

City of Calistoga Staff Report

TO: Honorable Mayor and City Council Members

FROM: Michael Kirn, Public Works Director/City Engineer

DATE: June 7, 2016

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:

Dylan Feik, City Manager

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21

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.

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

24 On May 17, 2016, the Council adopted a resolution directing the City Engineer to
25 prepare and file a report for the Palisades Subdivision Landscape Maintenance
26 Assessment District for Fiscal Year 2016-2017. That report is attached.

27
28 For Fiscal Year 2015-16 the assessment was set at \$35/parcel for the 44 parcels in the
29 assessment district for a total assessment of \$1,540. The assessment for Fiscal Year
30 2016-17 is proposed to remain the same. Any proposed increase in the amount of the
31 assessment would require balloting of the property owners under the provisions of
32 Proposition 218. The District anticipates increased expenses associated with tree
33 trimming activities necessary to protect private and public property within the District.
34 Fiscal Years 2015-16 and 2016-17 are compared below.

35
36

	<u>FY 2015-16</u>	<u>FY 2016-17</u>
37		
38 Total Assessment	\$1,540	\$1,540
39 City Contribution	<u>554</u>	<u>2,215</u>
40 Total Costs	\$2,094	\$3,755

41

42 The attached resolution would accept the Engineer's Report, declare the Council's intent
43 to levy and collect assessments in the amount of \$35/parcel for Fiscal Year 2016-17,
44 and set the date for the public hearing for July 19, 2016.

45
46 **CONSISTANCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The
47 recommended action supports the FY 2016/17 City Council Goal No. 3, Objective 1 by
48 providing a funding mechanism to "...maintain the high level of service and reliability of
49 the City's infrastructure systems and facilities." The LMD provides a funding mechanism
50 for maintenance of the landscaping that benefits the properties in the LMD. Without this
51 funding mechanism, the City would have to consider termination of landscape
52 maintenance or use other discretionary funding to cover the maintenance costs.

53
54 **FISCAL IMPACT:** The Assessment District is intended to have no direct fiscal impact
55 on the City of Calistoga, as revenues collected through assessment are expended for
56 maintenance and administration. However, estimated costs for FY 2016-17 are
57 expected to exceed the total assessment in the amount of \$2,215. This amount can be
58 included in the overall Park Maintenance budget. Any proposed increase in the amount
59 of the assessment would require balloting of the property owners under the provisions of
60 Proposition 218.

61
62 **ATTACHMENTS:**

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

RESOLUTION 2016- 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 May 17, 2016 the City Council directed the City Engineer to prepare a report in for the Palisades Subdivision Landscape Maintenance Assessment District for Fiscal Year 2016-17; and

WHEREAS, on June 7, 2016, 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 2016-17; 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 6:00 p.m. on July 16, 2016, in the Calistoga Community Center.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this 7th day of June 2016, by the following vote:

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

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk