



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

**ST. HELENA CITY COUNCIL**  
**REGULAR MEETING**  
**DECEMBER 8, 2015**

**3:00 PM CLOSED SESSION SPECIAL MEETING**  
**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 LEGAL COUNSEL--ANTICIPATED LITIGATION;  
Government Code § 54956.9, subdiv. (d)(2): Significant exposure to litigation (one potential case)
- b. CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION;  
Initiation of litigation pursuant to Government Code Section 54956.9(d)(4): (One potential case)
- c. CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION;  
Government Code Section 54956.9(d)(1); City of St. Helena v. Upper Valley Disposal Service, Napa County Superior Court No. 26-64875.
- d. CONFERENCE WITH REAL PROPERTY NEGOTIATOR; Government Code Section 54956.8;  
Property: PG&E Property on Mitchell Drive APN 009-263-005  
Agency Negotiator: City Manager Jennifer Phillips and Planning and Community Improvement Director Noah Housh  
Negotiating Party: Pacific Gas and Electric Company  
Government Relations Representative Mark Van Gorder and Maya Herr-Anderson  
Under Negotiation: Price and terms of payment

**3. CALL TO ORDER**

**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 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)

9. Second reading and proposed adoption by title only of Proposed Modifications of the Development Impact Fee Ordinance No. 2013-2, Section 3.32.070 Water Impact Fees B. Schedule of Water Impact Fees. Modification is to Correct a Calculation Error Discovered in the October 3, 2013 Development Impact Fee Study Report

CEQA Status: Exempt. (CEQA Guidelines §§ 15061(b)(3), 15273.)

Lead Staff: April Mitts, Finance Director

Recommendation: Waive reading and adopt by title only

10. Second reading and proposed adoption by title only of Proposed Amendments to the City's Purchasing System Ordinance, St. Helena Municipal Code Chapter 3.04 Purchase of Supplies, Equipment and Services and Procedures for Public Works Projects. Specific Amendments Apply to the Following:

Article 1 §3.04.010 Purpose Objectives / Scope / Responsibilities, Article 1 §3.04.020 Definitions, Article 2 §3.04.060 Requisitions, Article 2 §3.04.080 Contracts, Article 2 §3.04.100 Bidding procedures for various purchase amounts, Article 2 §3.04.110 Departmental purchases, Article 2 §3.04.120 Informal bid procedure, Article 2

§3.04.130 Formal bid procedure, Article 2 §3.04.150 Cooperative purchasing with other agencies, Article 2 §3.04.170 Emergencies, Article 3 §3.04.200 Uniform construction cost accounting procedures, Article 3 §3.04.210 Bidding procedures for various project amounts, Article 3 §3.04.230 Informal bidding procedures, Article 3 §3.04.240 Formal bidding procedures, Article 3 §3.04.250 Bonds, Article 3 §3.04.270 Tie bids, Article 3 §3.04.300 Prevailing wages required, Article 3 §3.04.310 Pre-qualification of bidders, Article 4 §3.04.320 Award of professional service contracts based on competence, and Article 4 §3.04.340 Contracting authority.

The proposed amendments will increase purchasing limits and add clarifying language and definitions.

CEQA Status: Not a CEQA project

Lead Staff: April Mitts, Finance Director

Recommendation: Waive reading and adopt by title only

11. Consideration and proposed approval of a resolution authorizing a budget transfer from Fund 238 – Training Development Fund to the Public Safety budget (238-4900-2155), in the amount of \$4,000.00 to be used for reimbursable Police Department training

CEQA Status: Not a CEQA Project

Lead Staff: William Imboden, Acting Chief of Police

Recommendation: Adopt

12. Consideration and proposed approval of a resolution award for the Purchase Order in the Amount of \$58,857.82 to Downtown Ford Sales for the Purchase of Two 2016 Ford Interceptor All Wheel Drive SUV and Approve a Resolution to Adjust Citizens' Option for Public Safety Fund (COPS) in the Amount of \$109,356.82 for the Purchase and Outfitting of the Two Vehicles

CEQA Status: Not a CEQA Project

Lead Staff: William Imboden, Acting Chief of Police

Tracey Perkosky, Grants Manager

Recommendation: Adopt

## **PUBLIC HEARING:**

13. Consideration to adopt a resolution requesting membership in Marin Clean Energy (MCE); introduce the first reading by title only of an ordinance authorizing the City to implement and carry out a community choice aggregation program within the City of St. Helena through membership inclusion with Marin Clean Energy (MCE); authorize the City Manager to execute an MOU exploring inclusion with MCE; and authorize the Mayor to sign a letter requesting confidential load data from PG&E

CEQA Status: Not a CEQA project as defined in accordance with CEQA Guidelines, Section 15378

Lead Staff: Kathy Robinson, Operations Manager

Recommendation: Open/close Public Hearing, introduce by title only

## **NEW BUSINESS:**

14. Consideration of Potential Amendments to the City's Zoning Ordinance, St. Helena Municipal Code ("SHMC") Chapter 17.134, Short-Term Rentals (STRs)

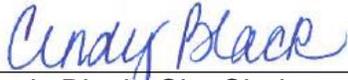
CEQA Status: Not a Project Under CEQA; Any Future Legislative Actions will require CEQA review and a Determination

Lead Staff: Noah Housh, Planning and Community Improvement Director

Recommendation: Provide direction

**ADJOURNMENT** The next Regular City Council meeting is scheduled for January 12, 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 November 30, 2015.



\_\_\_\_\_  
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://cityofsthenelena.org> and will be available for public review at the respective meeting.