 Thetford Rd. Durham, NC 27707 Site Address: 2014 Urbani Place	11-535-002
11	Gordon Brownell 2016 Urbani Place Calistoga, CA 94515 Site Address: 2016 Urbani Place	11-535-003
12	Mark Buxton, etal 6154 Heathercreek Way San Jose, CA 95123 Site Address: 2018 Urbani Place	11-535-004
13	Randall Mendes 2022 Urbani Place Calistoga, CA 94515 Site Address: 2022 Urbani Place	11-535-005
14	Daniel G. Avina 1722 Falleri Drive Calistoga, CA 94515 Site Address: 1722 Falleri Drive	11-535-008
15	Francisco Carrillo 1720 Falleri Drive Calistoga, CA 94515 Site Address: 1720 Falleri Drive	11-535-009

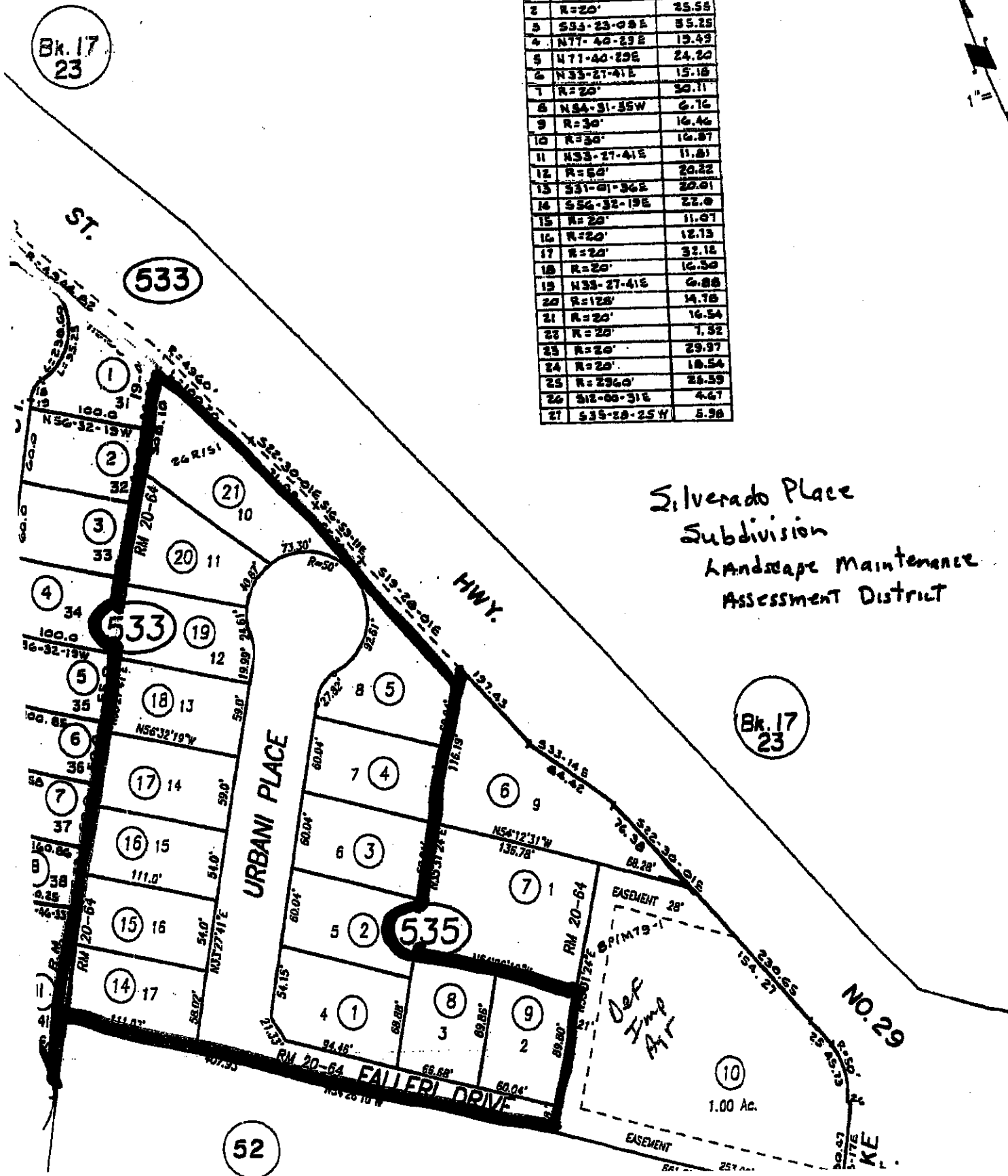
**EXHIBIT F**  
**DIAGRAM OF PARCELS**

ESSOR'S PARCEL MAP  
CARNE HUMANA

Tax Area Code  
1000

11-53  
11-01

1	N35-40-22E	7.53
2	R=20'	25.55
3	S33-23-08E	35.25
4	N77-40-29E	13.43
5	N71-40-29E	24.20
6	N33-27-41E	15.18
7	R=20'	20.11
8	N54-31-35W	6.16
9	R=30'	16.46
10	R=30'	16.87
11	N33-27-41E	11.81
12	R=60'	20.22
13	S31-01-36E	20.01
14	S56-32-19E	22.0
15	R=20'	11.07
16	R=20'	12.13
17	R=20'	32.12
18	R=20'	16.50
19	N33-27-41E	6.88
20	R=128'	14.78
21	R=20'	16.54
22	R=20'	7.32
23	R=20'	29.97
24	R=20'	18.54
25	R=2960'	26.59
26	S12-00-31E	4.47
27	S35-20-25W	5.98



Silverado Place  
Subdivision  
Landscape Maintenance  
Assessment District

1  
2 **RESOLUTION 2012- \_\_\_\_\_**  
3

4 **RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA,**  
5 **STATE OF CALIFORNIA, ACCEPTING THE ENGINEER'S REPORT FOR THE SILVERADO**  
6 **PLACE SUBDIVISION LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT, DECLARING**  
7 **THE CITY COUNCIL'S INTENT TO LEVY AND COLLECT ASSESSMENTS AND SETTING**  
8 **THE DATE OF A PUBLIC HEARING**  
9

10 **WHEREAS**, the City of Calistoga established a Landscape Maintenance District  
11 for the Silverado Place Subdivision; and  
12

13 **WHEREAS**, in accordance with the Landscaping and Lighting Act of 1972  
14 (Streets and Highways Code 22500-22647), the City is required to undertake certain  
15 proceedings for any fiscal year during which an assessment is to be levied; and  
16

17 **WHEREAS**, on May 1, 2012 the City Council directed the City Engineer to  
18 prepare a report in for the Silverado Place Subdivision Landscape Maintenance  
19 Assessment District for Fiscal Year 2012-13; and  
20

21 **WHEREAS**, on June 5, 2012, the City Engineer filed such report with the City  
22 Clerk; and  
23

24 **WHEREAS**, there will be no new improvements or substantial changes in the  
25 existing improvements other than that required to maintain the existing landscape and  
26 irrigation system; and  
27

28 **WHEREAS**, no increase is proposed in the amount of the assessment from the  
29 preceding year.  
30

31 **NOW, THEREFORE BE IT RESOLVED** that the City Council of the City of Calistoga  
32 hereby does confirm the diagram and the assessment contained in the Engineer's Report;  
33 and  
34

35 **BE IT FURTHER RESOLVED** that the City Council of the City of Calistoga does  
36 hereby declare the intention to levy and collect assessments of \$66.67 per parcel for the  
37 Fiscal Year 2012-13; and  
38

39 **BE IT FURTHER RESOLVED** that the City Council of the City of Calistoga does  
40 hereby set a public hearing in the matter of the assessment for the Silverado Place  
41 Subdivision Landscape and Maintenance District at the regular City Council meeting to be  
42 held at 7:00 p.m. on July 17, 2012, in the Calistoga Community Center.  
43

44 **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga  
45 at a regular meeting held this 5<sup>th</sup> day of June 2012, by the following vote:  
46

47 **AYES:**

48 **NOES:**

49 **ABSTAIN/ABSENT:**  
50  
51

52 \_\_\_\_\_  
53 **JACK GINGLES, Mayor**

54 **ATTEST:**  
55

56 \_\_\_\_\_  
**AMANDA DAVIS, Deputy City Clerk**