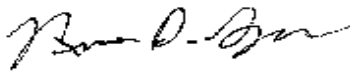


City of Calistoga

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Michael Kirn, Public Works Director/City Engineer
DATE: June 16, 2015
SUBJECT: Consideration of a Resolution Accepting the Engineer’s Report for the Palisades 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

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ISSUE: Consideration of a resolution accepting the Engineer’s Report for the Palisades 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.

RECOMMENDATION: Adopt Resolution.

BACKGROUND / DISCUSSION: As a condition of the development of the Palisades Subdivision, a landscaping assessment district was established to fund the maintenance of the area adjacent to State Route 29 on the north side of the development, and along Money Lane between the property fence and sidewalk.

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

- 1) Adopt a resolution directing the City Engineer to prepare and file a report.
- 2) Approve the Engineer’s Report, declare the City Council’s intent to levy and collect assessments and set the date for a public hearing.

- 23 3) Conduct a public hearing and authorize the actual levying and collection of
24 assessments.

25 On June 3, 2015, the Council adopted a resolution directing the City Engineer to
26 prepare and file a report for the Palisades Subdivision Landscape Maintenance
27 Assessment District for Fiscal Year 2015-2016. That report is attached.

28
29 For Fiscal Year 2014-15 the assessment was set at \$35/parcel for the 44 parcels
30 in the assessment district for a total assessment of \$1,540. The assessment for
31 Fiscal Year 2015-16 is proposed to remain the same. Fiscal Years 2014-15 and
32 2015-16 are compared below.

33

	<u>FY 2014-15</u>	<u>FY 2015-16</u>
34 Total Assessment	\$1,540	\$1,540
35 City Contribution	<u>449</u>	<u>554</u>
36 Total Costs	\$1,989	\$2,094

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40 The attached resolution would accept the Engineer's Report, declare the
41 Council's intent to levy and collect assessments in the amount of \$35/parcel for
42 Fiscal Year 2015-16, and set the date for the public hearing for July 21, 2015.

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44 **CONSISTANCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The
45 recommended action supports the FY 2015/16 City Council Goal No. 3, Objective
46 1 by providing a funding mechanism to "...maintain the high level of service and
47 reliability of the City's infrastructure systems and facilities." The LMD provides a
48 funding mechanism for maintenance of the landscaping that benefits the
49 properties in the LMD. Without this funding mechanism, the City would have to
50 consider termination of landscape maintenance or use other discretionary
51 funding to cover the maintenance costs.

52
53 **FISCAL IMPACT:** The Assessment District is intended to have no direct fiscal
54 impact on the City of Calistoga, as revenues collected through assessment are
55 expended for maintenance and administration. However, estimated costs for FY
56 2015-16 are expected to exceed the total assessment in the amount of \$554.
57 This minor amount can be included in the overall Park Maintenance budget. Any
58 proposed increase in the amount of the assessment would require balloting of
59 the property owners under the provisions of Proposition 218.

60
61 **ATTACHMENTS:**

- 62
63 1. Resolution
64 2. Engineer's Report

RESOLUTION 2015- XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, ACCEPTING THE ENGINEER’S REPORT FOR THE PALISADES 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 Palisades 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 June 2, 2015 the City Council directed the City Engineer to prepare a report in for the Palisades Subdivision Landscape Maintenance Assessment District for Fiscal Year 2015-16; and

WHEREAS, on June 16, 2015, 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 \$35.00 per parcel for the Fiscal Year 2015-16; 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 Palisades Subdivision Landscape and Maintenance District at the regular City Council meeting to be held at 7:00 p.m. on July 21, 2015, in the Calistoga Community Center.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **16th day of June 2015**, by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk