



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

ST. HELENA CITY COUNCIL
REGULAR MEETING
FEBRUARY 23, 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 voluntarily complete a “Speaker Card” and submit it to the City Clerk **BEFORE** that portion of the agenda is called. Speaker cards are available on the table in back of the room. **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.

STAFF BRIEFING

6. Monthly water wise update presented by Jennifer Tuell, Water Conservation Coordinator

PRESENTATIONS AND PUBLIC RECOGNITIONS

7. Proclamation recognizing 2016 MS Awareness Week presented to the Reid Family, the founders and organizers of Crush MS
8. Proclamation declaring February 2016 as Teen Dating Violence Prevention Month presented to UpValley Family Centers representatives Youth Specialist, Adriana Montañez and Development and Communications Associate Ricky Hurtado
9. Presentation - Napa Countywide Pedestrian Master Plan presented by Napa Valley Transportation Authority (formerly the Napa County Transportation & Planning Agency - NCTPA) Manager of Planning Danielle Schmitz

Note: The Napa Countywide Pedestrian Master Plan can be accessed via the following link:

<http://www.nctpa.net/first-draft-countywide-pedestrian-master-plan-released>

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 a resolution approving the use of the Fire Station parking lot for Earth Day activities by the St. Helena Chamber of Commerce and waiver of the Encroachment Fee in the amount of \$200
CEQA Status: Not a CEQA Project
Lead Staff: Cindy Black, City Clerk
Recommendation: Adopt
11. Consideration and proposed approval of a resolution updating the September 8, 2015 adopted Retention Schedule
CEQA Status: Not a CEQA Project
Lead Staff: Cindy Black, City Clerk
Recommendation: Adopt
12. Consideration and proposed approval of a Resolution Approving an Employment Agreement with Kathy Robinson to serve as the Human Resources and Information Technology Director
CEQA Status: Not a CEQA Project
Lead Staff: Jennifer Phillips, City Manager
Recommendation: Adopt
13. Consideration and proposed approval of a Resolution Approving Amendment No. 1 to the Employment Agreement with John Sorensen to serve as the Fire Chief for three additional years
CEQA Status: Not a CEQA Project
Lead Staff: Jennifer Phillips, City Manager
Recommendation: Adopt

14. Consideration and proposed approval of a resolution authorizing the City Manager to approve the purchase of equipment for and outfitting of the two new Police Department patrol vehicles in the amount of \$27,126
CEQA Status: Not a CEQA Project
Lead Staff: William Imboden, Chief of Police
Recommendation: Adopt

15. Consideration and proposed approval of a resolution finding an Exemption from CEQA for the 2016 Slurry Seal Project; Approving and Adopting the Project Manual; and Authorizing the Bid Request for 2015 Pavement Rehabilitation Project
CEQA Status: Categorically Exempt Section 15301, Existing Facilities Class I
Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

16. Consideration and proposed approval of a resolution finding an Exemption from CEQA; Approving and Adopting the Project Plans and Manual; and Authorizing the Bid Request for Mitchell Drive Sidewalk Project, Capital Improvement Project R-76
CEQA Status: Categorically Exempt Section 15304, Minor Alterations to Land
Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer
Recommendation: Adopt

17. Consideration and proposed approval of a resolution approving out-of-state travel for Library Director Chris Kreiden to attend the Public Library Association (PLA) Conference in Denver, Colorado April 5-9, 2016 in an amount not to exceed \$1,400
CEQA Status: Not a CEQA Project
Lead Staff: Chris Kreiden, Library Director
Recommendation: Adopt

PUBLIC HEARING:

18. Introduction and first reading of an ordinance to consider amendments to City of St. Helena Municipal Code Sections 17.08.180, 16.24.060 and 16.24.100 establishing a uniform 14-day appeal period
CEQA Status: The project is exempt from the requirements of CEQA under Section 15061 the "General Rule" where it can be seen with certainty that the City's decision will not have an adverse environmental impact
Lead Staff: Noah Housh, Planning and Community Improvement Director
Recommendation: Introduce by title only

NEW BUSINESS:

19. Introduction and first reading of an ordinance to consider amendments to City of St. Helena Municipal Code Chapter 2.52 Concerning the Board of Library Trustees
CEQA Status: Not a CEQA Project
Lead Staff: Chris Kreiden, Library Director
Recommendation: Introduce by title only

20. Review and direction on a request from Our Town St Helena to use Affordable Housing Trust Fund monies in the estimated cost ranging from \$32,000 to \$65,000 to cover planning application review fees for an affordable 8-unit housing project at 684 McCorkle

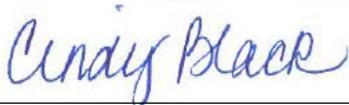
CEQA Status: This item is exempt from CEQA pursuant to Guidelines Sections 15061(b)(1), 15061(b)(2), and specifically, the "General Rule" Section 15061(b)(3), where it can be seen with certainty that the proposed action will have no significant effect on the environment.

Lead Staff: Noah Housh, Planning and Community Improvement Director

Recommendation: Provide direction

ADJOURNMENT The next Regular City Council meeting is scheduled for March 8, 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 February 19, 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-judicative 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-judicative 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://cityofsthelema.org> and will be available for public review at the respective meeting.

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