

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council Members
FROM: Michael Kirn, Public Works Director/City Engineer
DATE: June 6, 2017
SUBJECT: Consideration of a Resolution Directing the City Engineer to Prepare and File a Report for the Palisades Subdivision Landscape Maintenance District in Accordance with Article 4 of Chapter 1 of the California Streets and Highways Code.

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

1
2 **ISSUE:** Consideration of a Resolution directing the City Engineer to prepare and
3 file a report for the Palisades Subdivision Landscape Maintenance District in
4 accordance with Article 4 of Chapter 1 of the Streets and Highways Code.

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6 **RECOMMENDATION:** Adopt Resolution.

7
8 **BACKGROUND / DISCUSSION:** Through the conditions of approval for the
9 Palisades Subdivision, the City required the establishment of Landscape
10 Maintenance District (LMD) to fund the maintenance of adjacent public
11 landscaping through the levying of assessments on the parcels within those
12 subdivision.

13
14 The Landscaping and Lighting Act of 1972 (Streets and Highways Code 22500-
15 22647) requires that the City undertake certain proceedings for any fiscal year
16 during which an assessment is proposed to be levied and collected. These
17 proceedings are usually accomplished through three Council actions as follows:

- 18
19 1) Adopt a resolution directing the City Engineer to prepare and file a report.

- 20 2) Approve the Engineer's Report, declare the City Council's intent to levy
21 and collect assessments and set the date for a public hearing.
22
- 23 3) Conduct a public hearing and authorize the actual levying and collection of
24 assessments.
25

26 The recommended Resolution begins the process for the 2017/2018
27 assessment. At the June 20, 2017 meeting you will receive the Engineer's
28 Report and set the date for a public hearing. During the Public Hearing the
29 Council will receive any public testimony on the proposed assessment and will
30 consider the levy of the proposed assessments.
31

32 **CONSISTANCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The
33 recommended action supports the FY 2017/18 City Council Goal No. 3, Objective
34 1 by providing a funding mechanism to "...maintain the high level of service and
35 reliability of the City's infrastructure systems and facilities." The LMD provides a
36 funding mechanism for maintenance of the landscaping that benefits the
37 properties in the LMD. Without this funding mechanism, the City would have to
38 consider termination of landscape maintenance or use other discretionary
39 funding to cover the maintenance costs.
40

41 **FISCAL IMPACT:** There will be no fiscal impact through the adoption of the
42 recommended resolution. Actual fiscal impact will be determined after the
43 preparation of the Engineer's Report.
44

45 **ATTACHMENTS:**

- 46 1) Resolution
47

RESOLUTION NO. 2017 - XXX

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,
COUNTY OF NAPA, STATE OF CALIFORNIA, DIRECTING THE CITY
ENGINEER TO PREPARE AND FILE A REPORT FOR THE PALISADES
SUBDIVISION LANDSCAPE MAINTENANCE DISTRICT IN ACCORDANCE
WITH ARTICLE 4 OF CHAPTER 1 OF THE STREETS AND HIGHWAYS CODE**

WHEREAS, the City of Calistoga established a Landscape Maintenance District for the Palisades Subdivision to fund the maintenance of adjacent public landscaping through the levying of assessments on the parcels within that subdivision; and

WHEREAS, 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 an assessment is proposed to be levied and collected; and

WHEREAS, the recommended action is general policy and procedure and is not a Project under CEQA pursuant to Section 15378(b) (4) of CEQA; and

WHEREAS, the first step in these annual proceedings is to direct the City Engineer to prepare and file a report.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Calistoga hereby directs the City Engineer to prepare and file a report for the Palisades Landscape Maintenance District as required by the Streets and Highways Code and return to the Council with completed report for further action.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **6th day of June 2017**, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk