

City of Calistoga

Staff Report

TO: Honorable Mayor and City Council
FROM: Dan Takasugi, Public Works Director/City Engineer
DATE: May 17, 2011
SUBJECT: Consideration of a Resolution Authorizing the Public Works Department to Submit a Fiscal Year 2010-11 Community Development Block Grant Program Application, and the Execution of Technical Grant Agreements

APPROVAL FOR FORWARDING:


Richard D. Spitler, City Manager

ISSUE:

Hold a Public Hearing for Consideration of a Resolution authorizing the Public Works Department to submit a Fiscal Year 2010-11 Community Development Block Grant Program application, and the execution of Technical Grant Agreements.

RECOMMENDATION: Adopt Resolution.

BACKGROUND/DISCUSSION:

The California Department of Housing and Community Development, Division of Financial Assistance, State Community Development Block Grant Program (CDBG) is offering Planning and Technical Assistance (PTA) Grants. The 2010-11 CDBG PTA allocation provides funding in the form of grants to small cities and rural counties for planning and feasibility studies related to CDBG eligible activities and project-specific activities such as housing, public improvements, public facilities, public services and economic development.

Under the General Allocation Program applicants can request up to \$35,000 for non-project specific activities. Examples of non-project specific activities are jurisdictional wide or community wide study's related to: housing element updates; community-wide housing condition surveys; geographic information system (GIS) mapping; general community-wide needs assessments, etc. Under the General Allocation program the City can apply for two non-project specific activities totaling \$70,000. The City has to cash match 14% of the funding or \$9,800 of the \$70K. Staff time may account as our contribution to the match in funds.

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27 We appear to have the necessary minimum qualifications required to be an eligible
28 jurisdiction according to the program guidelines. The main goal of the program is to
29 benefit low income areas. Our city meets the Targeted Income Group (TIG)
30 requirement meaning we have more than 51% of our households are at or below
31 80% of the Area Median Income (AMI) – Calistoga is currently listed as 58%.

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33 Another requirement of this grant program is to have a certified General Plan
34 Housing Element. While the City's newly updated Housing Element has not yet
35 been formally certified by the State, we understand that certification is imminent. If
36 the State delays in that Housing Element certification, then this grant application will
37 ultimately be rejected.

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39 The Public Works Department has considered the options and has determined the
40 need for a Master Water Study and a Traffic Model and Impact Fee Study as follows:

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42 Master Water Study

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44 This study will develop a city-wide hydraulic model of our water supply/distribution
45 system that will evaluate and prioritize City water infrastructure improvements.

46 Associated project activities will include:

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- 48 ▪ Evaluate future system improvements or impacts to the system prior to
49 pursuing/building (assess the value to the Community for the improvement
50 prior to spending monies)
- 51 ▪ Evaluate fire protection for City residents
- 52 ▪ Evaluate more efficient valving to minimize supply outages during repairs
- 53 ▪ Analyze tank turnover rates and chlorine residuals
- 54 ▪ Evaluate more efficient ways to convey supplies (i.e. NBA pumps)
- 55 ▪ Develop a water infrastructure database (GIS system) of the existing facilities
56 (age, material type, expected life, etc...)

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58 Traffic Model and Impact Fee Study

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60 This will be a study of the City's major local street network that will evaluate and
61 prioritize traffic infrastructure improvements. Associated project activities will
62 include:

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- 64 ▪ Development of a city-wide traffic model of the City's primary street network
- 65 ▪ Determination of future road/intersection improvements needed to achieve
66 acceptable traffic operation (i.e. traffic control devices, etc.)

- 67 ▪ Determination of improvements needed to enhance public safety
- 68 ▪ Evaluation of an appropriate fee structure for mitigation of traffic impacts
- 69 resulting from new development.

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71 A public meeting was held on April 25, 2011 to accept any comments from the
72 public. No comments were received.

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74 **GENERAL PLAN CONFORMANCE, ENVIRONMENTAL REVIEW:**

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76 Both of these projects conform to the General Plan as follows:

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78 Infrastructure Element – Water Facilities:

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80 Goal I-1 Provide adequate supplies of water, appropriate for the intended
81 purpose, and available to all types of users.

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83 Circulation Element:

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85 Goal CIR-1 Maintain and enhance Calistoga's street network to service
86 existing and planned land uses while also maintaining the
87 communities small town character.

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89 Action A2 Study the need for more general traffic mitigation fee for new
90 development to pay for needed traffic improvements.

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92 Both projects are exempt from CEQA requirements.

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94 **FISCAL IMPACT:**

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96 The Master Water Study will be budgeted in FY 2011/12 and split between Water
97 Distribution Capital and Water Treatment Capital. CDBG will provide a grant in the
98 amount of \$35,000. Local funds from the Water Enterprise will be required in the
99 amount of \$4,900.

100

101 We have the in-house capability to create and evaluate a City wide water model. Our
102 in-house staff time will qualify for our cash match (the \$4,900 value). This report will
103 also be able to be the backbone in finalizing the City's budgeted Water Master Plan
104 which is currently budgeted in FY12/13 for an amount of \$150,000 and FY13/14 for
105 an amount of \$150,000 – a potential savings of over \$200,000.

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107 The Traffic Model and Impact Fee Study will be budgeted in FY 2011/12 in the
108 Streets Capital Account. CDBG will provide a grant in the amount of \$35,000. Local
109 funds from the General Fund will be required in the amount of \$4,900. Staff will

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110 seek to offset some of this cash match with in-house staff time required to support
111 the Traffic Model and Impact Fee Study.

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113 **ATTACHMENTS:**

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115 1. Resolution

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RESOLUTION NO. 2011 -

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA,
COUNTY OF NAPA, STATE OF CALIFORNIA, APPROVING AN APPLICATION FOR FUNDING AND THE
EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE PLANNING
TECHNICAL ASSISTANCE ALLOCATION OF THE STATE CDBG PROGRAM**

BE IT RESOLVED by the City Council of the City of Calistoga as follows:

SECTION 1

The City Council has reviewed and hereby approves an application under the General Allocation for up to \$70,000 for the following planning activities:

1. Master Water Study (jurisdiction-wide).
2. Traffic Model and Impact Fee Study (jurisdiction-wide).

SECTION 2

The City Council has determined that federal Citizen Participation requirements were met during the development of this application.

SECTION 3

For Cash Match, the City Council hereby approves the use of: Local Funding in the amount of \$9,800 to be used as the City's Cash Match for this application.

SECTION 4

The City Manager is hereby authorized and directed to act on the City's behalf in all matters pertaining to this application.

SECTION 5

If the application is approved, the City Manager is authorized to enter into and sign the grant agreement and any subsequent amendments with the State of California for the purposes of this grant.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the City Council of the City of Calistoga held on the **17th day of May, 2011** by the following vote:

AYES:

NOES:

ABSTAIN/ABSENT:

JACK GINGLES, Mayor
City Council of the City of Calistoga

STATE OF CALIFORNIA
City of Calistoga

I, Susan Sneddon, City Clerk of the City of Calistoga, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 17th day of May, 2011.

Susan Sneddon, City Clerk of the City of Calistoga, State of California

By: _____
Susan Sneddon, City Clerk