


# City of Calistoga

## Staff Report

**TO:** Honorable Mayor and City Council Members  
**FROM:** Michael Kirn, Public Works Director/City Engineer  
**DATE:** May 1, 2018  
**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.

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APPROVAL FOR FORWARDING:




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Dylan Feik, City Manager

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1 **ISSUE:** Consideration of a Resolution directing the City Engineer to prepare and  
 2 file a report for the Palisades Subdivision Landscape Maintenance District in  
 3 accordance with Article 4 of Chapter 1 of the Streets and Highways Code.  
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5 **RECOMMENDATION:** Adopt Resolution.  
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7 **BACKGROUND / DISCUSSION:** Through the conditions of approval for the  
 8 Palisades Subdivision, the City required the establishment of Landscape  
 9 Maintenance District (LMD) to fund the maintenance of adjacent public  
 10 landscaping through the levying of assessments on the parcels within those  
 11 subdivision.  
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13 The Landscaping and Lighting Act of 1972 (Streets and Highways Code 22500-  
 14 22647) requires that the City undertake certain proceedings for any fiscal year  
 15 during which an assessment is proposed to be levied and collected. These  
 16 proceedings are usually accomplished through three Council actions as follows:  
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- 18 1) Adopt a resolution directing the City Engineer to prepare and file a report.
- 19 2) Approve the Engineer's Report, declare the City Council's intent to levy  
 20 and collect assessments and set the date for a public hearing.

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

The recommended Resolution begins the process for the 2018/2019 assessment. At the June 5, 2018 meeting you will receive the Engineer’s Report and set the date for a public hearing. During the Public Hearing the Council will receive any public testimony on the proposed assessment and will consider the levy of the proposed assessments.

**CONSISTANCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** The recommended action supports the FY 2018/19 City Council Goal No. 3, Objective 1 by providing a funding mechanism to “...maintain the high level of service and reliability of the City’s infrastructure systems and facilities.” The LMD provides a funding mechanism for maintenance of the landscaping that benefits the properties in the LMD. Without this funding mechanism, the City would have to consider termination of landscape maintenance or use other discretionary funding to cover the maintenance costs.

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

**ATTACHMENT:**

- 1) Resolution

**RESOLUTION 2018 - 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 the completed report for further action.

**PASSED, APPROVED, AND ADOPTED** by the City Council of the City of Calistoga at a regular meeting held this **1<sup>st</sup> day of May 2018**, by the following vote:

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

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**CHRIS CANNING, Mayor**

**ATTEST:**

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**KATHY FLAMSON, City Clerk**

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