

# City of Calistoga Staff Report

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**TO:** Honorable Mayor and City Council Members  
**FROM:** Michael Kirn, Public Works Director/City Engineer  
**DATE:** May 15, 2018  
**SUBJECT:** Consideration of a Resolution Accepting the Engineer's Report for the Silverado Place 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.

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APPROVAL FOR FORWARDING:



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Dylan Feik, City Manager

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**ISSUE:** Consideration of a resolution accepting the Engineer's Report for the Silverado Place 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 Silverado Place 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.

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

On May 2, 2018, the Council adopted a resolution directing the City Engineer to prepare and file a report for the Silverado Place Subdivision Landscape Maintenance Assessment District for Fiscal Year 2018-2019. That report is attached.

For Fiscal Year 2017-18 the assessment was set at \$66.67/parcel for the 15 parcels in the assessment district for a total assessment of \$1,000. The assessment for Fiscal Year 2018-19 is proposed to remain the same. Any proposed increase in the amount of the assessment would require balloting of the property owners under the provisions of Proposition 218. Fiscal Years 2017-18 and 2018-19 are compared below.

	<u>FY 2017-18</u>	<u>FY 2017-18</u>
Total Assessment	\$1,000	\$1,000
City Contribution	<u>567</u>	<u>382</u>
Total Costs	\$1,567	\$1,382

The attached resolution would accept the Engineer's Report, declare the Council's intent to levy and collect assessments in the amount of \$66.67/parcel for Fiscal Year 2018-19, and set the date for the public hearing for June 19, 2018.

**CONSISTENCY 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:** The Assessment District is intended to have no direct fiscal impact on the City of Calistoga, as revenues collected through assessment are expended for maintenance and administration. However, estimated costs for FY 2018-19 are expected to exceed the total assessment in the amount of \$382. This amount can be included in the overall Park Maintenance budget. Any proposed increase in the amount of the assessment would require balloting of the property owners under the provisions of Proposition 218.

**ATTACHMENTS:**

1. Draft Resolution
2. Engineer's Report

RESOLUTION 2018- XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, ACCEPTING THE ENGINEER'S REPORT FOR THE SILVERADO PLACE 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 Silverado Place 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 1, 2018 the City Council directed the City Engineer to prepare a report in for the Silverado Place Subdivision Landscape Maintenance Assessment District for Fiscal Year 2018-19; and

WHEREAS, on May 15, 2018, 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 accept the Engineer's Report and confirms 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 its intention to levy and collect assessments of \$66.67 per parcel for the Fiscal Year 2018-19; 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 Silverado Place Subdivision Landscape and Maintenance District at the regular City Council meeting to be held no sooner than 6:00 p.m. on June 19, 2018, in the Calistoga Community Center.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this 15<sup>th</sup> day of May 2018, by the following vote:

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

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk