

### Department Overview

The Capital Projects Fund is used to account for new, large-scale capital expenditure of over \$10,000 associated with implementation of the Town's rolling Five Year Capital Improvement Program (CIP).

The following funds support the CIP:

- General Fund serves as the primary contribution to Fund 50
- Developer contributions/impact fees
- Grants and contributions from other agencies

Projects that are funded by the Water Enterprise Fund (60-4500), Wastewater Enterprise Fund (63-4518, 64-4519) are found in the Enterprise Fund budget sections.

As noted, Measure T (25-6000), SB1 (26-6000) and Gas Tax Fund (20-6000) are special revenue funds that support CIP projects, but are not general fund money.

### 2019-2020 Accomplishments

Capital projects and programs completed include:

- Stationary Emergency Generator at Community Hall (CF-0013)
- Community Center/Hall and Town Hall Parking lot Resurface. (CF-0023)
- Streetlight Replacement Program LED Street Lights upgrade at Oak Circle (ST-5019)

### 2020-2021 Goals and Objectives

- Complete the design and construction of 9 Capital Improvement Projects within budget and on schedule while meeting the expectations of the public.
- Use grant funds where eligible to replace General Fund contribution on Oak Circle Path (PK-0003) and Yountville Community Park Restroom (PK-0024).

### Capital Projects Impact on Operating

The following major Capital Improvement Projects will have an impact on General Fund operating departments:

- CP-0015 Community WiFi/Hotspot – Possible monthly support costs related to this project when completed will be budgeted in the General Fund Information Technology & Telecommunications department (01-1011).
- PK-0003 Pedestrian Path Oak Circle to Mission – Once completed, this new path will require minimal costs for supplies and staff time applicable to ongoing landscape and maintenance. These future maintenance costs will be budged in the General Fund Public Works Parks Maintenance department (01-4320).
- PK-0024 Restroom Construction at Yountville Community Park – This project results in the demolition of an existing single facility restroom and reconstruction of new dual facility restroom. Impact on operating will be minimal, as costs related to the maintenance of this restroom are currently budgeted in the General Fund Public Works Government Buildings department (01-4325). There will a slight increase in cost of supplies, as the new restroom will house two facilities rather than one.

### Budget Highlights

- The planned Capital Improvement Program for Fiscal Year 2020-2021 includes General Fund project allocations and the reallocation of existing approved CIP fund balance to continue funding completion of specific capital projects including the New Pedestrian Path from Oak to Mission and the ADA Accessibility Improvement Program.
- A summary of the Capital Improvement Program is included in the last section of this budget document. Details of the Town's Five-Year Capital Improvement Program (CIP) are also available

in a public binder at Town Hall and on the Town's website, [www.townofyountville.com](http://www.townofyountville.com) under Public Works Department.

#### **Did You Know?**

- 88 cubic Yards of concrete were poured for the Multi Use Hopper Creek Path Replacement Project.
- The Stationary Emergency Generator can operate in a power outage for at least 72 Hours before needing additional fuel. The generator fuel capacity is 600 gallons.
- 14 new (or replacement) Town Standard LED streetlights installed in Yountville Streets.

**Town of Yountville**  
**CAPITAL PROJECTS FUND SUMMARY**  
**Fund 50 - Department 6000**

Fund 50		2017-18 ACTUAL	2018-19 ACTUAL	2019-20 BUDGET      ESTIMATED		2020-21 PROPOSED
■ BEGINNING FUND BALANCE		\$ 2,205,644	\$ 2,255,117	\$ 1,082,914	\$ 1,435,727	\$ 595,884
<b>REVENUE &amp; FINANCING SOURCES</b>						
3301	Interest Earnings	14,146	33,340	20,000	20,000	20,000
3303	Interfund Loan - Interest (60)	-	-	-	-	-
3409	Other State Revenue	-	-	500,000	-	557,000
3421	NVTA Grant	-	-	-	-	-
3429	Other County Revenue	-	-	-	-	-
3430	Federal Grant (FEMA)	-	-	-	-	-
3702	Utility Underground Impact Fee**	64,162	3,574	-	-	-
3801	Refunds & Reimbursements	4,382	582	47,500	20,000	149,000
<b>Total Revenue &amp; Financing Sources</b>		<b>\$ 82,690</b>	<b>\$ 37,496</b>	<b>\$ 567,500</b>	<b>\$ 40,000</b>	<b>\$ 726,000</b>
<b>EXPENDITURES</b>						
4210	Contract Services	-	-	-	-	-
4280	Other Agencies	-	-	-	-	-
4999	Designated Contingency	-	-	10,000	3,500	10,000
CF	Civic Facilities Projects	160,152	220,073	23,000	157,841	-
CP	Community Projects	63,475	149,368	410,000	300,000	179,999
DF	Drainage & Flood Control Projects	53,410	22,930	16,538	16,538	42,500
PK	Parks & Recreation Projects	89,024	421,399	585,000	491,500	700,000
ST	Streets & Transportation Projects	247,688	36,389	70,000	70,000	32,000
<b>Total Expenditures</b>		<b>\$ 613,748</b>	<b>\$ 850,159</b>	<b>\$ 1,114,538</b>	<b>\$ 1,039,379</b>	<b>\$ 964,499</b>
<b>TRANSFERS IN (OUT)</b>						
3900	From General Fund	438,584	-	100,000	100,000	100,000
3930	SB 1186 Fee (Fund 30)	-	1,806	1,500	1,500	1,500
3799	Allocated Impact Fees:					
	Civic Facilities Impact Fees (41)	43,383	6,253	-	9,895	-
	Drainage & Flood Control Impact Fees (42)	7,172	1,034	-	1,636	-
	Parks & Recreation Impact Fees (43)	16,576	2,391	-	3,781	-
	Public Safety Impact Fees (44)	6,848	986	-	1,563	-
	Traffic Facilities Impact Fees (45)	67,968	9,802	-	15,500	-
	Utility Undergrounding Impact Fees (46)	-	-	-	-	-
7927	To Measure T Equivalent Fund (27)	-	(29,000)	(36,685)	(36,685)	-
7946	To Utility Undergrounding Impact Fee (46)	-	-	-	62,346	-
<b>Total Net Transfers</b>		<b>\$ 580,531</b>	<b>\$ (6,728)</b>	<b>\$ 64,815</b>	<b>\$ 159,536</b>	<b>\$ 101,500</b>
■ ENDING FUND BALANCE*		<b>\$ 2,255,117</b>	<b>\$ 1,435,727</b>	<b>\$ 600,691</b>	<b>\$ 595,884</b>	<b>\$ 458,885</b>
Net Change in Fund Balance		49,473	(819,390)	(482,223)	(839,843)	(136,999)
<b>Funds Available for Capital Projects</b>		<b>\$ 2,056,646</b>	<b>\$ 1,435,727</b>	<b>\$ 953,504</b>	<b>\$ 595,883</b>	<b>\$ 458,884</b>

\*\* Moved to new Utility Undergrounding Impact Fee Fund (46) in FY 19/20.

**Town of Yountville**  
**CAPITAL PROJECTS**  
**Fund 50 - Department 6000**

		2018-18 ACTUAL	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATED	2020-21 PROPOSED
<b>CIP PLANNING &amp; DEVELOPMENT</b>						
4210	Contract Services	-	-	-	-	-
4280	Other Agencies	-	-	-	-	-
4999	Designated Contingency	-	-	10,000	3,500	10,000
	<b>Total Contract Services</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 3,500</b>	<b>\$ 10,000</b>
<b>CF CIVIC FACILITIES</b>						
CF-0005	Community Center Trash Enclosure	78,322	-	-	-	-
CF-0011	Town Hall Council Chambers Improvements	1,189	-	-	-	-
CF-0012	Community Center Restoration Project	-	-	23,000	23,000	-
CF-0015	Stationary Emergency Generator Comm. Hall/Cntr	-	858	-	134,841	-
CF-0021	Post Office and Sheriff Annex Roof Replacement	-	219,215	-	-	-
CF-0018	Curtain Wall at Community Hall	25,342	-	-	-	-
CF-0019	Replace & Update Security Cameras for Facilities	28,300	-	-	-	-
CF-0020	Painting Post Office and Sheriff Annex	27,000	-	-	-	-
	<b>Total Civic Facilities</b>	<b>\$ 160,152</b>	<b>\$ 220,073</b>	<b>\$ 23,000</b>	<b>\$ 157,841</b>	<b>\$ -</b>
<b>CP COMMUNITY PROJECTS</b>						
CP-0003	Emergency Operation Center Improvements	-	-	-	-	-
CP-0007	Geographical Information System (GIS) Mapping	10,540	41,947	50,000	50,000	35,000
CP-0014	Finnell Path Remove & Replace	-	542	150,000	150,000	-
CP-0015	Community WiFi/Hotspot	-	-	75,000	-	75,000
CP-0019	Emergency Warning System	-	-	35,000	-	-
CP-2018	ADA Accessibility Improvements Program	52,935	36,350	-	-	-
CP-2019	ADA Accessibility Improvements Program	-	70,528	-	-	-
CP-2020	ADA Accessibility Improvements Program	-	-	100,000	100,000	-
CP-2021	ADA Accessibility Improvements Program	-	-	-	-	70,000
	<b>Total Community Projects</b>	<b>\$ 63,475</b>	<b>\$ 149,368</b>	<b>\$ 410,000</b>	<b>\$ 300,000</b>	<b>\$ 179,999</b>
<b>DF DRAINAGE &amp; FLOOD CONTROL</b>						
DF-0005	Washington Street Drainage	50,403	-	-	-	-
DF-0018	Hydroflush from Finnell to Beard Ditch	-	-	-	-	25,000
DF-2018	Town Wide Drainage Improvement Program	3,007	8,550	-	-	-
DF-2019	Town Wide Drainage Improvement Program	-	14,380	-	-	-
DF-2020	Town Wide Drainage and Flood Control	-	-	16,538	16,538	-
DF-2021	Town Wide Drainage and Erosion Control Program	-	-	-	-	17,500
	<b>Total Drainage &amp; Flood Control</b>	<b>\$ 53,410</b>	<b>\$ 22,930</b>	<b>\$ 16,538</b>	<b>\$ 16,538</b>	<b>\$ 42,500</b>
<b>PK PARKS &amp; RECREATION</b>						
PK-0003	Pedestrian Path - Oak Circle-Mission	-	57,889	550,000	450,000	500,000
PK-0015	Veteran's Memorial Park Renovations	54,620	34,600	-	6,500	-
PK-0017	Sports Court Renovation	13,500	328,469	-	-	-
PK-0018	Vineyard Park Outdoor Exercise Equipment	20,904	440	-	-	-
PK-0020	Yountville Bike Path Resurfacing	-	-	35,000	35,000	-
PK-0024	Restroom Construction at Yountville Community Park	-	-	-	-	200,000
	<b>Total Parks &amp; Recreation</b>	<b>\$ 89,024</b>	<b>\$ 421,399</b>	<b>\$ 585,000</b>	<b>\$ 491,500</b>	<b>\$ 700,000</b>

**Town of Yountville**  
**CAPITAL PROJECTS**  
**Fund 50 - Department 6000**

ST	STREETS & TRANSPORTATION	2018-18	2018-19	2019-20		2020-21
		ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
MT-3019	Annual Street Maint/Paving Pro	-	164	-	-	-
ST-0004	Surveys and Monuments	-	3,000	15,000	15,000	16,000
ST-0006	Hopper Creek Bridge Barrier Rail	77,908	-	-	-	-
ST-0017	Replace & Equip 2003 (3/4 ton) Chevrolet	44,007	1,323	-	-	-
ST-0018	Washington St Bridge Rail Project	83,737	-	-	-	-
ST-3018	Annual Street Maintenance and Paving Program	19,955	-	-	-	-
ST-4019	Traffic Calming Program	-	7,500	-	-	-
ST-4020	Traffic Calming Program	-	-	15,000	15,000	-
ST-4021	Traffic Calming Program	-	-	-	-	16,000
ST-5018	Street Light Replacement Program	22,082	-	-	-	-
ST-5019	Street Light Replacement Program	-	24,401	-	-	-
ST-5020	Street Light Replacement Program	-	-	40,000	40,000	-
	<b>Total Streets &amp; Transportation</b>	<b>\$ 247,688</b>	<b>\$ 36,389</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 32,000</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 613,748</b>	<b>\$ 850,159</b>	<b>\$ 1,114,538</b>	<b>\$ 1,039,379</b>	<b>\$ 964,499</b>

## FACILITIES REPAIR & REPLACEMENT FUND

### Fund 81 - Department 6000



#### Department Overview

The Facilities Repair and Replacement Fund was established in Fiscal Year 2016-2017. The purpose of the fund is to allocate funding, develop a strategic facility plan and build a reserve fund to cover current and future facility repair and replacement needs. A strategic facility plan is similar to a capital improvement program encompassing the Town's owned and/or leased buildings to determine and prioritize each facility's maintenance needs to ensure that Town Facilities are, and will be, properly maintained. A facilities replacement matrix will be prepared to identify scope of work, cost estimates and schedules for a list of maintenance/replacement projects for all of the Town's facilities. Capital facilities maintenance projects generally consist of system & component replacement and/or upgrades not just simply repairs. Examples of typical facilities maintenance projects for these funds could be replacement or upgrade of building roofing systems, solar/electrical systems, flooring components, HVAC system replacement or other similar projects. Ultimately, these projects will be programmed into the Five (5) Year CIP and approved by the Town Council as part of the annual budget process.

#### 2019-2020 Accomplishments

- Completed CIP Projects CF-0023 Community Center/Community Hall Parking Lot Resurfacing (\$15,000) and PK-0023 Remove and Replace Play Surface at Vineyard Park (\$10,000).
- The total fund balance including interest is estimated to be \$736,061 at the end of Fiscal Year 2019-2020.

#### 2020-2021 Goals and Objectives

- Develop and refine a strategic facilities plan with a facilities maintenance matrix to identify a scope of work, cost estimate and timeline for each facility and their future maintenance projects.
- Develop the fund to be an internal service fund to better manage expenditures associated with Town Facilities.

#### Budget Highlights

- When fully developed, Fund 81 will be an internal service fund used to better capture and manage all associated expenditures related to all Town Facilities.

#### Did You Know?

- Town Facilities includes over 80,000 square feet of buildings including the Community Center, Community Hall, the Post Office and Sheriff's Annex, Town Hall, the Corporation Yard and the Wastewater Reclamation Facility.
- That means there is +/- 80,000 square feet of roof and +/-800,000 square feet of exterior paint to maintain or replace over the life of the building. For comparison, that is 40-times more than the average 2,000 square foot home.

**Town of Yountville**  
**FACILITIES REPAIR & REPLACEMENT SUMMARY**  
**Fund 81 - Department 6000**

		2017-18	2018-19	2019-20		2020-21	
		ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED	
■ BEGINNING FUND BALANCE		\$ 31,959	\$ 345,960	\$ 846,960	\$ 925,961	\$ 736,061	
<b>REVENUE</b>							
3301	Investment Earnings	2,001	12,883	-	15,000	15,000	
	<b>Total Revenue</b>	<b>\$ 2,001</b>	<b>\$ 12,883</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	
<b>EXPENDITURES</b>							
5300	Building & Structures	-	-	179,900	179,900	-	
5400	Infrastructure	-	-	-	-	-	
5900	Capital Maintenance	-	-	25,000	25,000	85,000	
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 204,900</b>	<b>\$ 204,900</b>	<b>\$ 85,000</b>	
<b>TRANSFERS IN (OUT)</b>							
3900	Interfund Transfer	312,000	567,118	225,000	-	-	
	<b>Total Net Transfers</b>	<b>\$ 312,000</b>	<b>\$ 567,118</b>	<b>\$ 225,000</b>	<b>\$ -</b>	<b>\$ -</b>	
■ ENDING FUND BALANCE		<b>\$ 345,960</b>	<b>\$ 925,961</b>	<b>\$ 867,060</b>	<b>\$ 736,061</b>	<b>\$ 666,061</b>	
Net Change in Fund Balance		314,001	580,001	20,100	(189,900)	(70,000)	

**Town of Yountville**  
**FACILITIES REPAIR & REPLACEMENT**  
**Fund 81 - Department 6000**

		2017-18 ACTUAL	2018-19 ACTUAL	2019-20 BUDGET	2019-20 ESTIMATED	2020-21 PROPOSED
<b>CF</b>	<b>CIVIC FACILITIES</b>					
CF-0023	Community Center/Hall Parking Lot Resurface	-	-	15,000	15,000	-
CF-0026	Replace Roofs on Bus Shelters	-	-	-	-	10,000
CF-0027	Repair Roof on Corp Yard Garages	-	-	-	-	75,000
CF-2020	Civic Facilities Replacement Fund	-	32,118	179,900	179,900	-
	<b>Total Civic Facilities</b>	<b>\$ -</b>	<b>\$ 32,118</b>	<b>\$ 194,900</b>	<b>\$ 194,900</b>	<b>\$ 85,000</b>
<b>CP</b>	<b>COMMUNITY PROJECTS</b>					
CP-7018	Parking Lot Resurface	-	10,000	-	-	-
	<b>Total Community Projects</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PK</b>	<b>PARKS &amp; RECREATION</b>					
PK-4018	Parks Surface Replacement Program	-	10,000	-	-	-
PK-0023	Remove/Replace Pour in Place play surface	-	-	10,000	10,000	-
PK-6018	Swimming Pool Replacement Program	-	15,000	-	-	-
	<b>Total Parks &amp; Recreation</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 67,118</b>	<b>\$ 204,900</b>	<b>\$ 204,900</b>	<b>\$ 85,000</b>

## FLEET, TOOLS, AND EQUIPMENT REPAIR & REPLACEMENT FUND

### Fund 82 - Department 6000



#### Department Overview

The Fleet, Tools and Equipment Repair and Replacement Fund was established in Fiscal Year 2016-2017 to allocate funding and develop a reserve fund to cover current and future fleet, tools and equipment repair and replacement needs. A sound fleet, tools & equipment replacement and repair plan will ensure that the Town's necessary vehicles and equipment are properly maintained and replaced in an appropriate timeframe. A Fleet, Tools & Equipment Repair and Replacement Matrix will identify cost estimates and replacement schedules for the Town's Fleet. Replacement and significant repair will be programmed into the Five-Year CIP and approved by the Council as a part of the annual budgeting process.

#### 2019-2020 Accomplishments

- Completed CIP Projects PK-0022 Replaced ¾ Ton Utility Truck (\$50,000) and PK-3020 Park Major Equipment Repair and Replacement (\$10,000).
- The total fund balance including interest is estimated to be \$968,731 at the end of Fiscal Year 2019-2020.

#### 2020-2021 Goals and Objectives

- To continue to provide the necessary vehicles and equipment to Town departments by ensuring appropriate vehicle availability, expedient repairs, aggressive preventative maintenance procedures, and cost productive practices.

#### Budget Highlights

- This internal service fund centralizes the expenditures for maintenance and replacement of vehicles for all participating Town departments.

#### Did You Know?

- The Town owns and maintains 27 vehicles and equipment.
- Our current fleet vehicles and specialty equipment include a hybrid vehicle, Vactor truck for Sewer Collections, eight (8) Pickup trucks, a John Deer Backhoe, a skid steer, and a commercial mower.

**Town of Yountville**  
**FLEET, TOOLS, AND EQUIPMENT REPAIR & REPLACEMENT**  
**Fund 82 - Department 6000**

		2017-18	2018-19	2019-20		2020-21
		ACTUAL	ACTUAL	BUDGET	ESTIMATED	PROPOSED
■ BEGINNING FUND BALANCE		\$ 56,005	\$ 399,376	\$ 1,034,967	\$ 1,034,967	\$ 968,731
<b>REVENUE</b>						
3301	Investment Earnings	2,399	14,799	-	15,000	15,000
	<b>Total Revenue</b>	<b>\$ 2,399</b>	<b>\$ 14,799</b>	<b>\$ -</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>
<b>EXPENDITURES</b>						
5300	Building & Structures	-	-	21,236	21,236	-
5400	Infrastructure	-	-	-	-	-
5600	Machinery & Equipment >\$10K	-	-	60,000	60,000	-
	<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,236</b>	<b>\$ 81,236</b>	<b>\$ -</b>
<b>TRANSFERS IN (OUT)</b>						
3900	Interfund Transfer	340,972	620,792	100,000	-	-
	<b>Total Net Transfers</b>	<b>\$ 340,972</b>	<b>\$ 620,792</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>
■ ENDING FUND BALANCE		<b>\$ 399,376</b>	<b>\$ 1,034,967</b>	<b>\$ 1,053,731</b>	<b>\$ 968,731</b>	<b>\$ 983,731</b>
Net Change in Fund Balance		343,371	635,591	18,764	(66,236)	15,000

**Town of Yountville**  
**FLEET, TOOLS, AND EQUIPMENT REPAIR & REPLACEMENT**  
**Fund 82 - Department 6000**

		2017-18 ACTUAL	2018-19 ACTUAL	BUDGET	2019-20 ESTIMATED	2020-21 PROPOSED
<b>CF</b>	<b>CIVIC FACILITIES</b>					
CF-4020	Civic Equipment Replacement Fund	-	60,792	21,236	21,236	-
	<b>Total Civic Facilities</b>	<b>\$ -</b>	<b>\$ 60,792</b>	<b>\$ 21,236</b>	<b>\$ 21,236</b>	<b>\$ -</b>
<b>CP</b>	<b>COMMUNITY PROJECTS</b>					
PK-0022	Replace 3/4 Ton Utility Truck	-	30,000	50,000	50,000	-
	<b>Total Community Projects</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>
<b>ST</b>	<b>STREETS &amp; TRANSPORTATION</b>					
ST-0025	Replacement Municipal Operations Truck	-	-	-	-	-
	<b>Total Drainage &amp; Flood Control</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PK</b>	<b>PARKS &amp; RECREATION</b>					
PK-0027	Tilt Trailer for Large Format Lawn Mower	-	-	-	-	-
PK-3020	Park Major Equip Repair and Replacement	-	30,000	10,000	10,000	-
	<b>Total Parks &amp; Recreation</b>	<b>\$ -</b>	<b>\$ 30,000</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>	<b>\$ -</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 120,792</b>	<b>\$ 81,236</b>	<b>\$ 81,236</b>	<b>\$ -</b>