

**Minutes
St. Helena City Council
May 10, 2016**

**6:00 P.M. REGULAR MEETING
465 MAIN STREET, ST. HELENA
VINTAGE HALL BOARD ROOM – SECOND FLOOR**

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

1. CALL TO ORDER and PLEDGE OF ALLEGIANCE

2. ROLL CALL

Present: Councilmembers Crull, Dohring, Pitts, White, Mayor Galbraith

Absent: None

3. PUBLIC FORUM:

Ron Bello from Computer Engineering Service addressed the City Council.

4. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, and AB 1234 REPORTS:

City Manager Jennifer Phillips reported on the recent budget workshop.

Finance Director April Mitts also reported on the recent budget workshop and noted the financial audit is complete.

Planning Director Noah Housh reported that Senior Planner Aaron Hecock is out on leave and to be patient with the department.

Public Works Director Steve Palmer reported on the upcoming Public Works Week festivities.

Councilmember Dohring reported on attending the recent ABAG meeting.

Mayor Galbraith provided an update on the Caltrans channelization project.

PRESENTATIONS AND PUBLIC RECOGNITIONS

5. Presentation – St. Helena Chamber of Commerce 2015-2016 Annual Marketing Report presented by Chamber President Pam Simpson
6. Proclamation – Mental Health Month 2016 presented to Napa County Health & Human Services Agency, Mental Health Manager Doug Hawker and Upvalley Family Centers Community Representative Indira Lopez
7. Proclamation – National Public Works Week May 15-21, 2016, presented to the Public Works Department Maintenance Manager Carlos Uribe
8. Proclamation – Municipal City Clerks Week May 1-7, 2016 presented to City Clerk Cindy Black

STAFF BRIEFING

9. Water Revenue Update presented by Finance Director April Mitts

Finance Director April Mitts provided a water revenue update.

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)

10. Consideration and proposed approval of Regular and Special Meeting Minutes of:

- a. Regular Meeting Minutes of January 12, 2016
- b. Regular Meeting Minutes of January 26, 2016
- c. Special Meeting Minutes of January 27, 2016
- d. Regular Meeting Minutes of February 9, 2016
- e. Special Meeting Minutes of February 11, 2016
- f. Regular Meeting Minutes of February 23, 2016
- g. Regular Meeting Minutes of March 8, 2016
- h. Regular Meeting Minutes of March 22, 2016
- i. Special Meeting Minutes of March 23, 2016
- j. Regular Meeting Minutes of April 12, 2016
- k. Regular Meeting Minutes of April 26, 2016
- l. Special Meeting Minutes of May 4, 2016

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

11. Consideration and proposed approval of a Resolution 2016-56 2016-60 Approving an Employment Agreement with Cindy Black to serve as an Executive At-Will City Clerk

CEQA Status: Not a CEQA project
Prepared By: Jennifer Phillips, City Manager
Recommendation: Adopt

Councilmember Dohring removed Item 12 from Consent.

~~**12. Consideration and proposed approval of a resolution 2016-57 approving the first amendment to the professional services agreement in the amount of \$3,500 with Green Valley Consulting Engineering for the design of Holmes Tank Upgrade, Capital Improvement Project W-86**~~

~~CEQA Status: Categorically Exempt, Article 19 Section 15302 Replacement or Reconstruction, and Article 19 Section 15303 New Construction or Conversion of Small Structures
Prepared By: Tobias Barr, Public Works Project Manager
Steven Palmer, PE, Public Works Director/City Engineer
Recommendation: Adopt~~

13. Consideration and proposed approval of a resolution 2016-58 approving the St. Helena Community Band to host musical entertainment, mobile food truck, and vendors at Lyman Park on Sunday July 3, 216 from 4:00 pm to 7:00 pm; and waive the encroachment permit fee of \$200.00 and the noise permit fee of \$25.00

CEQA Status: Not a CEQA project
Prepared By: Christina Cook, Public Works Administrative Assistant
Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

14. Consideration and proposed approval of a resolution 2016-59 accepting the work and directing the filing of the Notice of Completion for the Stonebridge Filter Rehabilitation Project, CIP W-102

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities
Prepared By: Tobias Barr, Public Works Project Manager
Steven Palmer, PE, Public Works Director/City Engineer
Recommendation: Adopt

15. Second reading and proposed adoption of Ordinance 2016-8 Amendments to Title 17 "Zoning" of the Municipal Code (Attachment A) initiated by the City of St Helena to implement provisions of the City's adopted 2015-2023 Housing Element that require the City to 1) eliminate the requirement for a Use Permit for multiple family residential projects proposed in the "High Density" (HD) Residential District, and 2) eliminate the requirement for a Use Permit for multiple family housing projects proposed on "Key Housing Sites", as designated in the 2015-2023 Housing Element, that are located in the City's "Medium Density (MD) Residential District"

CEQA Status: Negative Declaration
Prepared By: Victor Camiglia, Planning Consultant

Recommendation: Adopt

16. Second reading and proposed adoption of Ordinance 2016-9 amendments to City of St. Helena Municipal Code Section(s) 17.134 Short Term Rentals creating a permit renewal process, modifying the review and operations criteria and improving enforcement mechanisms for short-term rental uses in the Residential and Agricultural Zoning Districts, Citywide

CEQA Status: Ordinance is determined to be exempt from the requirements of CEQA as a Class 1 Categorical Exemption pursuant to CEQA Guidelines Section 15301 given that the regulations affect existing structures and under the "General Rule", Section 15061(b)(3)

Prepared By: Noah Housh, Planning and Community Improvement Director

Recommendation: Adopt

Councilmember Crull moved to approve Consent items 10 – 11 and 13 - 16. The motion was seconded by Councilmember Dohring and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

Public Works Director/City Engineer Steve Palmer reported on this item and it was noted the item was amended to include the appropriate contract.

No public comment was received.

12. Consideration and proposed approval of a resolution 2016-57 approving the first amendment to the professional services agreement in the amount of \$3,500 with Green Valley Consulting Engineering for the design of Holmes Tank Upgrade, Capital Improvement Project W-86

CEQA Status: Categorically Exempt, Article 19 Section 15302 Replacement or Reconstruction, and Article 19 Section 15303 New Construction or Conversion of Small Structures

Prepared By: Tobias Barr, Public Works Project Manager
Steven Palmer, PE, Public Works Director/City Engineer

Recommendation: Adopt

Councilmember Dohring moved to approve Consent item 12 as amended. The motion was seconded by Councilmember Pitts and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

NEW BUSINESS:

It was the consensus of the City Council to allow Council and public deliberation for items 17 and 18 concurrently.

City Manager Jennifer Phillips reported on these items.

Pat Dell, Geoff Ellsworth, Mike Thomas, Andy Bartlett and a citizen addressed the City Council.

Councilmember Pitts presented an alternative to the options presented in Item 17.

It was the consensus of the City Council to hold off on the RFP until further discussions have taken place regarding a proposed sales tax measure. Council also directed staff to agendize a sales tax ballot measure and Councilmember Pitts' alternative option for the Adams Street property.

17. Options for the Development of City Owned Properties at Adams Street, 1480 Main Street (City Hall/Police Station) and 1572/1574 Railroad Avenue
CEQA Status: Categorically exempt from the requirements of CEQA under Section 15306 as an effort to gather information on development interest for specific City owned properties within St. Helena. Any future development of a specific project will be subject to separate CEQA review and compliance.
Prepared By: Jennifer Phillips, City Manager
Recommendation: Provide direction

18. Consideration of a Sales Tax Measure for the November 2016 Ballot
CEQA Status: Not a CEQA project
Prepared By: Jennifer Phillips, City Manager
Recommendation: Provide direction

ADJOURNMENT

Mayor Galbraith adjourned the meeting at 8:24 p.m.

APPROVED:

ATTEST:



Alan Galbraith, Mayor



Cindy Black, City Clerk