



**City of St. Helena
Special City Council Meeting
Tuesday, May 31, 2022 @ 9:00 AM**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes.

This meeting will be conducted pursuant to the provisions of Government Code Section 54953 (as amended by AB 361) which authorizes teleconferenced meetings under the Brown Act during certain proclaimed States of Emergency. The Governor of California proclaimed a State of Emergency related to COVID-19 on March 4, 2020. This teleconferenced meeting is necessary so that the City can conduct essential business and is permitted under Government Code 54953 in order to protect public health and safety of attendees.

Consistent with Government Code Section 54953, this City Council Meeting will be held via teleconference only, and will not be physically open to the public. City Council members and staff will teleconference into the meeting by audio and/or video. The meeting will be conducted via Zoom Webinar.

The City Council meeting will be live-streamed on Comcast Channel 28 and on the City's website, barring technical difficulties. Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for City Council meetings will be accepted via email to publiccomment@cityofsthelena.org. All public comments must be emailed by 4:00 PM prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line City Council agenda.

Please see the end of the agenda for detailed PUBLIC PARTICIPATION instructions.

Simultaneous Spanish interpretation services during meetings can be scheduled upon request. To ensure interpreters are available, requests must be made at least 72 hours in advance by calling the Office of the City Clerk at (707) 968-2640 or emailing cityclerk@cityofsthelena.org. The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at <https://sthelena.civicweb.net/portal/>.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/81307494296>

Or One tap mobile :

US: +16699006833,,81307494296# or +12532158782,,81307494296#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: : +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799
or +1 929 205 6099 or +1 301 715 8592

Meeting ID: 813 0749 4296

International numbers available: <https://us02web.zoom.us/j/81307494296>

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Esta reunión será realizada conforme a las provisiones del Código de Gobierno Sección 54953 (modificada por AB 361) la cual autoriza las reuniones de teleconferencia bajo el Acta Brown durante ciertos Estados de Emergencia. El gobernador de California proclamó Estado de Emergencia relacionado con el COVID-19 el 4 de marzo del 2020. Esta reunión por teleconferencia es necesaria para que la Ciudad pueda realizar deberes esenciales y es permitido bajo el Código de Gobierno 54953 en orden de proteger la salud pública y seguridad de los asistentes.

Consistente con el Código de Gobierno Sección 54953, esta reunión del Consejo de la Ciudad será realizada vía teleconferencia y no será físicamente abierta al público. Miembros del Consejo de la Ciudad y personal atenderán la reunión por audio y/ o video. La reunión será transmitida vía Zoom.

La reunión del Consejo de la Ciudad se transmitirá en vivo por el Canal 28 de Comcast y en el sitio web de la Ciudad, salvo dificultades técnicas. Aquellos miembros del público que deseen participar deben hacerlo de forma virtual a través de las reuniones electrónicas de Zoom de las siguientes maneras; iniciando sesión en el enlace Zoom ubicado en la agenda de la reunión (descargue la aplicación en su computadora o dispositivo móvil) e ingrese el ID de la reunión o llamando al número ubicado en la agenda e ingrese el ID de la reunión. Se aceptarán comentarios públicos para la reunión del Consejo de la Ciudad por correo electrónico a [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Todos los comentarios públicos se harán públicos y se adjuntarán a la agenda, pero no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 4:00 PM se adjuntarán a la agenda del Consejo de la Ciudad al día siguiente.

**Servicios de interpretación en español durante la reunión pueden ser solicitados por el público. Para asegurar que los intérpretes estén disponibles, los servicios tienen que ser solicitados al menos 72 horas antes de la reunión llamando a la oficina de la Secretaria de la Ciudad al (707) 968-2640 o por correo electrónico a [cityclerk@cityofsthelena.org](mailto:cityclerk@cityofsthelena.org) .**

**El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en <https://sthelena.civicweb.net/portal/> .**

Habrà traducción en español durante la junta

Haga clic en el enlace a continuación para participar en la reunión:

<https://us02web.zoom.us/j/81307494296>

O por iPhone one-tap:

US: +16699006833,,81307494296# or +12532158782,,81307494296#

O por Teléfono: Marque(para mejor calidad, marque número basado en su ubicación actual):

US: : +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799  
or +1 929 205 6099 or +1 301 715 8592 19

reunión ID: 813 0749 4296

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Consulte el final de la agenda para obtener instrucciones detalladas de PARTICIPACIÓN PÚBLICA.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL  
Mayor: Geoff Ellsworth, Vice Mayor: Paul Dohring, City Council Members: Anna Chouteau, Eric Hall and Lester Hardy.
4. ADOPTION OF THE AGENDA
5. PUBLIC COMMENT:  
Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore public comment will take place during consideration of the item. Each person's comments shall be limited to 4 minutes.
6. NEW BUSINESS:
  - 6.1. 2023-2032 Long Range Financial Forecast (~~Staff report forthcoming~~) 11 - 47  
Provided 5-30-22  
Prepared By: April Mitts, Administrative Services Director  
[LRFF - FY 22-23](#)  
[LRFF Presentation 053122](#)
  - 6.2. Budget Workshop - Review of Fiscal Year (FY) 2022-23 Budget 49 - 86  
Recommendation:  
The focus of this workshop is for City Council to provide feedback to staff on the various revenue assumptions and the options related to expense priorities, ensuring available resources align with adopted City Council goals.  
[FY 2022-23 Budget Staff Report](#)  
[Attachment 1 - General Fund Revenue Worksheet Historical by Type 053122 Meeting](#)  
[Attachment 2 - Revenue Worksheet 052722](#)  
[General Fund Budget Update 053122](#)
  - 6.3. Review of Five-Year Capital Improvement Program for Fiscal Years 87 - 135  
2022-23 to 2026-27  
Prepared By: April Mitts, Administrative Services Director  
Recommendation:  
This item provides a review of the FY 2022-23 to FY 2026-27 5-Year CIP list for Council consideration. The 5-year CIP will be adopted at a subsequent City Council meeting.  
[01 CIP Staff Report 053122](#)  
[Attachment 1 - FY 2023 Five Year CIP](#)  
[Attachment 2 - Comprehensive Project List 30 Year updated 052422](#)
7. ADJOURNMENT
  - . The next Regular City Council meeting is scheduled for June 14, 2022, at 6:00 p.m.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on May 28, 2022. Republished 5-30-22



Cindy Tzaopoulos, City Clerk

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1572 Railroad Avenue, St. Helena, California, during normal business hours and by appointment. In addition, such writings or documents will be made available on the City's web site at <https://sthelena.civicweb.net> and will be available for public review at the respective meeting.

### **THE CITY OF ST. HELENA ENCOURAGES ONLINE PUBLIC PARTICIPATION IN VIRTUAL CITY COUNCIL MEETINGS**

St. Helena, CA– The City of St. Helena is committed to public participation in City government in a manner that is consistent with guidance provided by the Napa County Public Health Official and AB361. These guidelines relate to social distancing, and are intended to protect everyone by limiting the spread of COVID-19 in our community. In adherence to these guidelines, the St. Helena City Council will host a Virtual Council Meeting on Zoom; a free teleconferencing tool that enables users to watch and/or call into the meeting from their computers or phones. This meeting will be open to public and allows for live public comment. The meeting will also be recorded, livestreamed, and posted on the City's website after the adjournment of the meeting if technical difficulties occur: <https://sthelena.civicweb.net/Portal/>

**The ZOOM web link, meeting ID, and phone number will be listed at the top of the City Council Meeting Agenda. You will be required to enter the meeting ID, but there will be no password or participant ID.**

#### **How to Watch or Listen to Council Meetings:**

1. Watch on Comcast Channel 28
2. Watch the livestreaming video on the City's website
3. Watch and Listen on Zoom.us by clicking on the link in the Council Agenda
4. Listen only by calling the Zoom number listed on the Council Agenda

#### **Watch Council Meeting by Joining the Zoom Meeting:**

1. **By Computer, Tablet, or Smart Phone:**
  1. Before joining the virtual City Council Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit [zoom.us/signup](https://zoom.us/signup) and enter your email address. You will receive an email from Zoom (no-reply@zoom.us). In this email, click Activate Account.
  2. If you are logged into your account, Enter the **Meeting ID** listed on the City Council Agenda. If you have not created an account go to: <https://zoom.us/join> and enter the **Meeting ID**
  3. Select if you would like to connect audio and/or video and tap **Join Meeting**.
  4. For specific instructions for your device, go to: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

1. **Listen Only by Telephone:**

1. **Dial** the number listed on the Council Agenda.
2. At the prompt, enter the **Meeting ID** provided on the top of the City Council Meeting Agenda and **Press #**. **A participate ID is not required.**
3. To disconnect from the meeting, hang up the phone.

**Ways to Provide Public Comment:**

While attending the virtual City Council Meeting, the public will have the opportunity to provide live public comment during Public Forum and after each agenda item. When it is the appropriate time for public comment the Mayor will verbally open public comment. At this time each individual is permitted 4 minutes to speak.

1. **Send a Public Comment in by 4:00 PM Prior to the Meeting to:**  
[publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org)

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Please include in the subject line "COMMENT TO COUNCIL and the AGENDA ITEM". Any public comment is required to be submitted no later than 2 hours before the scheduled meeting and will be included as an attachment to the agenda. All public comments will be made publicly available and attached to the agenda item and will not be read out loud. All public comments that are received after 4:00 PM will be attached to the agenda the following day.

2. **Provide Comment through Zoom meeting from a computer, tablet, or smart phone**

This option allows the public to virtually attend the meeting as a muted 'attendee' with no video or screen sharing capabilities. You will be able to see and hear those participating in the meeting, but they will not be able to hear you until the host unmutes you.

If you wish to provide public comment during a specific agenda item or during public forum, you can use the "**raise hand**" feature located in the control panel at the bottom of your screen. The icon is a small blue hand. In Windows you can also use the Alt+Y keyboard shortcut to raise or lower your hand. In Mac you can also use the Option+Y keyboard shortcut to raise or lower your hand.

The host will be notified that you've raised your hand and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. To be removed from the queue, just click the '**raise hand**' button again.

3. **Call in to the ZOOM meeting from a cell phone or landline phone only**

This option allows the member of the public with the opportunity to verbally participate in public comment.

If you wish to speak during public comment time dial **\*9** on your telephone.

The host will be notified that you would like to speak and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. You may press **\*9** again if you wish to be removed from the queue.

You will be notified at the end of your statement that you have been muted.

#### **4. Alternative Public Comment Via Telephone by Reservation**

If you would like to provide comments via telephone (not using Zoom) during the Council meeting, you can request a reservation from the City Clerk prior to 12:00 p.m. on the meeting day. The reservation request may be submitted to the City Clerk by emailing [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org), or by calling (707) 968-2752. When submitting the request, please identify your name, your telephone number (including the area code first), and the agenda item number you would like to comment on. During the Council meeting, a representative from the City Clerk's Office will call you when public comment is called for the requested item. You will then be able to provide your comments to the Council via telephone.

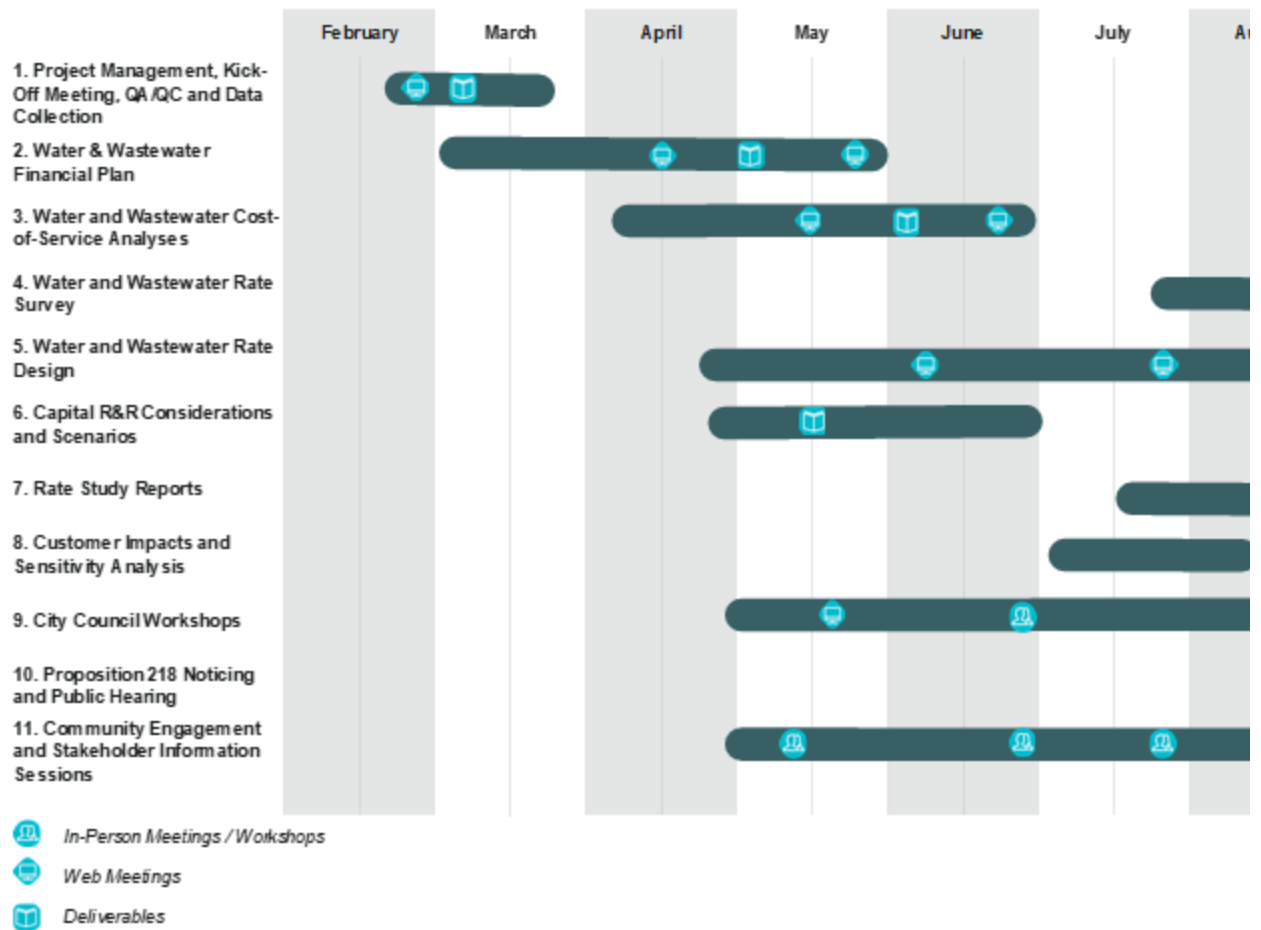
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En cumplimiento de la Ley de Estadounidenses con Discapacidades, si necesita asistencia especial para participar en esta reunión, llame a la Oficina del Secretaría de la Ciudad (707) 967-2792. La notificación 72 horas antes de la reunión, como lo requiere la Sección 202 de la Ley de Estadounidenses con Discapacidades, permitirá a la Ciudad hacer arreglos razonables para garantizar la accesibilidad a esta reunión.

LA CIUDAD DE ST. HELENA ALIENTA LA PARTICIPACIÓN PÚBLICA EN LÍNEA EN REUNIONES VIRTUALES DEL CONSEJO DE LA CIUDAD

St. Helena, CA— La Ciudad de St. Helena está comprometida con la participación pública en el gobierno de la Ciudad de manera que sea consistente con la guía proporcionada por el Oficial de Salud Pública del Condado de Napa y la Orden Ejecutiva N-25-20 del Gobernador Newsom. Estas pautas se relacionan con el distanciamiento social y están destinadas a proteger a todos al limitar la propagación de COVID-19 en nuestra comunidad. En cumplimiento de estas pautas, el Ayuntamiento de St. Helena organizará una Reunión del Consejo Virtual sobre Zoom; Una herramienta de teleconferencia gratuita que permite a los usuarios mirar y / o llamar a la reunión desde sus computadoras o teléfonos. Esta reunión estará abierta al público y permite comentarios públicos en vivo. La reunión también se grabará, se transmitirá en vivo y se publicará en el sitio web de la Ciudad después de la clausura de la reunión si se presentan dificultades técnicas: <https://sthelena.civicweb.net/Portal/>

El enlace web de ZOOM, la identificación de la reunión y el número de teléfono se enumerarán en la parte superior de la Agenda de la reunión del Ayuntamiento. Se le pedirá que ingrese la ID de la reunión, pero no habrá contraseña ni ID de participante.





1. En los controles de la reunión, toque ... Más.



2. Toque **Interpretación de idiomas**.

3. Toque el idioma que desee escuchar.



4. (Opcional) Toque el botón de alternancia **Silenciar audio original**.



5. Haga clic en **Finalizado**.

Cómo ver o escuchar las reuniones del Consejo:

1. Vea a través del canal 28 de Comcast
2. Vea el video de transmisión en vivo en el sitio web de la ciudad
3. Mire y escuche en Zoom.us haciendo clic en el enlace en la Agenda del Consejo
4. Escuche llamando al número de Zoom listado en la Agenda del Consejo

Vea la reunión del Consejo uniéndose a la reunión Zoom:

1. **Por computadora, tableta o teléfono:**
 - a. Antes de unirse a la reunión virtual del Ayuntamiento, le recomendamos que descargue la aplicación Zoom. Para registrarse en su propia cuenta gratuita, visite zoom.us/signup e ingrese su dirección de correo electrónico. Recibirá un correo electrónico de Zoom (no-reply@zoom.us) . En este correo electrónico, haga clic en Activar cuenta.
 - b. Si ha iniciado sesión en su cuenta, ingrese la ID de la reunión que figura en la Agenda del Ayuntamiento. Si no ha creado una cuenta, vaya a: <https://zoom.us/join> e ingrese la ID de la reunión

- c. Seleccione si desea conectar audio y / o video y toque Unirse a la reunión. re. Para obtener instrucciones específicas para su dispositivo, vaya a: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

2. Escuche solo por teléfono:

- a. **Marque** el número que figura en la Agenda del Consejo.
- b. Cuando se le solicite, ingrese la **ID de la reunión** provista en la parte superior de la Agenda de la reunión del Concejo Municipal **y presione #. No se requiere una identificación de participación.**
- c. Para desconectarse de la reunión, cuelgue el teléfono

Formas de proporcionar comentarios públicos:

Mientras asiste a la reunión virtual del Ayuntamiento, el público tendrá la oportunidad de proporcionar comentarios públicos en vivo durante el Foro Público y después de cada tema de la agenda. Cuando sea el momento apropiado para comentarios públicos, el Alcalde abrirá verbalmente los comentarios públicos. En este momento, cada individuo tiene permitido 4 minutos parahablar.

1. Envíe un comentario público por adelantado a publiccomment@cityofsthelena.org

La forma más fácil de proporcionar comentarios públicos es enviar su comentario público por correo electrónico. Los comentarios públicos pueden enviarse por correo electrónico a publiccomment@cityofsthelena.org. Incluya en la línea de asunto "COMENTARIO AL CONSEJO y el PUNTO DEL PROGRAMA". Cualquier comentario público debe presentarse a más tardar 2 horas antes de la reunión programada y se incluirá como un archivo adjunto a la agenda. Todos los comentarios públicos se harán públicos y se adjuntarán al artículo de la agenda y no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 4:00 PM se adjuntarán a la agenda al día siguiente.

- 2. Proporcione comentarios a través de la reunión Zoom desde una computadora, tableta o teléfono inteligente

Esta opción permite que el público asista virtualmente a la reunión como un "asistente" silenciado sin capacidades de video o pantalla compartida. Podrá ver y escuchar a los participantes en la reunión, pero no podrán escucharlo hasta que el anfitrión de permiso.

Si desea proporcionar comentarios públicos durante un elemento específico de la agenda o durante un foro público, puede usar la función "levantar la mano" ubicada en el panel de control en la parte inferior de la pantalla. El icono es una pequeña mano azul. En Windows también puede usar el atajo de teclado Alt + Y para subir o bajar la mano. En Mac también puedes usar el atajo de teclado Alt + Y para subir o bajar lamano.

Se le notificará al anfitrión que ha levantado la mano y se lo colocará en fila con todas las solicitudes entrantes

Cuando sea su turno de hablar, se le notificará que el anfitrión le ha dado permiso de hablar. Para ser retirado de la fila, simplemente haga clic de nuevo el botón "levantar la mano".

3. Llame a la reunión de ZOOM desde un teléfono fijo o móvil solamente

Esta opción le permite al miembro del público la oportunidad de participar verbalmente en comentarios públicos.

Si desea hablar durante el tiempo de comentarios públicos, marque * 9 en su teléfono.

Se le notificará al anfitrión que le gustaría hablar y se colocará en fila con todas las solicitudes entrantes.

Cuando sea su turno de hablar, se le notificará que el anfitrión le ha dado permiso de hablar. Puede presionar * 9 nuevamente si desea ser eliminado de la fila.

General Fund Long-Range Financial Forecast City of St. Helena 2023-2032



Updated May 31, 2022

Prepared By:

James McCann, Interim City Manager

April Mitts, Administrative Services Director

**City of St. Helena
General Fund
Financial Forecast
FY 2022-23 to FY 2031-32**

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General Fund Forecast 8

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FORECAST OVERVIEW

City Overview

The City of St Helena is located in the heart of the Napa Valley and has a population of approximately 6,000 residents. The City was incorporated in 1876 and reincorporated in 1889. St. Helena is a General Law city and operates under a Council-Manager form of government. The City Council is comprised of five members, with a directly elected Mayor every two years, and the other four members elected at-large that serve four-year overlapping terms. A City Manager, appointed by the Council, is responsible for the administration of City affairs and implementation of Council policy.

The City's Fiscal Year (FY) 2021-22 adopted General Fund Operating Budget is \$15.7 million with approximately 82.2 FTE budgeted positions. As a full-service City, St. Helena has the following departments: Administration, Planning and Community Improvement, Recreation, Library, Administrative Services, Public Works, Police, and Fire Department.

While the recovery of both sales tax and Transient Occupancy Tax (TOT) has had a strong recovery in St. Helena, the City is remained fiscally cautious in the development of the FY 2022-23 budget. Department were asked to keep the majority of expenses status quo and all department budgets were asked to present no significant budget increases/requests. Any budget increases were accompanied with the rationale for augmentation and association with City Council adopted goals which are listed below.

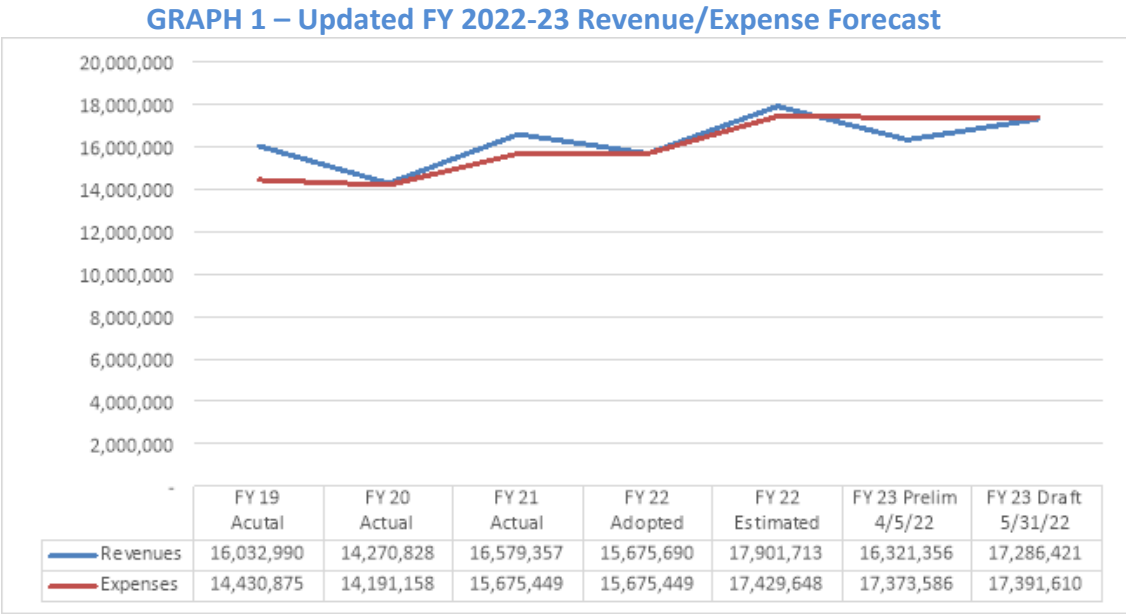
- Goal 1 - Improve and Maintain Safe and Reliable City Infrastructure with a Commitment to Environmental Stewardship and Public Health
- Goal 2 - Stabilize, Maintain, and Improve Access to Housing
- Goal 3 - Enhance Organization Performance and Commit to Full Public Participation, Ongoing Communication, and Regional Collaboration
- Goal 4 - Ensure Long-Term Economic Sustainability while Supporting St. Helena's Charm & Rural Character
- Goal 5 - Support Thriving Families and Enhance the Safety, Well-Being, and Healthy Development of our Youth
- Goal 6 - Support Initiatives that Respond to and Plan for Climate Change

With the evolving COVID-19 environment, coupled with the current water emergency, it remains critical this year's spending plan reinforces the Council's budget priorities and supports the delivery of key projects via the City's goals and workplan.

On April 5, 2022, the staff presented to City Council a preliminary budget forecast which focused on the General Fund and provided a summary of the current fiscal year (FY 2021-22) and a preliminary look at the FY 2022-23 General Fund budget. The preliminary FY 2022-23

revenue and expenses projected an initial budget shortfall of approximately \$1.1 million; however, it was noted that the budget shortfall was an early estimate and would be further refined as TOT and sales tax projections are refined and as the City Manager and finance staff work with departments to reduce department spending.

The Graph 1 provides a summary of the preliminary revenues and expenses presented on April 5, 2022 and the revised revenue and expenses included in the May 31, 2022, updated draft FY 2022-23 General Fund budget.



Long-Range Financial Forecast

The Long-Range Financial Forecast (LRFF) provides a current and long-range financial assessment of revenues, expenditures, fund balance, and emergency reserves. The primary objective is to provide the City Council and the community with a financial forecast and identify any significant issues that may need to be addressed in the annual budget development process. It is a standard practice for the City to update this plan annually.

It is important to keep in mind that a forecast is not a budget. The LRFF is a vehicle that peers into the future and makes projections about what is likely to happen given certain assumptions. If future deficits are projected, then the forecast allows time to take corrective action to ensure finances remain stable.

This analysis is centered on the City's General Fund because it is the primary operating budget for tax supported municipal services. Long-range financial forecasting assists the City in making

decisions that lead to our ability to sustain the community's core services. This document represents a review of the City of St. Helena's General Fund using four different scenarios.

Scenarios

The LRFF scenarios illustrate trends of the City's expenditures and revenues over the next 10 years. The FY 2022-23 draft budget presented on May 31, 2022, is used as the base for the scenarios. More detailed information for the assumptions is included in the *Revenue and Assumptions* and *Expenditure and Assumptions* sections of this report. It is important to note the historical LRFF figures for both revenues and expenditures are actual numbers. For forecasting purposes if non-reoccurring revenues and non-reoccurring expenditures could be identified, they were removed in determining forecasted growth/decline.

The scenarios are modeled to provide insight into future financial capacity so that strategies can be developed to achieve long-term sustainability considering the City's service objectives and financial challenges. They are intended to provide a high-level overview of the City's financial situation utilizing various models. Both scenarios utilize information presented in the Infrastructure Task Force (ITF) Final Report approved by the ITF on May 6, 2020. A copy of the report can be found in the following location: <https://sthelena.civicweb.net/document/41322/Financing%20Civic%20Infrastructure%20Task%20Force%20Final%20Re.pdf?handle=978E51C80CB94734A5F6AD27FE3DCBF5>. It is important to note the following regarding Transient Occupancy Tax (TOT) assumptions for possible new hotel development:

- The ITF report calculates TOT at 13%. The current amount of TOT collected by the City is 13%; however, 12% is for the General Fund and can be used for general purposes and the remaining 1% is designed for affordable housing. The scenarios presented in the LRFF show only the 12% which is designed for the General Fund.
- Calculations for the TOT for scenarios assume a 50% occupancy rate during the first year in business and the full occupancy rate listed in the ITF report in year two.
- The TOT revenue may vary based on individual Development Agreements.

Four scenarios are being presented; each scenario is described below.

1. Scenario 1 - Baseline - This scenario accounts for the COVID fiscal recovery by FY 2022-23, utilizes and models the Farmstead hotel project opening in FY 2026-27. The hotel revenue model used is from the ITF Final Report approved by the ITF on May 6, 2020. This scenario adds an additional \$72,000 in Property Tax revenues beginning in FY 2027-28, an additional \$133,000 in Sales Tax beginning in FY 2026-27, and an additional \$500,000 in TOT in FY 2026-27 (assumes 50% occupancy) and \$750,000 in TOT in FY 2027-28 (assumes 75% occupancy). It is important to note only half of the estimated TOT revenue is accounted for per the cost-share contained in the development agreement.
2. Scenario 2 – Baseline with One Additional New Hotel - This scenario uses the baseline and models a second hotel opening in FY 2028-29. The hotel revenue modeling utilizes

Farmstead, not including the cost-share agreement. This adds an additional \$72,000 in Property Tax revenues beginning in FY 2029-30, and additional \$133,000 in Sales Tax beginning in FY 2028-29, and an additional \$1 million in TOT in FY 2028-29 (assumes 50% occupancy) and \$1.5 million in TOT in FY 2028-29 (assumes 75% occupancy).

3. Scenario 3 – Baseline with Civic/Storm Drain Improvements in FY 2023-24 - This scenario takes all assumptions in Scenario 1 (Baseline) and adds \$500,000 for capital contributions and \$500,000 for storm drain repairs beginning in FY 2023-24 with a 5% inflator through the end of the LRFF. These amounts are included as an individual expense line item.
4. Scenario 4 – Expanding on Scenario 2 with Civic/Storm Drain Improvements in FY2023-24 - This scenario takes all assumptions in Scenario 2 (Second Hotel) and adds \$500,000 for capital contributions and \$500,000 for storm drain repairs beginning in FY 2023-24 with a 5% inflator through the end of the LRFF. These amounts are included as an individual expense line item.

Risks to the Forecast

While the long-range financial forecast uses the most current estimates and data available, there are risks that have the potential of altering key assumptions (both positively and negatively) were they come to pass. Every projection is a combination of assumptions based on analysis of historical data, use of actual data when available (e.g., labor contracts, CalPERS rates), and educated assumptions based on an analysis of available information. In addition to the built-in uncertainty of projections, the City continues to experience uncertainty in the future of revenue and major expenses that would impact the City's budget due partly to the structure of State municipal finance laws and the current state of the economy. The major risks to these projections are discussed below.

1. Volatile Economy - The City's revenues are impacted by economic conditions as evidenced in the recent Great Recession and, more recently, COVID-19. The City's three largest revenue sources, property, sales, and transient occupancy taxes account for approximately 90% of all General Fund revenues and are tied to broader economic trends. The scenario's presented do not include recession scenarios.
2. State Takeaways and Borrowing - During times of economic downturn, the State of California has previously shifted, borrowed, or took money from cities to cover its own budget shortfalls. In an effort to protect local governments, Proposition 1A was passed in 2004 to protect local revenues from being transferred away from the state. However, Proposition 1A can be suspended if the Governor declares a fiscal necessity and two-thirds of the Legislature concur. The first emergency suspension of Proposition 1A was passed by the Legislature as part of the 2009-10 budget package. Under this provision the State borrowed 8% of the amount of property tax revenue and was required to repay the obligations plus interest by 2013. After this initial repayment, the legislature may consider only one additional borrowing within a ten-year period. While it cannot be predicted if the State will once again borrow money from local governments, it is a possibility.

3. Unfunded Liability Pension Costs - CalPERS pension costs continue to rise and are projected to double, reaching an average of 15.8% of General Fund budgets by FY 2024-25. CalPERS continually reassesses the employer contribution and, based on market returns and other factors, rates can be increased or decreased annually. The projections in this forecast are based on the CalPERS Actuarial Review and does not take into consideration any losses CalPERS may encounter as a result of COVID-19.
4. Compensation Increases/Staffing - The City of St. Helena has two collective bargaining units: Police Officers Association (POA) and the St. Helena Employees Association (SHEA) as well as two unrepresented groups: Full-time Firefighters and Mid-Managers & Department Heads.

Because of the dramatic shift in the economy due to revenue losses associated with the COVID-19 pandemic, the City utilized a multi-faceted approach to balancing the FY 2020-21 budget. One portion of the approach (25% of the total cost savings) included a labor strategy in which all employees of each unit mutually agreed on several concessions, one of which was a temporary one year 5% salary reduction. Additionally, each MOU amendment provided for a two-year term (expiring on 6/30/22) and included a restoration of benefits clause which stated if the City met a certain revenue target, all unused concessions agreed upon would be restored. Restoration of benefits was achieved in April 2021, upon which all concessions were restored including retroactive step increases and restoration of unused concessions. While concessions were restored, the last pay increases to staff occurred in July 2019 for POA and in January 2020 for all other groups. As noted in the FY 2023-24 draft budget report, the City is currently in negotiations and anticipates salary increases for City staff.

Additionally, the forecast is based on current staffing levels which include five frozen positions. As noted in the Draft FY 2022-23 budget report, the total value of the five frozen positions is approximately \$600,000 annually.

5. Fire Department - The City of St. Helena previously operated primarily a part-time Fire Department for a total operations budget of \$1.46 million annually (exclusive of Strike Team costs) in FY 2020-21 and \$1.65 million in FY 2021-22. The department has evolved in recent years from a volunteer department to a permanent part-time staffing model, to a hybrid full-time and part-time model that is evolving to a full-time model. This transition has added several hundred thousand dollars of operational costs to the General Fund over the past few years. In FY 2021-22, City Council authorized the addition of four full-time firefighter's resulting in an annual increase of \$400,000 to the department. The FY 2022-23 draft budget for the Fire Department is \$2.1 million. Although full-time firefighter staffing has increased to six, excluding the Chief, the department continues to utilize the hybrid model with use of part-time firefighters.

6. Health Premiums - The City currently pays 100% of employee health premiums. The City is a participant in the Redwood Empire Municipal Insurance Fund (REMIF) which is a self-insured joint powers authority established in 1976 to handle insurance claims, benefit programs, and risk management needs of 15 cities. In 2015, REMIF changed to a self-funded health plan with the anticipation of overall savings in health care costs to all member cities. Health premiums in the LRFF are projected to rise over the next decade by 5% annually. Actual health care costs are typically received by the City in June of each year. The risk is that health premiums may rise faster than the forecast, increasing total compensation costs.
7. Asset Recapitalization - In 2017, to help address the significant current-term and long-term costs for replacement or repair of aging buildings, the City Council formed the St. Helena Assets Planning Engagement (SHAPE) Committee with the general purpose to identify alternatives to address deficiencies and opportunities identified in the Facilities Condition Need Assessment (FCNA), challenges identified in the Long Range Financial Forecast, and feasibility of concepts identified in the 2009 Visioning Statement. Additionally, the Committee identified financial strategies (along with identifying consequences and trade-offs) for City Council consideration to address identified deficiencies, opportunities, and/or utilization of community assets. The Committee presented its final report to City Council on June 12, 2018.

The final SHAPE report included options for each property to be carried forward for discussion with City Council as well as an annual cost summary of asset recapitalization provided by EMG. As identified in the 2019 Fiscal Health Analysis, assets are depreciating at \$1.3 million per year and only a fraction of that amount is being recapitalized. Due to the impacts of COVID-19 and the needs for cost containment strategies, there was minimal investment in General Fund supported capital assets. Scenario 1 and Scenario 2 included in the LRFF does not make any contributions to asset recapitalization, while Scenario 3 and Scenario 4 include capital contributions of \$500,000 annually starting in FY 2023-24 with a 5% inflator through the end of the LRFF. This amount is included as an individual expense line item in both scenarios.

8. No Major New One-Time Expenses - The expenditure forecast does not include any provisions for unexpected one-time expenses, such as changes in legislation, unexpected events, acts of nature, or other such factors that could require the City to expend a significant amount of General Fund resources.
9. Storm Drain Repairs - Similar to asset recapitalization, the LRFF does not include funding for storm drain repairs in Scenario 1 and Scenario 2 and provides an additional line item for \$500,000 for storm drain maintenance beginning in FY 2024-25 in Scenario 3 and Scenario 4 as presented in the ITF Final Report. The \$500,000 has an annual 5% inflator through the end of the LRFF.

GENERAL FUND FORECAST

Four scenarios are presented in the LRFF. The following tables and charts show the General Fund balance for each of the scenarios over a 10-year period. Full-size charts are included as Appendices A-D. Appendix E provides a summary of the estimated fund balance for all scenarios.

Scenario 1 - Appendix A: Baseline

The baseline in this forecast accounts for the COVID fiscal recovery by FY 2022-23, utilizes and models the Farmstead hotel project opening in FY 2026-27. The hotel revenue model used is from the IFT Final Report approved by the ITF on May 6, 2020. This scenario adds an additional \$72,000 in Property Tax revenues beginning in FY 2027-28, an additional \$133,000 in Sales Tax beginning in FY 2026-27, and an additional \$500,000 in TOT in FY 2026-27 (assumes 50% occupancy) and \$750,000 in TOT in FY 2027-28 (assumes 75% occupancy). It is important to note only half of the estimated TOT revenue is accounted for per the cost-share contained in the development agreement. Ongoing revenue assumptions in subsequent years are conservative with Property Tax at 4%, Sales Tax and TOT at 5%, and Other at 4.4% growth. Expense growth assumptions are as follows: Salary & Benefits, Health Insurance, Service, and Supplies at 5% growth; Maintenance at 1% growth; Taxes, Insurance, & Contributions at 5% growth; and an increase to Capital at 2% growth each subsequent year.

SCENARIO 1 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE WITH FARMSTEAD OPENING IN FY 27											
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED											
	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
	Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
1 BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.01 m	13.04 m	14.16 m
2											
3 REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m
4 Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m
5 Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m
6 Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m
7 TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	23.66 m	24.75 m	25.90 m	27.10 m
8 EXPENSES	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m
9 ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-0.24 m	-0.30 m	-0.21 m	0.55 m	0.91 m	0.98 m	1.04 m	1.12 m	1.20 m
10											
11 ENDING FUND BALANCE	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.01 m	13.04 m	14.16 m	15.35 m
12 UNASSIGNED NET POSITION	60%	59%	55%	51%	48%	49%	51%	53%	55%	57%	59%
*Cost share for civic improvements. 50% of total TOT until paid off											

Scenario 2 – Appendix B: Baseline with a Second New Hotel

This scenario uses the baseline (Scenario 1) and models a second hotel opening in FY 2028-29. The hotel revenue modeling utilizes Farmstead, not including the cost-share agreement. This adds an additional \$72,000 in Property Tax revenues beginning in FY 2029-30, and additional \$133,000 in Sales Tax beginning in FY 2028-29, and an additional \$1 million in TOT in FY 2028-29 (assumes 50% occupancy) and \$1.5 million in TOT in FY 2028-29 (assumes 75% occupancy).

SCENARIO 2 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE, WITH SECOND HOTEL IN FY 29												
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	
	Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
1 BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	13.15 m	15.91 m	18.75 m	
2												
3 REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m	
4 Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m	
5 Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m	
6 Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m	
7 Hotel #2 Increase Property Tax									0.07 m			
8 Hotel #2 Increase Sales Tax								0.15 m	0.15 m	0.16 m	0.17 m	
9 Hotel #2 Increase TOT								1.00 m	1.49 m	1.57 m	1.65 m	
10 TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	24.80 m	26.47 m	27.63 m	28.91 m	
11 EXPENSES	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m	
12 ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-0.24 m	-0.30 m	-0.21 m	0.55 m	0.91 m	2.12 m	2.76 m	2.85 m	3.01 m	
13												
14 ENDING FUND BALANCE	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	13.15 m	15.91 m	18.75 m	21.77 m	
15 UNASSIGNED NET POSITION	60%	59%	55%	51%	48%	49%	51%	58%	67%	76%	84%	

Scenario 3 – Appendix C: Baseline with Civic/Storm Drain Contributions

This scenario takes all assumptions in Scenario 1 (Baseline) and adds \$500,000 for capital contributions and \$500,000 for storm drain repairs beginning in FY 2023-24 with a 5% inflator through the end of the LRFF. These amounts are included as an individual expense line item.

SCENARIO 3 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE WITH FARMSTEAD OPENING IN FY 27 and Civic Investment												
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	
	Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	
1 BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	9.07 m	7.72 m	6.41 m	5.81 m	5.50 m	5.20 m	4.90 m	4.61 m	
2												
3 REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m	
4 Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m	
5 Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m	
6 Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m	
7 TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	23.66 m	24.75 m	25.90 m	27.10 m	
8 EXPENSES - OPERATING	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m	
9 Civic Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m	
10 Storm Drain Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m	
11 TOTAL EXPENSES	17.43 m	17.39 m	19.32 m	20.26 m	21.10 m	21.93 m	22.92 m	23.95 m	25.05 m	26.19 m	27.38 m	
12 ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-1.24 m	-1.35 m	-1.31 m	-0.60 m	-0.31 m	-0.30 m	-0.30 m	-0.29 m	-0.28 m	
13												
14 ENDING FUND BALANCE	10.42 m	10.31 m	9.07 m	7.72 m	6.41 m	5.81 m	5.50 m	5.20 m	4.90 m	4.61 m	4.33 m	
15 UNASSIGNED NET POSITION	60%	59%	49%	40%	32%	28%	25%	23%	21%	19%	17%	

Scenario 4 – Appendix D: Scenario 2 with Civic/Storm Drain Contributions

This scenario takes all assumptions in Scenario 2 (Second Hotel) and adds \$500,000 for capital contributions and \$500,000 for storm drain repairs beginning in FY 2023-24 with a 5% inflator through the end of the LRFF. These amounts are included as an individual expense line item.

SCENARIO 4 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE, WITH SECOND HOTEL IN FY 29 and Civic Investment											
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED											
	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
	Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
1 BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.15 m	13.42 m	14.69 m
2											
3 REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m
4 Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m
5 Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m
6 Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m
7 Hotel #2 Increase Property Tax									0.07 m		
8 Hotel #2 Increase Sales Tax								0.15 m	0.15 m	0.16 m	0.17 m
9 Hotel #2 Increase TOT								0.00 m	0.00 m	0.00 m	0.00 m
10 TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	23.80 m	24.98 m	26.06 m	27.27 m
11 EXPENSES - OPERATING	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m
12 Civic Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m
13 Storm Drain Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m
14 TOTAL EXPENSES	17.43 m	17.39 m	19.32 m	20.26 m	21.10 m	21.93 m	22.92 m	23.95 m	25.05 m	26.19 m	27.38 m
15 ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-0.24 m	-0.30 m	-0.21 m	0.55 m	0.91 m	1.13 m	1.26 m	1.28 m	1.37 m
16											
17 ENDING FUND BALANCE	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.15 m	13.42 m	14.69 m	16.06 m
18 UNASSIGNED NET POSITION	60%	59%	55%	51%	48%	49%	51%	54%	57%	59%	62%

Summary of Scenarios – Appendix E

The following chart provides a summary of the estimated ending fund balance and net position for each of the four scenarios.

Ending Fund Balance/% of Fund	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
Scenario 1	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.01 m	13.04 m	14.16 m	15.35 m
	60%	59%	55%	51%	48%	49%	51%	53%	55%	57%	59%
Scenario 2	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	13.15 m	15.91 m	18.75 m	21.77 m
	60%	59%	55%	51%	48%	49%	51%	58%	67%	76%	84%
Scenario 3	10.42 m	10.31 m	9.07 m	7.72 m	6.41 m	5.81 m	5.50 m	5.20 m	4.90 m	4.61 m	4.33 m
	60%	59%	49%	40%	32%	28%	25%	23%	21%	19%	17%
Scenario 4	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.15 m	13.42 m	14.69 m	16.06 m
	60%	59%	55%	51%	48%	49%	51%	54%	57%	59%	62%

REVENUES AND ASSUMPTIONS

City Revenues

Projections of future revenues are based on a set of assumptions at a point in time and intended to highlight trends. Because the City's three major revenue sources for the General Fund (property, sales and, transient occupancy taxes) are affected by the economy, significant changes in the local, regional, and national economic outlook, positive or negative, can shift these revenue sources materially, as realized in the substantial revenue reductions that started in FY 2009-10 during the Great Recession and the recent revenue reductions due to COVID-19. On average these three revenue sources account for 90% of the General Fund Revenues. As with the previous fiscal year budget, the remained conservative in its revenue estimates for FY 2022-23.

This forecast assumes revenues return to pre-COVID-19 levels in FY 2022-23 and continue with modest increases through the forecast. The following provides a summary of the revenue assumptions used in the Baseline model for Property Tax, Sales Tax, and TOT. A Revenue assumption worksheet for the Baseline is included as Appendix F.

Property Tax

Property taxes are collected by the County of Napa and are governed by California State law. The Tax Collector of Napa County collects taxes on behalf of the County, the five incorporated cities within the county, six school districts, and all other taxing agencies located within Napa County. Once the taxes are collected, the County Auditor-Controller distributes the monies to the various taxing agencies. Property taxes are 1% of the Assessed Value (AV) of a property. Of the amount collected by the County, the City of St. Helena receives approximately 16% of the 1% annually.

Property Taxes Assumptions

- FY 2022-23: Increase of 3.4% based on FY 2021-23 actual growth. Additionally, while not included in previous adopted budgets, staff has included \$230,000 in excess ERAF to the FY 2022-23 budget. ERAF stands for the Educational Revenue Augmentation Fund. A portion of property tax revenue goes to ERAF to support local school districts. When the amount contributed to ERAF is more than the minimum cost of funding local schools, excess funds are returned to the County, Cities, and Special Districts. Historically the City has not budgeted for ERAF and has considered this revenue, when received as one-time revenues. Historically, the City has received excess ERAF funding each year ranging from \$89,610 in FY 2016 to \$443,774 in FY 22. Staff averaged the amount received since 2016 and have included \$230,000 in the FY 2022-23 draft budget. Typically, the City receives notification from the County of Napa in late to mid-August of the actual excess ERAF funding. Because this occurs during Q1 of the fiscal year, if excess ERAF is dramatically lower, staff will have ample time to adjust accordingly.

The average 5-year growth in Property tax (pre- COVID) is 6% with a 10-year average of 5% and a 20-year average of 7%; however, a portion of that amount is attributed to unknown, unbudgeted ERAF funds which are not guaranteed.

- FYs 2024-2032: Utilized a conservative increase of 4% per year.

Sales Tax

Growth in sales tax depends on a variety of factors. For St. Helena, the economy and tourism have the largest impact. Sales Tax estimates for FY 2021-22 were conservative and sales tax performance is exceeding expectations allowing for a strong fund balance heading into FY 2022-23. Information provided by MuniServices, Inc. (Avenu Insights and Analytics) was used as the base projections for FY 2023-24 Sales Tax revenues utilizing the “Most Likely” scenario.

However, there remains uncertainty about the economy going forward and sales tax is an area which will continue to watch closely.

Sales Tax Assumptions

- FY 2022-23: Increase of 26% over the FY 2021-22 adopted budget. The anticipated revenue is slightly higher than the FY 2019-20 actuals.
- FYs 2024-2032: Utilizing a 5% growth each subsequent year. The average 5-year growth in Sales Tax (pre- COVID) is 15% with a 10-year average of 11% and a 20-year average of 7%.

Transient Occupancy Tax (TOT)

The City charges 12% Transient Occupancy Tax on all overnight stays when occupying a room, rooms, or other living space in a hotel, inn, tourist home or house, motel or other lodging if the stay is for a period of 31 days or less. FY 2017-18 experienced an overall increase of 23% despite the October 2017 wildfire event. The increase was primarily due to the opening of Las Alcobas (now Alila) which opened in April 2017.

FY 2021-22 projected revenues at 95% of FY 2019-20 actuals. While FY 2021-22 is performing higher than anticipated, staff is remaining cautious due to the uncertainty of the sustainability at the current growth rate.

TOT Assumptions

- FY 2022-23: FY 2018-19 + 4%
- FYs 2024-2032: Utilizing a 5% growth each subsequent year. The average 5-year growth in TOT (pre- COVID) is 14% with a 10-year average of 13% and a 20-year average of 9%.

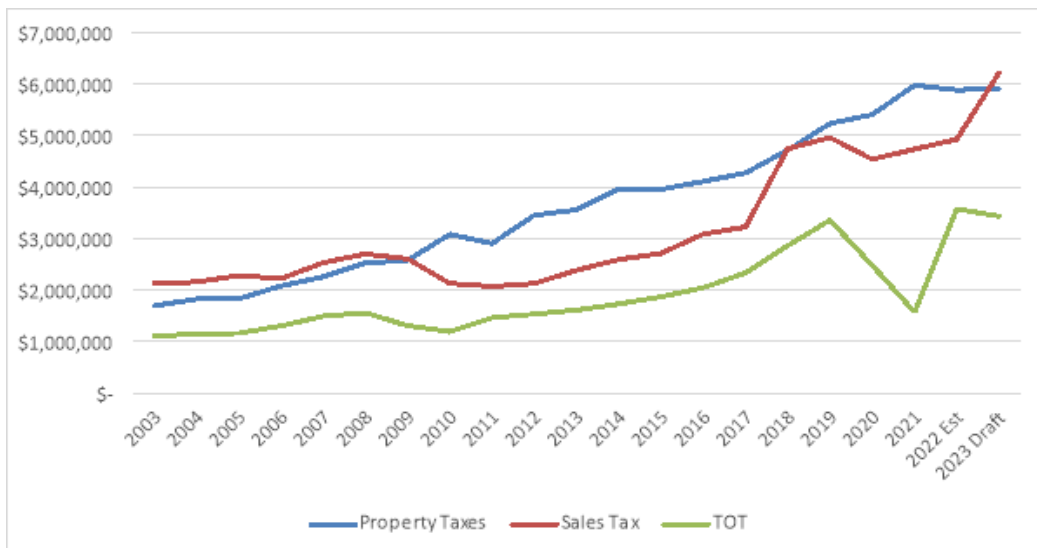
Graph 2 provides a summary of the three largest General Fund tax generators from FY 2002-03 to FY 2022-23 (Estimated), based on audited financials and FY 2022-22 budget estimates.

Graph 3 provides a summary of General Fund Revenue Trends from 2002-03 to FY 2022-23 (Estimated), based on audited financials and FY 2022-22 estimates.

Chart 1 provides a summary of the top three General Fund revenue sources by percentage from FY 2002-03 to FY 2022-23.

Chart 2 provides a summary of all General Fund revenues from FY 2002-03 to FY 2022-23 (Estimated), based on audited financials and FY 2022-22 estimates.

GRAPH 2 – Property, Sales, and TOT FY 2002-03 to FY 2021-23



GRAPH 3 – General Fund Revenue Trends FY 2002-03 to FY 2021-23

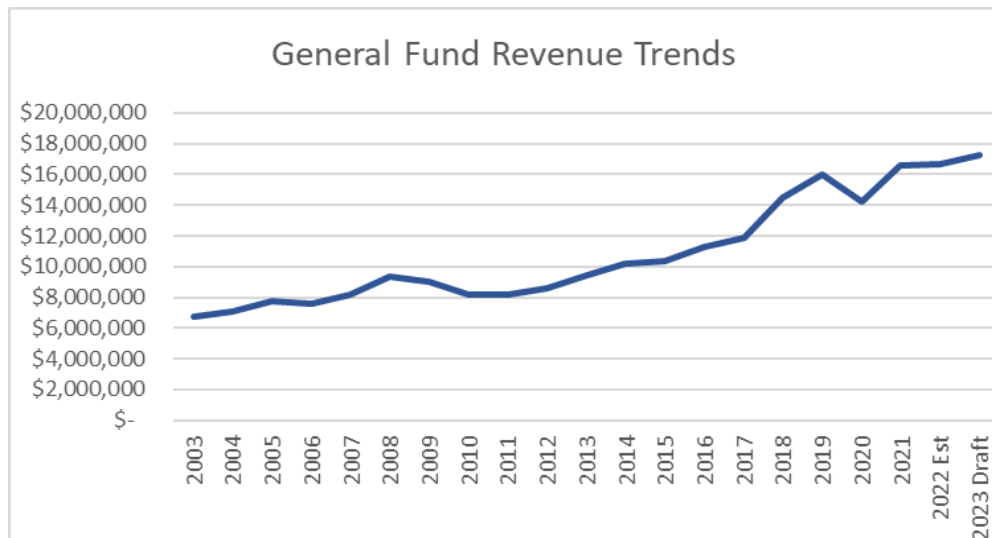


CHART 1 – Top 3 General Fund Revenues as a Percentage of Budget

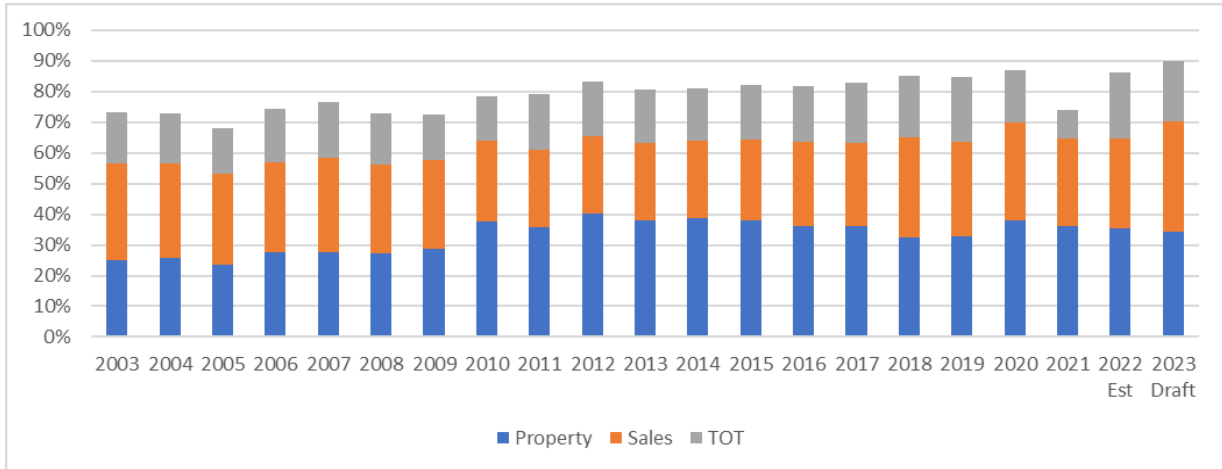
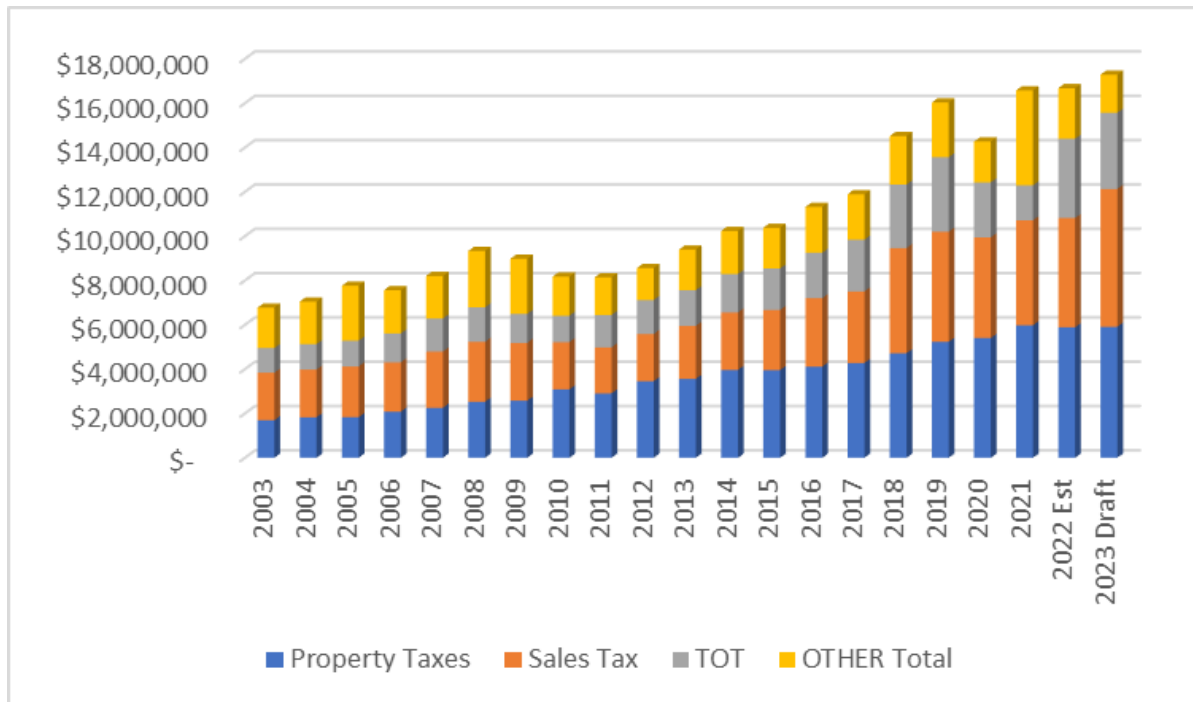


CHART 2 – All General Fund Revenues FY 2002-03 to FY 2021-23 Estimates



EXPENDITURES AND ASSUMPTIONS

The City's expense profile includes a combination of costs the City controls and does not control. For example, the City controls labor costs to the extent that it authorizes a certain number of positions and negotiates labor contracts that govern pay and benefits. Pension costs (the result of past labor negotiations and CalPERS investment performance), on the other hand, are a cost the City has little control over in the near term. The largest cost after labor is the City's services and supplies. An expense assumption worksheet for the Baseline is included as Appendix F.

The baseline model includes a 11% expense increase over the FY 2021-22 adopted budget and a net zero increase over the FY 2021-22 estimated expenses. Below is a summary of the expenditure assumptions for the Baseline Scenario.

Salaries & Benefits

- FY 2022-23: Unfreezing the Police Officer and Senior Engineer positions, addition of a Management Analyst and Assistant City Manager positions, addition of four additional full-time Firefighter positions, and maintaining five frozen staff positions.
- FYs 2024-2032: Assume 5% annual growth.

Health Insurance

- FY 2022-23: Assume 5% growth, actuals will be known in June 2022.
- FYs 2024-2032: Assume 5% annual growth.

PERS Unfunded Liabilities

- Based on last available PERS information.
- New information will be available in September 2022.

Services & Supplies – includes training and travel.

- FY 2022-23: Reduction of 16% from FY 22 Adjusted Budget. The reduction is primarily due to the Comprehensive Zoning Code Update included in the FY 2021-22 budget that is not a reoccurring expense as well as Glass Fire expenses incurred in FY 2021-22.
- FYs 2024-2032: Assume 5% annual growth.

Maintenance

- FY 2022-23: Increase of 12% over FY 2021-22 estimated which is a \$70,000 increase that is primarily due to increased software maintenance costs as well as general building and tree maintenance.
- FYs 2024-2032: Assume 1% annual growth.

Taxes, Insurance, & Contributions

- FY 2022-23: Modest decrease from FY 2022-23.
- FYs 2024-2032: Assume 3% annual growth.

Debt Service – assumes no new debt issued.

Capital

- FY 2022-23: Decrease of 50% attributed to one-time expenses associated with the purchase of redundant power as part of FEMA HMGP cost share.
- FYs 2023-2032: Assume 2% annual growth.

Transfer to Other Funds

- FY 2022-23: No significant changes from FY 2021-22.
- FYs 2024-2032: Assume 2% annual growth.

NEXT STEPS

As stated in the introduction section, the Long-Range Financial Forecast (LRFF) provides a current and long-range financial assessment of revenues, expenditures, fund balance, and emergency reserves. The LRFF is a vehicle that peers into the future and makes projections about what is likely to happen given certain assumptions. If future deficits are projected, then the forecast allows time to take corrective action to ensure finances remain stable. While the baseline forecast assumes the Farmstead Hotel project opening in FY 2026-27 and Scenario 2 assumes a second hotel in FY 2027-28, it does not assume other new or enhanced revenues other than inflationary increases to existing revenues.

The City Council recognizes the City does not have adequate long-term resources to maintain a healthy financial position and address critical infrastructure and staffing needs. Recognizing the deterioration of the City's assets, the City Council set in motion a series of studies, working committees, and reports to categorize assets, provide costs estimates for replacement/repair, and develop funding strategies for the replacement/repair of assets. A summary recent events is provided below.

1. 2017: Facilities Condition and Need Assessment
2. 2018: The St. Helena Assets Planning Engagement (SHAPE) Committee Report
3. 2020: Financing Civic Infrastructure Task Force Report
4. 2021: Underground Utilities Master Plan
5. 2021: Council Goal to Identify Financing & Revenue Options to Address City Infrastructure Deficiencies
6. 2021: Opinion Research on Revenue Options

Through the work of the above, the City has placed a General Obligation Bond (GO Bond) on the June 7, 2022 ballot (Measure H) and, if passed, will allow the City to issue \$19 million in GO Bonds which will help move critical water, wastewater, recycled water, and storm drain projects forward in a shorter timeframe. However, this is only a fraction of the estimated \$143 million needed over the next 30-years for critical infrastructure projects.

While the Baseline (Scenario 1) indicates a healthy financial position through the 10-year forecast, it does not account for any significant capital improvements, emergencies, or a recession. While Scenario 3 adds \$1 million for critical infrastructure beginning in FY 2023-24, it does indicate that without an additional revenue source (beyond the Farmstead hotel project) the estimated fund balance quickly deteriorates as expenses exceed revenues each year which is not sustainable.

Long-Range Financial Plan

While the City has a healthy financial position now, the future has a lot of significant infrastructure and staffing demands and will require a conservative and strong strategic plan and approach to solve projected deficits. As stated above, the groundwork for such a plan has already started by Council recognizing the need maintain safe and reliable infrastructure with a commitment to environmental stewardship and public health (Goal 1) and ensure long-term economic sustainability while supporting St. Helena's charm & rural character (Goal 2). While representing only two of the six City Council goals, they are an integral part in working in conjunction with the other four goals.

Following the presentation of the LRFF, the next step will be the development of a Long-Range Financial Plan. A Long-Range Financial Plan may have many forms and commonly include two elements: a Long-Range Financial Forecast (LRFF) and a strategy to address the financial needs identified through the forecast. Working in conjunction with the LRFF, over the next year the City will develop a Long-Range Financial Plan (LRFP) that will review options and feasibility of future revenue enhancements for the City as well as review long-term cost containment strategies.

The LRFP is intended to manage the City's financial integrity, including through a recession, while maintaining the high level and quality of services provided to its citizens and provide funding toward critical major facility and infrastructure capital projects. The development of the LRFP will assist in aligning financial capacity with long-term service objectives addressing key financial strategy areas:

1. Ensure adequate funding for desired services
2. Manage ongoing operating expenditures
3. Provide for pensions and other long-term obligations
4. Provide for contingencies
5. Provide for capital improvements
6. Maintain sufficient cash flow

It is anticipated an ad-hoc committee will be formed and members of various departments (not in the ad hoc group) will be used as necessary for support. Like the LRFF, the LRFP is not static and will be periodically reviewed and updated as economic conditions evolve. Consideration should and will be given to strategies including, but not limited to:

1. Staffing and employment costs
2. Consideration of a two-year operating budget
3. Efficiencies achieved by shared service agreements
4. Potential public/private partnerships
5. Revenue increases including, but not limited to:
 - a. Transient Occupancy Tax (TOT)
 - b. Sales Tax
 - c. Business License Tax

- d. New Tax Measure
- e. Fees for Service including, but not limited to:
 - Recreational program fees
 - Parking fees, citation revenue and fines
 - Impact fees
- f. Sale of City Asset(s)

When completed, the LFRP is intended to establish a way forward for the continued fiscal health of the City. It is important to stress that success will depend on cooperation and continued support of the Council, labor groups, and community stakeholders.

APPENDIX B
APPENDIX D
APPENDIX F

FINANCIAL FORECAST SUMMARY - BASELINE WITH FARMSTEAD OPENING IN FY 27 and Civic Investment												
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
	59%	55%	51%	48%	45%	42%	39%	35%	32%	29%	25%	21%
2020	22	23	24	25	26	27	28	29	30	31	32	33
10. Estimated	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7	10.7
11. Forecast	9.5	9.5	9.5	9.5	9.5	9.5	9.5	9.5	9.5	9.5	9.5	9.5
12. m	4.0	4.2	4.4	4.6	4.8	5.0	5.2	5.4	5.6	5.8	6.0	6.2
13. m	5.0	5.2	5.4	5.6	5.8	6.0	6.2	6.4	6.6	6.8	7.0	7.2
14. m	6.0	6.2	6.4	6.6	6.8	7.0	7.2	7.4	7.6	7.8	8.0	8.2
15. m	7.0	7.2	7.4	7.6	7.8	8.0	8.2	8.4	8.6	8.8	9.0	9.2
16. m	8.0	8.2	8.4	8.6	8.8	9.0	9.2	9.4	9.6	9.8	10.0	10.2
17. m	9.0	9.2	9.4	9.6	9.8	10.0	10.2	10.4	10.6	10.8	11.0	11.2
18. m	10.0	10.2	10.4	10.6	10.8	11.0	11.2	11.4	11.6	11.8	12.0	12.2
19. m	11.0	11.2	11.4	11.6	11.8	12.0	12.2	12.4	12.6	12.8	13.0	13.2
20. m	12.0	12.2	12.4	12.6	12.8	13.0	13.2	13.4	13.6	13.8	14.0	14.2
21. m	13.0	13.2	13.4	13.6	13.8	14.0	14.2	14.4	14.6	14.8	15.0	15.2
22. m	14.0	14.2	14.4	14.6	14.8	15.0	15.2	15.4	15.6	15.8	16.0	16.2
23. m	15.0	15.2	15.4	15.6	15.8	16.0	16.2	16.4	16.6	16.8	17.0	17.2
24. m	16.0	16.2	16.4	16.6	16.8	17.0	17.2	17.4	17.6	17.8	18.0	18.2
25. m	17.0	17.2	17.4	17.6	17.8	18.0	18.2	18.4	18.6	18.8	19.0	19.2
26. m	18.0	18.2	18.4	18.6	18.8	19.0	19.2	19.4	19.6	19.8	20.0	20.2
27. m	19.0	19.2	19.4	19.6	19.8	20.0	20.2	20.4	20.6	20.8	21.0	21.2
28. m	20.0	20.2	20.4	20.6	20.8	21.0	21.2	21.4	21.6	21.8	22.0	22.2
29. m	21.0	21.2	21.4	21.6	21.8	22.0	22.2	22.4	22.6	22.8	23.0	23.2
30. m	22.0	22.2	22.4	22.6	22.8	23.0	23.2	23.4	23.6	23.8	24.0	24.2
31. m	23.0	23.2	23.4	23.6	23.8	24.0	24.2	24.4	24.6	24.8	25.0	25.2
32. m	24.0	24.2	24.4	24.6	24.8	25.0	25.2	25.4	25.6	25.8	26.0	26.2
33. m	25.0	25.2	25.4	25.6	25.8	26.0	26.2	26.4	26.6	26.8	27.0	27.2
34. m	26.0	26.2	26.4	26.6	26.8	27.0	27.2	27.4	27.6	27.8	28.0	28.2
35. m	27.0	27.2	27.4	27.6	27.8	28.0	28.2	28.4	28.6	28.8	29.0	29.2
36. m	28.0	28.2	28.4	28.6	28.8	29.0	29.2	29.4	29.6	29.8	30.0	30.2
37. m	29.0	29.2	29.4	29.6	29.8	30.0	30.2	30.4	30.6	30.8	31.0	31.2
38. m	30.0	30.2	30.4	30.6	30.8	31.0	31.2	31.4	31.6	31.8	32.0	32.2
39. m	31.0	31.2	31.4	31.6	31.8	32.0	32.2	32.4	32.6	32.8	33.0	33.2
40. m	32.0	32.2	32.4	32.6	32.8	33.0	33.2	33.4	33.6	33.8	34.0	34.2
41. m	33.0	33.2	33.4	33.6	33.8	34.0	34.2	34.4	34.6	34.8	35.0	35.2
42. m	34.0	34.2	34.4	34.6	34.8	35.0	35.2	35.4	35.6	35.8	36.0	36.2
43. m	35.0	35.2	35.4	35.6	35.8	36.0	36.2	36.4	36.6	36.8	37.0	37.2
44. m	36.0	36.2	36.4	36.6	36.8	37.0	37.2	37.4	37.6	37.8	38.0	38.2
45. m	37.0	37.2	37.4	37.6	37.8	38.0	38.2	38.4	38.6	38.8	39.0	39.2
46. m	38.0	38.2	38.4	38.6	38.8	39.0	39.2	39.4	39.6	39.8	40.0	40.2
47. m	39.0	39.2	39.4	39.6	39.8	40.0	40.2	40.4	40.6	40.8	41.0	41.2
48. m	40.0	40.2	40.4	40.6	40.8	41.0	41.2	41.4	41.6	41.8	42.0	42.2
49. m	41.0	41.2	41.4	41.6	41.8	42.0	42.2	42.4	42.6	42.8	43.0	43.2
50. m	42.0	42.2	42.4	42.6	42.8	43.0	43.2	43.4	43.6	43.8	44.0	44.2
51. m	43.0	43.2	43.4	43.6	43.8	44.0	44.2	44.4	44.6	44.8	45.0	45.2
52. m	44.0	44.2	44.4	44.6	44.8	45.0	45.2	45.4	45.6	45.8	46.0	46.2
53. m	45.0	45.2	45.4	45.6	45.8	46.0	46.2	46.4	46.6	46.8	47.0	47.2
54. m	46.0	46.2	46.4	46.6	46.8	47.0	47.2	47.4	47.6	47.8	48.0	48.2
55. m	47.0	47.2	47.4	47.6	47.8	48.0	48.2	48.4	48.6	48.8	49.0	49.2
56. m	48.0	48.2	48.4	48.6	48.8	49.0	49.2	49.4	49.6	49.8	50.0	50.2
57. m	49.0	49.2	49.4	49.6	49.8	50.0	50.2	50.4	50.6	50.8	51.0	51.2
58. m	50.0	50.2	50.4	50.6	50.8	51.0	51.2	51.4	51.6	51.8	52.0	52.2
59. m	51.0	51.2	51.4	51.6	51.8	52.0	52.2	52.4	52.6	52.8	53.0	53.2
60. m	52.0	52.2	52.4	52.6	52.8	53.0	53.2	53.4	53.6	53.8	54.0	54.2
61. m	53.0	53.2	53.4	53.6	53.8	54.0	54.2	54.4	54.6	54.8	55.0	55.2
62. m	54.0	54.2	54.4	54.6	54.8	55.0	55.2	55.4	55.6	55.8	56.0	56.2
63. m	55.0	55.2	55.4	55.6	55.8	56.0	56.2	56.4	56.6	56.8	57.0	57.2
64. m	56.0	56.2	56.4	56.6	56.8	57.0	57.2	57.4	57.6	57.8	58.0	58.2
65. m	57.0	57.2	57.4	57.6	57.8	58.0	58.2	58.4	58.6	58.8	59.0	59.2
66. m	58.0	58.2	58.4	58.6	58.8	59.0	59.2	59.4	59.6	59.8	60.0	60.2
67. m	59.0	59.2	59.4	59.6	59.8	60.0	60.2	60.4	60.6	60.8	61.0	61.2
68. m	60.0	60.2	60.4	60.6	60.8	61.0	61.2	61.4	61.6	61.8	62.0	62.2
69. m	61.0	61.2	61.4	61.6	61.8	62.0	62.2	62.4	62.6	62.8	63.0	63.2
70. m	62.0	62.2	62.4	62.6	62.8	63.0	63.2	63.4	63.6	63.8	64.0	64.2
71. m	63.0	63.2	63.4	63.6	63.8	64.0	64.2	64.4	64.6	64.8	65.0	65.2
72. m	64.0	64.2	64.4	64.6	64.8	65.0	65.2	65.4	65.6	65.8	66.0	66.2
73. m	65.0	65.2	65.4	65.6	65.8	66.0	66.2	66.4	66.6	66.8	67.0	67.2
74. m	66.0	66.2	66.4	66.6	66.8	67.0	67.2	67.4	67.6	67.8	68.0	68.2
75. m	67.0	67.2	67.4	67.6	67.8	68.0	68.2	68.4	68.6	68.8	69.0	69.2
76. m	68.0	68.2	68.4	68.6	68.8	69.0	69.2	69.4	69.6	69.8	70.0	70.2
77. m	69.0	69.2	69.4	69.6	69.8	70.0	70.2	70.4	70.6	70.8	71.0	71.2
78. m	70.0	70.2	70.4	70.6	70.8	71.0	71.2	71.4	71.6	71.8	72.0	72.2
79. m	71.0	71.2	71.4	71.6	71.8	72.0	72.2	72.4	72.6	72.8	73.0	73.2
80. m	72.0	72.2	72.4	72.6	72.8	73.0	73.2	73.4	73.6	73.8	74.0	74.2
81. m	73.0	73.2	73.4	73.6	73.8	74.0	74.2	74.4	74.6	74.8	75.0	75.2
82. m	74.0	74.2	74.4	74.6	74.8	75.0	75.2	75.4	75.6	75.8	76.0	76.2
83. m	75.0	75.2	75.4	75.6	75.8	76.0	76.2	76.4	76.6	76.8	77.0	77.2
84. m	76.0	76.2	76.4	76.6	76.8	77.0	77.2	77.4	77.6	77.8	78.0	78.2
85. m	77.0	77.2	77.4	77.6	77.8	78.0	78.2	78.4	78.6	78.8	79.0	79.2
86. m	78.0	78.2	78.4	78.6	78.8	79.0	79.2	79.4	79.6	79.8	80.0	80.2
87. m	79.0	79.2	79.4	79.6	79.8	80.0	80.2	80.4	80.6	80.8	81.0	81.2
88. m	80.0	80.2	80.4	80.6	80.8	81.0	81.2	81.4	81.6	81.8	82.0	82.2
89. m	81.0	81.2	81.4	81.6	81.8	82.0	82.2	82.4	82.6	82.8	83.0	83.2
90. m	82.0	82.2	82.4	82.6	82.8	83.0	83.2	83.4	83.6	83.8	84.0	84.2
91. m	83.0	83.2	83.4	83.6	83.8	84.0	84.2	84.4	84.6	84.8	85.0	85.2
92. m	84.0	84.2	84.4	84.6	84.8	85.0	85.2	85.4	85.6	85.8	86.0	86.2
93. m	85.0	85.2	85.4	85.6	85.8	86.0	86.2	86.4	86.6	86.8	87.0	87.2
94. m	86.0	86.2	86.4	86.6	86.8	87.0	87.2	87.4	87.6	87.8	88.0	88.2
95. m	87.0	87.2	87.4	87.6	87.8	88.0	88.2	88.4	88.6	88.8	89.0	89.2
96. m	88.0	88.2	88.4	88.6	88.8	89.0	89.2	89.4	89.6	89.8	90.0	90.2
97. m	89.0	89.2	89.4	89.6	89.8	90.0	90.2	90.4	90.6	90.8	91.0	91.2
98. m	90.0	90.2	90.4	90.6	90.8	91.0	91.2	91.4	91.6	91.8	92.0	92.2
99. m	91.0	91.2	91.4	91.6	91.8	92.0	92.2	92.4	92.6	92.8	93.0	93.2
100. m	92.0	92.2	92.4	92.6	92.8	93.0	93.2	93.4	93.6	93.8	94.0	94.2
101. m	93.0	93.2	93.4	93.6	93.8	94.0	94.2	94.4	94.6	94.8	95.0	95.2
102. m	94.0	94.2	94.4	94.6	94.8	95.0	95.2	95.4	95.6	95.8	96.0	96.2
103. m	95.0	95.2	95.4	95.6	95.8	96.0	96.2	96.4	96.6	96.8	97.0	97.2
104. m	96.0	96.2	96.4	96.6	96.8	97.0	97.2	97.4	97.6	97.8	98.0	98.2
105. m	97.0	97.2	97.4	97.6	97.8	98.0	98.2	98.4	98.6	98.8	99.0	99.2
106. m	98.0	98.2	98.4	98.6	98.8	99.0	99.2	99.4	99.6	99.8	100.0	100.2
107. m	99.0	99.2	99.4	99.6	99.8	100.0	100.2	100.4	100.6	100.8	101.0	101.2
108. m	100.0	100.2	100.4	100.6	100.8	101.0	101.2	101.4	101.6	101.8	102.0	102.2
109. m	101.0	101.2	101.4	101.6	101.8	102.0	102.2	102.4	102.6	102.8	103.0	103.2
110. m	102.0	102.2	102.4	102.6								



Long-Range Financial Forecast

By: April Mitts, Administrative Services Director

May 31, 2022, Special City Council Meeting



Long-Range Financial Forecast (LRFF)

Provides current and long-range financial assessment of General Fund:

- Revenues
- Expenditures
- Fund Balance
- Emergency Reserves
- Is for illustrative purposes



Long-Range Financial Forecast (LRFF)

Objective:

- Provide early financial assessment
- Identify any significant issues to be addressed
- Update annually
- Illustrates trends over the next 10 years



Long-Range Financial Forecast (LRFF)

Assumptions:

- Utilizes Draft FY 2022-23 revenues and expenses
- Utilizes moderate revenue and expense increases
- Infrastructure Task Force (ITF) calculations for hotel revenues
- Does not factor a recession



Long-Range Financial Forecast (LRFF)

Risks:

- Volatile Economy
- State Takeaways and Borrowing
- Unfunded Liability Pension Costs
- Compensation/Staffing Increases
- Fire Department Hybrid Model
- Health Premiums
- Asset Recapitalization
- No major new one-time expenses
- Storm drain improvements/repairs



Long-Range Financial Forecast (LRFF)

Scenario 1: Baseline

- Farmstead hotel revenues starting in FY 2026-27

Scenario 2: Baseline +

- Second hotel in FY 2027-28

Scenario 3: Baseline +

- \$500,000 for storm drains starting in FY 2023-24
- \$500,000 for civic improvements starting in FY 2023-24

Scenario 4: Scenario 2+

- \$500,000 for storm drains starting in FY 2023-24
- \$500,000 for civic improvements starting in FY 2023-24



LRFF – Scenario 1

SCENARIO 1 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE WITH FARMSTEAD OPENING IN FY 27

GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
		FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
		Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
1	BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.01 m	13.04 m	14.16 m
2												
3	REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m
4	Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m
5	Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m
6	Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m
7	TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	23.66 m	24.75 m	25.90 m	27.10 m
8	EXPENSES	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m
9	ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-0.24 m	-0.30 m	-0.21 m	0.55 m	0.91 m	0.98 m	1.04 m	1.12 m	1.20 m
10												
11	ENDING FUND BALANCE	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.01 m	13.04 m	14.16 m	15.35 m
12	UNASSIGNED NET POSITION	60%	59%	55%	51%	48%	49%	51%	53%	55%	57%	59%
	*Cost share for civic improvements. 50% of total TOT until paid off											



LRFF – Scenario 2

SCENARIO 2 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE, WITH SECOND HOTEL IN FY 29												
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
		FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
		Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
1	BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	13.15 m	15.91 m	18.75 m
2												
3	REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m
4	Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m
5	Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m
6	Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m
7	Hotel #2 Increase Property Tax									0.07 m		
8	Hotel #2 Increase Sales Tax								0.15 m	0.15 m	0.16 m	0.17 m
9	Hotel #2 Increase TOT								1.00 m	1.49 m	1.57 m	1.65 m
10	TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	24.80 m	26.47 m	27.63 m	28.91 m
11	EXPENSES	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m
12	ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-0.24 m	-0.30 m	-0.21 m	0.55 m	0.91 m	2.12 m	2.76 m	2.85 m	3.01 m
13												
14	ENDING FUND BALANCE	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	13.15 m	15.91 m	18.75 m	21.77 m
15	UNASSIGNED NET POSITION	60%	59%	55%	51%	48%	49%	51%	58%	67%	76%	84%



LRFF – Scenario 3

SCENARIO 3 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE WITH FARMSTEAD OPENING IN FY 27 and Civic Investment												
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
		FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
		Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
1	BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	9.07 m	7.72 m	6.41 m	5.81 m	5.50 m	5.20 m	4.90 m	4.61 m
2												
3	REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m
4	Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m
5	Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m
6	Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m
7	TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	23.66 m	24.75 m	25.90 m	27.10 m
8	EXPENSES - OPERATING	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m
9	Civic Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m
10	Storm Drain Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m
11	TOTAL EXPENSES	17.43 m	17.39 m	19.32 m	20.26 m	21.10 m	21.93 m	22.92 m	23.95 m	25.05 m	26.19 m	27.38 m
12	ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-1.24 m	-1.35 m	-1.31 m	-0.60 m	-0.31 m	-0.30 m	-0.30 m	-0.29 m	-0.28 m
13												
14	ENDING FUND BALANCE	10.42 m	10.31 m	9.07 m	7.72 m	6.41 m	5.81 m	5.50 m	5.20 m	4.90 m	4.61 m	4.33 m
15	UNASSIGNED NET POSITION	60%	59%	49%	40%	32%	28%	25%	23%	21%	19%	17%



LRFF – Scenario 4

SCENARIO 4 - GENERAL FUND FINANCIAL FORECAST SUMMARY - BASELINE, WITH SECOND HOTEL IN FY 29 and Civic Investment												
GENERAL FUND TEN YEAR FORECAST 2023-2032 - UNASSIGNED												
		FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
		Estimated	Draft	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast	Forecast
1	BEGINNING FUND BALANCE	9.94 m	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.15 m	13.42 m	14.69 m
2												
3	REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	20.70 m	21.65 m	22.65 m	23.70 m	24.79 m	25.93 m
4	Farmstead Increase Property Tax							0.07 m	0.07 m	0.08 m	0.08 m	0.08 m
5	Farmstead Increase Sales Tax						0.13 m	0.14 m	0.15 m	0.15 m	0.16 m	0.17 m
6	Farmstead Increase TOT*						0.50 m	0.75 m	0.78 m	0.82 m	0.87 m	0.91 m
7	Hotel #2 Increase Property Tax									0.07 m		
8	Hotel #2 Increase Sales Tax								0.15 m	0.15 m	0.16 m	0.17 m
9	Hotel #2 Increase TOT								0.00 m	0.00 m	0.00 m	0.00 m
10	TOTAL REVENUES	17.90 m	17.29 m	18.08 m	18.91 m	19.79 m	21.33 m	22.61 m	23.80 m	24.98 m	26.06 m	27.27 m
11	EXPENSES - OPERATING	17.43 m	17.39 m	18.32 m	19.21 m	19.99 m	20.78 m	21.70 m	22.68 m	23.71 m	24.78 m	25.90 m
12	Civic Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m
13	Storm Drain Investment			0.50 m	0.53 m	0.55 m	0.58 m	0.61 m	0.64 m	0.67 m	0.70 m	0.74 m
14	TOTAL EXPENSES	17.43 m	17.39 m	19.32 m	20.26 m	21.10 m	21.93 m	22.92 m	23.95 m	25.05 m	26.19 m	27.38 m
15	ANNUAL SURPLUS OR (DEFICIT)	0.47 m	-0.11 m	-0.24 m	-0.30 m	-0.21 m	0.55 m	0.91 m	1.13 m	1.26 m	1.28 m	1.37 m
16												
17	ENDING FUND BALANCE	10.42 m	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.15 m	13.42 m	14.69 m	16.06 m
18	UNASSIGNED NET POSITION	60%	59%	55%	51%	48%	49%	51%	54%	57%	59%	62%



LRFF – Summary

Ending Fund Balance/% of Fund	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32
Scenario 1 (Baseline)	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.01 m	13.04 m	14.16 m	15.35 m
Farmstead FY 27	59%	55%	51%	48%	49%	51%	53%	55%	57%	59%
Scenario 2	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	13.15 m	15.91 m	18.75 m	21.77 m
Baseline + 2nd Hotel FY 28	59%	55%	51%	48%	49%	51%	58%	67%	76%	84%
Scenario 3	10.31 m	9.07 m	7.72 m	6.41 m	5.81 m	5.50 m	5.20 m	4.90 m	4.61 m	4.33 m
Baseline + \$1 mil CIP FY 24	59%	49%	40%	32%	28%	25%	23%	21%	19%	17%
Scenario 4	10.31 m	10.07 m	9.77 m	9.56 m	10.12 m	11.02 m	12.15 m	13.42 m	14.69 m	16.06 m
Scenario 2 + \$1 mil CIP FY 24	59%	55%	51%	48%	49%	51%	54%	57%	59%	62%



Next Steps – Long-Range Financial Plan

✕ Long-Range Financial Forecast

☐ Long-Range Financial Plan

- ☐ Intended to manage the City's financial integrity, including through a recession, while maintaining the high level of services and provide funding towards critical infrastructure
- ☐ Will assist in aligning financial capacity with long-term service objectives
- ☐ Will address key financial strategy areas
 - Ensure adequate funding for designed services
 - Manage ongoing operating expenditures
 - Provide for pensions and other long-term obligations
 - Provide for contingencies
 - Provide for capital improvements
 - Maintain sufficient cash flow



Next Steps – Long-Range Financial Plan

Long-Range Financial Plan Considerations:

- ☐ Staffing and employment costs
- ☐ Consideration of a two-year operating budget cycle
- ☐ Efficiencies achieved by shared services agreements
- ☐ Potential public/private partnerships
- ☐ Revenue increases including, but not limited to:
 - Transient Occupancy Tax
 - Sales Tax
 - Business License Tax
 - New Tax Measure
 - Fees for Service
 - Sale of City-owned property



Next Steps – Long-Range Financial Plan

- Anticipated formation of a Ad Hoc Committee
- When completed, the LRFP is intended to establish a way forward for the continued fiscal health of the City



Questions



Report to the City Council
Special City Council - 31 May 2021 - Budget
Workshop

Agenda Section: NEW BUSINESS:

Subject: Budget Workshop - Review of Fiscal Year (FY) 2022-23 Budget

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Administrative Services Director

Reviewed By: Mandy Kellogg, Assistant Administrative Services Director

Approved By: James McCann, Interim City Manager

BACKGROUND

In March 2020, the world faced an unprecedented shut down of its economies due to COVID-19. This pandemic caused a swift reaction by consumers and businesses resulting in substantial revenue declines for the City of St. Helena. The national and state response, combined with the uncertainty of how long the presence of the virus will disrupt the U.S. economy, has made, and continues to make, revenue forecasting particularly challenging.

With the evolving COVID-19 environment, the formation of the City's adopted FY 2020-21 and FY 2021-22 budgets proved to be a difficult and challenging task. Early indicators were that City revenues would return to pre-pandemic levels in three years.

On April 5, 2022, staff presented a General Fund preliminary budget forecast to the City Council. The presentation focused on the General Fund and included an update to FY 2021-22 revenue and expense forecast (Table 1) as well as the updated FY 2021-22 estimated net position (Table 2).

While FY 2021-22 revenue estimates are approximately \$1.7 million higher than the adopted budget it is important to note the revenues include: \$1.1 million in emergency relief received from the Glass Fire, \$730,000 in one-time COVID related federal stimulus funds, and non-budgeted ERAF funding of \$443,000.

Table 1: FY 2021-22 General Fund Budget Summary – Presented 4/5/22

	FY 19 Actual	FY 20 Actual	FY 21 Actual	FY 22 Adopted	FY 22 Estimated
Revenues	16,032,990	14,270,828	16,579,357	15,675,690	17,901,713
Expenses	14,430,875	14,191,158	15,675,449	15,675,449	17,429,648

Table 2: FY 2021-22 General Fund Estimated Net Position

	Mid-Year	Revised
Ending Fund Balance @ 6/30/21	6,971,731	9,943,706
Estimated Revenue @ 6/30/22	16,678,441	17,901,713
Estimated Expenses @ 6/30/22	(17,122,203)	(17,122,203)
Purchase Order Rollovers	(307,445)	(307,445)
Use of Fund Balance	(751,207)	
Estimated Unassigned Net Position @ 6/30/22	6,220,524	10,415,771
Net Position %	36%	60%

FY 2022-23 Budget Development

For the initial budget development staff was guided by the following considerations:

- Alignment with City Council Goals:
 1. Improve and Maintain Safe and Reliable City Infrastructure with a Commitment to Environmental Stewardship and Public Health
 2. Stabilize, Maintain, and Improve Access to Housing
 3. Enhance Organizational Performance and Commit to Full Public Participation, Ongoing Communication, and Regional Collaboration
 4. Ensure Long-Term Economic Sustainability while Supporting St. Helena's Charm & Rural Character
 5. Support Thriving Families and Enhance the Safety, Well-Being, and Healthy Development of our Youth
 6. Support Initiatives that Respond to and Plan for Climate Change
- Alignment with City Council Workplan (Attachment 1)
- Conservative Revenue Assumptions
- Health Care Cost Increases
- Change to Labor Costs
- Restoration of Positions/New Positions
- Increase to PERS Unfunded Liability
- One-time vs. reoccurring costs

FY 2022-23 General Fund Revenues

The City's General Fund has three primary revenue sources: (1) Property Tax, (2) Sales Tax, and (3) TOT. In a typical year these three revenue sources account for approximately 90% of all General Fund revenues. As with the previous fiscal year budget, the City remained conservative in its preliminary revenue estimates presented on April 5, 2022. Initial revenue estimates presented were \$16,321,356 and made the following assumptions: (1) Property tax 3.4% increase based on FY 22 actuals, (2)

Sales Tax increase of \$573,000 based on Avenu Insights & Analytics Most Likely, (3) TOT – 4% above FY 19 actuals, and (4) a decrease in other revenues of \$600,000 based on one-time revenues received in FY 2021-22.

FY 2022-23 General Fund Expenses

Similar to the development of the FY 2021-22 budget, departments were asked to present no significant budget increases/requests. Any budget increases considered were accompanied with the rationale for augmentation and association with City Council adopted goals. Initial expense requests presented on April 5, 2022, totaled \$17,373,586.

At that time, expenses were approximately \$1.6 million higher than the FY 2021-22 adopted budget and include approximately \$850,000 in one-time costs (Table 3). Table 4 presents a summary of the preliminary FY 2022-23 budget estimates presented on April 5, 2022.

Table 3: Cost Drivers Net Increase from FY 2021-22 Adopted Budget

Cost Driver	Discretionary	1x Costs	Council Goal	Amount
NVC Move – TI's	X	350,000	Goal 3	350,000
Additional 4 Full-time Firefighters	X		Goal 1, 3	300,000
Normal Costs of Step Increases			Goal 3	225,000
Public Works Parks – New Equipment	X	125,000	Goal 6	125,000
Public Works – Engineering Support			Goal 1	105,000
Health Insurance Increase			Goal 3	102,000
Planning Consultant - CEQA		100,000	Goal 2	100,000
Planning Software	X	100,000	Goal 3	100,000
PER Unfunded Liability: 15-year payment	X	96,000	Goal 4	96,000
General Liability Insurance				56,000
PD Capital Equipment		39,500	Goal 1	39,500
Trees – Inventory and Maintenance	X	38,000	Goal 1	38,000
TOTALS		848,500		1,636,500

Table 4: Preliminary FY 2022-23 General Fund Revenues and Expenses

	FY 19 Actual	FY 20 Actual	FY 21 Actual	FY 22 Estimated	FY 23 Preliminary
Revenues	16,032,990	14,270,828	16,579,357	17,901,713	16,321,356
Expenses	14,430,875	14,191,158	15,675,449	17,429,648	17,373,586

It was further noted in the report made on April 5, 2022 that the following was not included in the preliminary budget: (1) funding for civic improvements/maintenance (other than City Hall relocations tenant improvements, (2) storm drain maintenance, (3) HMGP Match for defensible space and generators (if awarded), (4) change to labor costs, (5) frozen/new positions, (6) Police Department patrol vehicle replacement.

DISCUSSION**FY 2022-23 GENERAL FUND UPDATE**

Following the April 5, 2022, Preliminary General Fund workshop, staff has further refined both the draft revenues and expenses as outlined below.

FY 2022-23 Revenues

Preliminary revenues were estimated at \$16,321,356 and have been increased by \$965,065 to \$17,286,421. The increase is due to the following:

1. Sales Tax - On April 8, 2022, the City received Avenu's FY 21 Q4 (ending December 31, 2021) estimates for both Sales Tax and Measure D Use Tax which resulted in an overall increase of \$735,065 in the most likely scenario. The increase is attributed significantly to inflation which improved the forecast. As there remains uncertainty about the economy going forward, the City has increased the sales tax revenues at the Avenu Most Likely scenario.
2. Excess ERAF - ERAF stands for the Educational Revenue Augmentation Fund. A portion of property tax revenue goes to ERAF to support local school districts. When the amount contributed to ERAF is more than the minimum cost of funding local schools, excess funds are returned to the County, Cities, and Special Districts. Historically the City has not budgeted for ERAF and has considered this revenue, when received as one-time revenues. Historically, the City has received excess ERAF funding each year ranging from \$89,610 in FY 2016 to \$443,774 in FY 22. Staff averaged the amount received since 2016 and have included \$230,000 in the FY 2022-23 draft budget. Typically, the City receives notification from the County of Napa in late to mid-August of the actual excess ERAF funding. Because this occurs during Q1 of the fiscal year, if excess ERAF is dramatically lower, staff will have ample time to adjust accordingly.

Table 5 presents the draft FY 2022-23 and historical revenues by type. Attachment 1 provides the eight-year General Fund Revenue Worksheet by Type and Attachment 2 provides historical revenue trends and significant events since FY 1992-93.

Table 5: FY 2022-23 Summary of Revenues by Type

	2019 Actual	2020 Actual	2021 Actual	2022 Estimated	2023 Draft
Property	5,235,189	5,407,511	5,978,661	5,888,932	5,911,328
Sales	4,964,784	4,540,321	4,929,200	4,929,200	6,218,148
TOT	3,360,825	2,481,962	3,576,027	3,576,027	3,437,647
Other	1,841,961	1,167,753	2,284,282	1,725,851	1,107,148
TOTALS	16,032,990	14,270,828	16,579,356	16,678,411	17,286,421

FY 2022-24 Expenses

Preliminary expenses were estimated at \$17,373,586 and have been modestly increased by \$18,024 to \$17,391,610. The revised draft expenses are a culmination of increased salary and benefits due to additional staffing positions and change to labor costs as well as reductions in department costs, primarily for one-time expenses.

Table 6 provides a summary of the draft FY 2022-23 General Fund budget by department and Table 7 provides a summary of the draft FY 2022-23 General Fund budget by category.

Table 6: Draft FY 2022-23 General Fund Budget by Department

Department	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Non-Department	2,492,831	3,211,499	2,785,675
Council	420,452	434,887	392,708
Administration	678,469	733,280	924,603
Administrative Services	817,071	883,923	1,081,673
Attorney	386,000	386,000	386,000
Planning/Building	1,347,471	1,490,235	1,112,778
Library	1,001,422	1,019,271	934,708
Parks & Recreation	701,597	701,597	753,865
Fire	1,653,453	1,663,101	2,063,312
Police	3,295,102	3,325,398	3,639,929
Public Works	2,881,581	3,069,445	3,316,359
TOTAL	15,675,449	16,918,636	17,391,610

Table 7: Draft FY 2022-23 General Fund Budget by Category

Category	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Salary and Benefits	9,251,220	9,251,220	10,446,779
Services	3,067,680	4,295,247	3,948,634
Supplies	451,950	737,369	528,785
Maintenance	568,306	592,104	666,055
Taxes, Ins., & Contrib.	942,791	1,107,298	1,038,805
Capital	136,135	218,031	105,186
Transfers	584,189	584,189	529,189
PEG Access Costs	70,000	70,000	65,000
Debt	63,178	63,178	63,177
TOTAL	15,675,449	16,918,636	17,391,610

The draft FY 2022-23 budget maintains five frozen positions with a total value of approximately \$600,000 and are as follows: (1) Planner, (2) Librarian, (3) Library Associate, (4) Recreation Supervisor, and (5) Park Superintendent.

Based on the revised revenues and expenses, staff recommends use of General Fund cash balance of approximately \$105,000. With the use of fund balance, it is estimated net position at 6/30/24 of \$10,310,582, or 59%, which exceeds the City Council policy of 30% reserves. Table 8 provides the updated General Fund net position.

Table 8: FY 2022-23 Draft General Fund Net Position

Estimated Ending Fund Balance @ 6/30/2022		\$10,415,771	Fund Balance %
Estimated Revenue @ 6/30/2023	\$17,286,421		
Estimated Expenses @ 6/30/2023	(\$17,391,610)		
Use of Fund Balance		(\$105,189)	
Estimated Fund Balance/Net Position		\$10,310,582	59%

As with previous budgets, staff will monitor revenue and expenses and will provide periodic updates to City Council throughout the year and utilize an “Add-Back” list where line items not included in the FY 2022-23 budget can be considered. It is also important to note that on November 23, 2021, staff provided a briefing to City Council on the budget shortfall for CIP S-52 Wastewater Treatment Plant Upgrade Project (WWTP) and made recommendations to solve for the funding gap. On December 14, 2021, City Council adopted Resolution 2021-149 which outlined a plan of finance that included use of General Fund fund balance, if necessary. Prior to any use of General Fund monies, a staff report will be brought to City Council for consideration. Staff recommends that any use of General Fund monies should be done as a loan to be paid back through the Wastewater revenues.

WATER AND WASTEWATER FUNDS

Water and Wastewater Revenues - Overview

Unlike the General Fund, the Enterprise Funds (Water and Wastewater Funds), operate on a full accrual basis of accounting, where revenues are recognized when they are earned. In the case of the Enterprise Funds, this is when each account is billed bi-monthly.

Due to the ongoing impacts of the pandemic coupled with the water emergency, both the short- and long-term implications to the Enterprise Fund revenues are not wholly known. Since revenues are recognized when they are earned, the measurement above does not take into consideration any account which does not pay their utility bill. In comparing the Aging Report (a report which shows outstanding receivables over 30 days) from the same time frame over the past two years, the City has seen an increase of accounts more than 30 days past due. Table 9 provides the current Aging Report balances as of 05/27/22 as compared to 05/27/21 and 05/27/20. The City initially observed an increase in the aging balance shortly after the start of the pandemic in March 2020 and it is assumed this increase was a result of the financial impacts of the pandemic. This, coupled with the penalties imposed for excess water use has led to a high aging report for accounts where the balance is over 120 days past due. Staff will be bringing a separate report to Council at a later date for direction on the past due amounts due to penalties not paid.

Table 9: Aging Report

Aging Date	Bal 30-60	Bal 60-90	Bal 90-120	Bal Over 120	Total
05/27/2022	19,423	160,716	702	2,128,743	2,309,584
05/27/2021	0	78,701	472	256,039	335,212
05/27/2020	472	113,570	3,699	103,352	221,093

Water and Wastewater Expenses - Overview

Due to several unknowns, including the ongoing water emergency and impact on revenues, it is necessary for the City to remain fiscally cautious in the development of the FY 2022-23 budget. Like the General Fund budget instructions, departments were asked to keep the majority of the expenses status quo and asked to present no significant increase requests. All requested budget increases were required to provide rationale for augmentation.

Water Fund – Draft FY 2022-23*Revenues*

The Draft FY 2022-23 Water revenues are \$6,607,352, which is a \$240,877 decrease from FY 2021-22 adopted budget. During the FY 2021-22 budget process, staff reduced water revenues in anticipation of water conservation measures. Staff continues to see conservation and are reducing estimated revenues based on current trends. While the City is in the midst of a utility rate study, it is not anticipated new rates will go into effect until Spring 2023.

Expenses

The Draft FY 2022-23 Water expenses are \$6,607,352, which is a \$475,183 decrease from the FY 2021-22 adopted budget. Due to the anticipated decrease in revenues, staff eliminated all non-essential purchases. Additionally, there is a decrease in expenses for water distribution due to a professional services agreement with OTS to provide temporary water treatment operators to fill vacant positions. Table 10 provides a summary of the Draft Water expenses by department and Table 11 is a summary of the Draft Water fund expenses by category.

Table 10: Draft Water Expenses by Department

Department	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Non-Department	1,232,950	1,262,950	1,210,312
Council	21,198	21,198	21,927
Administration	182,898	189,415	311,553
Administrative Services	553,306	588,574	576,599
Attorney	159,500	159,500	159,500
Public Works Admin	815,906	1,094,939	857,395
Government Buildings	9,000	9,000	49,000

Streets	33,400	33,400	33,400
Distribution	862,757	981,073	844,304
Water Treatment	3,211,620	3,463,033	2,543,362
TOTAL	7,082,535	7,803,082	6,607,352

Table 11: Draft Water Expenses by Category

Category	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Salary and Benefits	1,926,252	1,933,752	2,062,506
Services	1,054,499	1,357,265	1,025,910
Supplies	2,385,784	2,425,028	1,927,735
Maintenance	322,740	414,222	197,590
Taxes, Ins., & Contrib.	252,877	239,877	356,291
Capital	146,100	438,654	97,350
Transfers		50,000	0
Debt	994,283	944,282	939,970
TOTAL	7,082,535	7,803,080	6,607,352

The primary decreases are due to operations capital expense, reduction in supplies, and decrease in services from the previous fiscal year. Supply reductions are primarily for the purchase of Napa water and service reductions are primarily due to the additional assistance in place during the Phase II water emergency and increased legal costs associated with the Vineland Hall litigation. Other expenses were further reduced, where feasible, to remain within the estimated revenue projections.

On December 20, 2021, City Council adopted a resolution approving a settlement agreement with Hall Vineland, LLC and Hall Vista, LLC. The fiscal impact of this agreement is \$950,000 with an initial payment due in FY 2022 of \$450,000, followed by five annual payments of \$100,000. City Council directed staff to utilize penalty funds received to pay for the initial \$450,000 settlement amount in FY 2022; however, it was yet to be determined the source of the \$100,000 payment due in FY 2022-23. The \$100,000 for FY 2022-23 is not included in the Draft budget document.

Excluding the \$100,000 settlement payment and penalty revenues, Table 12 provides a summary of the estimated fund balance of the Water operations fund at June 30, 2023.

Table 12: Draft Water Estimated Fund Balance

Estimated Ending Fund Balance @ 6/30/2022		\$3,203,345	Fund Balance %
Estimated Revenue @ 6/30/2023	\$6,607,352		
Estimated Expenses @ 6/30/2023	(\$6,607,352)		
Estimated Net Position		\$3,203,345	48%

WASTEWATER FUND

Revenues

The Draft FY 2022-23 Wastewater revenues are \$3,376,370, which is estimated the same as the FY 2021-22 adopted budget. During the FY 2021-22 budget process, staff

reduced wastewater revenues in anticipation of water conservation measures. While the City is in the midst of a utility rate study, it is not anticipated new rates will go into effect until Spring 2023.

Expenses

The Draft FY 2022-23 Wastewater expenses are \$3,376,370, which remains at the FY 2021-22 adopted budget funding level. Due to the anticipated decrease in revenues, staff eliminated all non-essential purchases additional, there is a decrease in expenses for wastewater treatment due to a professional services agreement with OTS to provide temporary wastewater treatment operators to fill vacant positions. Table 13 provides a summary of the Draft Wastewater expenses by department and Table 14 is a summary of the Draft Wastewater fund expenses by category.

Table 13: Draft Wastewater Expenses by Department

Department	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Non-Department	516,994	546,994	495,689
Council	21,198	21,198	21,927
Administration	123,409	128,201	202,115
Administrative Services	379,952	406,839	451,736
Attorney	26,500	26,500	26,500
Public Works Admin	854,153	918,566	678,779
Government Buildings	9,000	9,000	14,000
Streets	33,400	33,400	33,400
Collection	339,316	342,866	559,944
Treatment	1,072,449	1,183,912	892,280
TOTAL	3,376,371	3,617,476	3,376,370

Table 14: Draft Wastewater Expenses by Category

Category	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Salary and Benefits	1,467,414	1,474,914	1,566,041
Services	492,884	577,141	843,578
Supplies	225,650	322,564	175,935
Maintenance	243,178	253,225	274,592
Taxes, Ins., & Contrib.	218,877	205,877	205,877
Capital	62,300	117,657	62,300
Transfers	409,240	409,240	0
Debt	256,827	256,827	252,047
TOTAL	3,376,371	3,617,476	3,376,370

Table 15 provides a summary of the estimated fund balance of the Wastewater operations fund at June 30, 2023.

Table 15: Draft Water Estimated Fund Balance

Estimated Ending Fund Balance @ 6/30/2022		\$3,771,200	Fund Balance %
Estimated Revenue @ 6/30/2023	\$3,376,370		
Estimated Expenses @ 6/30/2023	(\$3,376,370)		
Estimated Fund Balance*		\$3,771,200	112%

* Balance includes approximately \$2.95 million to be transferred to Wastewater CIP for the completion of CIP S-52 – Wastewater treatment plant upgrades.

Concluding Remarks

As in previous years, the Draft FY 2022-23 budget was an exercise in discipline by both the City Council and staff. During the past year both good direction and policy establishment by the City Council laid the groundwork in the development of this budget document. While not easy, prudent financial actions at the beginning of COVID have allowed the City to maintain a healthy General Fund balance. The sacrifices by staff, Council, and the residents of St. Helena has not gone unnoticed. While not easy, concessions by staff in FY 21, freezing of positions, and cautious financial planning allowed the City to emerge in a strong financial condition. It is important to note that in the development of the FY 2020-21 budget, all bargaining groups in St. Helena agreed to two-year contracts which expire June 30, 2022. The City is currently in negotiations and anticipates salary increases for City staff.

While the City has a healthy financial position now, the future has a lot of significant infrastructure and staffing demands and will require a conservative and strong strategic plan and approach to solve projected deficits. As stated above, the groundwork for such a plan has already started by Council recognizing the need maintain safe and reliable infrastructure with a commitment to environmental stewardship and public health (Goal 1) and ensure long-term economic sustainability while supporting St. Helena's charm & rural character (Goal 2). While representing only two of the six City Council goals, they are an integral part in working in conjunction with the other four goals.

As noted earlier in this report and in the five-year CIP report, both water and wastewater systems remain volatile. The costs associated with the Wastewater Treatment Plant upgrade project (S-52), revenues shortfalls and increased staffing needs during the water emergency, as well as vacant positions that have required temporary contract help has further strained already tight cash balances. In an effort to begin to address these needs, provide stability, and reduce costs currently associated with the temporary treatment plant operators, the City Council approved the addition of a Treatment Plant Operator who will oversee both the Water and Wastewater operations. Additionally, the City is currently undertaking a utility rate study which will help stabilize the utility funds.

There are a lot of capital needs and limited/inadequate funding and staffing available to meet these needs. The City Council, staff, and the community are aware of the challenges ahead and know the City has great staff and recognize project delivery will need to be focused. This can be seen in the FY 2023-27 updated five-year CIP list presented to Council.

While it is recognized there is a lot of work ahead, the City does have exciting initiatives on the horizon that will improve the City's long-term financial position and will help achieve City Council goals. Opportunities such as:

1. Measure H which is going before the voters in just one week. If passed, this measure will allow the City to issue \$19 million in General Obligation Bonds which will help move critical water, wastewater, recycled water, and stormdrain projects forward in a shorter timeframe.
2. LMR Development (Farmstead Hotel). The Farmstead Hotel is moving forward and when opened, is anticipated to increase the City's revenues by approximately \$1 million in its first full year of operation and approximately \$2.2 million annually over time. Additionally, as part of the project and development agreement, Farmstead is providing much necessary stormdrain and street improvements through a cost-share with the City.
3. The relocation of City Hall and Police Department to the Napa Valley College site, opens the opportunity to sell the current City Hall building (1480 Main Street) and encourage redevelopment of the site.
4. Utility Rate Study is currently underway, once completed (anticipated in Spring 2023), the rates put into place will stabilize both the water and wastewater funds while allowing critical projects to move forward.
5. Long Range Financial Plan development will continue in FY 23 to explore potential new revenues from a variety of sources. Development of this plan will allow the City to develop a strategic plan to address the infrastructure and staffing needs to accomplish these needs.

I also want to express my sincere gratitude to the following: City Council for their leadership, policy direction, and support in the budgeting process; Interim City Manager Jim McCann for his guidance over the past few months; City department heads for their patience and understanding when tough cuts had to be made; and a HUGE thank you to Assistant Administrative Services Director Mandy Kellogg for the hard work and insane amount of hours it took in the formation of this document.

RECOMMENDED ACTION

The focus of this workshop is for City Council to provide feedback to staff on the various revenue assumptions and the options related to expense priorities, ensuring available resources align with adopted City Council goals.

ATTACHMENTS

Attachment 1 – Eight-year General Fund Revenue Worksheet by Type

Attachment 2 – Historical General Fund revenue trends and significant events since FY 1992-93.

GF Revenue Update

		Actual	Actual	Actual	Actual	Actual	Actual	Adopted	Adjusted	DRAFT
Account	Description	2016	2017	2018	2019	FY 2020	FY 2021	FY 2022	FY 2022	FY 2023
Property Taxes										
101-30-10-00-00	Property Tax-Secured	3,187,030	3,295,653	3,616,167	3,940,490	4,109,646	4,491,375	4,424,468	4,398,942	4,574,900
101-30-11-00-00	ERAF Shift to State	89,610	94,115	200,292	342,386	309,857	465,733	-	443,774	230,000
101-30-20-00-00	Property Tax-Unsecured	114,923	117,577	121,534	125,292	127,427	22,927	162,196	161,261	167,711
101-30-30-00-00	Prior Year Property Tax	1,506	3,736	1,160	1,035	964	4,323	1,588	1,588	1,642
101-30-90-00-00	Real Property Transfer Tax	110,376	111,591	82,829	83,805	67,964	171,689	88,000	88,000	110,000
101-32-05-00-00	In Lieu VLF	593,294	639,236	681,160	726,626	776,392	810,122	782,140	777,628	808,733
101-32-20-00-00	Homeowner Property Tax	15,376	15,533	15,352	15,555	15,260	12,492	17,739	17,739	18,342
Property Taxes		4,112,115	4,277,441	4,718,495	5,235,189	5,407,511	5,978,661	5,476,132	5,888,932	5,911,328
Sales Tax										
101-30-40-00-00	Retail Sales/Use Tax	2,511,879	2,868,566	2,950,480	3,159,579	2,822,979	2,945,506	3,058,400	3,058,400	3,822,848
101-30-42-00-00	Public Safety Sales Tax	57,794	60,197	71,117	61,687	66,742	69,493	71,800	71,800	80,300
101-30-43-00-00	Sales Tax In Lieu	521,022	-	-	-	-	-	-	-	-
101-30-44-00-00	Measure D	-	296,936	1,726,923	1,743,519	1,650,599	1,723,186	1,799,000	1,799,000	2,315,000
Sales Tax		3,090,695	3,225,699	4,748,520	4,964,784	4,540,321	4,738,185	4,929,200	4,929,200	6,218,148
Transient Occupancy Taxes										
101-30-50-00-00	Transient Occupancy Tax	2,014,498	2,281,834	2,841,607	3,296,741	2,470,808	1,558,565	3,131,904	3,566,991	3,428,611
101-30-51-00-00	Transient Tax Penalty	34,334	54,403	21,973	64,084	11,154	15,689	9,036	9,036	9,036
Transient Occupancy Taxes		2,048,832	2,336,237	2,863,580	3,360,825	2,481,962	1,574,254	3,140,940	3,576,027	3,437,647
Other Taxes										
101-30-60-00-00	Franchise Tax	192,986	209,478	215,346	209,872	215,623	210,659	212,930	212,930	335,468
Other Taxes		192,986	209,478	215,346	209,872	215,623	210,659	212,930	212,930	335,468
Charges for Service										
101-30-61-00-00	Comcast PEG Access Fees	28,302	17,809	23,133	22,698	22,528	21,994	22,500	22,500	22,500
101-30-75-00-00	Fire Inspection Fees	716	1,320	605	1,100	-	1,375	-	-	-
101-31-21-00-00	Building Inspection Fees	3,818	540	-	-	-	-	-	-	-
101-31-22-00-00	Building Admin Fees	4,098	135	-	-	-	-	-	-	-
101-31-23-00-00	Other Fire Fees	25,775	-	8	2,850	-	2,850	-	-	-
101-33-10-00-00	Planning Fees	103	(4)	(5,703)	-	-	-	-	-	-
101-33-30-00-00	Sales Of Maps/Publications	21	193	163	210	59	108	150	150	150
101-33-50-00-00	Police Services	31,833	28,771	24,457	33,439	19,168	7,002	30,000	30,000	30,000
101-33-60-00-00	Administrative Fees	100	1,500	7,515	-	-	-	-	-	-
101-33-70-00-00	Planning Fees	14,525	62,345	16,508	(53,936)	-	6,000	-	-	-
101-33-80-00-00	Engineering Fees	812	7,057	7,710	1,800	675	-	-	-	-
Charges for Service		110,102	119,666	74,395	8,161	42,430	39,329	52,650	52,650	52,650
Fines and Forfeits										
101-31-40-00-00	Vehicle Code Fines	30,230	40,727	29,160	28,136	22,446	24,974	27,583	27,583	28,000
101-31-50-00-00	Other Police Fines	37,872	24,134	40,613	36,260	24,821	8,917	28,279	28,279	25,000
101-31-55-00-00	A/R Late Penalty	1,658	4,463	4,427	3,959	215	144	500	500	500
101-33-63-00-00	Civil Penalties	41,000	65,400	106,778	149,264	92,700	-	45,000	45,000	45,000
101-34-20-00-00	Library Fines & Fees	15,539	7,585	6,032	4,087	86	-	-	-	-
Fines and Forfeits		126,299	142,309	187,010	221,705	140,267	34,035	101,362	101,362	98,500
Licenses and Permits										
101-30-70-00-00	Application & Permit Fees	1,825	3,975	10,915	5,475	4,250	3,375	5,500	5,500	2,000
101-30-80-00-00	Business License	159,728	149,779	152,551	156,715	155,021	149,069	154,896	154,896	100,000
101-30-81-00-00	Business License Penalty	906	219	756	1,555	798	619	1,332	1,332	1,000
101-31-20-00-00	Building Permits	486,542	549,240	492,301	482,404	552,044	587,287	450,281	450,281	500,000
101-33-15-00-00	Short Term Rental Permit	17,200	13,500	31,500	15,750	31,500	20,250	27,500	27,500	35,000
101-33-74-00-00	Planning App & Permit Fees	303,472	283,125	235,830	180,329	85,429	111,100	75,000	75,000	75,000
101-33-84-00-00	Public Works App & Permit Fees	37,300	39,725	38,500	39,300	41,175	54,300	37,132	37,132	38,000
101-33-86-00-00	Well Permit Fee	1,300	1,300	1,300	2,600	2,600	-	1,300	1,300	1,300
Licenses and Permits		1,008,273	1,040,863	963,653	884,127	872,817	926,000	752,941	752,941	752,300
Development Fees										
101-33-81-00-00	Public Works Land & Dev Fees	21,600	20,800	20,325	25,600	19,360	20,800	20,325	20,325	10,000
Development Fees		21,600	20,800	20,325	25,600	19,360	20,800	20,325	20,325	10,000
Intergovernmental										
101-32-10-00-00	Motor Vehicle In-Lieu	2,447	4,391	(3,176)	2,937	-	-	3,255	3,255	-
101-32-70-00-00	County Fire Contract	48,855	48,855	48,855	48,855	48,855	48,855	48,855	48,855	48,855
101-32-80-00-00	Emergency Relief	207,525	122,712	301,210	269,490	120,930	952,591	-	-	-
101-34-61-49-00	Contrib from Gov - Police	1,351	-	-	9,221	8,484	-	-	-	-
101-34-71-00-00	Reimb State Mandated Costs	21,037	-	7,965	4,538	1,647	5,489	2,040	2,040	5,000
101-34-73-00-00	Other State Revenue	5,008	19	7	18	1,355	13	-	-	-
101-34-75-00-00	Restitution	14,186	3,848	9,775	181,227	200	26	-	-	-
101-36-80-00-00	Library Abatement	3,784	2,903	4,842	3,877	3,302	5,522	3,746	3,746	3,750
101-38-70-00-00	Allocation from Other Agency	-	-	-	1,948	-	-	-	-	-
Intergovernmental		304,193	182,726	369,478	522,112	184,773	1,012,496	57,896	57,896	57,605
Interest and Rents										
101-31-70-00-00	Investment Earnings	50,720	(40,336)	(41,299)	262,296	215,290	(97,343)	70,000	70,000	50,000
101-34-76-00-00	Cash Overage/Shortage	(250)	0	(0)	22	61	-	-	-	-
101-31-75-00-00	Interest Income	1,569	-	4,834	(93)	-	-	-	-	-
101-36-10-00-00	Rental Income	165,340	180,809	214,450	153,805	89,101	79,904	73,868	73,868	13,260

GF Revenue Update

Account	Description	Actual	Actual	Actual	Actual	Actual	Actual	Adopted	Adjusted	DRAFT
		2016	2017	2018	2019	FY 2020	FY 2021	FY 2022	FY 2022	FY 2023
101-36-12-00-00	Rec Programs Facility Rental				865	-	-	-	-	-
101-36-11-00-00	Tennis Court Rentals	5,504	5,827	1,425	1,225	750	-	1,425	1,425	500
Interest and Rents		222,883	146,300	179,410	418,120	305,202	(17,438)	145,293	145,293	63,760
Miscellaneous										
101-33-20-00-00	Legal Cost Recovery	48,052	158,922	10,683	32,726	-	-	10,000	10,000	-
101-33-21-00-00	Storm Drain Cost Recovery	-	-	-	-	-	-	-	-	-
101-33-40-00-00	Other Filing/Certification Fee	21	193	163	-	200	-	165	165	-
101-34-22-00-00	Library Copies	-	3,431	3,277	2,946	1,585	-	3,030	3,030	1,000
101-34-23-00-00	Library Lost Material	-	503	313	617	500	-	500	500	300
101-34-24-00-00	Library Room Rental	-	430	110	305	150	-	354	354	-
101-34-31-00-00	Donations	1,743	1,000	-	-	300	-	-	-	-
101-34-31-48-00	Donations - Fire Department		-	-	-	-	4,000	-	-	-
101-34-31-49-00	Donations - Police Department		-	-	-	-	1,500	-	-	-
101-34-51-00-00	Sale of Capital Assets	-	-	18,137	1,155	3,795	633	-	-	-
101-34-60-00-00	Contributions from non-govt	-	-	87,500	-	-	-	-	-	-
101-34-61-00-00	Contributions from Government	-	-	-	-	-	1,058,502	575,000	729,864	-
101-34-61-46-00	Contributions from Gov - Library		-	5,883	-	2,000	500	-	-	-
101-34-70-00-00	Other Revenue	32,055	22,118	25,166	123,934	41,033	39,123	55,000	55,000	55,000
101-34-70-22-47	Other Revenue - Jingle		-	-	-	4,389	-	-	-	-
101-34-70-47-00	Other Revenue - Recreation		-	-	-	-	123,996	120,000	120,000	120,000
101-34-70-47-01	Other Revenue		-	-	-	-	-	20,000	20,000	-
101-34-74-00-00	Insurance Refund	223	-	-	-	1,244	-	-	-	-
101-39-98-00-00	Operating Transfers In	3,043	3,530	3,574	15,319	5,367	834,123	1,972	1,972	172,715
Miscellaneous		85,137	190,126	174,805	182,495	60,562	2,062,376	786,021	940,885	349,015
TOTALS		11,323,118	11,891,645	14,515,018	16,032,990	14,270,828	16,579,356	15,675,690	16,678,441	17,286,421

Fiscal Year (FY)	Property Tax Revenue	Property YOY Change	Sales Tax Revenue	Sales Tax YOY Change	TOT Revenue	TOT YOY Change	All Other Revenue	Other YOY Change	Total Revenue	YOY Change	Notable Events
FY 1992/93	878,162		985,422		350,277		1,569,284		3,783,145		
FY 1993/94	865,051	-1%	1,019,391	3%	519,270	48%	1,383,947	-12%	3,787,659	0%	ERAF Shift
FY 1994/95	791,767	-8%	1,008,939	-1%	599,113	15%	1,357,221	-2%	3,757,040	-1%	
FY 1995/96	839,908	6%	1,131,805	12%	711,907	19%	1,479,261	9%	4,162,881	11%	
FY 1996/97	903,196	8%	1,305,286	15%	839,424	18%	1,779,086	20%	4,826,992	16%	
FY 1997/98	950,205	5%	1,466,387	12%	909,879	8%	1,718,960	-3%	5,045,431	5%	
FY 1998/99	1,072,287	13%	1,585,356	8%	1,020,676	12%	1,757,794	2%	5,436,113	8%	
FY 1999/00	1,228,041	14.53%	1,799,878	13.53%	1,169,319	14.56%	2,021,936	15.03%	6,219,174	14.40%	
FY 2000/01	1,360,263	10.77%	2,077,976	15.45%	1,192,005	1.94%	2,025,952	0.20%	6,656,196	7.03%	dot.com Recession 3/2001-11/2001
FY 2001/02	1,559,090	14.62%	2,088,169	0.49%	1,059,234	-11.14%	1,998,150	-1.37%	6,704,643	0.73%	September 11, 2001
FY 2002/03	1,695,496	8.75%	2,142,288	2.59%	1,112,471	5.03%	1,827,207	-8.56%	6,777,462	1.09%	SARS - 11/2002-7/2003
FY 2003/04	1,826,439	7.72%	2,156,612	0.67%	1,143,557	2.79%	1,920,669	5.12%	7,047,277	3.98%	
FY 2004/05	1,832,604	0.34%	2,286,560	6.03%	1,163,368	1.73%	2,481,479	29.20%	7,764,011	10.17%	
FY 2005/06	2,079,816	13.49%	2,222,611	-2.80%	1,306,308	12.29%	1,952,800	-21.30%	7,561,535	-2.61%	
FY 2006/07	2,259,306	8.63%	2,532,604	13.95%	1,492,781	14.27%	1,921,807	-1.59%	8,206,498	8.53%	
FY 2007/08	2,529,620	11.96%	2,703,033	6.73%	1,560,398	4.53%	2,536,854	32.00%	9,329,905	13.69%	
FY 2008/09	2,577,207	1.88%	2,607,908	-3.52%	1,309,913	-16.05%	2,484,121	-2.08%	8,979,149	-3.76%	Great Recession: 3/2008-1/2010
FY 2009/10	3,085,222	19.71%	2,131,229	-18.28%	1,193,860	-8.86%	1,765,542	-28.93%	8,175,853	-8.95%	
FY 2010/11	2,906,026	-5.81%	2,073,118	-2.73%	1,465,172	22.73%	1,701,734	-3.61%	8,146,050	-0.36%	
FY 2011/12	3,454,804	18.88%	2,130,561	2.77%	1,535,388	4.79%	1,422,958	-16.38%	8,543,711	4.88%	
FY 2012/13	3,561,933	3.10%	2,386,053	11.99%	1,612,399	5.02%	1,701,209	19.55%	9,261,594	8.40%	
FY 2013/14	3,962,991	11.26%	2,594,935	8.75%	1,732,606	7.46%	1,742,334	2.42%	10,032,866	8.33%	Ebola: 2014-2016
FY 2014/15	3,958,142	-0.12%	2,714,310	4.60%	1,870,180	7.94%	1,836,396	5.40%	10,379,028	3.45%	
FY 2015/16	4,112,115	3.89%	3,090,695	13.87%	2,048,832	9.55%	2,071,452	12.80%	11,323,094	9.10%	Zika: 12/2015-9/2016
FY 2016/17	4,277,441	4.02%	3,225,699	4.37%	2,336,237	14.03%	2,052,076	-0.94%	11,891,453	5.02%	April 2017 Las Alcobas opened
FY 2017/18	4,718,495	10.31%	4,748,520	47.21%	2,863,580	22.57%	1,835,206	-10.57%	14,515,018	22.06%	Measure D - 1/2 cent sales tax Apr 2018
FY 2018/19	5,235,189	10.95%	4,964,784	4.55%	3,360,825	17.36%	2,472,192	34.71%	16,032,990	10.46%	
FY 2019/20	5,407,511	3.29%	4,540,321	-8.55%	2,481,962	-26.15%	1,841,034	-25.53%	14,270,828	-10.99%	COVID-19 March 2020 - ?
FY 2020/21	5,978,661	20.00%	4,738,185	-7%	1,574,254	-63%	4,288,256	132.93%	16,579,356	10.34%	
FY 2021/22 Estimated	5,888,932	-1.50%	4,929,200	4.03%	3,576,027	127.16%	2,284,282	-46.73%	16,678,441	11.00%	
FY 2022/23 DRAFT	5,911,328	0.38%	6,218,148	26%	3,437,647	-4%	1,719,298	-24.73%	17,286,421	15.04%	



FY 2021-22 Draft Budget

May 31, 2022

By:

James McCann, Interim City Manager

April Mitts, Administrative Services Director

Mandy Kellogg, Assistant Administrative Services Director



Budget Development

- Alignment with City Council Goals
- Alignment with City Council Workplan
- Conservative Revenue Assumptions
- Health Care Cost Increases
- Change to Labor Costs
- Restoration of Positions/New Positions
- Increase to PERS Unfunded Liability
- One-time vs. ongoing costs



City Council Goals

Goal	
1	Improve and Maintain Safe and Reliable City Infrastructure with a Commitment to Environmental Stewardship and Public Health
2	Stabilize, Maintain, and Improve Access to Housing
3	Enhance Organization Performance and Commit to Full Public Participation, Ongoing Communication, and Regional Collaboration
4	Ensure Long-Term Economic Sustainability while Supporting St. Helena's Charm & Rural Character
5	Support Thriving Families and Enhance the Safety, Well-Being, and Healthy Development of our Youth
6	Support Initiatives that Respond to and Plan for Climate Change



FY 2022-23 Draft Budget Revenues

	2019 Actual	2020 Actual	2021 Actual	2022 Estimated	2023 Draft
Property	5,235,189	5,407,511	5,978,661	5,888,932	5,911,328
Sales	4,964,784	4,540,321	4,929,200	4,929,200	6,218,148
TOT	3,360,825	2,481,962	3,576,027	3,576,027	3,437,647
Other	1,841,961	1,167,753	2,284,282	1,725,851	1,107,148
TOTALS	16,032,990	14,270,828	16,579,356	16,678,411	17,286,421



FY 2022-23 Draft Budget Expenses

Department	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Non-Department	2,492,831	3,211,499	2,785,675
Council	420,452	434,887	392,708
Administration	678,469	733,280	924,603
Administrative Services	817,071	883,923	1,081,673
Attorney	386,000	386,000	386,000
Planning/Building	1,347,471	1,490,235	1,112,778
Library	1,001,422	1,019,271	934,708
Parks & Recreation	701,597	701,597	753,865
Fire	1,653,453	1,663,101	2,063,312
Police	3,295,102	3,325,398	3,639,929
Public Works	2,881,581	3,069,445	3,316,359
<i>TOTAL</i>	<i>15,675,449</i>	<i>16,918,636</i>	<i>17,391,610</i>



FY 2022-23 Draft Budget Expenses

Category	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Salary and Benefits	9,251,220	9,251,220	10,446,779
Services	3,067,680	4,295,247	3,948,634
Supplies	451,950	737,369	528,785
Maintenance	568,306	592,104	666,055
Taxes, Ins., & Contrib.	942,791	1,107,298	1,038,805
Capital	136,135	218,031	105,186
Transfers	584,189	584,189	529,189
PEG Access Costs	70,000	70,000	65,000
Debt	63,178	63,178	63,177
<i>TOTAL</i>	<i>15,675,449</i>	<i>16,918,636</i>	<i>17,391,610</i>



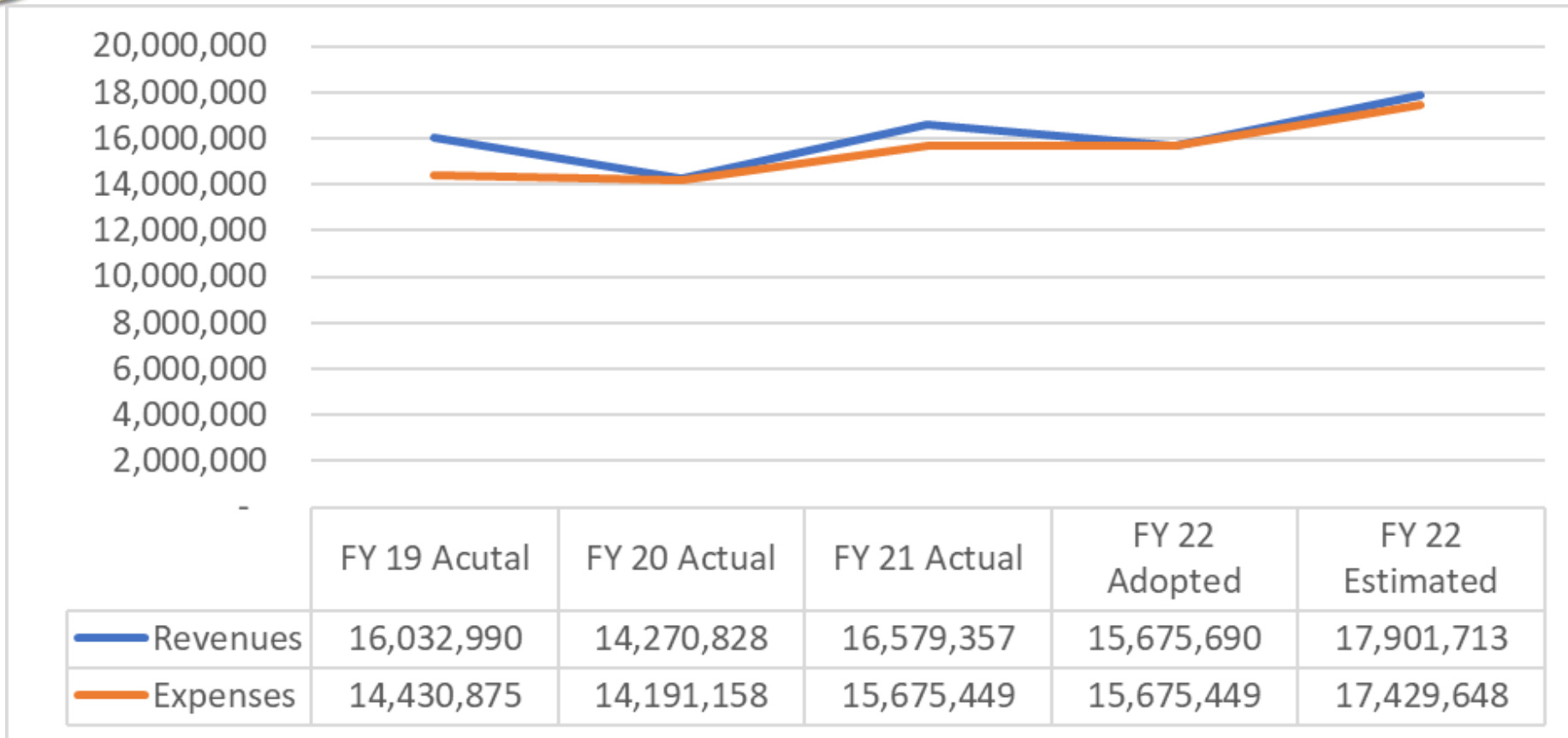
FY 2022-23: Expenses

Cost Drivers Net Increase from FY22 - Adopted

Cost Driver	Discretionary	1x Costs	Council Goal	Amount
NVC Move – TI's	X	350,000	Goal 3	350,000
Additional 4 Full-time Firefighters (FY22)	X		Goal 1, 3	300,000
Normal Costs of Step Increases			Goal 3	225,000
Health Insurance Increase			Goal 3	102,000
Planning – Consultant CEQA		100,000	Goal 2	100,000
PERS Unfunded Liability: 15-year	X	96,000	Goal 4	96,000
PD Capital Equipment		39,500	Goal 1	39,500
Trees – Inventory and Maintenance	X	38,000	Goal 1	38,000



FY 2022-23: Revenues/Expenses



8



General Fund Estimated Net Position

Estimated Unassigned Fund Balance @ 6/20/22		10,415,771	
Estimated Revenues @ 6/30/23	17,286,421		
Estimated Expenses @ 6/30/23	(17,371,610)		
Use of Fund Balance		(105,189)	
Estimated Unassigned Fund Balance @ 6/30/23		10,310,582	59%



Questions and Feedback FY 2022-23 Draft General Fund Budget



Water & Wastewater Funds

- Due to several unknowns, including the ongoing water emergency and impact on revenues, it is necessary for the City to remain fiscally cautious in the development of the FY 2022-23 budget.
- Departments were asked to keep the majority of the expenses status quo and asked to present no significant increase requests.
- All requested budget increases were required to provide rationale for augmentation.



Water Fund - Revenues

- The Draft FY 2022-23 Water revenues are \$6,607,352, which is a \$240,877 decrease from FY 2021-22 adopted budget.
- During the FY 2021-22 budget process, staff reduced water revenues in anticipation of water conservation measures.
- Staff continues to see conservation and are reducing estimated revenues based on current trends.
- While the City is in the midst of a utility rate study, it is not anticipated new rates will go into effect until Spring 2023.



Water Fund - Expenses

- The Draft FY 2022-23 Water expenses are \$6,607,352, which is a \$475,183 decrease from the FY 2021-22 adopted budget.
- Due to the anticipated decrease in revenues, staff eliminated all non-essential purchases.
- There is a decrease in expenses for water distribution due to a professional services agreement with OTS to provide temporary water treatment operators to fill vacant positions.



Water Fund – Department Expenses

Department	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Non-Department	1,232,950	1,262,950	1,210,312
Council	21,198	21,198	21,927
Administration	182,898	189,415	311,553
Administrative Services	553,306	588,574	576,599
Attorney	159,500	159,500	159,500
Public Works Admin	815,906	1,094,939	857,395
Government Buildings	9,000	9,000	49,000
Streets	33,400	33,400	33,400
Distribution	862,757	981,073	844,304
Water Treatment	3,211,620	3,463,033	2,543,362
<i>TOTAL</i>	<i>7,082,535</i>	<i>7,803,082</i>	<i>6,607,352</i>



Water Fund – Expenses by Category

Category	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Salary and Benefits	1,926,252	1,933,752	2,062,506
Services	1,054,499	1,357,265	1,025,910
Supplies	2,385,784	2,425,028	1,927,735
Maintenance	322,740	414,222	197,590
Taxes, Ins., & Contrib.	252,877	239,877	356,291
Capital	146,100	438,654	97,350
Transfers	-0-	50,000	-0-
Debt	994,283	944,282	939,970
<i>TOTAL</i>	<i>7,082,535</i>	<i>7,803,080</i>	<i>6,607,352</i>



Water Fund – Fund Balance

Estimated Ending Fund Balance @ 6/30/2022		\$3,203,345	Fund Balance %
Estimated Revenue @ 6/30/2023	\$6,607,352		
Estimated Expenses @ 6/30/2023	(\$6,607,352)		
Estimated Net Position		\$3,203,345	48%



Wastewater Fund - Revenues

- The Draft FY 2022-23 Wastewater revenues are \$3,376,370, which is a estimated the same as the FY 2021-22 adopted budget.
- During the FY 2021-22 budget process, staff reduced revenues in anticipation of water conservation measures.
- While the City is in the midst of a utility rate study, it is not anticipated new rates will go into effect until Spring 2023.



Wastewater Fund - Expenses

- The Draft FY 2022-23 Wastewater expenses are \$3,376,370, which remains at the FY 2021-22 adopted budget level.
- Due to the anticipated decrease in revenues, staff eliminated all non-essential purchases.
- There is a decrease in expenses for wastewater distribution due to a professional services agreement with OTS to provide temporary water treatment operators to fill vacant positions.



Wastewater Fund Department Expenses

Department	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Non-Department	516,994	546,994	495,689
Council	21,198	21,198	21,927
Administration	123,409	128,201	202,115
Administrative Services	379,952	406,839	451,736
Attorney	26,500	26,500	26,500
Public Works Admin	854,153	918,566	678,779
Government Buildings	9,000	9,000	14,000
Streets	33,400	33,400	33,400
Collection	339,316	342,866	559,944
Treatment	1,072,449	1,183,912	892,280
<i>TOTAL</i>	<i>3,376,371</i>	<i>3,617,476</i>	<i>3,376,370</i>



Wastewater Fund Expenses by Category

Category	FY 22 Adopted	FY 22 Adjusted	FY 23 Draft
Salary and Benefits	1,467,414	1,474,914	1,566,041
Services	492,884	577,141	843,578
Supplies	225,650	322,564	175,935
Maintenance	243,178	253,225	274,592
Taxes, Ins., & Contrib.	218,877	205,877	205,877
Capital	62,300	117,657	62,300
Transfers	409,240	409,240	0
Debt	256,827	256,827	252,047
<i>TOTAL</i>	<i>3,376,371</i>	<i>3,617,476</i>	<i>3,376,370</i>



Wastewater Fund – Fund Balance

Estimated Ending Fund Balance @ 6/30/2022		\$3,771,200	Fund Balance %
Estimated Revenue @ 6/30/2023	\$3,376,370		
Estimated Expenses @ 6/30/2023	(\$3,376,370)		
Estimated Fund Balance*		\$3,771,200	112%

* Balance includes approximately \$2.95 million to be transferred to Wastewater CIP for the completion of CIP S-52 – Wastewater treatment plant upgrades.



Questions and Feedback FY 2022-23 Draft Water and Wastewater Budgets



Report to the City Council
Special City Council - 31 May 2022

Agenda Section: **NEW BUSINESS**

Subject: **Review of Five-Year Capital Improvement Program for Fiscal Years 2022-23 to 2026-27.**

CEQA **Not a CEQA project**
Determination:

Prepared By: April Mitts, Administrative Services Director

Reviewed By: Mark Rincon-Ibarra, Public Works Director

Approved By: James McCann, Interim City Manager

BACKGROUND

The proposed City of St Helena Capital Improvement Program (CIP) is a five-year planning tool that identifies anticipated capital improvements and their funding sources for fiscal years 2022-23 through 2026-27. The CIP does not appropriate funds, but rather, functions as a budgeting and planning tool which supports actual appropriations that are made through the budget adoption. Cost estimates provided in the CIP are based on an order-of-magnitude. During the budget process, funds will be appropriated for the upcoming fiscal year (FY 2022-23) only. The subsequent four years are subject to change due to more detailed engineering analysis becoming available, City Council direction on project priorities, updates to revenues, and changes in project costs.

DISCUSSION

FY 2022-23 to FY 2026-27 5-Year CIP List (Attachment 1)

The FY 2023-2027 City of St. Helena Capital Improvement Program (CIP) is the City's commitment to building a more resilient and vibrant future for the residents, workers, and visitors of St. Helena. The CIP is updated annually and is a fiscally constrained expenditure plan that lays out estimated infrastructure investments over the next five years. Projects in the CIP are divided into five Service Areas: General Government (Civic), Streets, Water, Wastewater, and Stormdrains. Each Service Area chapter describes the associated Budgeted Projects and cost estimates.

California Government Code Section 65401 requires that the Planning Commission find that the proposed CIP is consistent with the City's General Plan prior to City Council adoption of the CIP. The Planning Commission made this finding at its meeting on May 3, 2022.

Throughout the years, many of the projects on the CIP list have been “rolled over” without received any updates to costs or project scope. On April 5, 2022, a Special City Council meeting was held in which staff presented the preliminary FY 2022-23 budget forecast and solicited feedback from City Council on budget priorities. Of particular concern to Council was not having a clear understanding of all CIP projects, estimated project costs, and if the City can deliver the projects based on the current financial conditions as well as staff capacity. Following this meeting staff has compiled a 30-year list of all known CIP projects. This project list was compiled from the final reports from various studies and committees which took place from 2017 to present and is discussed later in this report.

Additionally, staff has made significant revisions to the FY 2022-23 to 2026-27 draft CIP project list taking into consideration the following:

1. Council and staff feedback to ensure fiscal resources are available for each project;
2. Staff capability to complete each project;
3. Community disruptions based on size and scope of project;
4. Alignment with City Council Goals (see Table 1 below) balanced with a reasonable workload;
5. Prioritization of projects;
6. Ability to deliver projects; and
7. Removal of completed or obsolete projects.

Goal #	Goal
1	Improve and Maintain Safe and Reliable City Infrastructure with a Commitment to Environmental Stewardship, Public Health, and Public Safety
2	Stabilize, Maintain, and Improve Access to Housing
3	Enhance Organizational Performance, Communications, and Commit to Full Participation and Regional Collaboration
4	Ensure Long-Term Economic Sustainability while Supporting St. Helena's Charm and Rural Character
5	Support Thriving Families and Enhance the Safety, Well-Being, and Healthy Development of our Youth
6	Support Initiatives the Respond to and Plan for Climate Change

Based on the above considerations, staff has evaluated and re-aligned the five-year CIP. The total project list has decreased from 46 projects to 29 projects over the five-

year period; however, there is still a tremendous amount of work and a serious commitment of resources, both staff and funding, by the City.

The FY 2022-23 to 2026-27 draft CIP project list is being presented to the City Council for review and consideration (Attachment 1).

It is important to note that while some projects were removed due to lack of funding, current staff capacity, or reprioritization, staff is not losing sight of these projects. This will be discussed in further detail below and provided in Attachment 2.

ANALYSIS

The City's FY 2023-2027 CIP consists of 29 projects in five divisions totaling approximately \$32.5 million over a five-year period. Over half of the total CIP budget is for Project S-52 Wastewater Treatment Plant Upgrade Project which is estimated to be substantially completed by August 2023. Funds and expenditures beyond FY 2022-23 have no direct fiscal impact because the CIP is not a financial commitment by City Council, but rather a planning and forecasting tool. Of the 29 projects, five are for pavement restoration, are primarily funded through Measure T proceeds, and are completed on a "rolling basis" where the first year of the project is for design and the second year of the project is for construction. These projects are designated as "R__-79, where the first two numbers designate the year design starts. e.g. R23-79 indicates design will be completed in FY 23 and construction in FY 24.

In FY 2022-23 there are a total of 19 projects, of which 5 are design only. Twelve (12) projects in FY 2022-23 are considered significant (over \$200,000) CIP projects which are non-reoccurring capital expenditures. They are as follows:

- | | |
|------------|--|
| 1. C19-03 | Crane Park Lighting Improvements |
| 2. C22-01 | City Hall Relocation - Tenant Improvements |
| 3. C22-02 | Replace Playground Equipment and Fence at Crane Park |
| 4. R19-07 | Silverado Trail Guardrail Replacement |
| 5. R21-02 | Crosswalk Improvements on Main Street/Hwy 29 at Pratt Avenue & Elmhurst Avenue |
| 6. R21-04 | Pope Street Crosswalk Improvements at College Avenue |
| 7. R22-79 | Pavement Restoration FY 22 Design/FY 23 Construction |
| 8. R23-01 | Signalization Dowdell Lane and Hwy 29 (design only) |
| 9. R23-02 | "HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak (design only) |
| 10. W-80 | Dwyer Road Booster Pump Station |
| 11. S-52 | WWTP Upgrades |
| 12. R20-02 | Mills Lane Storm Drain Project (environmental and land easements only) |

It is important to note the 5-year CIP list is not a comprehensive list of all needed capital improvements and is only a reflection of projects anticipated to be completed in the next

5-years and in which funding is available. There are three projects in which funding has only been provided for design. Once the design is completed, staff will have a better indication of costs and, if funding is available, the CIP will be brought to Council for consideration and approval. These projects are as follows:

1. R23-01 Signalization Dowdell Lane and Hwy 29 (design only)
2. R23-02 “HAWK” Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak (design only)
3. S21-01 WWTP Recycled Pipeline and Pump Station
4. S23-01 Recycled Water – Crane Park Irrigation Infrastructure

30-Year CIP Project List (Attachment 2)

As stated above, the City has a much larger list of infrastructure needs which are not addressed the 5-year CIP list presented. In 2017, recognizing the deterioration of the City’s assets, the City Council set in motion a series of studies, working committees, and reports to categorize assets, provide costs estimates for replacement/repair, and develop funding strategies for the replacement/repair of assets. This included:

1. Facilities Condition and Need Assessment (2017)
2. St. Helena Assets Planning Engagement (SHAPE) Committee (2018)
3. Financing Civic Infrastructure Task Force (2020)
4. Integrated Utility Master Plan (2021)

Taking the information from the FY 2022-23 to FY 2026-27 five-year CIP list, the four above sources, and other unfunded CIP needs, staff has compiled a 30-year master CIP worksheet (Attachment 2). The intent of the report is to demonstrate the vast infrastructure needs of the City and provide a starting point for staff and Council to begin to prioritize and develop funding strategies to address long-standing deficiencies.

The 30-year CIP Project list is a newly developed document intended to be updated as costs are solidified, as funding is identified, as additional projects are identified, and as priorities shift. The list indicates if the project is slated during years 1-5, years 6-10, years 11-15, years 16-20, years 21-25, or years 26-30. Additionally, the list is divided as follows:

Status	Description	Estimated Costs
Funded	FY2022-23 to FY 2026-27 five-year CIP list	\$32,500,000
Not Funded	To be included in the current utility rate study	\$14,000,000
Not Funded	To be included in the 2028 utility rate study	\$17,000,000
Not Funded	Included in the June 2022 GO Bond Ballot Measure	\$19,000,000
Not Funded	LMR Streets signalization and HAWK beacon	\$2,150,000
Not Funded	Items identified by City staff, in the 2020 Integrated Utility Master Plan, and in the 2017 Facilities Needs Assessment	\$61,000,000

	<i>TOTAL</i>	<i>\$145,650,000</i>
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As stated above this is a newly developed document which will be used in the future as a basis for staff and Council to develop project priorities and funding strategies.

Other Consideration – Vine Trail

While not a City project, the Vine Trail is being developed as a continuous pedestrian and bicycle facility throughout Napa County and has been active for several years. As noted in an April 12, 2022 staff report to City Council, the Vine Trail Coalition has a current estimate for the cost of the Yountville-St. Helena stretch of the Vine Trail Project, which includes the portion within St. Helena City limits, of almost \$30 million. Construction costs are estimated to be approximately \$20 million and engineering, right-of-way, administrative, and permitting costs are estimated at an additional \$9 million for a total of \$29 million, or about \$3 million per mile. The Vine Trail Coalition estimates that the segments within St. Helena City Limits comprise about \$5.7 million of the grand total.

After selecting the recommended alignment through the City, the Vine Trail and the County of Napa will apply for the Active Transportation (ATP) Grant. It is anticipated that the Vine Trail would be largely funded through the ATP Grant and the possible funding breakdown proposed by the Vine Trail Coalition if the grant is awarded is as follows:

- \$19 million in ATP funding
- \$5 million from the County of Napa
- \$5 million from the Napa Valley Vine Trail Coalition
- \$900,000 contribution from the City of St. Helena

It was noted in the April 12, 2022 report, the City has not agreed to the funding level, nor identified a funding source outlined by the Vine Trail Coalition.

Additionally, it is expected that the maintenance for the Vine Trail in the City of St. Helena would be shared through a 50/50 cost share agreement between the City and the Napa Valley Vine Trail Coalition, which is estimated at \$28,00 annually (total costs) with the City share at \$14,000 annually. A cost sharing arrangement has not yet been developed and funding for the maintenance of the Class I trails can be provided from the required bicycle and pedestrian facilities matching funding requirement by the provisions of Measure T.

FISCAL IMPACT

The City's FY 2023-2027 CIP consists of 29 projects in five divisions totaling approximately \$32.5 million over a five-year period with \$18.5 million of the projects slated for FY 2022-23. Of the \$18.9 million in FY 2022-23, \$13.5 million are for costs associated with CIP S-52 Wastewater Treatment Plant Upgrades.

As stated in the discussion section, funds and expenditures beyond FY 2022-23 have no direct fiscal impact because the CIP is not a financial commitment by City Council, but rather a planning and forecasting tool.

RECOMMENDED ACTION

This item provides a review of the FY 2022-23 to FY 2026-27 5-Year CIP list for Council consideration. The 5-year CIP will be adopted at a subsequent City Council meeting.

ATTACHMENTS

Attachment 1 – FY 2022-23 to FY 2026-27 5-Year CIP

Attachment 2 – 30-Year Capital Improvement List

5-YEAR CAPITAL IMPROVEMENTS PROGRAM

City of St. Helena, CA

FY 2022-23 to FY 2026-27



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City of St. Helena FY 2022-23 to FY 2027-28

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C20-02	Repaint Fire Station # 1	6
C20-04	Baldwin Park Fence & Pathway Repair	7
C21-01	PSPS Emergency Back-Up Power	8
C22-01	City Hall Relocation - Tenant Improvements	9
C22-02	Replace Playground Equipment and Fence at Crane Park	10
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation	11

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R19-07	Silverado Trail Guardrail Replacement	16
R21-02	Crosswalk Improvements on Main Street/Highway 29 at Pratt Avenue and Elmhurst Avenue	17
R21-04	Pope Street Crosswalk Improvements at College Avenue	18
R22-01	Spring Street Bike Lane Striping	19
R22-79	Pavement Restoration FY22 Design/FY 23 Construction	20
R23-01	Signalization Dowdell Lane and Hwy 29	21
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak	22
R23-79	Pavement Restoration FY23 Design/FY 24 Construction	23
R24-79	Pavement Restoration FY24 Design/FY 25 Construction	24
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction	25
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R20-02	Mills Lane Storm Drain Project	37

Global Summary Report

City of St. Helena FY 2022-23 to FY 2026-27

	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	TOTALS
PROJECT CATEGORY EXPENDITURES								
1 Civic	479,620		2,356,019	50,000	75,500		100,000	3,061,139
2 Streets	898,534		2,028,056	2,208,664	2,141,415	2,203,486	1,227,083	10,707,238
3 Water	289,313		900,000	503,000	3,900,000	250,000		5,842,313
4 Wastewater	5,509,980		13,485,847					18,995,827
5 Stormwater	346,575		121,384			190,200		658,159
TOTALS	7,524,022		18,891,306	2,761,664	6,116,915	2,643,686	1,327,083	39,264,676
PROJECT FUNDING SOURCES								
101 General Fund	227,285		1,478,684				87,639	1,793,608
101 General Fund - Measure T/RMRA MOE	59,800					190,200		250,000
101 General Fund - Measure T/RMRA MOE (Prior Year)	75,000			203,314	297,000	297,000		872,314
230 Gas Tax	159,595		150,405					310,000
230 Gas Tax - RMRA/SB1	108,000		60,000	60,000				228,000
240 Measure T	380,280		895,286	1,697,300	1,241,415	1,303,486	1,227,083	6,744,850
420 Go Bonds							12,361	12,361
571 Wastewater Cash Operations Fund Balance			2,684,114					2,684,114
592 Equipment Replacement Fund			169,472					169,472
700 Flood Control Funds	74,658		70,555					145,213
733 Civic State of CA OES PSPS Grant	196,487							196,487
733 Prop 68 Grant			170,000					170,000
733 Civic CIP	65,496		22,004					87,500
734 Park Impact Fees	54,852		515,859	50,000	75,500			696,211
740 Traffic Impact Fees Fund Loan			873,610					873,610
741 Streets Capital Improvement - NVTA			94,000					94,000
741 Streets Capital Improvement - Grant OBAG III					603,000	603,000		1,206,000
741 LMR Cost Share			104,200					104,200
741 Streets Capital Improvement			326,800					326,800
741 Streets Capital Improvement - Grant TDA III			50,000					50,000
741 Streets Capital Improvement - HSIP	36,501		276,810	248,050				561,361
742 Storm Drain Impact Fees	286,775		121,384					408,159
763 Water Capital Improvement	289,313		900,000					1,189,313
763 Water Capital Improvement - Debt				503,000	3,900,000	250,000		4,653,000
764 Water Impact Fees	70,192		49,708					119,900
773 Wastewater Capital Improvement	1,903,293		3,267,808					5,171,101
773 Wastewater Capital Improvement - Debt	3,510,534		5,852,391					9,362,925
774 Wastewater Impact Fees	25,961		758,216					784,177
TOTALS	7,524,022		18,891,306	2,761,664	6,116,915	2,643,686	1,327,083	39,264,676

Category Summary Report

FY 2022-23 to 2027-28

1 - Civic

		Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	TOTALS
PROJECT TITLE									
C19-03	Crane Park Lighting Improvements	47,102		354,509					401,611
C20-02	Repaint Fire Station # 1							100,000	100,000
C20-04	Baldwin Park Fence & Pathway Repair	7,750		81,350					89,100
C21-01	PSPS Emergency Back-Up Power	261,983		22,004					283,987
C22-01	City Hall Relocation - Tenant Improvements	162,785		1,648,156					1,810,941
C22-02	Replace Playground Equipment and Fence at Crane Park			250,000					250,000
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation				50,000	75,500			125,500
		479,620		2,356,019	50,000	75,500		100,000	3,061,139
PROJECT FUNDING SOURCES									
101	General Fund	162,785		1,478,684				87,639	1,729,108
420	Go Bonds							12,361	12,361
592	Equipment Replacement Fund			169,472					169,472
733	Civic State of CA OES PSPS Grant	196,487							196,487
733	Prop 68 Grant			170,000					170,000
733	Civic CIP	65,496		22,004					87,500
734	Park Impact Fees	54,852		515,859	50,000	75,500			696,211
		479,620		2,356,019	50,000	75,500		100,000	3,061,139

Crane Park Lighting Improvements

Project No: C19-03

Category: Civic

Project Location: 360 Crane Avenue

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Retrofit existing park light fixtures to LED and upgrade electrical equipment.

EXPENDITURE ACCOUNTS:

Fund: 733 **Dept:** 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3160 - Construction Contract	47,102		348,209					395,311
3170 - Contingency			6,300					6,300
EXPENDITURE TOTALS	47,102		354,509					401,611
FUNDING SOURCES								
223-Skate Park Lighting Fund								0
734-Park Impact Fees	47,102		354,509					401,611
FUNDING TOTALS	47,102		354,509					401,611

Repaint Fire Station # 1

Project No: C20-02

Category: Civic

Project Location: 1480 Main Street

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Repaint Fire Station # 1.

Original Date: FY 21, deferred until FY 22

EXPENDITURE ACCOUNTS:

Fund: 733 **Dept:** 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design							20,000	20,000
3160 - Construction Contract							80,000	80,000
EXPENDITURE TOTALS							100,000	100,000
FUNDING SOURCES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
101-General Fund							87,639	87,639
420-Go Bonds							12,361	12,361
FUNDING TOTALS							100,000	100,000

Baldwin Park Fence & Pathway Repair

Project No: C20-04

Category: Civic

Project Location: 1591 Spring Street

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Remove and replace fence bordering, pathway repair, and minor modifications to entrance.

EXPENDITURE ACCOUNTS:

Fund: 733 **Dept:** 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3160 - Construction Contract	7,750		81,350					89,100
EXPENDITURE TOTALS	7,750		81,350					89,100
FUNDING SOURCES								
734-Park Impact Fees	7,750		81,350					89,100
FUNDING TOTALS	7,750		81,350					89,100

PSPS Emergency Back-Up Power

Project No: C21-01

Category: Civic

Project Location: LSWTP and Mobile Generator

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: To replace the 35 year old generator at the Louis Stralla Water Treatment Plant (LSWTP) and to purchase one 175 KW portable generator that can be used at all critical City facilities which do not have back-up power.

EXPENDITURE ACCOUNTS: Fund: 733 Dept: 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	2,020							2,020
3160 - Construction Contract	259,963		22,004					281,967
EXPENDITURE TOTALS	261,983		22,004					283,987
FUNDING SOURCES								
733-Civic CIP	65,496		22,004					87,500
733-Civic State of CA OES PSPS Grant	196,487							196,487
FUNDING TOTALS	261,983		22,004					283,987

City Hall Relocation - Tenant Improvements

Project No: C22-01

Category: Civic

Project Location: 1088 Collage Avenue

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Tenant Improvements for City Hall and Police Department Relocation to Napa Valley College, St. Helena campus.

EXPENDITURE ACCOUNTS:

Fund: 101 **Dept:** 4000

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	147,865		93,990					241,855
3150 - Construction Management			172,000					172,000
3160 - Construction Contract	14,920		1,382,166					1,397,086
EXPENDITURE TOTALS	162,785		1,648,156					1,810,941
FUNDING SOURCES								
101-General Fund	162,785		1,478,684					1,641,469
592-Equipment Replacement Fund			169,472					169,472
FUNDING TOTALS	162,785		1,648,156					1,810,941

Replace Playground Equipment and Fence at Crane Park

Project No: C22-02

Category: Civic

Project Location: Crane Park

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Replacement playground equipment and fence at Crane Park

EXPENDITURE ACCOUNTS: Fund: 733 Dept: 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3160 - Construction Contract			250,000					250,000
EXPENDITURE TOTALS			250,000					250,000
FUNDING SOURCES								
733-Prop 68 Grant			170,000					170,000
734-Park Impact Fees			80,000					80,000
FUNDING TOTALS			250,000					250,000

Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation

Project No: C22-03

Category: Civic

Project Location: Jacob Meily Park St. Helena

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: FY 23 conduct a site survey to address drainage and FY 24 install new turf and upgrade irrigation

Moved out 1 year due to Water Emergency

EXPENDITURE ACCOUNTS: Fund: 733 Dept: 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design				50,000				50,000
3160 - Construction Contract					75,500			75,500
EXPENDITURE TOTALS				50,000	75,500			125,500
FUNDING SOURCES								
734-Park Impact Fees				50,000	75,500			125,500
FUNDING TOTALS				50,000	75,500			125,500

Category Summary Report

FY 2022-23 to 2027-28

2 - Streets

		Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	TOTALS
PROJECT TITLE									
R18-81	Downtown Sidewalk Improvements	551,569			203,314	900,000	900,000		2,554,883
R19-03	Sulphur Creek Erosion Repair	74,658		70,555					145,213
R19-05	Grayson and South Crane Rehab	190,925			75,000				265,925
R19-07	Silverado Trail Guardrail Replacement	36,501		276,810	248,050				561,361
R21-02	Crosswalk Improvements on Main Street/Highway 29 at Pratt Avenue and Elmhurst Avenue	19,286		259,286					278,572
R21-04	Pope Street Crosswalk Improvements at College Avenue	25,595		244,405					270,000
R22-01	Spring Street Bike Lane Striping			31,000					31,000
R22-79	Pavement Restoration FY22 Design/FY 23 Construction			620,000	500,000				1,120,000
R23-01	Signalization Dowdell Lane and Hwy 29			200,000					200,000
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak			200,000					200,000
R23-79	Pavement Restoration FY23 Design/FY 24 Construction			126,000	1,050,000				1,176,000
R24-79	Pavement Restoration FY24 Design/FY 25 Construction				132,300	1,102,500			1,234,800
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction					138,915	1,157,625		1,296,540
R26-79	Pavement Restoration FY 26 Design/FY 27 Construction						145,861	1,227,083	1,372,944
		898,534		2,028,056	2,208,664	2,141,415	2,203,486	1,227,083	10,707,238
PROJECT FUNDING SOURCES									
101	General Fund	64,500							64,500
101	General Fund - Measure T/RMRA MOE (Prior Year)	75,000			203,314	297,000	297,000		872,314
230	Gas Tax	159,595		150,405					310,000
230	Gas Tax - RMRA/SB1	108,000		60,000	60,000				228,000
240	Measure T	380,280		895,286	1,697,300	1,241,415	1,303,486	1,227,083	6,744,850
700	Flood Control Funds	74,658		70,555					145,213
741	LMR Cost Share			104,200					104,200
741	Streets Capital Improvement - Grant OBAG III					603,000	603,000		1,206,000
741	Streets Capital Improvement - NVT			94,000					94,000
741	Streets Capital Improvement			326,800					326,800
741	Streets Capital Improvement - Grant TDA III			50,000					50,000
741	Streets Capital Improvement - HSIP	36,501		276,810	248,050				561,361
		898,534		2,028,056	2,208,664	2,141,415	2,203,486	1,227,083	10,707,238

Downtown Sidewalk Improvements

Project No: R18-81

Category: Streets

Project Location: St. Helena, CA 94574

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: This is a sidewalk improvement project funded by the One Bay Area Grant II program and local funds. The project will replace sidewalks, trees, and implement traffic calming devices on Main Street between Mitchell Drive and Pine Street. Approximately 3,609 linear feet of sidewalk and 17 ADA curb ramps will be replaced.

Phase I construction (1480 Main Street to Adams Street) is anticipated to begin in FY 24 and complete in FY 25.

Phase II and III construction is anticipated for FY 30 and 31.

EXPENDITURE ACCOUNTS:

Fund: 741 **Dept:** 5014

EXPENDITURES	Total YTD 05/16/22							PROJECT TOTAL
	2022-23	2023-24	2024-25	2025-26	2026-27			
3110 - Design	548,883	176,000						724,883
3130 - Land & Easements		25,000						25,000
3140 - Legal Services		2,314						2,314
3150 - Construction Management	2,500		75,000	75,000				152,500
3160 - Construction Contract	186		750,000	750,000				1,500,186
3170 - Contingency			75,000	75,000				150,000
EXPENDITURE TOTALS	551,569	203,314	900,000	900,000				2,554,883
FUNDING SOURCES								
101-General Fund	64,500							64,500
101-General Fund - Measure T/RMRA MOE (Prior Year)	75,000	203,314	297,000	297,000				872,314
230-Gas Tax	134,000							134,000
230-Gas Tax - RMRA/SB1	108,000							108,000
240-Measure T	170,069							170,069
741-Streets Capital Improvement - Grant OBAG III			603,000	603,000				1,206,000
741-Streets Capital Improvement - Measure T Loan								0
999-Unidentified								0
FUNDING TOTALS	551,569	203,314	900,000	900,000				2,554,883

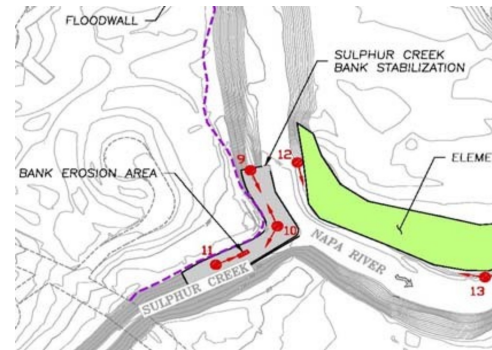
Sulphur Creek Erosion Repair

Project No: R19-03

Category: Streets

Project Location: St. Helena, CA 94574

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: This project will implement bank repairs that were caused during the 16/17 storm year and identified in the 2017 Flood Control Project post-construction monitoring and reporting year. The repairs will be made utilizing funds from the Flood Control Project adaptive management program. The area is located at the base of a mature valley oak, approximately 100 feet upstream of the confluence with the Napa River.

EXPENDITURE ACCOUNTS:

Fund: 741 **Dept:** 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	44,276							44,276
3150 - Construction Management	551							551
3160 - Construction Contract	29,831		70,555					100,386
EXPENDITURE TOTALS	74,658		70,555					145,213
FUNDING SOURCES								
700-Flood Control Funds	74,658		70,555					145,213
FUNDING TOTALS	74,658		70,555					145,213

Grayson and South Crane Rehab

Project No: R19-05

Category: Streets

Project Location: Grayson and South Crane

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: This project will reconstruct Grayson and South Crane Avenues. Accessibility improvements to sidewalks and curb ramps will be included as part of the project whenever applicable.

EXPENDITURE ACCOUNTS:

Fund: 741 **Dept:** 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	190,925							190,925
3160 - Construction Contract				75,000				75,000
EXPENDITURE TOTALS	190,925			75,000				265,925
FUNDING SOURCES								
240-Measure T	190,925			75,000				265,925
741-Streets Capital Improvement - Grant OBAG II								0
FUNDING TOTALS	190,925			75,000				265,925

Silverado Trail Guardrail Replacement

Project No: R19-07

Category: Streets

Project Location: Silverado Trail and Pope Street

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Replace guardrail and pavement markings/stripping on Silverado Trail within City Limits.

EXPENDITURE ACCOUNTS:

Fund: 741 **Dept:** 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	31,240		23,760					55,000
3120 - Environmental/Planning			5,000					5,000
3150 - Construction Management			29,250	29,250				58,500
3160 - Construction Contract	5,261		208,800	208,800				422,861
3170 - Contingency			10,000	10,000				20,000
EXPENDITURE TOTALS	36,501		276,810	248,050				561,361
FUNDING SOURCES								
741-Streets Capital Improvement - HSIP	36,501		276,810	248,050				561,361
FUNDING TOTALS	36,501		276,810	248,050				561,361

Crosswalk Improvements on Main Street/Highway 29 at Pratt Avenue and Elmhurst Avenue

Project No: R21-02
Category: Streets
Project Location: Main Street/Highway 29
Responsible Department:



PROJECT PURPOSE & DESCRIPTION: This project will upgrade curb ramps as well as improvement crosswalk markings and signage at Pratt and Elmhurst intersections.

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	19,286		14,286					33,572
3150 - Construction Management			25,000					25,000
3160 - Construction Contract			200,000					200,000
3170 - Contingency			20,000					20,000
EXPENDITURE TOTALS	19,286		259,286					278,572
FUNDING SOURCES								
240-Measure T	19,286		209,286					228,572
741-Streets Capital Improvement - Grant TDA III			50,000					50,000
FUNDING TOTALS	19,286		259,286					278,572

Pope Street Crosswalk Improvements at College Avenue

Project No: R21-04

Category: Streets

Project Location: Pope Street at College Avenue

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Installation of a rectangular rapid flashing beacon system (or equivalent) located on Pope Street at College Avenue, four ADA compliant curb ramps, and continental crosswalk markings on Pope Street and College Avenue.

Installation of the rapid flashing beacon (or equivalent) will provide greater visibility of pedestrians within the crosswalks as vehicles approach. Upgrading curb ramps will improve pedestrian mobility by upgrading curb ramps when crossing Pope Street or College Avenue.

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	25,595		4,405					30,000
3150 - Construction Management			20,000					20,000
3160 - Construction Contract			200,000					200,000
3170 - Contingency			20,000					20,000
EXPENDITURE TOTALS	25,595		244,405					270,000
FUNDING SOURCES								
230-Gas Tax	25,595		150,405					176,000
741-Streets Capital Improvement - NVTA			94,000					94,000
FUNDING TOTALS	25,595		244,405					270,000

Spring Street Bike Lane Striping

Project No: R22-01

Category: Streets

Project Location: Spring Street from Valley View to Sylvaner (WB)

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Install thermoplastic striping, thermoplastic pavement markings, and bike lane signs for the new bike lanes on Spring Street from Valley View Street to Sylvaner Avenue - westbound

EXPENDITURE ACCOUNTS: Fund: 733 Dept: 5010

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3160 - Construction Contract			31,000					31,000
EXPENDITURE TOTALS			31,000					31,000
FUNDING SOURCES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
741-Streets Capital Improvement			31,000					31,000
FUNDING TOTALS			31,000					31,000

Pavement Restoration FY22 Design/FY 23 Construction

Project No: R22-79

Category: Streets

Project Location: St. Helena, CA 94574

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.

Design FY 22

Construction FY 23

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design			120,000					120,000
3150 - Construction Management			60,000	60,000				120,000
3160 - Construction Contract			400,000	400,000				800,000
3170 - Contingency			40,000	40,000				80,000
EXPENDITURE TOTALS			620,000	500,000				1,120,000
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE								0
230-Gas Tax								0
230-Gas Tax - RMRA/SB1			60,000	60,000				120,000
240-Measure T			560,000	440,000				1,000,000
741-Streets Capital Improvement - Measure T Loan								0
FUNDING TOTALS			620,000	500,000				1,120,000

Signalization Dowdell Lane and Hwy 29

Project No: R23-01

Category: Streets

Project Location: Dowdell Lane and Hwy 29

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Manage movement of traffic for the Long Meadow Ranch Project at 1000 Mills Lane, Condition of approval No. 66

NOTES: Farmstead will cost share 23.3% of total project costs

FY 23 Design only.

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design			200,000					200,000
EXPENDITURE TOTALS			200,000					200,000
FUNDING SOURCES								
741-LMR Cost Share			46,600					46,600
741-Streets Capital Improvement			153,400					153,400
FUNDING TOTALS			200,000					200,000

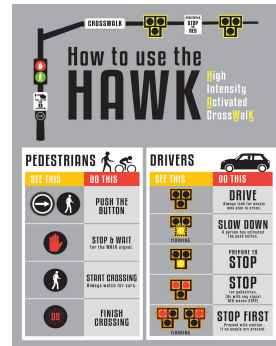
"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak

Project No: R23-02

Category: Streets

Project Location: Hwy 29 at Charter Oak

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Mitigate pedestrian hazards for the Long Meadow Ranch Project at 738 Main Street.

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design			200,000					200,000
EXPENDITURE TOTALS			200,000					200,000
FUNDING SOURCES								
741-LMR Cost Share			57,600					57,600
741-Streets Capital Improvement			142,400					142,400
FUNDING TOTALS			200,000					200,000

Pavement Restoration FY23 Design/FY 24 Construction

Project No: R23-79
Category: Streets
Project Location: St. Helena, CA 94574
Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.

Design FY 23

Construction FY 24

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design			126,000					126,000
3150 - Construction Management				126,000				126,000
3160 - Construction Contract				840,000				840,000
3170 - Contingency				84,000				84,000
EXPENDITURE TOTALS			126,000	1,050,000				1,176,000
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE								0
230-Gas Tax								0
230-Gas Tax - RMRA/SB1								0
240-Measure T			126,000	1,050,000				1,176,000
FUNDING TOTALS			126,000	1,050,000				1,176,000

Pavement Restoration FY24 Design/FY 25 Construction

Project No: R24-79

Category: Streets

Project Location: St. Helena, CA 94574

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.

Design FY 24

Construction FY 25

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design				132,300				132,300
3150 - Construction Management					132,300			132,300
3160 - Construction Contract					882,000			882,000
3170 - Contingency					88,200			88,200
EXPENDITURE TOTALS				132,300	1,102,500			1,234,800
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE								0
230-Gas Tax								0
230-Gas Tax - RMRA/SB1								0
240-Measure T				132,300	1,102,500			1,234,800
741-Streets Capital Improvement								0
FUNDING TOTALS				132,300	1,102,500			1,234,800

Pavement Restoration FY 25 Design/FY 26 Construction

Project No: R25-79

Category: Streets

Project Location: St. Helena, CA 94574

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.

Design FY 25

Construction FY 26

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design					138,915			138,915
3150 - Construction Management						138,915		138,915
3160 - Construction Contract						926,100		926,100
3170 - Contingency						92,610		92,610
EXPENDITURE TOTALS					138,915	1,157,625		1,296,540
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE								0
230-Gas Tax								0
230-Gas Tax - RMRA/SB1								0
240-Measure T					138,915	1,157,625		1,296,540
741-Streets Capital Improvement								0
FUNDING TOTALS					138,915	1,157,625		1,296,540

Pavement Restoration FY 26 Design/FY 27 Construction

Project No: R26-79

Category: Streets

Project Location: St. Helena, CA 94574

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.

Design FY 26

Construction FY 27

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design						145,861		145,861
3150 - Construction Management							152,807	152,807
3160 - Construction Contract							972,405	972,405
3170 - Contingency							101,871	101,871
EXPENDITURE TOTALS						145,861	1,227,083	1,372,944
FUNDING SOURCES								
240-Measure T						145,861	1,227,083	1,372,944
FUNDING TOTALS						145,861	1,227,083	1,372,944

Category Summary Report FY 2022-23 to 2027-28 3 - Water
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		Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	TOTALS
PROJECT TITLE									
W-109	Bell Canyon Intake Tower Replacement	289,313			353,000	3,500,000			4,142,313
W-80	Dwyer Road Booster (Pump Station)			900,000					900,000
W18-113	Water System SCADA Improvements				150,000	400,000	250,000		800,000
		289,313		900,000	503,000	3,900,000	250,000		5,842,313
PROJECT FUNDING SOURCES									
763	Water Capital Improvement	289,313		900,000					1,189,313
763	Water Capital Improvement - Debt				503,000	3,900,000	250,000		4,653,000
		289,313		900,000	503,000	3,900,000	250,000		5,842,313

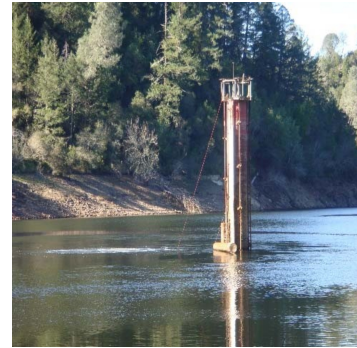
Bell Canyon Intake Tower Replacement

Project No: W-109

Category: Water

Project Location: APN 021-420-019

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Immediate repairs slated are required to be in compliance. Non compliance constitutes a violation of the City's Division of Dam Safety permitted use of Bell Canyon is grounds for enforcement action, for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application by the State of California Department of Water Resources Division of Dam Safety.

EXPENDITURE ACCOUNTS:

Fund: 763 **Dept:** 5030

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	289,313			150,000				439,313
3120 - Environmental/Planning				200,000				200,000
3140 - Legal Services				3,000				3,000
3150 - Construction Management					200,000			200,000
3160 - Construction Contract					3,000,000			3,000,000
3170 - Contingency					300,000			300,000
EXPENDITURE TOTALS	289,313			353,000	3,500,000			4,142,313
FUNDING SOURCES								
763-Water Capital Improvement	289,313							289,313
763-Water Capital Improvement - Debt				353,000	3,500,000			3,853,000
764-Water Impact Fees								0
FUNDING TOTALS	289,313			353,000	3,500,000			4,142,313

Dwyer Road Booster (Pump Station)

Project No: W-80

Category: Water

Project Location: Between St. Helena, Napa, and Calistoga: Dwyer Roa

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: This is a shared facility between St. Helena, Napa, and Calistoga for moving water up valley. The project will improve system reliability and increase pressure in the southern end of the system.

The City of Napa will conduct the work on this project with a 10% cost share by the City of St. Helena. Total project cost is estimated at \$6,000,000.

EXPENDITURE ACCOUNTS:

Fund: 763 **Dept:** 5030

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design			200,000					200,000
3160 - Construction Contract			700,000					700,000
EXPENDITURE TOTALS			900,000					900,000
FUNDING SOURCES								
763-Water Capital Improvement			900,000					900,000
763-Water Capital Improvement - Debt								0
763-Water Capital Improvement - Grant/Interagency Fund								0
764-Water Impact Fees								0
FUNDING TOTALS			900,000					900,000

Water System SCADA Improvements

Project No: W18-113

Category: Water

Project Location: Citywide

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: This project will apply power and instrumentation upgrades to integrate the City's water pump stations into Supervisory, Control and Data Acquisition System (SCADA). SCADA is utilized to monitor and control a plant and/or equipment.

EXPENDITURE ACCOUNTS:

Fund: 763 **Dept:** 5030

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design				150,000	150,000			300,000
3160 - Construction Contract					250,000	250,000		500,000
EXPENDITURE TOTALS				150,000	400,000	250,000		800,000
FUNDING SOURCES								
763-Water Capital Improvement								0
763-Water Capital Improvement - Debt				150,000	400,000	250,000		800,000
FUNDING TOTALS				150,000	400,000	250,000		800,000

Category Summary Report

FY 2022-23 to 2027-28

4 - Wastewater

		Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	TOTALS
PROJECT TITLE									
S-52	WWTP Phase 1 Upgrades	5,413,827		13,402,000					18,815,827
S21-01	WWTP Recycled Pipeline and Pump Station	96,153		33,847					130,000
S23-01	Recycled Water - Crane Park Irrigation Infrastructure			50,000					50,000
		5,509,980		13,485,847					18,995,827
PROJECT FUNDING SOURCES									
571	Wastewater Cash Operations Fund Balance			2,684,114					2,684,114
740	Traffic Impact Fees Fund Loan			873,610					873,610
764	Water Impact Fees	70,192		49,708					119,900
773	Wastewater Capital Improvement	1,903,293		3,267,808					5,171,101
773	Wastewater Capital Improvement - Debt	3,510,534		5,852,391					9,362,925
774	Wastewater Impact Fees	25,961		758,216					784,177
		5,509,980		13,485,847					18,995,827

WWTP Phase 1 Upgrades

Project No: S-52
Category: Wastewater
Project Location: 1 Chaix Ln
Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Per the State Cease and Desist Order, upgrade the plant to meet compliance requirements by 2021. In addition, to compliance requirements, levee repairs and sludge removal will be incorporated into construction of this project.

Merged into S-52: S-53, S-62, S-66, S18-79.

EXPENDITURE ACCOUNTS:

Fund: 773 **Dept:** 5059

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	1,706,443							1,706,443
3120 - Environmental/Planning	111,850							111,850
3140 - Legal Services	85,000							85,000
3150 - Construction Management			535,085					535,085
3160 - Construction Contract	3,510,534		11,378,056					14,888,590
3170 - Contingency			1,488,859					1,488,859
EXPENDITURE TOTALS	5,413,827		13,402,000					18,815,827
FUNDING SOURCES								
571-Wastewater Cash Operations Fund Balance			2,684,114					2,684,114
740-Traffic Impact Fees Fund Loan			873,610					873,610
773-Wastewater Capital Improvement	1,903,293		3,267,808					5,171,101
773-Wastewater Capital Improvement - Debt	3,510,534		5,852,391					9,362,925
774-Wastewater Impact Fees			724,077					724,077
FUNDING TOTALS	5,413,827		13,402,000					18,815,827

WWTP Recycled Pipeline and Pump Station

Project No: S21-01
Category: Wastewater
Project Location: 1 Chaix Ln St. Helena
Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Provide pump station to distribute recycled water to the WWTP spray fields and provide recycled water to City customers via mainline connection

EXPENDITURE ACCOUNTS: Fund: 773 Dept: 5059

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	96,153		33,847					130,000
EXPENDITURE TOTALS	96,153		33,847					130,000
FUNDING SOURCES								
764-Water Impact Fees	70,192		24,708					94,900
774-Wastewater Impact Fees	25,961		9,139					35,100
FUNDING TOTALS	96,153		33,847					130,000

Recycled Water - Crane Park Irrigation Infrastructure

Project No: S23-01
Category: Wastewater
Project Location: WWTP to Crane Park
Responsible Department:

PROJECT PURPOSE & DESCRIPTION: Installation of necessary piping such that the Recycled Water Pipe is delivering recycled water to Crane Park's irrigation infrastructure.

EXPENDITURE ACCOUNTS: Fund: 773 Dept: 5059

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design			50,000					50,000
EXPENDITURE TOTALS			50,000					50,000
FUNDING SOURCES								
764-Water Impact Fees			25,000					25,000
774-Wastewater Impact Fees			25,000					25,000
FUNDING TOTALS			50,000					50,000

Category Summary Report

FY 2022-23 to 2027-28

5 - Stormwater

		Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	TOTALS
PROJECT TITLE									
R20-01	Mitchell Drive to Sulphur Creek Storm Drain	59,800					190,200		250,000
R20-02	Mills Lane Storm Drain Project	286,775		121,384					408,159
		346,575		121,384			190,200		658,159
PROJECT FUNDING SOURCES									
101	General Fund - Measure T/RMRA MOE	59,800					190,200		250,000
742	Storm Drain Impact Fees	286,775		121,384					408,159
		346,575		121,384			190,200		658,159

Mitchell Drive to Sulphur Creek Storm Drain

Project No: R20-01

Category: Stormwater

Project Location: Mitchell Drive to Sulphur Creek

Responsible Department:



PROJECT PURPOSE & DESCRIPTION: Replace storm drain pipe on Mitchell Drive and slip-line portion of pipe from Mitchell Drive to Sulphur Creek.

EXPENDITURE ACCOUNTS:

Fund: 741 **Dept:** 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design						25,000		25,000
3160 - Construction Contract	59,800					165,200		225,000
EXPENDITURE TOTALS	59,800					190,200		250,000
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE	59,800					190,200		250,000
FUNDING TOTALS	59,800					190,200		250,000

Mills Lane Storm Drain Project

Project No: R20-02
Category: Stormwater
Project Location: Mills Lane from State Highway 29 east to the Napa River
Responsible Department:



PROJECT PURPOSE & DESCRIPTION: The Mills Lane Storm Drain improvement project was originally identified by the City and a portion designed in 1974. It was also considered in the City's 2000 Master Plan of Drainage, identified in the City's Storm Drain Impact Fees, as well as the 2005 Highway 29 Specific Plan and the specific plan's program environmental impact report (EIR) prepared in 2003 (SCH #2001082017). The storm drain will be constructed along Mills Lane, which is a City street for most of its length, from its intersection with State Highway 29 east to the Napa River.

EXPENDITURE ACCOUNTS: Fund: 741 Dept: 5014

EXPENDITURES								PROJECT TOTAL
	Total YTD 05/16/22		2022-23	2023-24	2024-25	2025-26	2026-27	
3110 - Design	230,059							230,059
3120 - Environmental/Planning	56,716		71,384					128,100
3130 - Land & Easements			50,000					50,000
EXPENDITURE TOTALS	286,775		121,384					408,159
FUNDING SOURCES								
-Other*								0
230-Gas Tax								0
230-Gas Tax - RMRA/SB1								0
742-Storm Drain Impact Fees	286,775		121,384					408,159
999-Unidentified								0
FUNDING TOTALS	286,775		121,384					408,159

	Description	Type of Improvement	Project Source Document	Estimated Costs 2017/2020/2022 \$	100% Funded	Funding Source If Identified	1-5 Years	Year 1	Year 2	Year 3	Year 4	Year 5	6-10 years	11-15 years	16-20 years	21-25 years	26-30 years
FY 2023 - CIP LIST																	
1	C19-03 Crane Park Lighting Improvements Retrofit existing park light fixtures to LED an dupgrade electrical equipment	Civic	FY 22 CIP	354,509	Yes	Skate Park Lighting Fund Park Impact Fees	X	354,509									
2	C20-02 Repaint Fire Station #1	Civic	FY 22 CIP	100,000		GO Bond remaining balance - \$12,071 General Fund	X					100,000					
3	C20-04 Baldwin Park Fence and Pathway Repair	Civic	FY 22 CIP	81,350	Yes	Park Impact Fees	X	81,350									
4	C21-01 LSWTP and Mobile Generator	Civic	FY 22 CIP	22,004	Yes	CalOES PSPS Grant General Fund Match	X	22,004									
5	C22-01 City Hall Relocation - Tenant Improvements	Civic	FY 22 CIP	1,648,156	Yes	General Fund Euipment Replacement Fund	X	1,648,156									
6	C22-02 Replace Playground Equipment and Fence at Crane Park	Civic	FY 22 CIP	250,000	Yes	Prop 68 Grant Park Impact Fees	X	250,000									
7	C22-03 Jacob Meilly Park Drainage Site Survey and Installation of new Turf and Upgrade Irrigation FY 23 site survey and FY 24 install new irrigation and turf	Civic	FY 22 CIP	125,500	Yes	Park Impact Fees	X		50,000	75,000							
8	R18-81 Downtown Sidewalk Improvements - Phase I	Streets	FY 22 CIP	2,003,314	Yes	MOE Gas Tax Measure T Grant Funding	X		203,314	900,000	900,000						
9	R19-03 Sulphur Creek Erosion Repair	Streets	FY 22 CIP	70,555	Yes	Fund 700 - Flood Control	X	70,555									
10	R19-05 Grayson and South Crane Rehab	Streets	FY 22 CIP	75,000	Yes	Measure T	X		75,000								
11	R19-07 Silverado Trail Guardrail Replacement	Streets	FY 22 CIP	524,860	Yes	HSIP Grant	X	276,810	248,050								
12	R21-02 Crosswalk Improvements on Main Street/Hwy 29 at Pratt Avenue and Elmhurst Avenue	Streets	FY 22 CIP	259,286	Yes	Measure T TDA III Grant	X	259,286									
13	R21-04 Pope Street Crosswalk Improvements at College	Streets	FY 22 CIP	244,405	Yes	Gas Tax NVTA - streets CIP	X	244,405									
14	R22-01 Spring Street Bike Lane Striping	Streets	FY 22 CIP	31,000	Yes	Streets CIP Fund Balance	X	31,000									
15	R22-79 Pavement Restoration FY 22 Design FY 23 Construction	Streets	FY 22 CIP	1,120,000	Yes	Gas Tax Measure T	X	1,120,000									
16	R23-01 Signalization Dowdell Lane and Hwy 29	Streets	FY 23 CIP LMR Development Agreement	200,000	Design Only	Streets CIP Fund Balance 23.3% cost share with LMR (\$46,600)	X	200,000									
17	R23-02 "HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak	Streets	FY 23 CIP LMR Development Agreement	200,000	Design Only	Streets CIP Fund Balance 28.8% cost share with LMR (\$57,600)	X	200,000									
18	R23-79 Pavement Restoration FY 23 Design FY 24 Construction	Streets	FY 22 CIP	1,176,000	Yes	Measure T	X	126,000	1,050,000								
19	R24-79 Pavement Restoration FY 24 Design FY 25 Construction	Streets	FY 22 CIP	1,234,800	Yes	Measure T	X		132,300	1,102,500							
20	R25-79 Pavement Restoration FY 25 Design FY 26 Construction	Streets	FY 22 CIP	1,296,540	Yes	Measure T	X			138,915	1,157,625						
21	R26-79 Pavement Restoration FY 26 Design FY 27 Construction	Streets	FY 22 CIP	1,372,944	Yes	Measure T	X				145,861	1,227,083					
22	W-109 Bell Canyon Intake Tower Replacement	Water	FY 22 CIP	3,293,227	Yes	Water CIP Fund Balance Rate include debt (have not taken debt out yet) GO Bond updated \$4,130,000	X		353,000	3,500,000							
23	W-80 Dwyer Road Booster Pump Station	Water	FY 22 CIP	900,000		County project - City portion of construction is 10%, County has applied for a grant. If not received will need to include in FY 23 Rate Study	X		900,000								
24	W18-113 SCADA Improvements - Rutherford & Holmes	Water	FY 22 CIP	800,000	Yes	Rates include debt (have not taken debt out yet)	X		150,000	400,000	250,000						
25	S-52 WWTP Phase I Upgrades	Sewer	FY 22 CIP	13,402,000		USDA Loan Fund Balance Sewer Impact Fees Interfund Loan GF Loan	X	13,402,000									
26	S23-01 Recycled Water - Deliver Recycled Water to Crane Park's Irrigation (Design only)	Sewer	FY 23 CIP LMR Development Agreement	50,000		Water Impact Fees Wastewater Impact Fees	X	50,000									
27	S21-01 WWTP Recycled Pipeline and Pump Station Provide pump station to distribute recycled water to the WWTP spray fields and provide recycled water to City customers via mainline construction (design only)	Sewer	FY 22 CIP	33,847			X	33,847									
28	R20-01 Mitchell Drive to Sulphur Creek Storm Drain	Stormwater	FY 22 CIP	190,200	Yes	Measure T/RMRA MOE	X				190,200						

	Description	Type of Improvement	Project Source Document	Estimated Costs 2017/2020/2022 \$	100% Funded	Funding Source If Identified	1-5 Years	Year 1	Year 2	Year 3	Year 4	Year 5	6-10 years	11-15 years	16-20 years	21-25 years	26-30 years	
29	R20-02 Mills Lane Strom Drain Project - costs are for design. Remaining balance is cost shared with LMR through TOT	Stormwater	FY 22 CIP	121,384			X	121,384										

	Description	Type of Improvement	Project Source Document	Estimated Costs 2017/2020/2022 \$	100% Funded	Funding Source If Identified	1-5 Years	Year 1	Year 2	Year 3	Year 4	Year 5	6-10 years	11-15 years	16-20 years	21-25 years	26-30 years
CURRENTLY NOT FUNDED - INCLUDED IN THE FY 22/23 RATE STUDY (CURRENT)																	
28	W-86 Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade) (Breeze - Inactive)	Water	GO Bond Presentation 1/31/22 Initial presentation \$1 mill	3,044,935		Estimated to be included in next rate study											
29	Rutherford Pipeline Replacemen (Breeze Inactive)	Water	GO Bond Presentation 1/31/22	6,830,000		Estimated to be included in next rate study											
30	Smart Water Meters	Water	GO Bond Presentation 1/31/22	1,970,000		Estimated to be included in next rate study											
31	W21-01 Kearney & Andrea Water Main Replacement (Breeze - Inactive)	Water	GO Bond Presentation 1/31/22	1,100,000		Estimated to be included in next rate study											
32	W-101 Rehabilitate Tank 2 at Lower Reservoir (Breeze - Inactive)	Water	GO Bond Presentation 1/31/22	940,000		Estimated to be included in next rate study											
33	W18-111 WTP Condition Assessment (Breeze - Inactive)	Water	FY 22 CIP	157,500		Estimated to be included in next rate study	X	200,000									
34	S21-01 WWTP Recycled Piepline and Pump Station	Sewer	FY 23 CIP Design Only	unknown		Estimated to be included in next rate study											
35	S23-01 Recycled Water - Crane Park Irrigation Infrastructure	Sewer	FY 23 CIP Design Only LMR Agreement	Est. \$1,100/liner foot		Estimated to be included in next rate study											
CURRENTLY NOT FUNDED - PLACE IN 2028 UTILITY RATE STUDY																	
36	Rutherford Pump Station Replacement	Water	GO Bond Presentation 1/31/22	3,700,000		2027 Rate Adjustment							X				
37	New Water Treatment Plant	Water	GO Bond Presentation 1/31/22	8,000,000		2027 Rate Adjustment							X				
38	New Treatment Plant Transmission Main Replacement	Water	GO Bond Presentation 1/31/22	5,070,000		2027 Rate Adjustment							X				
CURRENTLY NOT FUNDED - INCLUDED IN JUNE 2022 GO BOND																	
39	Stormwater Systems Improvements	Stormwater	GO Bond Presentation 1/31/22	9,580,000		GO Bond											
40	Stormwater Systems Rehabilitation and Replacement	Stormwater	GO Bond Presentation 1/31/22	950,000		GO Bond											
41	W20-01 Bell Canyon Spillway Repairs (Breeze - Inactive)	Water	GO Bond Presentation 1/31/22	130,000		GO Bond											
42	W18-118 Water Main Replacement Program (Breeze - Inactive)	Water	GO Bond Presentation 1/31/22	1,440,000		GO Bond											
43	Unfunded CIP Projects including: W-85 Bell House Valve Replacement, W18-120 Bell Canyon Phreatic Surface Monitoring; W-108 Lower Reservoir Rehab (Breeze - Inactive)	Water	GO Bond Presentation 1/31/22	620,000		GO Bond		X		X							
44	Water Distribution Fire Flow Improvements	Water	GO Bond Presentation 1/31/22	1,500,000		GO Bond											
45	S18-70 Sewer Replacement Program	Sewer	GO Bond Presentation 1/31/22	2,070,000		GO Bond											
46	S18-71 Crinella Lift Station Improvements	Sewer	GO Bond Presentation 1/31/22	1,140,000		GO Bond											
47	WWTP Recycled Pipeline and Pump Station	Recycled Water	GO Bond Presentation 1/31/22	1,719,000		GO Bond											
LMR DEVELOPMENT AGREEMENT PROJECTS																	
48	Mills Lane Improvements	Streets	LMR Development Agreement			Cost share with LMR - LMR 41% and City 59% City to reimburse LMR through 50% of TOT from LMR until paid off (other sources may be used such as grant funding)											
49	Storm Drain Improvements - Mills Lane, La Fata Street, Fountain Street, Grayson Ave, Main Street (to Charter Oak Ave), and Vidovich Ave	Stormwater	LMR Development Agreement			Cost share with LMR - LMR 18% and City 82% City to reimburse LMR through 50% of TOT from LMR until paid off (other sources may be used such as grant funding)											
50	Recycled Water Improvements - Mills Lane Convey recycled water piping in the public right of way in Mills Lane extending from Hwy 29 easterly to the easter end of Mills Lane (Recycled Water Pipe)	Recycled Water	LMR Development Agreement			LMR to pay \$256,549 - anything above that is to be reimbursed by the City via 50% of TOT from LMR until paid off (other sources may be used such as grant funding)											
51	R23-01 Signalization of Dowdell Lane and Hwy 29	Streets	LMR Development Agreement	1,200,000	FY 23 Design Only	LMR to pay 23.3% of total costs Design FY 23 Construction FY 24		200,000									
52	R23-02 "HAWK" Pedestrian Hybrid Flashing Beacon at Hwy 29 and Charter Oak	Streets	LMR Development Agreement	950,000	FY 23 Design Only	LMR to pay 28.8% of total costs Design FY 23 Construction FY 24		200,000									

	Description	Type of Improvement	Project Source Document	Estimated Costs 2017/2020/2022 \$	100% Funded	Funding Source If Identified	1-5 Years	Year 1	Year 2	Year 3	Year 4	Year 5	6-10 years	11-15 years	16-20 years	21-25 years	26-30 years
CURRENTLY NOT FUNDED																	
53	Demo Building at 1480 Main Street	Civic	PW Staff														
54	PWTM-1 Napa Intertie Transmission Main	Water	2020 Utility Master Plan	5,722,000			X										
55	PWTM-2 WTP Transmission Main	Water	2020 Utility Master Plan	7,906,000			X										
56	PWFF-1 Zinfandel Ln Fireflow Improvement	Water	2020 Utility Master Plan	148,000									X				
57	PWFF-2 Inglewood Ave Fireflow Improvement	Water	2020 Utility Master Plan	56,000									X				
58	PWFF-3 Vintage Ave Loop	Water	2020 Utility Master Plan	20,000									X				
59	PWFF-4 El Bonita Ave Fireflow	Water	2020 Utility Master Plan	51,000									X				
60	PWFF-5 Charter Oak Fireflow	Water	2020 Utility Master Plan	78,000									X				
61	PWFF-6 Crane Fireflow	Water	2020 Utility Master Plan	141,000									X				
62	PWFF-7 Spring Street Fireflow	Water	2020 Utility Master Plan	265,000									X				
63	PWFF-8 Pine St Fireflow	Water	2020 Utility Master Plan	66,000									X				
64	PWFF-9 Fulton Ln Fireflow	Water	2020 Utility Master Plan	85,000									X				
65	PWFF-10 6" Hydrant Lateral Upgrade	Water	2020 Utility Master Plan	12,000									X				
66	PWFF-11 4" Hydrant Lateral Upgrades	Water	2020 Utility Master Plan	15,000									X				
67	PWRR-1 Future Allowance for Pipeline R/R	Water	2020 Utility Master Plan	6,749,000									X	X	X		
68	WWGM-1 Madrona Ave	Sewer	2020 Utility Master Plan	201,000			X										
69	WWGM-2 Railroad Ave	Sewer	2020 Utility Master Plan	512,000									X				
70	WWGM-3 Valley View Street	Sewer	2020 Utility Master Plan	244,000									X				
71	WWGM-4 Mitchell Drive	Sewer	2020 Utility Master Plan	245,000									X				
72	WWGM-5 Mitchell Drive & Main Street	Sewer	2020 Utility Master Plan	255,000									X				
73	WWGM-6 Del Campo Curt	Sewer	2020 Utility Master Plan	608,000			X										
74	WWGM-7 Signorelli Circle	Sewer	2020 Utility Master Plan	923,000			X										
75	WWGM-8 Adams Street	Sewer	2020 Utility Master Plan	206,000									X				
76	WWGM-9 Pope Street	Sewer	2020 Utility Master Plan	235,000			X										
77	WWGM-10 Birch Avenue	Sewer	2020 Utility Master Plan	386,000									X				
78	WWGM-11 Main Street	Sewer	2020 Utility Master Plan	88,000									X				
79	WWGM-12 Spring Street	Sewer	2020 Utility Master Plan	53,000									X				
80	WWRR-1 CCTV Inspection Program, Phase 1	Sewer	2020 Utility Master Plan	222,000			X										
81	WWRR-2 Flow Monitoring Program	Sewer	2020 Utility Master Plan	60,000			X										
82	WWRR-3 Hight Priority Pipeline Replacement	Sewer	2020 Utility Master Plan	2,679,000			X										
83	WWRR-4 Model Update and System Analysis	Sewer	2020 Utility Master Plan	50,000			X										
84	WWRR-5 CCTV Inspection, Phase 2	Sewer	2020 Utility Master Plan	657,000													
85	WWRR-6 Address R/R Needs from Phase I CCTV Program	Sewer	2020 Utility Master Plan	3,570,000									X				
86	SD-1A Oak Ave	Stormwater	2020 Utility Master Plan	1,154,000			X										
87	SD-1B Oak Ave	Stormwater	2020 Utility Master Plan	756,000			X										
88	SD-1C Tainter St	Stormwater	2020 Utility Master Plan	109,000			X										
89	SD-1D Kearney St	Stormwater	2020 Utility Master Plan	133,000			X										
90	SD-1E Adams Street	Stormwater	2020 Utility Master Plan	139,000			X										
91	SD-2A Main Street	Stormwater	2020 Utility Master Plan	211,000			X										
92	SD-2B Main Street	Stormwater	2020 Utility Master Plan	469,000			X										
93	SD-2C Spring St	Stormwater	2020 Utility Master Plan	40,000			X										
94	SD-2D Hunt Ave	Stormwater	2020 Utility Master Plan	56,000			X										
95	SD-2E Money Way	Stormwater	2020 Utility Master Plan	43,000			X										
96	SD-3A Pope Street	Stormwater	2020 Utility Master Plan	121,000											X		
97	SD-3B Pope Street	Stormwater	2020 Utility Master Plan	230,000											X		
98	SD-4 Spring Mountain SD	Stormwater	2020 Utility Master Plan	98,000											X		
99	SD-5A Mills Ln	Stormwater	2020 Utility Master Plan	1,049,000									X				
100	SD-5B Mills Ln	Stormwater	2020 Utility Master Plan	1,434,000									X				
101	SD-5C Mills Ln	Stormwater	2020 Utility Master Plan	1,787,000									X				
102	SD-5D Mills Ln Lateral	Stormwater	2020 Utility Master Plan	206,000									X				
103	SD-5E Mills Ln Lateral	Stormwater	2020 Utility Master Plan	209,000									X				
104	SD-5F Mills Ln/Main	Stormwater	2020 Utility Master Plan	98,000									X				
105	SD-6A Crane/Sulphur Springs	Stormwater	2020 Utility Master Plan	1,701,000										X			
106	SD-6B Main St/Vintage	Stormwater	2020 Utility Master Plan	787,000										X			
107	SD-7A Church	Stormwater	2020 Utility Master Plan	156,000										X			
108	SD-7B Railroad Ave	Stormwater	2020 Utility Master Plan	186,000										X			
109	SD-8 Allison Ave	Stormwater	2020 Utility Master Plan	191,000											X		
110	SD-9 Elmhurst Ave	Stormwater	2020 Utility Master Plan	126,000											X		
111	SD-10 Madrona Ave	Stormwater	2020 Utility Master Plan	93,000											X		
112	SD-11 Spring St	Stormwater	2020 Utility Master Plan	133,000											X		
113	SD-12 Crane Ave	Stormwater	2020 Utility Master Plan	126,000											X		
114	SDRR-1 Storm Drain Rehabilitation and Replacement	Stormwater	2020 Utility Master Plan	7,427,000			X						X	X	X		
115	Carnegie Building - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	891,145			X	88,013	12,937	6,497	16,742	45,486	X	X	X		
116	Fire Station - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	3,073,679			X	54,008	289,335	163,819	-	506,729	X	X	X		
117	1572 Railroad Avenue - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	617,997			X	245,571	35,195	27,620	28,611	65,091	X	X	X		
118	Head Start Building - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	593,725			X	114,399	129,515	-	-	16,432	X	X	X		

	Description	Type of Improvement	Project Source Document	Estimated Costs 2017/2020/2022 \$	100% Funded	Funding Source If Identified	1-5 Years	Year 1	Year 2	Year 3	Year 4	Year 5	6-10 years	11-15 years	16-20 years	21-25 years	26-30 years	
119	Lyman Park - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	385,946			X	82,142	36,053	-	373	126,376	X	X	X			
120	Public Works Corporation Yard - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	892,997			X	230,314	13,551	38,795	1,449	33,726	X	X	X			
121	Scout Hall - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	378,998			X	238,206	13,473	44,297	-	18,984	X	X	X			
122	Signorelli Barn - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	142,823			X	96,020	-	-	-	46,803	X	X	X			
123	Library - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	1,798,794			X	199,842	-	121,853	77,457	270,834	X	X	X			
124	Teen Center - 20 year costs	Civic Maint	2017 Facilities Needs Assessment	466,175			X	49,279	8,007	25,268	-	24,360	X	X	X			
125	New City Hall	Civic																
				144,310,595														