

**MINUTES
SPECIAL MEETING
ST. HELENA CITY COUNCIL
May 4, 2016**

**9:00 A.M. Special Pubic Budget Workshop Meeting
ST. HELENA FIRE STATION
1480 MAIN STREET, ST. HELENA
(Entrance on Railroad Avenue)**

A complete video recording of this meeting, except for closed session, can be found at www.cityofsthelema.org or by calling the City Clerk at (707) 967-2792. The City Council video is the official record of the Council meeting.

1. PLEDGE OF ALLEGIANCE

Mayor Galbraith called the special meeting to order at 4:00 pm and the flag was saluted.

2. ROLL CALL

Present: Councilmembers Dohring, Pitts, White, Crull and Mayor Galbraith
Absent: None

3. Public comments pertaining to the Budget Public Workshop meeting.

No public comment received.

4. Consideration to Recommend Non Profit Grant Application Requests for Funding in the Fiscal Year (FY) 16/17 Budget for Federated Women of Upper Napa Valley; Rianda House Senior Activity Center; UpValley Family Centers; Nimbus Arts, LLC; Boys and Girls Club of St. Helena and Calistoga; St. Helena Preschool for All, Inc.; St. Helena Little League; Friends of the Cameo; and St. Helena Historical Society; in an aggregate amount up to \$70,100

Each agendized non profit entity addressed the City Council.

It was the consensus of the Council to hold a discussion in regards to the non profit requests until after the budget discussion has taken place.

5. Discuss and provide direction on the St. Helena Proposed FY 16/17 Budget

City Manager Jennifer Phillips provided an introduction.

a. Budget overview

Finance Director Mitts presented a comprehensive budget overview presentation.

b. Departments:

Each department listed reported on the FY 2015/2016 accomplishments, FY 2016-2017 goals and unfunded goals.

- **City Council**

City Manager Jennifer Phillips reported on this item.

Jeff Farmer addressed the City Council

- **City Manager**

City Manager Jennifer Phillips reported on the office of the City Manager.

Human Resources & Information Technology Director Kathy Robinson reported on the office of Human Resources and Information Technology.

City Clerk Cindy Black reported on the office of the City Clerk.

No public comment received.

Mayor Galbraith called for a lunch recess at 12:20 pm.

The meeting reconvened at 1:45 pm.

- **Finance**

Finance Director April Mitts reported on the Finance Department.

No public comment received.

- **Planning/Building**

Planning & Community Development Director Noah Housh reported on the Planning/Building Department.

No public comment received.

- **City Attorney**

City Manager Jennifer Phillips reported on the City Attorney.

No public comment received.

- **Non-Departmental**

Finance Director April Mitts reported on the Non-Departmental.

No public comment received.

- **Library**

Library Directory Chris Kreiden reported on the Library Department.

No public comment received.

- **Recreation**

Recreation Director Haidi Arias reported on the Recreation Department.

No public comment received.

- **Fire**

Fire Chief John Sorenson reported on the Fire Department.

No public comment received.

- **Police**

Police Chief William Imboden reported on the Police Department.

No public comment received.

Mayor Galbraith called a recess at 3:50 pm.

The meeting reconvened at 4:06 pm.

- **Public Works**

Public Works Director and City Engineer Steve Palmer reported on the Public Works Department.

No public comment received.

- **Water/Wastewater**

Public Works Director and City Engineer Steve Palmer reported on the Water and Wastewater.

No public comment received.

- City Council to provide direction to City Staff Regarding the FY 2016/17 Operations Budget:
 - Non-Profit Funding
 - Use of General Fund Assigned Reserves for \$52,413 gap
 - Use of Water Reserves for \$1,337,807 gap
 - Establishment of a Capital Reserve Fund for the Flood Control Project

A round table discussion ensued regarding Council direction and consideration of Non Profit Grant Application Requests for Funding in the Fiscal Year (FY) 16/17 Budget. It was the consensus of the City Council to award 50% of the requested amount to each qualified applicant, the funds will come from the City Attorney budget. These non profits will be reviewed again in November or December for reconsideration of the remainder of the requested funds. It was also the consensus of the City Council to use funds from the City Attorney budget to fund the \$52,413 gap.

A motion was made by Vice Mayor White to use Water Reserves for the \$1,337,807 gap. The motion was seconded by Councilmember Dohring and on roll call carried by the following vote:

AYES: Councilmembers White, Dohring, Pitts, Crull and Mayor Galbraith

NOES: None

ABSENT: None

A motion was made by Councilmember Dohring for the establishment of a Capital Reserve Fund for the Flood Control Project. The motion was seconded by Vice Mayor White and on roll call carried by the following vote:

AYES: Councilmembers Dohring, White, Pitts, Crull and Mayor Galbraith

NOES: None

ABSENT: None

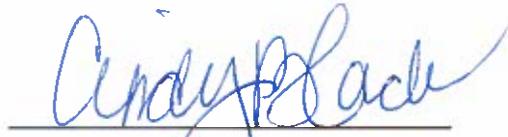
ADJOURNMENT

Mayor Galbraith adjourned the meeting at 9:04 p.m.

APPROVED:

ATTEST:





Alan Galbraith, Mayor

Cindy Black, City Clerk

