



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

ST. HELENA CITY COUNCIL
REGULAR MEETING
OCTOBER 27, 2015

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. ROLL CALL**
- 2. 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.
- 3. 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.

PRESENTATIONS AND PUBLIC RECOGNITIONS

4. Oath of Office – Police Officer Filippo Bianco
5. Proclamation – First Annual Saint Helena Movember Mens' Health Month November 1st – November 30th, 2015 presented to Acting Police Chief William Imboden
6. Proclamation - Law Enforcement Records and Support Personnel Day November 3, 2015 presented to Records Coordinator/Dispatcher Maria Gonzalez
7. Proclamation - Recognizing Ms. Linda Hicks as the incoming United States Postmaster of the City of St. Helena

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 a resolution awarding construction contract for Stonebridge Wells Water Treatment Plant Filter Improvements, CIP Project W-102 in the amount of \$182,054.00 to Carbon Activated Corporation; authorize the Director of Public Works to approve change orders not to exceed 10% of the contract amount; and increase the project budget by \$53,541 from Water Enterprise Utility Funds

CEQA Status: Categorically Exempt, Section 15301, Existing Facilities

Lead Staff: Steven Palmer, PE, Director of Public Works / City Engineer

Recommendation: Approve

9. Consideration and proposed approval of a resolution approving a revised City of St. Helena Public Works Standard No. 401 – Standard Trench Detail, and Eliminating City Standard No. 222 – Service Sewer Trench Detail and City Standard No. 325 – Standard Backfill Detail

CEQA Status: Not a CEQA Project

Lead Staff: Steven Palmer, PE, Director of Public Works / City Engineer

Recommendation: Adopt

10. Consideration and proposed approval of a resolution approving an addendum to the approved Contract with Kaizen InfoSource LLC for Records and Information Management services for an additional one time cost of \$10,000 to conduct onsite records review services in each department and website assessment. Total contract not to exceed \$40,000, funds for the contract addendum are available in the 15/16 adopted budget.

CEQA Status: Not a CEQA Project

Lead Staff: Cindy Black, City Clerk

Recommendation: Adopt

PUBLIC HEARING:

11. Introduction and first reading of proposed new Municipal Code Section 15.26 (Expedited Permit Process for Small Residential Rooftop Solar Systems) in order to comply with the state mandated requirements of AB 2188

CEQA Status: Exempt Pursuant to CEQA Guidelines Section 15061(b)(3)

Lead Staff: Noah Housh, Planning and Community Improvement Director

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

NEW BUSINESS:

12. Consideration and proposed approval of a resolution expanding the Ad Hoc Revenue Source Task Force from 7 members to 9 members and appointing two additional community members

CEQA Status: Not a CEQA Project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Adopt and make appointments

13. Fiscal Year 2015/16 1st Quarter Finance Report

CEQA Status: Not a CEQA Project

Lead Staff: April Mitts, Finance Director

Recommendation: Informational item

14. Grant Quarterly Report for FY 2016, Quarter 1

CEQA Status: Not a CEQA Project

Lead Staff: Tracey Perkosky, Grants Manager

April Mitts, Finance Director

Recommendation: Informational item

15. 2016-2026 Long Range Financial Forecast

CEQA Status: Not a CEQA Project

Lead Staff: Jennifer Phillips, City Manager

Recommendation: Informational item

16. Affordable Housing Update-Informational presentation on the state of affordable housing in the City of St Helena with input from City staff, Our Town St. Helena and Vernanazza Wolfe Associates, Inc.

CEQA Status: Categorically exempt from the requirements of CEQA under Section 15306 as an informational presentation. Any future development of a specific affordable housing project will be subject to separate CEQA review and compliance.

Lead Staff: Noah Housh, Planning and Community Improvement Director

Recommendation: Provide staff direction

17. Review of a Conceptual Request for Proposals on the City Owned Adams Street Property and 1480 Main Street (City Hall) Parcel

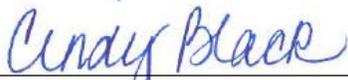
CEQA Status: Categorically exempt from the requirements of CEQA under Section 15306 as an effort to gather information on development interest for specific City owned properties within St. Helena. Any future development of a specific project will be subject to separate CEQA review and compliance.

Lead Staff: Noah Housh, Planning and Community Improvement Director

Recommendation: Direction for approving issuance of request for proposals for Adams Street and City Hall property

ADJOURNMENT The next Regular City Council meeting is scheduled for November 10, 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 23, 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://cityofstheleena.org> and will be available for public review at the respective meeting.