



Town of Yountville

6550 Yount Street
Yountville, CA 94599

Staff Report

Agenda Item #: {{section.number}}A

Yountville Town Council Staff Report

DATE: April 16, 2024

TO: Mayor and Town Council

FROM: Brad Raulston, Town Manager; Celia King, Administrative Services Director

PREPARED BY: Celia King, Administrative Services Director

RECOMMENDATION:

Town Council to review, discuss, and provide direction to staff regarding proposed Biennial Budget for Fiscal Years 2024/2025 and 2025/2026 - General Fund, Non-Capital Projects Related Special Revenue Funds, Tourism Improvement District Fund, Impact Fee Funds and Debt Service Funds.

DISCUSSION/BACKGROUND

During the February 6, 2024 Town Council meeting, staff presented budget parameters to begin crafting the Biennial Budget for Fiscal Years 2024/2025 and 2025/2026 budget. The Town Council approved a process to adopt the budget including two budget workshops scheduled for Tuesday, April 16th from 10:30am to 2:30pm and Tuesday, May 7th from 10:00am to 2:00pm in the Town Council Chambers.

Staff has prepared the proposed Biennial Budget for Fiscal Years 2024/2025 and 2025/2026 will present the full budget via the workshops. The purpose of the workshops is for the Town Council to review the proposed budgets, provide feedback or recommend changes, and understand the Town's fiscal health and financial plan. It is also an opportunity for staff and Town Council to receive public comments regarding the proposed budget.

Budget Workshop #1 will include review and discussion of the following.

- All General Fund Departments

- Other Post-Employment Benefits (OPEB) Reserve Fund 02

- PERS Unfunded Actuarially Accrued Liability (UAAL) Reserve Fund 03

- Emergency Reserve Fund 04

- Revenue Stabilization Reserve Fund 05

- Utility Enterprise Capital Project Restricted Fund 06

- Non-Capital Related Special Revenue Funds:

 - Public Education and Government Access (P.E.G.) Fund 21

 - Public Art Program Fee Fund 23

 - Housing Grant Fund 24

 - Fire Emergency Services Fund 28

Upper Valley Disposal Service Franchise Fees Fund 29

CASp Certification and Training (SB 1186) Fund 30

Housing Opportunity Fund 70

Measure S Affordable and Workforce Housing Fund 71

Measure A Maintenance Fund 75

Tallent Lane Private Road Benefit District Fund 95

Mesa Court Drainage Benefit District Fund 96

Custodial Fund:

Tourism Improvement District (TID) Assessment Fund 22

Debt Service Funds:

2017 Lease Revenue Bonds Fund 54

2020 Direct Placement Financing Fund 55

Impact Fee Funds 41 - 47

ENVIRONMENTAL REVIEW

Exempt per California Environmental Act (CEQA) Guideline, Section 15061(b)(3)

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? N/A

Where is it Budgeted? N/A

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Yes

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves. **Visionary Leadership:** The Town's leadership maintains an open-minded, forward-thinking decision-making process. We value engagement and participation from all members of the community as we work together to create policies and plan for the future.

Briefly Explain Relationship to Strategic Plan Goal and Objective. The budget is the Town Council's financial plan for the fiscal year and is developed with goals and objectives to support outcomes related to the Strategic Plan. The budget provides the financial resources that enable staff to complete the work necessary to support those outcomes.