



CITY OF CALISTOGA

6

STAFF REPORT

TO: Honorable Mayor and City Council
FROM: Michael Kirn, Acting City Manager
DATE: May 21, 2019
SUBJECT: 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

SIGNATURE:

**MICHAEL KIRN, Acting City
Manager**

DESCRIPTION: 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: Consideration to adopt resolution.

BACKGROUND: 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 7, 2019, 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 2019-2020. That report is attached.

For Fiscal Year 2018-19 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 2019-20 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 2018-19 and 2019-20 are compared below.

	<u>FY 2018-19</u>	<u>FY 2019-20</u>
Total Assessment	\$1,000	\$1,000
City Contribution	<u>382</u>	<u>341</u>
Total Costs	\$1,382	\$1,341

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 2019-20, and set the date for the public hearing for June 18, 2019.

FINANCIAL 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 2019-20 are expected to exceed the total assessment in the amount of \$341. 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.

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.

ATTACHMENTS:

1. Resolution
2. Silverado Place Landscape Maintenance District Report

RESOLUTION NO. 2019-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 7, 2019 the City Council directed the City Engineer to prepare a report in for the Silverado Place Subdivision Landscape Maintenance Assessment District for Fiscal Year 2019-20; and

WHEREAS, on May 21, 2019, 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 \$66.67 per parcel for the Fiscal Year 2019-20; 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 18, 2019, in the Calistoga Community Center.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **21st day of May 2019**, by the following vote:


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

CHRIS CANNING, Mayor

ATTEST:

IRENE CAMACHO-WERBY, City Clerk

ENGINEER'S REPORT
SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT
CITY OF CALISTOGA
FISCAL YEAR 2019-2020

PREPARED BY: 
Michael T. Kirn, P.E.
City Engineer
RCE 46695
Exp. 06/30/19

Dated: May 21, 2019

**ENGINEER'S REPORT
SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT
CITY OF CALISTOGA**

The undersigned respectfully submits the enclosed report as directed by the City Council.

DATED: May 21, 2019

Michael T. Kirn
City Engineer/Engineer of Work

BY Michael T. Kirn

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with me on the May 21, 2019.

Irene Camacho-Werby, City Clerk
City of Calistoga
Napa County, California

BY _____

I HEREBY CERTIFY the City Council on May 7, 2019 authorized the City Engineer to prepare and file a report as required by the Streets and Highways Code, together with Assessment and Assessment Diagram thereto attached.

Irene Camacho-Werby, City Clerk
City of Calistoga
Napa County, California

BY _____

I HEREBY CERTIFY that the enclosed Engineer's Report, together with Assessment and Assessment Diagram thereto attached, was filed with the County Auditor of the County of Napa on June __, 2019.

Irene Camacho-Werby, City Clerk
City of Calistoga
Napa County, California

BY _____

ENGINEER'S REPORT

SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT CITY OF CALISTOGA, COUNTY OF NAPA, CALIFORNIA (Pursuant to the Landscaping and Lighting Act of 1972)

Michael T. Kirn, City Engineer and Engineer of Work for SILVERADO PLACE Landscaping Maintenance District, City of Calistoga, County of Napa, California, makes this report, as directed by the City Council, pursuant to Section 22585 of the Streets and Highways Code (**Landscaping and Lighting Act of 1972**).

The improvements, which are the subject of this report are briefly described as follows:

The maintenance of all the public landscaping improvements as part of "SILVERADO PLACE Subdivision" consisting of plant materials, trees, ground cover, irrigation systems, and planting strips, located in the public areas shown as Parcel "A", as shown on the Assessment Diagram for SILVERADO PLACE Landscape Maintenance District.

This report consists of six parts, as follows:

EXHIBIT A - Plans and specifications for the improvements are filed with the City Clerk. Although separately bound, the plans and specifications are a part of this report and are included in it by reference.

EXHIBIT B - An estimate of the cost of maintenance for the improvement.

EXHIBIT C - An assessment of the estimated cost of maintenance for the improvement on each benefited parcel of land within the assessment district.

EXHIBIT D - A statement of the method by which the undersigned has determined the amount proposed to be assessed against each parcel.

EXHIBIT E - A list of the names and addresses of the owners of real property within this assessment district, as shown on the last equalized assessment roll for taxes, or as known to the Clerk. The list is keyed to "**EXHIBIT C**" by assessment number.

EXHIBIT F - A diagram showing all of the parcels of real property within this assessment district. The diagram is keyed to "**EXHIBIT C**" by assessment number.

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT
CITY OF CALISTOGA**

EXHIBIT "A"

Plans and Specifications, though bound separately, are referenced as a part of this report.

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT
CITY OF CALISTOGA**

EXHIBIT "B"

Estimate of Costs (SILVERADO PLACE Subdivision)

Estimated maintenance cost of \$85.97 per month for 12 months **\$1,032**

Incidental and Report Costs

County collection fee	\$ 50
City Administration (12.5%)	129
Engineer-of-work (Preparation of Report)	<u>130</u>
Total Estimated Incidental and Report Costs	\$ 309

TOTAL ESTIMATED COSTS FOR MAINTENANCE AND REPORT \$1,341

Adjustments

Amount to be Supplemented by City **\$(341)**

**AMOUNT NEEDED TO BE ASSESSED FOR MAINTENANCE
OF "SILVERADO PLACE IMPROVEMENTS \$1,000**

Number of Parcels to be assessed = 15
Estimated total costs per parcel
to be assessed \$66.67 /per lot

TOTAL ASSESSMENT \$ 1,000

SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT

CITY OF CALISTOGA

EXHIBIT "C"

ASSESSMENT ROLL

<u>Assessment Number</u>	<u>Amount of Assessment</u>	<u>Assessor's Parcel Number</u>
01	\$66.67/each (for 15 lots)	11-533-014
02		11-533-015
03		11-533-016
04		11-533-017
05		11-533-018
06		11-533-019
07		11-533-020
08		11-533-021
09		11-535-001
10		11-535-002
11		11-535-003
12		11-535-004
13		11-535-005
14		11-535-008
15		11-535-009

TOTAL \$1,000

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT
CITY OF CALISTOGA**

EXHIBIT "D"

Basis of Allocation of Assessments

The total maintenance costs per year were estimated and incidental administrative expenses added to yield a total annual cost. Adjustments were then made to give credit, if any, for the surplus from the previous year and to provide a cash reserve for payments to be made between July 1 and December 31, 2018. The resulting net "Costs to be assessed" were then prorated equally to the 15 lots, so that each lot will share equally in the annual landscape maintenance expenses.

**SILVERADO PLACE LANDSCAPE MAINTENANCE DISTRICT
CITY OF CALISTOGA**

**EXHIBIT "E"
PROPERTY OWNERS LIST**

Assessment Number	Property Owners Name & Address	AP Number
1	Donald Wilson 715 Linda Falls Terrace Angwin, CA 94508 Site Address: 2011 Urbani Place	11-533-014
2	Brian Harlan 2013 Urbani Place Calistoga, CA 94515 Site Address: 2013 Urbani Place	11-533-015
3	Paul Wilms Family Trust 2309 James Creek Rd. Pope Valley, CA 94567 Site Address: 2015 Urbani Place	11-533-016
4	R/G Martin Family Trust 2017 Urbani Place Calistoga, CA 94515 Site Address: 2017 Urbani Place	11-533-017
5	Bruce Kendall 1713 Lake Street Calistoga, CA 94515 Site Address: 2019 Urbani Place	11-533-018
6	Cara Landry Trust P. O. Box 31 Rutherford, CA 94573 Site Address: 2021 Urbani Place	11-533-019
7	Arturo Maldonado 2023 Urbani Place Calistoga, CA 94515 Site Address: 2023 Urbani Place	11-533-020

Assessment Number	Property Owners Name & Address	AP Number
8	Hugh Calvin, Jr. 52 Pasatiempo Dr. Santa Cruz, CA 95060 Site Address: 2025 Urbani Place	11-533-021
9	Smith Family Trust 1241 Springbrook Ct. St. Helena, CA 94574 Site Address: 2012 Urbani Place	11-535-001
10	Bradley Stover 4323 Thetford Rd. Durham, NC 27707 Site Address: 2014 Urbani Place	11-535-002
11	Gordon Brownell 2016 Urbani Place Calistoga, CA 94515 Site Address: 2016 Urbani Place	11-535-003
12	Ciji Rich 2018 Urbani Place Calistoga, CA 94515 Site Address: 2018 Urbani Place	11-535-004
13	LCR 2017 Family Trust 2022 Urbani Place Calistoga, CA 94515 Site Address: 2022 Urbani Place	11-535-005
14	Daniel G. Avina 1722 Falleri Drive Calistoga, CA 94515 Site Address: 1722 Falleri Drive	11-535-008
15	Francisco Carrillo 1720 Falleri Drive Calistoga, CA 94515 Site Address: 1720 Falleri Drive	11-535-009

EXHIBIT F
DIAGRAM OF PARCELS

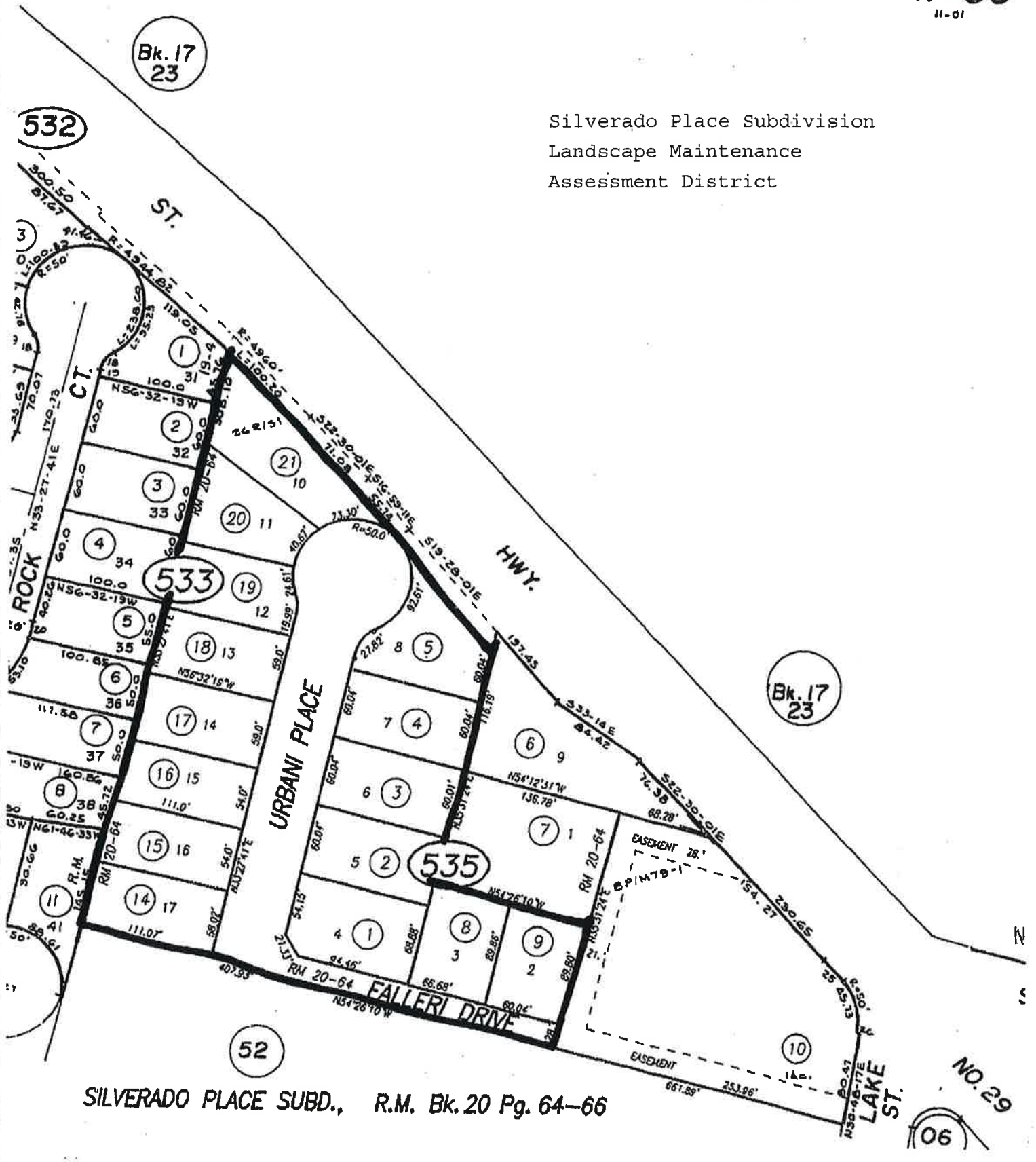
ASSESSOR'S PARCEL MAP

ICHO CARNE HUMANA

Tax Area Code
1000

11-53
11-01

Silverado Place Subdivision
Landscape Maintenance
Assessment District



SILVERADO PLACE SUBD., R.M. Bk. 20 Pg. 64-66

NO. 29