



Staff Report

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

Yountville Town Council Staff Report

DATE: December 5, 2023

TO: Mayor and Town Council

FROM: John Ferons, Public Works Director

PREPARED BY: Rosalba Ramirez, Deputy Public Works Director

RECOMMENDATION

Adopt Resolution Number 23-4241 Authorizing the Town's Measure T updated 5-Year Plan and Certification of the Town's Continued Maintenance of Effort and Equivalent Funds.

DISCUSSION/BACKGROUND

On November 6, 2012, the voters of Napa County approved a ½-cent sales tax increase known as Measure T, the Napa Countywide Road Maintenance Act of 2012. The Measure T County-wide sales tax began July 1, 2018, implemented by the Napa Valley Transportation Authority – Taxing Authority (“NVTa-TA”), with the proceeds to be allocated among all local agencies within the County.

Measure T funding can only be used for maintenance, reconstruction, and/or rehabilitation of streets, roads, and transportation infrastructure within the public right-of-way including but not limited to sidewalks, curb and gutters, curb ramps, lighting, traffic signage, striping, local roadway drainage.

To continue to receive Measure T tax funds, the Town must, 1) adopt by resolution every two years a 5-year implementation plan, 2) certify by resolution that the Town's existing street repair Maintenance of Effort (MOE) was met each year and 3) the Agencies (collectively) must demonstrate that at least six and sixty-seven one-hundredths percent (6.67%) of the value of the allocations each year has been committed to Class I Bike lane project(s) identified in the adopted Countywide Bicycle Plan. Once adopted the resolutions are submitted to the Independent Taxpayer Oversight Committee (ITOC) for their review and approval.

The current plan as attached is a 5-year plan built using the same methods as those applied to the Town's annual 5-year CIP. The goal of this plan is to address the streets with the lowest Pavement Condition Index (PCI) rating first. This will raise the overall quality of the streets throughout the Town. In developing the Plan staff took into consideration the following factors: recommendations from the Pavement Management Program Report, known utility deficiencies, and the anticipated funding from the Capital Improvement Program (CIP) Fund. Staff, along with our consulting engineers, have developed a plan to achieve the PCI of 83 in five years using the Measure T, RMRA (SB1), and CIP MOE contributions.

The attached 5-year plan is not an annual “construction schedule” per se; rather, it is a “5-year look ahead” of streets to be addressed in successive years based upon available funding. The result is a list of streets with various pavement treatments proposed over the next five years.

The Maintenance of Effort, MOE developed by the Town of Yountville to meet the requirements of Measure T,

used Annual Streets Report to identify one-time expenses, not derived from General Funds and not Measure T relevant funds, to calculate a minimum Maintenance of Effort amount of \$223,604 to be met each year. This is a one-time process that was calculated and approved by NVTA-TA in 2018 and established the Town's MOE requirements for future years.

The Town has met the minimum MOE amount to date. The MOE for FY 21/22 was certified at 246,641. The MOE for FY 22/23 is shown at \$253,867 which will meet the minimum MOE required.

The Town of Yountville completed the last programmed project for Class 1 Facility in fiscal year 2020/2021 that contributed to the collective 6.67% equivalent fund commitment. The Town currently has no Class 1 Facility projects to list on the 5-year Plan adopted for fiscal years 23/24 through 27/28. As projects emerge, the Town will list them on future 5-Year Plan updates

Public Work's Measure T Team will continue to prepare plans, specifications and estimates and publicly bid the projects from the Measure T 5-Year Work Plan.

Staff respectfully requests the adoption of Resolution 23-4241 Authorizing the Measure T updated 5-Year Plan and Certification of the Maintenance of Effort and Equivalent Funds Projects which staff will submit to the Independent Taxpayer Oversight Committee for review and approval.

ENVIRONMENTAL REVIEW

Categorically Exempt per California Environmental Quality Act (CEQA) Guideline; Class 2, Replacement or Reconstruction of Existing Facilities

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it Currently Budgeted? Yes

Where is it Budgeted? 25-6000-5400 Annual Street Maintenance and Paving Program

Is it Mandatory or Discretionary? Mandatory

Is there a Staff Resource Impact? Nominal

STRATEGIC PLAN GOAL

Is item Identified in Strategic Plan? Yes

If yes, Identify Strategic Goal and Objective. **Quality of Life:** The Town enhances the livability of Yountville by providing well-maintained public facilities, parks, trails, and quality programs and events. **Responsible Fiscal Policy:** The Town maintains its fiscal health through policies designed to maximize economic opportunities, manage expenses, and ensure prudent reserves.

Briefly Explain Relationship to Strategic Plan Goal and Objective. Using available tax measure funds to maintain the Town's roads to the highest standard ensures the Town's citizens enjoy well maintained infrastructure. Following the Measure T fiscal processes to continue to receive the funds is responsible fiscal policy.