



Staff Reports Details (With Text)

**File #:** 12-2021      **Version:** 1  
**Type:** Consent Calendar      **Status:** Passed  
**File created:** 1/7/2021      **In control:** CITY COUNCIL OF THE CITY OF NAPA  
**On agenda:** 2/2/2021      **Final action:** 2/2/2021  
**Title:** River Park Estates Canal Maintenance District Project Evaluation

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. ATCH 1 - Resolution, 2. EX A - Budget Adjustment No. BE2102501

Date	Ver.	Action By	Action	Result
2/2/2021	1	CITY COUNCIL OF THE CITY OF NAPA	approved	Pass

**To:** Honorable Mayor and Members of City Council

**From:** Julie B. Lucido, Public Works Director

**Prepared By:** Rosalba Ramirez, Senior Civil Engineer

**TITLE:**

River Park Estates Canal Maintenance District Project Evaluation

**RECOMMENDED ACTION:**

Adopt a resolution (1) adding the River Park Maintenance Project to the City’s Five-Year Capital Improvement Program, and (2) approving the use of \$175,000 of the River Park Maintenance Fund to fund an increase to the expenditure budget of the Capital Improvement Fund of \$175,000, as documented in Budget Adjustment Form No. BE2102501, for the Project.

**DISCUSSION:**

The River Park Estates Canal Maintenance District was established as an assessment district in 1961 under the Municipal Improvement Act of 1913 and provides for the ongoing maintenance of the canals and slope protection along the canals within the District. Since the 1960s, bank stability within the District has been a chronic problem. Repairs to the banks have been performed in select locations; however, other locations require similar attention.

The City had previously contracted with GHD (formerly named Winzler & Kelly Consulting Engineers) to analyze problem areas, develop repair strategies, and produce a 10-year strategic plan to perform preventative/corrective maintenance. The strategic plan was completed in 2008. Several projects have been completed, and a plan update considering the current bank conditions is required. The City will contract with GHD for the work under an existing On-Call Civil Engineering Services contract approved in 2019.

The work for the updated plan will complete a survey of the bank conditions, recommend repair methods, develop cost estimates, and develop a phased approach. The plan will need to consider the existing River Park Canal Maintenance District revenues and propose phased construction schedules that are timed to begin when the projected River Park Canal Maintenance District fund reserve fund balance is sufficient to complete the projects.

Staff and the GHD project engineer will meet with representatives from the River Park Marina neighborhood through a virtual meeting format prior to the physical condition survey and again after the evaluation is completed.

Future work for the final design, bid package, and permitting will be required to prepare projects for construction. A future agenda item recommending an additional appropriation for construction funding will be presented after this initial work to identify the full scope of work, cost estimates, and phasing is complete.

**FINANCIAL IMPACTS:**

There are sufficient funds within the River Park Maintenance District Fund's undesignated fund balance for the \$175,000 cost estimate to develop the preliminary evaluation, design concepts, estimates and phasing. These assessment funds have accumulated over time for a larger maintenance project. The requested appropriation and expenditure is a necessary step for the delivery of the larger project. The approval of BE2102501 will transfer \$175,000 from the River Park Maintenance District funds into the Capital Improvement Fund, and appropriate \$175,000 for the project within the Capital Improvement Fund.

**CEQA:**

The Public Works Director has determined that the Recommended Action described in this Agenda Report is not in-and-of-itself a "project" (pursuant to CEQA Guidelines Section 15378) since it does not result in a physical change in the environment.

However, the Recommended Action is a part of a larger "project" that will be subject to environmental review in accordance with CEQA at the "earliest feasible time" prior to "approval" consistent with CEQA Guidelines Sections 15004 and 15352. The larger "project" consists of necessary bank repairs within the River Park Canal Maintenance District, and staff plans to bring back a CEQA analysis to Council prior to approval of the construction project.

**DOCUMENTS ATTACHED:**

ATCH 1 - Resolution

EX A - Budget Adjustment No. BE2102501

**NOTIFICATION:**

River Park Homeowners Association Board Members