

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council Members

FROM: Michael Kirn, Public Works Director/City Engineer

DATE: June 20, 2017

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

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2 **ISSUE:** Consideration of a resolution accepting the Engineer's Report for the

3 Palisades Subdivision Landscape Maintenance Assessment District, declaring

4 the intention of the City Council to levy and collect assessments and setting the

5 date for the public hearing.

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7 **RECOMMENDATION:** Adopt Resolution.

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9 **BACKGROUND / DISCUSSION:** As a condition of the development of the

10 Palisades Subdivision, a landscaping assessment district was established to fund

11 the maintenance of the area adjacent to State Route 29 on the north side of the

12 development, and along Money Lane between the property fence and sidewalk.

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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 assessments are to be levied and collected. These proceedings

17 are usually accomplished at three separate Council meetings and include the

18 following Council actions:

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20 1) Adopt a resolution directing the City Engineer to prepare and file a report.

- 21 2) Approve the Engineer's Report, declare the City Council's intent to levy
22 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 6, 2017, 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 2017-2018. That report is attached.

28
29 For Fiscal Year 2016-17 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 2017-18 is proposed to remain the same. Any proposed increase in
32 the amount of the assessment would require balloting of the property owners
33 under the provisions of Proposition 218. Fiscal Years 2016-17 and 2017-18 are
34 compared below.

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36

	<u>FY 2016-17</u>	<u>FY 2017-18</u>
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38 Total Assessment	\$1,540	\$1,540
39 City Contribution	<u>2,215</u>	<u>1,375</u>
40 Total Costs	\$3,755	\$2,915

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42 The attached resolution would accept the Engineer's Report, declare the
43 Council's intent to levy and collect assessments in the amount of \$35/parcel for
44 Fiscal Year 2017-18, and set the date for the public hearing for July 18, 2017.

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46 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The
47 recommended action supports the FY 2017/18 City Council Goal No. 3, Objective
48 1 by providing a funding mechanism to "...maintain the high level of service and
49 reliability of the City's infrastructure systems and facilities." The LMD provides a
50 funding mechanism for maintenance of the landscaping that benefits the
51 properties in the LMD. Without this funding mechanism, the City would have to
52 consider termination of landscape maintenance or use other discretionary
53 funding to cover the maintenance costs.

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55 **FISCAL IMPACT:** The Assessment District is intended to have no direct fiscal
56 impact on the City of Calistoga, as revenues collected through assessment are
57 expended for maintenance and administration. However, estimated costs for FY
58 2017-18 are expected to exceed the total assessment in the amount of \$1,375.
59 This amount has been included in the overall Park Maintenance budget under
60 account 01-4123-4402. Any proposed increase in the amount of the assessment
61 would require balloting of the property owners under the provisions of Proposition
62 218.

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Date: June 20, 2017 Council Meeting

Subject: Consideration of a Resolution Regarding the Palisades Landscape Maintenance
Assessment District

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ATTACHMENTS:

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1. Resolution

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2. Engineer's Report

RESOLUTION 2017- 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 6, 2017 the City Council directed the City Engineer to prepare a report in for the Palisades Subdivision Landscape Maintenance Assessment District for Fiscal Year 2017-18; and

WHEREAS, on June 20, 2017, 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 2017-18; 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 18, 2017, in the Calistoga Community Center.

45 **PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga
46 at a regular meeting held this **20th day of June 2017**, by the following vote:

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AYES:
NOES:
ABSTAIN:
ABSENT:

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk