



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

**St. Helena City Council**

**Meeting**

**July 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. The City Council at its April 12, 2016 City Council meeting directed staff to cancel the July 26, 2016 City Council meeting – Cindy Black, City

Clerk

**STAFF BRIEFING**

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

**PRESENTATIONS AND PUBLIC RECOGNITIONS**

7. Proclamation – Designation of July as Park and Recreation Month presented to Recreation Director Haidi Arias

**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 June 28, 2016

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

9. Consideration and proposed approval of a resolution approving a First Amendment to the Professional Services Agreement with Kleinfelder Incorporated in the amount of \$66,039 for additional work required for the Geotechnical and Seismic Analysis of the St Helena Lower Dam, Capital Improvement Project W-108, for a total agreement amount of \$156,734

CEQA Status: Categorically Exempt, Section 15301 and 15304, Existing Facilities, and Minor Alteration to Land  
Prepared By: Tobias Barr, Public Works Project Manager  
Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt

10. Consideration and proposed approval of a resolution approving Contract Change Order No. 4 to the Construction Contract for Bell Canyon Reservoir – Install New Frame and Sluice Gate on Water Intake Tower, CIP Project W-84, with DRS Marine, Inc. in the amount of \$31,922 to DRS Marine Inc. for critical repairs of the upper valve at Bell Canyon Reservoir Intake Tower

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities  
Prepared By: 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 accepting the Work and Directing the Filing of the Notice of Completion for the Charter Oak at Hwy 29 Sewer Replacement, Capital Improvement Project S-68

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

12. Consideration and proposed approval of a resolution authorizing the City Manager to execute a Utility Easement Deed and Agreement with Spring Mountain Hotel, LLC and Napa Valley Wine Train for a Sewer Force Main

CEQA Status: Mitigated Negative Declaration, adopted on August 24, 2010, and as amended on March 10, 2015, September 11, 2015, and February 29, 2016

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

Recommendation: Adopt

13. Consideration and proposed approval of a resolution approving a Professional Services Agreement with ProMaintenance Janitorial Service in the amount of \$215,064 to provide janitorial services to City facilities for three years

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

14. Budget Consideration and proposed approval of a resolution approving contract Amendment #2 with Municipal Resource Group to provide professional planning services for an additional amount of \$190,000, for a total contract amount not to exceed \$321,500

CEQA Status: Not a CEQA Project

Prepared By: April Mitts, Finance Director  
Noah Housh, Planning and Community Improvement Director

Recommendation: Adopt

#### **PUBLIC HEARING:**

15. Consideration and proposed approval of a resolution approving the issuance of revenue bonds by the California Statewide Communities Development Authority ("CSCDA") for the purpose of financing the improvement of certain educational facilities located in St. Helena, California for the benefit of the Culinary Institute of America ("Borrower")

CEQA Status: Not a CEQA Project

Prepared By: April Mitts, Finance Director

Recommendation: Open/close public hearing and adopt resolution

16. Consideration and proposed approval of a resolution authorizing City Manager or Designee to Submit an Application in the Amount of \$300,000 for the 2016 Notice of Funding Availability for the State Community Development Block Grant (CDBG) for an Owner-Occupied Housing Rehabilitation Assistance Program Including the Approval of Program Guidelines

CEQA Status: Not a CEQA Project

Prepared By: Tracey Perkosky, Grants and Finance Manager

Recommendation: Open/close public hearing and adopt resolution

**NEW BUSINESS:**

**17.** Consideration of:

1. Second reading and adoption of an Ordinance imposing ½ percent (0.5%) transactions and use taxes and adding a new Chapter 3.25 entitled “Transactions and Use Taxes” of Title 3 entitled “Revenue and Finance” of the St. Helena Municipal Code, subject to voter approval; and
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; and
3. Proposed resolution authorizing and setting City Council priority for filing written argument regarding a City measure to approve a transactions and use taxes ordinance and directing the City Attorney to prepare an impartial analysis for said City measure submitted at the November 8, 2016 General Municipal Election; and
4. Proposed resolution providing for the filing of rebuttal argument regarding a City measure to approve a transactions and use taxes ordinance submitted at the November 8, 2016 General Municipal Election; and
5. Proposed resolution providing for the release of the City Council’s rebuttal argument regarding a City measure to approve a transactions and use taxes ordinance submitted at the November 8, 2016 General Municipal Election.

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

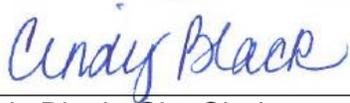
**18.** Consideration and proposed approval of a resolution adopting the Five-Year Capital Improvement Plan (Fiscal Years 2016/2017 to 2020/2021)

CEQA Status: Categorically Exempt Sections 15301, 15302, 15303. Each project proposes to modify or improve to existing facilities, replace or reconstruct existing facilities and/or construct or convert small facilities or structures. Individual projects will have separate CEQA action.

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

**ADJOURNMENT** The next Regular City Council meeting is scheduled for August 9, 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 July 8, 2016.



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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.

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