



Mayor: Alan Galbraith
Vice Mayor: Peter White
City Council: Sharon Crull
Paul Dohring
Greg Pitts

St. Helena City Council
Regular Meeting
April 12, 2016

6:00 PM Regular Meeting
Vintage Hall Board Room – Second Floor
465 Main Street, St. Helena

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 three minutes.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC FORUM:** Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Forum. Each person’s comments shall be limited to 3 minutes. Each person is entitled to speak on any non-agendized item only once at any meeting. Brief questions by Councilmembers for clarifications may be posed and answered, and Councilmembers may make requests that items be placed on future agendas, but in accordance with state law, no substantive discussion or action may take place unless and until the matter properly appears on the agenda.
- 5. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, and AB 1234 REPORTS:** Reports by staff and/or Councilmembers on items of general interest. Brief questions for clarification may be posed and answered, and Councilmembers may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the City Council.
 - a. Consideration for the City Council to go dark during the Month Of July 2016 or for the second meeting only, which is July 26, 2016. – Cindy Black, City Clerk

PRESENTATIONS AND PUBLIC RECOGNITIONS

6. Proclamation – National Crime Victims' Rights Week - April 10 to 16, 2016 presented to Napa County District Attorney Gary Lieberstein and District Attorney's Office Victim Services Manager Yuka Kamiishi
7. Proclamation – Sexual Assault Awareness Month – April 2016 presented to Napa Emergency Women's Services, Sexual Assault Victim Services, Program Manager/Lead Advocate Judy Durham and Bilingual Advocate Alma Garcia

CONSENT ITEMS: Members of the Council or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

8. Consideration and proposed approval of Regular and Special Meeting Minutes of:
 - a. Regular Meeting Minutes of June 9, 2015
 - b. Regular Meeting Minutes of June 23, 2015
 - c. Regular Meeting Minutes of July 14, 2015
 - d. Regular Meeting Minutes of July 28, 2015
 - e. Regular Meeting Minutes of August 11, 2015

CEQA Status: Not a CEQA Project
Prepared By: Cindy Black, City Clerk
Recommendation: Adopt

9. Consideration and proposed approval of a resolution requesting to purchase City-wide access to Safety Data Sheets (SDS) through MSDS Online and request a budget adjustment from FY 2015-16 City Manager General Fund Salary savings to Non-Departmental in an amount not to exceed \$1,494.00

CEQA Status: Not a CEQA Project
Lead Staff: Kathy Robinson, Human Resources/IT Director
Recommendation: Adopt

10. Consideration and proposed approval of a resolution awarding Construction Contract for Mitchell Drive Sidewalk, Capital Improvement Project R-76 in the amount of \$87,400 to AAA Concrete Construction; and authorize the Director of Public Works to approve change orders not to exceed 15% of the contract amount.

CEQA Status: Categorically Exempt from CEQA, Sections 15304, Minor Alterations to Land, 15061, "Common Sense" exemption".
Lead Staff: Tobias Barr, Public Works Project Manager
Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

- 11.** Consideration and proposed approval of a resolution awarding Construction Contract for 2015 Pavement Rehabilitation Project, Capital Improvement Project R-74 in the amount of \$124,920 to American Asphalt Repair and Resurfacing Company; and authorize the Director of Public Works to approve change orders not to exceed 10% of the contract amount

CEQA Status: Categorically Exempt from CEQA, Sections 15301, Existing Facilities Class I, 15061, "Common Sense" exemption".

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

- 12.** Consideration and proposed approval of a resolution approving out-of-state travel for Wastewater Treatment Operator 2 Jarratt Rossini to attend the California Rural Water Association (CRWA) Conference in South Lake Tahoe, Nevada April 25-28, 2016 in an amount not to exceed \$1,300.00

CEQA Status: Not a CEQA Project

Prepared By: Carlos Uribe, Public Works Maintenance Manager

Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

- 13.** Consideration and proposed approval of Resolution authorizing the City Manager to Execute a Joint Powers Agreement between the City of Napa and Participating Cities in the County of Napa for the Purpose of Disbursing California Board of State and Community Corrections Police Grant Funds Amongst the Parties and accept \$9,504 in grant funds.

CEQA Status: Not a CEQA Project

Prepared By: William Imboden, Chief of Police

Tracey Perkosky, Grants Manager

Recommendation: Adopt

- 14.** Consideration and proposed approval of Resolution approving an agreement with Nigro & Nigro to provide a Forensic Accounting Audit of the Comprehensive Flood Control Project for a total not to exceed amount of \$60,000

CEQA Status: Not a CEQA Project

Prepared By: April Mitts, Finance Director

Recommendation: Adopt

- 15.** Consideration and proposed approval of Resolution approving the SHES/SHPS Parent Teacher Group to host musical entertainment, and vendors at Lyman Park on Friday, May 6, 2016, between the hours of 5:00pm and 10:00pm, and waive the Encroachment Permit fee in the amount of \$200.00, and authorizing City staff time to set-up and tear down of equipment

CEQA Status: Categorically exempt from CEQA, Sections 15323, 15061

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

NEW BUSINESS:

- 16.** Consideration and proposed approval of a resolution approving the St. Helena Chamber of Commerce to host musical entertainment, mobile food truck, and vendors at Lyman Park on the 2nd and 4th Thursdays of June, July and August of 2016, between the hours of 5:30pm and 8:00pm and waive the Encroachment Permit fee in the amount of \$200.00, and authorize City staff time for set up and tear down of equipment

CEQA Status: Categorically exempt from CEQA, Sections 15323, 15061

Prepared By: Steve Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

- 17.** Consideration and proposed approval of a resolution setting fees for Special Events; Harvest Festival and 4th of July Fireworks

CEQA Status: Not a CEQA Project

Prepared By: Haidi Arias, Recreation Director

Recommendation: Adopt

- 18.** Consideration and proposed approval of a resolution approving an In-Lieu Water Neutrality Fee in the amount of \$38,000 for Tentative Parcel Map at 601 Fulton Lane

CEQA Status: Categorically Exempt from CEQA, Sections 15315 Class 15, Minor Land Divisions, 15061, "Common Sense exemption"

Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

- 19.** Provide direction for the closure of the existing residential used motor oil recycling facility adjacent to 1574 Railroad Avenue

CEQA Status: Categorically Exempt from CEQA, Sections 15301, 15330 and 15061, "Common Sense exemption"

Prepared By: Carlos Uribe, Public Works Maintenance Manager

Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Provide direction

- 20.** Fiscal Year 2015/16 3rd Quarter Finance Report

CEQA Status: Not a CEQA Project

Prepared By: April Mitts, Finance Director

Recommendation: Receive and file

- 21.** Consideration and proposed approval of a resolution adopting the City of St. Helena's Vision and Mission Statements

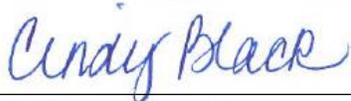
CEQA Status: Not a CEQA Project

Prepared By: Jennifer Phillips, City Manager

Recommendation: Adopt

ADJOURNMENT The next Regular City Council meeting is scheduled for April 26, 2016, at 6:00 p.m. in the Vintage Hall Board Room located at 465 Main Street.

This agenda was posted at City Hall, 1480 Main Street, and at Vintage Hall, 465 Main Street, St. Helena, California on April 8, 2016.



Cindy Black, 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.

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of St. Helena, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

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 1480 Main Street, St. Helena, California, during normal business hours. In addition, such writings or documents will be made available on the City's web site at <http://cityofsthenana.org> and will be available for public review at the respective meeting.