



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

**St. Helena City Council**

**Meeting**

**August 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 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.
- 6. CLOSED SESSION** held on August 17, 2016 – Report out of any actions taken if any.
  - a. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION;**  
Government Code section 54956.9(d)(1): Water Audit California v. City of St. Helena, Napa County Superior Court No. 16CV000680

- b. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION;  
Government Code section 54956.9(d)(2); one potential case

### **STAFF BRIEFING**

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

**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 August 9, 2016  
CEQA Status: Not a CEQA Project  
Prepared By: Cindy Black, City Clerk  
Recommendation: Adopt
9. Consideration and proposed approval of a resolution accepting the Work and Directing the Filing of the Notice of Completion for the 2015 Pavement Rehabilitation Project, Capital Improvement Project R-74  
CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I  
Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt
10. Consideration and proposed approval of a resolution approving the First Amendment to the Consultant Service Agreement in an amount not to exceed \$37,000 with Frank's Janitorial Service for janitorial services of City facilities  
CEQA Status: Not a CEQA Project  
Prepared By: Carlos Uribe, Public Works Manager  
Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt
11. Consideration and proposed approval of a resolution approving the use of Lyman Park on September 16, 2016 for the Mexican Independence Day celebration event hosted by the St. Helena Multicultural Committee  
CEQA Status: The project has been determined to qualify for a Class 23 Categorical Exemption under CEQA Section 15323  
Prepared By: Christina Cook, Public Works Administration  
Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt
12. Consideration and proposed approval of a resolution approving out-of-state travel for Finance Director April Mitts to attend the Government Finance Officers Association (GFOA) Budget Academy in Chicago, Illinois, September 27-30, 2016 in an amount not to exceed \$3,100  
CEQA Status: Not a CEQA Project  
Prepared By: April Mitts, Finance Director  
Recommendation: Adopt

13. Consideration and proposed approval of a resolution approving a Professional Services Agreement with Larry Walker Associates for storm water consulting services in an amount not to exceed \$30,000

CEQA Status: Not a CEQA Project

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

Recommendation: Adopt

14. Consideration and proposed approval of a resolution and rescinding Resolution No. 2015-147 and approving an Investment Policy for the City of St. Helena and review annual Investment Report

CEQA Status: Not a CEQA Project

Prepared By: Jennifer Phillips, City Manager  
April Mitts, Finance Director

Recommendation: Adopt

### **NEW BUSINESS:**

15. Consideration and proposed approval of:

- a. Resolution of Intention to approve an amendment to the Contract between the Board of Administration of the California Public Employees' Retirement System and the City Council to incorporate the provisions of Government Code Section 20156 and include 1% employee cost share
- b. Introduction and first reading of an ordinance authorizing an amendment to the Contract between the City Council of the City of St. Helena and the Board of Administration of the California Public Employee's Retirement System

CEQA Status: Not a CEQA Project

Prepared By: Mandy Kellogg, Administrative Services Manager

Recommendation: Adopt resolution, introduce ordinance by title only and waive further reading

16. Grant Quarterly Report for FY 2016, Quarter 4 and consideration and proposed adoption of a resolution accepting the Grants Quarterly Report Ending June 30, 2016 as Part of the City's Permanent Record to Ensure Transparency and Accountability for Grant Agreements

Prepared By: April Mitts, Finance Director

Tracey Perkosky, Grants & Finance Manager

Recommendation: Adopt

17. Consideration to approve the Napa County City Selection Committee recommendation to appoint Napa County Board of Supervisor Brad Wagenknecht to represent the Napa County Cities and Town on the Marin Clean Energy Board of Directors

CEQA Status: Not a CEQA Project

Prepared By: Cindy Black, City Clerk

Recommendation: Provide direction

18. Consideration to designate two members of the St. Helena City Council as the 2016 League of California Cities Annual Conference voting delegate and an alternate voting delegate

CEQA Status: Not a CEQA project  
Lead Staff: Cindy Black, City Clerk  
Recommendation: Provide direction

19. Council to review the proposed resolution committing the League of California Cities to supporting vision zero, towards zero deaths, and other programs or initiatives to make safety a top priority for transportation projects and policy formulation, while encouraging cities to pursue similar initiatives; provide voting direction to the voting delegate and alternate voting delegate

CEQA Status: Not a CEQA Project  
Lead Staff: Cindy Black, City Clerk  
Recommendation: Provide direction to voting delegate

20. Fiscal Year 2015/16 4th Quarter Finance Report - Unaudited

CEQA Status: Not a CEQA Project  
Prepared By: April Mitts, Finance Director  
Recommendation: Adopt

21. Consideration and proposed approval of a resolution authorizing the Police Department to Over Hire one Police Officer position effective September 9th, 2016, in advance of an announced Officer retirement in December, 2016, at no additional cost to the City

CEQA Status: Not a CEQA Project  
Prepared By: William Imboden, Chief of Police  
Recommendation: Adopt

22. Consideration and proposed approval of a resolution authorizing the City Manager to accept a conditional offer from the Regional Water Quality Control Board to settle alleged discharge violations at the wastewater treatment and reclamation plant through payment of mandatory penalty in the amount of \$15,000; and authorizing transfer of \$15,000 from the wastewater capital project fund to the wastewater operating fund to pay for the penalty

CEQA Status: Not a CEQA Project  
Prepared By: Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt

**ADJOURNMENT** The next Regular City Council meeting is scheduled for September 13, 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 August 18, 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://cityofsthelena.org> and will be available for public review at the respective meeting.

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