



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

**ST. HELENA CITY COUNCIL**  
**REGULAR MEETING**  
**OCTOBER 13, 2015**

**5:15 PM SPECIAL MEETING - CLOSED SESSION**  
**CITY HALL CONFERENCE ROOM,**  
**1480 MAIN STREET, ST. HELENA**

**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. PUBLIC COMMENTS PERTAINING TO THE CLOSED SESSION**
- 2. CLOSED SESSION**
  - a. Conference with Labor Negotiators pursuant to Government Code Section 54957.6  
City Negotiator: City Manager  
Negotiations with St. Helena Employees Association (SHEA)
- 3. OPEN SESSION – COUNCIL WILL RETURN TO OPEN SESSION AND ANNOUNCE ACTIONS TAKEN IF ANY (6:00 P.M.)**
- 4. PLEDGE OF ALLEGIANCE**
- 5. ROLL CALL**
- 6. 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.

7. **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:**

8. Monthly water/drought update presented by Jennifer Tuell, Water Conservation Coordinator

**PRESENTATIONS AND PUBLIC RECOGNITIONS**

9. Proclamation – Declaring October 2015 as National Sudden Cardiac Arrest Awareness Month

**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 authorizing the conversion of the St. Helena Fire Department Chevy Suburban to St. Helena Police Department use, not to exceed \$10,000.00 funded through Citizens Option for Public Safety (C.O.P.S.) grant program

CEQA Status: Not a CEQA project  
Lead Staff: William Imboden, Chief of Police  
Recommendation: Adopt

11. Consideration and proposed approval of a resolution authorizing the purchase of nine (9) new mobile police radios from Motorola Solutions, Inc through APEX Industry, in the amount of \$19,410.25 funded through Citizens Option for Public Safety (C.O.P.S.) grant program

CEQA Status: Not a CEQA project  
Lead Staff: William Imboden, Chief of Police  
Recommendation: Adopt

12. Consideration and proposed approval of a resolution entering into a Memorandum Of Understanding for coordination of Law Enforcement efforts between the Culinary Institute of America at Greystone and the St. Helena Police Department

CEQA Status: Not a CEQA project  
Lead Staff: William Imboden, Chief of Police  
Recommendation: Adopt

13. Consideration and proposed approval of a resolution approving two custom modifications to the Utility Billing module with Springbrook for a one-time cost of \$1,350.00 to (1) create an automatic upload linking Connect to Springbrook for leak alarms and (2) create a custom report from Springbrook for actual and potential water leaks and approval of ongoing maintenance cost of \$378.00 associated with these modifications  
CEQA Status: Not a CEQA project  
Lead Staff: April Mitts, Finance Director  
Recommendation: Adopt
14. Consideration and proposed resolution approving the first amendment to the professional services agreement for professional services in the amount of \$25,000 with COWI North America, Inc. for Construction Management and Inspection Services for CIP W-84 Bell Canyon Intake Mid-Valve Repair  
CEQA Status: Categorically Exempt, Section 15301, Existing Facilities Class I  
Lead Staff: Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt
15. Consideration and proposed approval of a resolution rescinding resolution 2015-112 and adopting a Resolution revising the APN from 009-010-014 to 009-100-014 for the Annexation of Territory into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 118 (609 McCorkle Ave. St Helena, CA. APN 009-100-014)  
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  
Lead Staff: Cindy Black, City Clerk  
Recommendation: Adopt
16. Consideration and proposed approval of a resolution approving an amended agreement for Consultant Services with Frank's Janitorial to include two additional days per week of trash and restroom services at City Hall for an additional amount of \$2,990 and authorizing the City Manager to execute an Agreement for Consultant Services for a total not to exceed \$59,880  
CEQA Status: Not a CEQA Project  
Lead Staff: Kathy Robinson, Operations Manager  
Steven Palmer, PE, Director of Public Works/City Engineer  
Recommendation: Adopt
17. Consideration and proposed approval of a resolution to reinstate full time Chief Building Official position at a cost of \$101,632 for FY 2015-16  
CEQA Status: Not a CEQA Project  
Lead Staff: Dawn Marshall, Administrative Services Manager  
Recommendation: Adopt

**NEW BUSINESS:**

18. City's General Plan Update Process – Removal of Implementation Action LU2F on page 2-35, Policy ES1F on page 3-11, and Implementing Action ES2B on page 3-13, Specifically relating to Hotels in Residential Areas

CEQA Status: Review of environmental impacts associated with the approval of the General Plan is subject to CEQA. Impacts are being evaluated in an environmental impact report that the City Council will consider prior to approving the General Plan

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Adopt

19. Consideration and proposed approval of a resolution appointing 7 members to the Ad Hoc Revenue Source Task Force:

- a. Appointment of 2 City Councilmembers
- b. Appointment of 1 Planning Commissioner
- c. Appointment of 4 Community members

CEQA Status: Not a CEQA Project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Make appointments

20. Consideration and proposed approval of a resolution adopting a new Nonprofit Funding Policy and related Program Application and Guidelines

CEQA Status: Not a CEQA Project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Adopt

21. DRAFT – Basic Emergency Operations Plan – Information for Annex Section of County of Napa Emergency Operations Plan

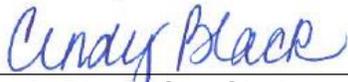
CEQA Status: Not a CEQA Project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Information only, no action required

**ADJOURNMENT** The next Regular City Council meeting is scheduled for October 27, 2015, 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 October 9, 2015.



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Cindy Black, City Clerk

### **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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