

**Minutes
St. Helena City Council
June 14, 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**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

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

4. PUBLIC FORUM:

No public comment received.

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

Planning Director Noah Housh reported on the extension of the EIR comment period and Planning Commission holding a study session on the General Plan.

Public Works Director Steve Palmer reported on the upcoming Annual Slurry Seal Project.

Library Director Chris Kreiden reported on Summer Reading Programs and upcoming events.

PRESENTATIONS AND PUBLIC RECOGNITIONS

6. Proclamation – June 2016 LGBTQ Pride Month was presented to Haidi Arias and Hannah Cohen
7. Presentation – Marin Clean Energy membership update by Community Power Organizer Alexandra McGee.

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 Meeting Minutes of May 24, 2016
CEQA Status: Not a CEQA Project
Prepared By: Cindy Black, City Clerk
Recommendation: Adopt
9. Consideration and proposed approval of Resolution 2016-70 accepting bids and awarding contracts to the lowest responsible bidders for furnishing chemicals for Water and Wastewater Treatment Plants in a total amount of \$40,144 for Fiscal Year 2016/17
CEQA Status: Not a CEQA Project
Prepared By: Dan Brunetti, Chief Operator Water Treatment Plant
Steven Palmer, PE, Director of Public Works/City Engineer

Recommendation: Adopt

10. Consideration and proposed approval of Resolution 2016-71 authorizing and approving budget adjustment request transferring \$63,961 from assigned reserves for budget shortfalls due to the resignation of six employees and one retiree who received payouts of their entitled vacation and allowable sick leave accruals. Amounts to be transferred from assigned reserves are: \$45,330 from General Fund, \$5,910 from Water Fund, and \$12,721 from Waste Water Fund.

CEQA Status: Not a CEQA Project

Prepared By: Kathy Robinson, HR/IT Director
April Mitts, Finance Director

Recommendation: Adopt

11. Consideration and proposed approval of Resolution 2016-72 approving a two year agreement with Housing Authority of the City of Napa in an amount not to exceed \$83,149

CEQA Status: Not a CEQA Project

Prepared By: Jennifer Phillips, City Manager

Recommendation: Adopt

12. Consideration and proposed approval of Resolution 2016-73 calling and giving notice of the General Municipal Election to be held in the City of St. Helena on November 8, 2016 and requesting the Board of Supervisors of the County of Napa Consolidate the General Municipal Election with the Statewide Election.

CEQA Status: Not a CEQA Project

Prepared By: Cindy Black, City Clerk

Recommendation: Adopt

13. Consideration and proposed approval of Resolution 2016-74 Approving Amendment No. 1 to the Employment Agreement with Jennifer Phillips; proposed amendment including authorization of additional 40 hours of Executive Leave, implementation of a 1% PERS cost sharing agreement and to correct an administrative error

CEQA Status: Not a CEQA Project

Prepared By: Kathy Robinson, Human Resources & IT Director

Recommendation: Adopt

14. Consideration and proposed approval of Resolution 2016-75 authorizing and approving publicly available pay schedules in accordance with the requirement of California Code of Regulations, Title 2, Section 570.5 which includes revised salary schedule for Police Officers Association (POA), Mid-Management, and At-will Employees; and approval of proposed amendments to Unrepresented Compensation Resolution including authorization of additional 40 hours of Executive Leave for At-will employees

CEQA Status: Not a CEQA Project

Prepared By: Jennifer Phillips, City Manager

Recommendation: Adopt

15. Consideration and proposed approval of Resolution 2016-76 authorizing an amendment to the contract between Safety Police Management of the City of St. Helena and the Board of Administration of the California Employees' Retirement System (CalPERS) to include pension cost sharing

CEQA Status: Not a CEQA Project

Prepared By: Mandy Kellogg, Administrative Services Manager

Recommendation: Adopt

16. Consideration and proposed approval of Resolution 2016-77 adopting Schedule of Parks and Recreation Fees, at existing rates, for FY 2016/17

CEQA Status: Not a CEQA Project

Prepared By: Haidi Arias, Recreation Director
April Mitts, Finance Director

Recommendation: Adopt

Councilmember Crull moved to approve Consent as presented. The motion was seconded by Vice Mayor White and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

PUBLIC HEARING:

17. Consideration and proposed approval of Resolution 2016-78 approving the Annexation of Territory into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 128 (90 Dahlia St., St Helena, CA. APN. 009-431-001)

CEQA Status: Categorically Exempt, CEQA Guidelines Section 15319, Annexations of Existing Facilities and Lots for Exempt Facilities, and Section 15061(b)(3), No Possibility of Significant Effect on the Environment

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

Recommendation: Adopt

Director of Public Works, Steve Palmer reported on the Item.

Mayor Galbraith opened the public hearing.

No public comment Received.

Mayor Galbraith closed the public hearing.

Vice Mayor White moved to approve a resolution authorizing the Annexation of Territory into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 128 (90 Dahlia St., St Helena, CA. APN. 009-431-001). The motion was seconded by Crull and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

NEW BUSINESS:

18. Consideration and proposed approval of Resolution 2016-79 approving use of Affordable Housing Trust Funds to support Our Town St Helena's construction of a maximum of two very low income houses at 684 McCorkle Avenue for a total maximum cost of up to \$100,000

CEQA Status: This item is exempt from CEQA pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and specifically, the "General Rule" Section 15061(b)(3), where it can be seen with certainty that the proposed action will have no significant effect on the environment.

Prepared By: Jennifer Phillips, City Manager

Recommendation: Adopt

City Manager Jennifer Phillips reported on Item.

No public comment received.

Councilmember Pitts moved to adopt the resolution approving use of Affordable Housing Trust Funds to support Our Town St Helena's construction of a maximum of two very low income houses at 684 McCorkle Avenue for a total maximum cost of up to \$100,000. The motion was seconded by Vice Mayor White and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

19. Consideration and proposed approval of Resolution 2016-80 adopting Fiscal Year 2016/17 City of St. Helena Annual Budget

CEQA Status: Not a CEQA Project
Prepared By: Mandy Kellogg, Senior Management Analyst
Recommendation: Adopt

City Manager Jennifer Phillips provided the City Council with an introduction of the Fiscal Year 2016/17 City of St. Helena Annual Budget.

Finance Director April Mitts presented a comprehensive economic and budget overview.

Finance Director April Mitts, Planning and Community Improvement Director Noah Housh, Library Director Chris Kreiden, Recreation Director Haidi Arias, Fire Chief John Sorenson and Acting Police Chief/Sergeant Chris Hartley presented the City Council with their individual proposed department budgets.

Mayor Galbraith requested the City Clerk's unfunded item titled, "Meeting Manager software (\$6,000) City Clerk Transparency web page" be considered for funding. It was the consensus of the City Council for the City Clerk to bring this item back to Council at a later date for consideration.

Bobbi Monnette addressed the City Council.

Councilmember Crull moved to approve a resolution adopting Fiscal Year 2016/17 City of St. Helena Annual Budget. The motion was seconded by Vice Mayor White and on roll call carried by the following vote:

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

NOES: None

ABSENT: None

20. Consideration to Review of Transactions and Use Taxes Measure and Non-Binding Advisory Measure:

1. Proposed Ordinance of the City of St. Helena Imposing Transactions and Use Taxes
2. Proposed Resolution Ordering the Submission to the Qualified Electors of the City of St. Helena a Measure to Approve a Transactions and Use Taxes Ordinance at the General Municipal Election to be held on Tuesday, November 8, 2016
3. Proposed Resolution Ordering the Submission to the Qualified Electors of the City of St. Helena a Non-Binding Advisory Measure Regarding Use of Transactions and Use Taxes Proceeds at the General Municipal Election to be held on Tuesday, November 8, 2016

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

City Manager Jennifer Phillips reported on this item.

Bobbi Monnette addressed the City Council.

The City Council directed staff to move forward with the Transactions and Use Taxes Measure only and not the Non-Binding Advisory Measure.

ADJOURNMENT

Mayor Galbraith adjourned the meeting at 8:54 p.m.

APPROVED:



Alan Galbraith, Mayor

ATTEST:



Cindy Black, City Clerk