

## Staff Report

**TO:** Honorable Mayor and City Council Members  
**FROM:** Michael Kirn, Public Works Director/City Engineer  
**DATE:** July 19, 2016  
**SUBJECT:** Consideration of a Resolution Authorizing the Levying and Collection of Assessments for the Palisades Landscape Maintenance District for Fiscal Year 2016-17

---

---

APPROVAL FOR FORWARDING:



---

Dylan Feik, City Manager

---

---

1  
2 **ISSUE:** Consideration of a resolution authorizing the levying and collection of  
3 assessments for the Palisades Landscape Maintenance District for Fiscal Year 2016-17.  
4

5 **RECOMMENDATION:** Conduct a public hearing and consider adoption of a resolution  
6 approving the assessment amount and authorizing the levying and collection of  
7 assessments for Fiscal Year 2016-17.  
8

9 **BACKGROUND/DISCUSSION:** As a condition of the development of the Palisades  
10 Subdivision, a landscaping assessment district was established to fund the maintenance of  
11 the area adjacent to State Route 29 on the north side of the development, and along  
12 Money Lane between the property fence and sidewalk.  
13

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

19 On May 17, 2016, the Council adopted a resolution directing the City Engineer to prepare  
20 and file a report for the Palisades Landscape Maintenance Assessment District for Fiscal  
21 Year 2016-17. On June 7, 2016, the Council adopted a resolution approving the  
22 Engineer's Report, declaring the City Council's intent to levy and collect assessments and  
23 setting July 19, 2016 as the date for the public hearing.  
24

25 Tonight's action is the third and final Council action on these annual proceedings. At the  
26 conclusion of the public hearing, the Council can authorize the levying and collection of the  
27 annual assessments for the Palisades Landscape Maintenance District in the amount of  
28 \$35/parcel. This is the same amount as was assessed in Fiscal Year 2015-16.  
29

30 **CONSISTANCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The recommended  
31 action supports the FY 2016-17 City Council Goal No. 3, Objective 1, by providing a  
32 funding mechanism to "...maintain the high level of service and reliability of the City's  
33 infrastructure systems and facilities." The LMD provides a funding mechanism for  
34 maintenance of the landscaping that benefits the properties in the LMD. Without this  
35 funding mechanism, the City would have to consider termination of landscape maintenance  
36 or use other discretionary funding to cover the maintenance costs.  
37

38 **FISCAL IMPACT:** The Assessment District was originally established with intent of having  
39 no fiscal impact on the City of Calistoga for the purposes of maintaining the landscaping  
40 and administration. However, estimated costs for FY 2016-17 are expected to exceed the  
41 total assessment in the amount of \$2,215. This is higher than usual due to some  
42 unanticipated tree trimming activities necessary to protect public and private property within  
43 the district. This amount is recommended to be covered within the overall Park  
44 Maintenance budget [under account 01-4123-4402](#). Any proposed increase in the amount  
45 of the assessment would require balloting of the property owners under the provisions of  
46 Proposition 218.  
47

48 **ATTACHMENTS:**

- 49 1) Resolution  
50 2) Engineer's Report

RESOLUTION NO. 2016 - XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, AUTHORIZING THE LEVYING AND COLLECTION OF ASSESSMENTS FOR THE PALISADES LANDSCAPE AND MAINTENANCE DISTRICT FOR FISCAL YEAR 2016-2017

WHEREAS, the City of Calistoga established a Landscape and 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 accordance with the requirements of the California Streets and Highways Code in Article 4 of Chapter 1 commencing with Section 22565; and

WHEREAS, on June 7, 2016, the City Engineer's report was accepted by the City Council and on July 19, 2016, a public hearing was held to receive testimony from the citizens of the City of Calistoga; and

WHEREAS, Pursuant to California Streets and Highways Code, Article 4 of Chapter 1, commencing with Section 22620, the City Council may set the amount of assessment to be the same as the preceding year; and

WHEREAS, there will be no new improvements or substantial changes in the existing improvements other than maintaining the existing landscape and irrigation system.

NOW, THEREFORE BE IT RESOLVED THAT the City Council of the City of Calistoga does: hereby confirm the diagram and the assessment contained in the Engineer's Report; hereby levy an assessment of \$35.00 per parcel; and authorizes the collection of such assessment for the Palisades Subdivision Landscape Maintenance Assessment District for the Fiscal Year 2016-17. Estimated costs for FY 2016-17 are expected to exceed the total assessment in the amount of \$2,215. This amount is recommended to be covered within the overall Park Maintenance budget under account 01-4123-4402.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this 19th day of July 2016, by the following vote:

- AYES:
NOES:
ABSTAIN:
ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, CITY CLERK