



City of St. Helena
Water and Wastewater Advisory Committee
Regular Meeting
City Hall - Main Conference Room 1088
College Avenue, St. Helena, CA 94574
Friday, March 14, 2025 @ 1:00 PM

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 four minutes.

Public comment for meetings will be accepted via email to publiccomment@cityofsthelelena.org. All public comments must be emailed at least three hours prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line agenda.

Page

1. CALL TO ORDER
2. ROLL CALL
Chair: Brent Randol, Vice Chair: Garry Rose Committee Members: Jay Kouba, Mario Trincherro, Peter White, Alternate Member: Carl Myers
Staff Liaison: April Mitts, Assistant City Manager
3. PUBLIC FORUM:
An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to four minutes. Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.
4. REPORTS BY STAFF AND BOARD
Reports by staff and/or Committee on items of general interest. Brief questions for clarification may be posed and answered, and Committee 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 Water and Wastewater Advisory Committee.
5. CONSENT CALENDAR:
Members of the Water and Wastewater Rate Study Advisory Committee 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, on motion may be used to adopt all recommendation actions.
6. NEW BUSINESS:
 - 6.1. Overview on Water and Wastewater Enterprise
 - Water System Configuration including Sources of Water, Distribution System, Pressure Zones
 - Wastewater Collection System highlights

3 - 38

- FY25-29 Water/Wastewater Capital Improvement Program
- Overview of Water/Wastewater Operating Budgets from FY23/24 - FY24/25 mid-year budget presentation

[Presentation](#)

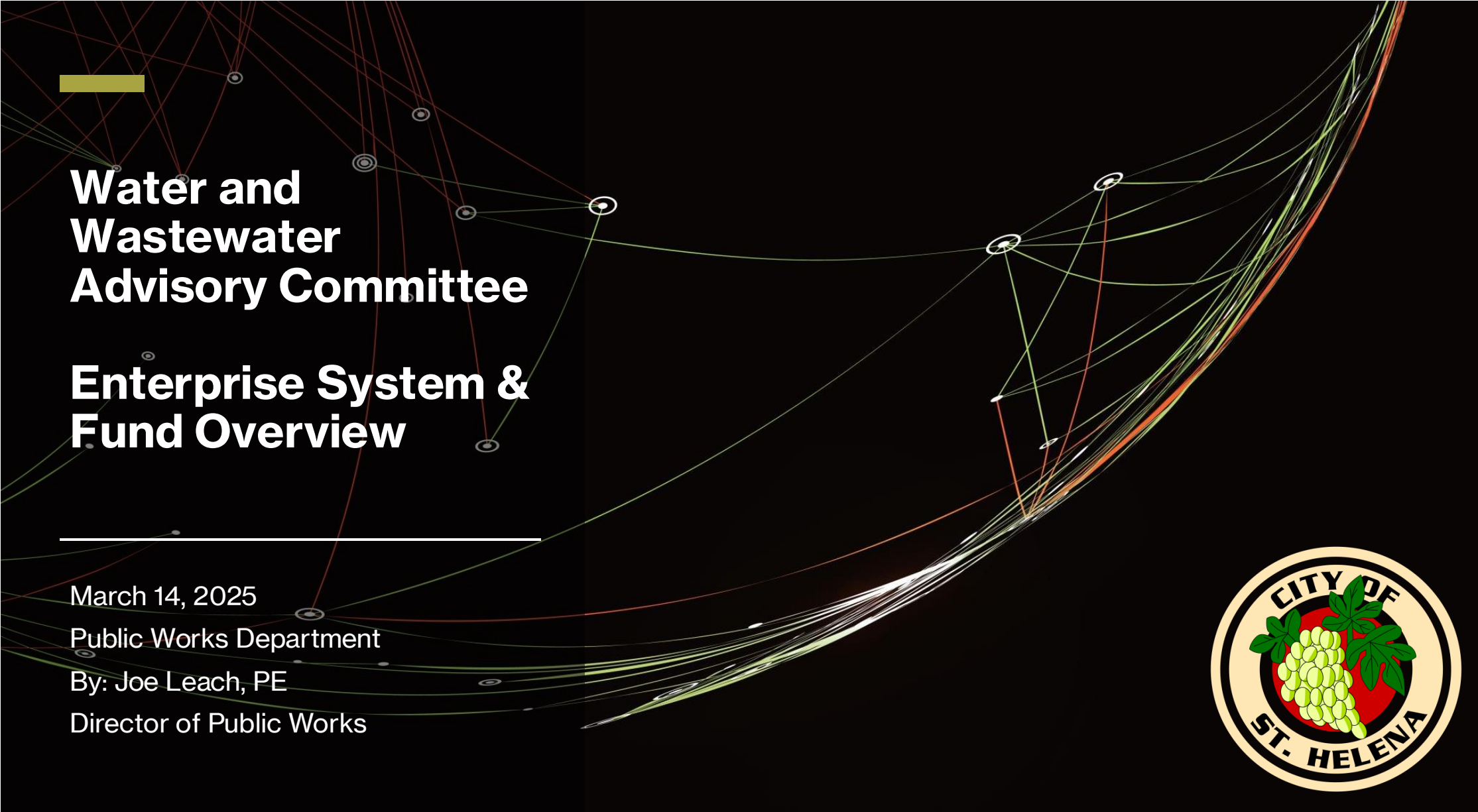
- 6.2. Preliminary discussion of Water System "White Paper"
 - 6.3. Discussion regarding upcoming Water Forum on April 14 at 6:30 PM at Cameo Theater.
 - 6.4. Review possible Future Agenda Items (pending Council direction at March 11, 2025 meeting)
 - Re-prioritization of Capital Improvement Program projects to respond to reduced revenue in Water Fund (i.e. suspending scheduled rate increases or reducing rates)
 - Evaluation of various options and their implications to effectuate a Water Rate reduction
7. ADJOURNMENT

The next regular Water and Wastewater Rate Study Advisory Committee meeting is scheduled for TBD date.

This agenda was posted at City Hall, 1088 College Avenue, St. Helena, California on March 11, 2025.

April Mitts, Assistant City Manager

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) 968-2742. 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.



Water and Wastewater Advisory Committee

Enterprise System & Fund Overview

March 14, 2025

Public Works Department

By: Joe Leach, PE

Director of Public Works



Agenda



Water System Overview, including Sources of Water, Distribution System, Pressure Zones



Wastewater Collection System highlights



FY25-29 Water/Wastewater Capital Improvement Program (adopted in Sep 2024)



Overview of Water/Wastewater Operating Budgets (from FY23/24 - FY24/25 mid-year budget presentation)

Water System Highlights

3 Sources:
Louis Stralla WTP
@ Bell Canyon,
Stonebridge
Wells & City of
Napa

5 Pressure
Zones

47 miles of pipe
up to 24" dia.

INTEGRATED UTILITY MASTER PLAN | CITY OF ST. HELENA

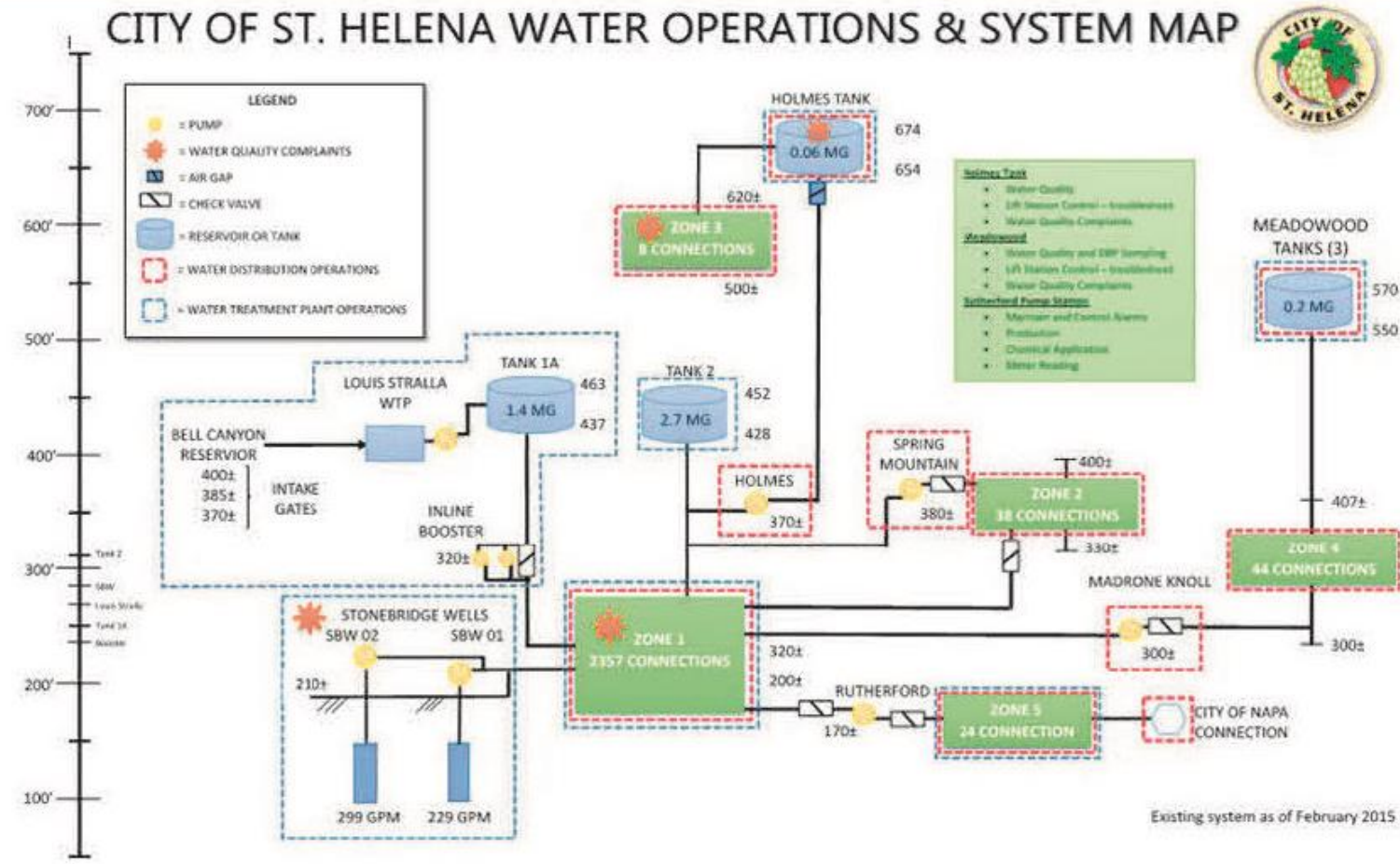


Figure 5.3 Water Distribution System Hydraulic Profile

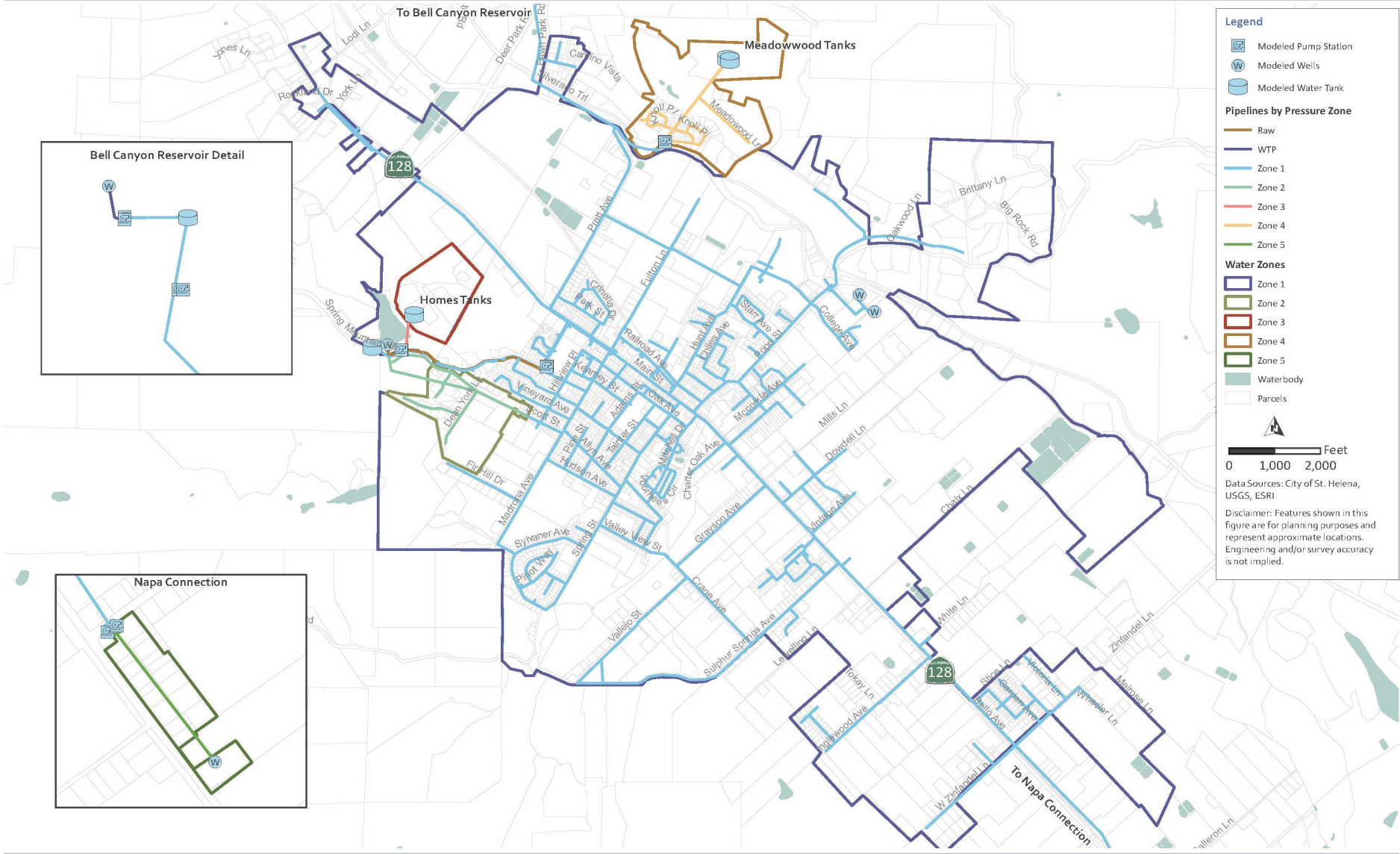


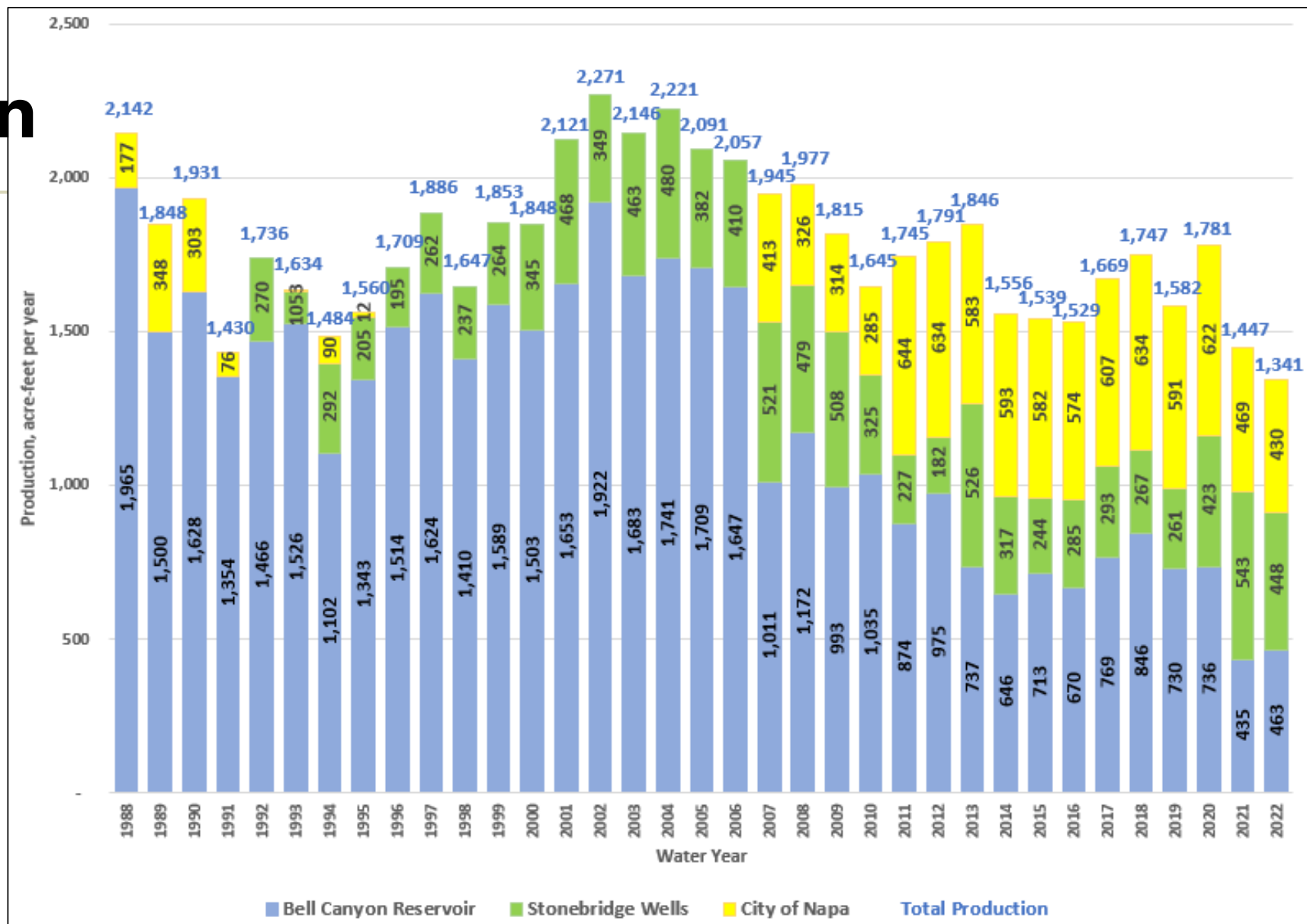
Figure 5.2 Existing Water Distribution System by Pressure Zone



Agenda Item #6.1.

Production

- Bell Canyon Reservoir (blue)
- Stoneridge Wells (green)
- City of Napa Supply (yellow)



Wastewater System Highlights

INTEGRATED UTILITY MASTER PLAN | CITY OF ST. HELENA

0.5 MGD Avg Dry
Weather Flow
5.0 MGD Peak Wet
Weather Flow

2 lift stations

24 miles of pipe

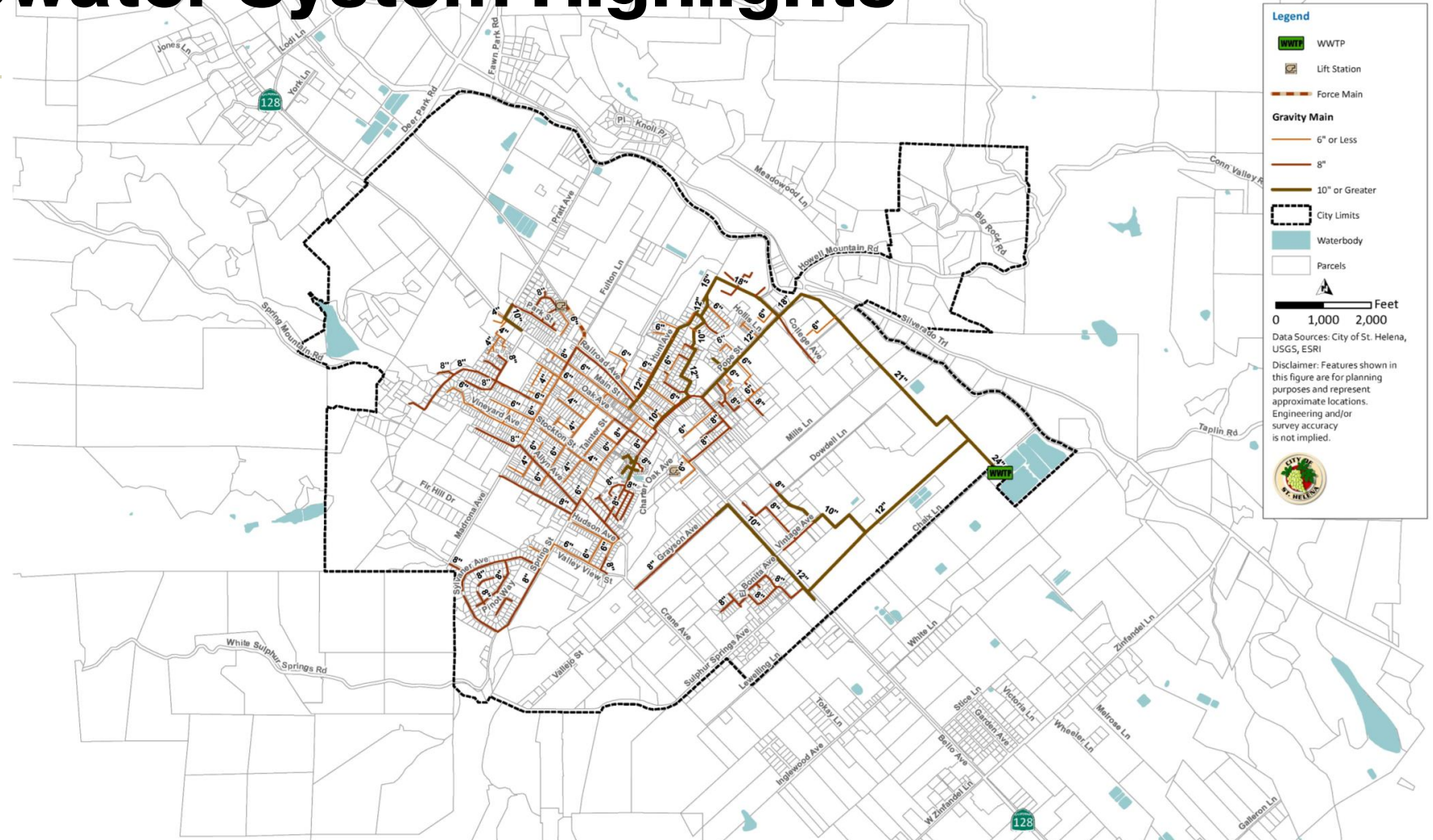


Figure 5.6 Existing Wastewater Collection System

City of St. Helena 5-Year CIP (Excerpts from 9/24/24 CC Presentation)

🎯 Purpose of Capital Improvement Program

✓ Source of Projects

📋 Process of Prioritization

🏗️ Breakdown of Projects

🤝 Program Highlights

🧠 Strategies to Deliver

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

FY 2024-25 to FY 2028-29



City of St. Helena 5-Year CIP

Purpose of the Capital Improvement Program



Operationalize
Studies & Needs



Designate
funding sources,
when known



Illuminate needs
and lack of
funding

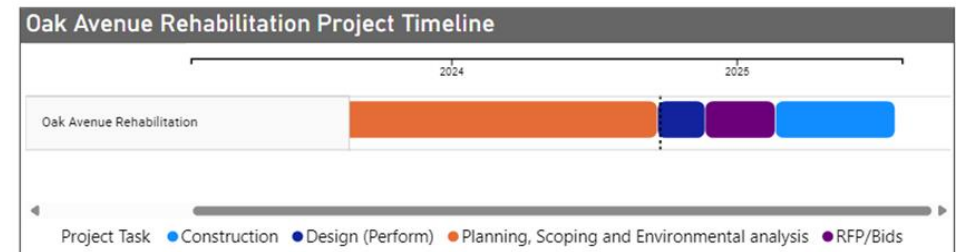


Strategy to
deliver projects
when funding
does materialize



Check the Status of CIP Projects on the Transparency Dashboard

Check the status of projects on the 5
Year Capital Improvement Program on
our new interactive dashboard.

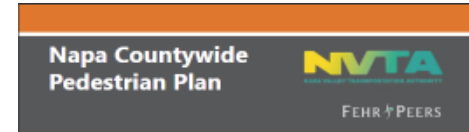


Year	Quarter	Project Task
2024	Qtr 4	RFP/Bids
2023	Qtr 1	Planning, Scoping and Environmental analysis
2024	Qtr 4	Design (Perform)
2025	Qtr 1	Construction

City of St. Helena 5-Year CIP

✓ Source of Projects

- 2017 Facilities Condition and Needs Assessment
- 2018 SHAPE Committee
- 2020 Financing Civic Infrastructure Task Force
- 2021 Integrated Utility Master Plan
- 2022 General Obligation Bond Projects
- 2023 Water/Wastewater Rate Study
- 2023 Council Adopted Pavement Program
- 2024 Water Bond Projects
- Regulatory Requirements (e.g. DSOD, Water Board, etc.)
- Staff Experience
- Napa Countywide Pedestrian Plan
- Napa Countywide Bicycle Plan



St Helena Assets Planning Engagement Committee
Final Report

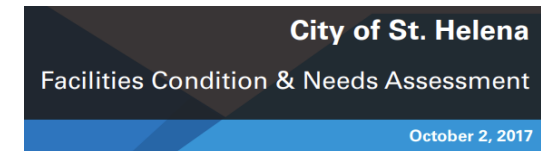
City of St. Helena

INTEGRATED UTILITY MASTER PLAN

FINAL | April 2021

2023-24
Pavement Management
Program Update

September 21, 2023



City of St. Helena 5-Year CIP



Process of Prioritization



Review Studies (e.g. IUMP) and recommendations



Review synergy between projects (e.g. underground projects + pavement rehabilitation)



Determine risk associated with DELAYED delivery of project



Determine availability of funding



Develop PRELIMINARY delivery schedule



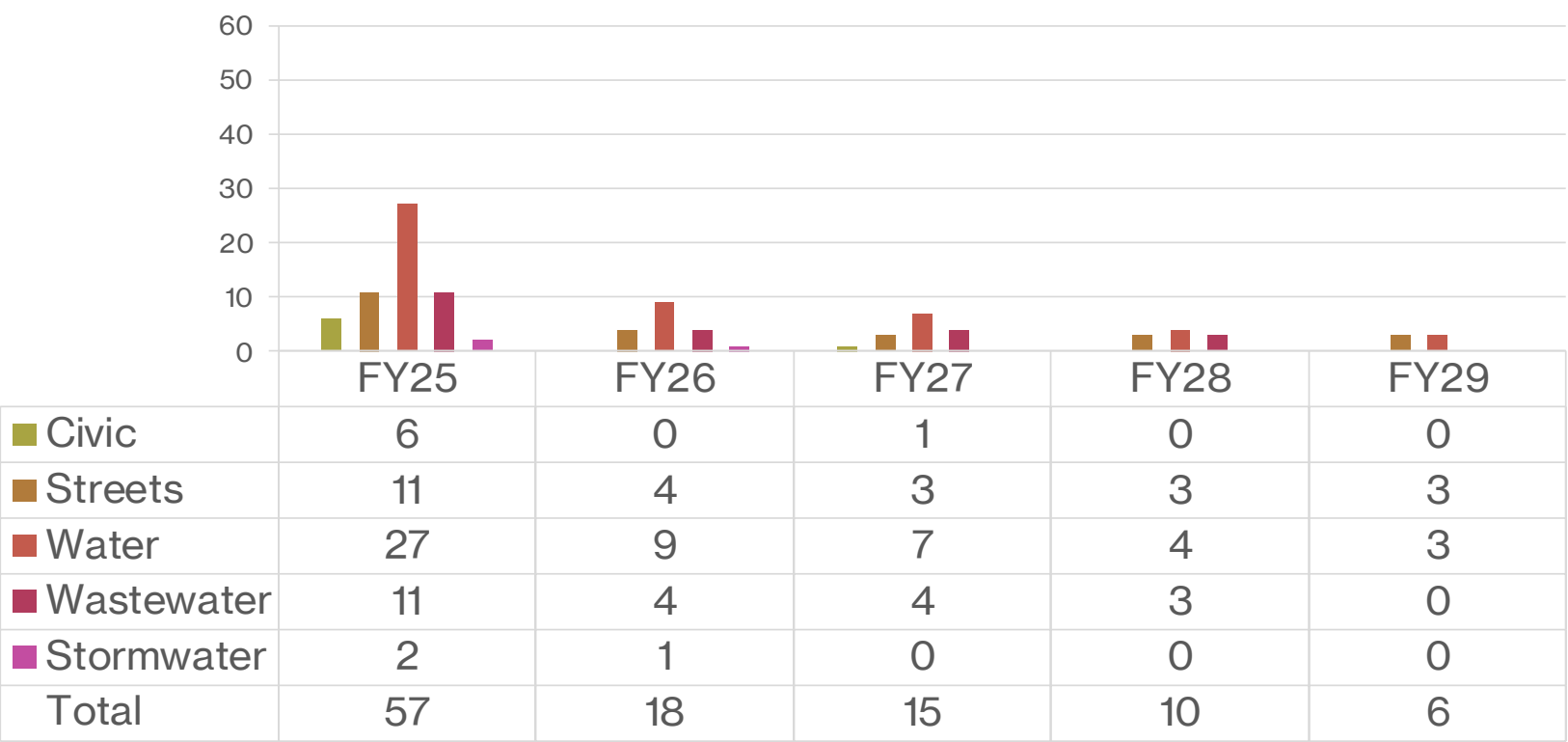
Assess project level funding availability (i.e. “cash flow”) throughout FY and adjust according



Conduct a comprehensive review of funding for the entire CIP program

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Count by Number

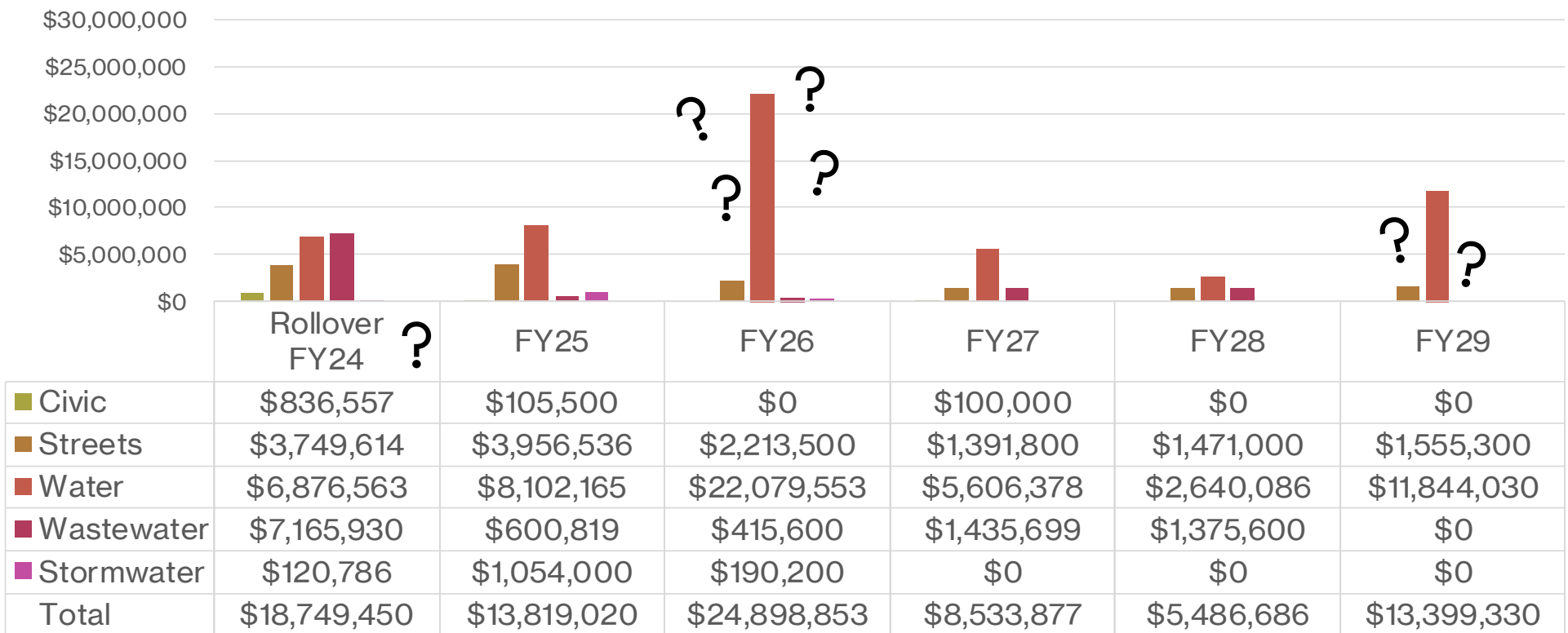


**Total Projects
5-Year CIP**

Total: 106

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Budget by Fiscal Year



City of St. Helena 5-Year CIP

Breakdown of Projects – Project Budget by Fiscal Year

FY2024 Rollover Projects

R24-79 | Pavement Restoration
Design FY23 /Construction FY24
(\$1.7M)

W-101 | Tank 2 Rehabilitation (\$1.0M)

W24-04 | Retrofit/Deploy SMART
Water
Meters (\$1.5M)

S-52 | WWTP Phase 1 Upgrades
(\$1.9M)

S18-71 | Crinella Pump Station
Upgrades (\$1.1M)

S21-01 | WWTP Recycled Pipeline and
Pump Station (\$1.7M)

S23-02 | Emergency Back-Up Power
WWTP (\$1.0M)

FY2026 Water Projects

W-109 | Bell Canyon Intake Tower
Replacement (\$5.0M)

W24-11 | Bell Canyon Dam DSOD
Analysis/Improvements (\$1.6M)

W25-01 | Napa Intertie Pipeline
Replacement (\$6.1M)

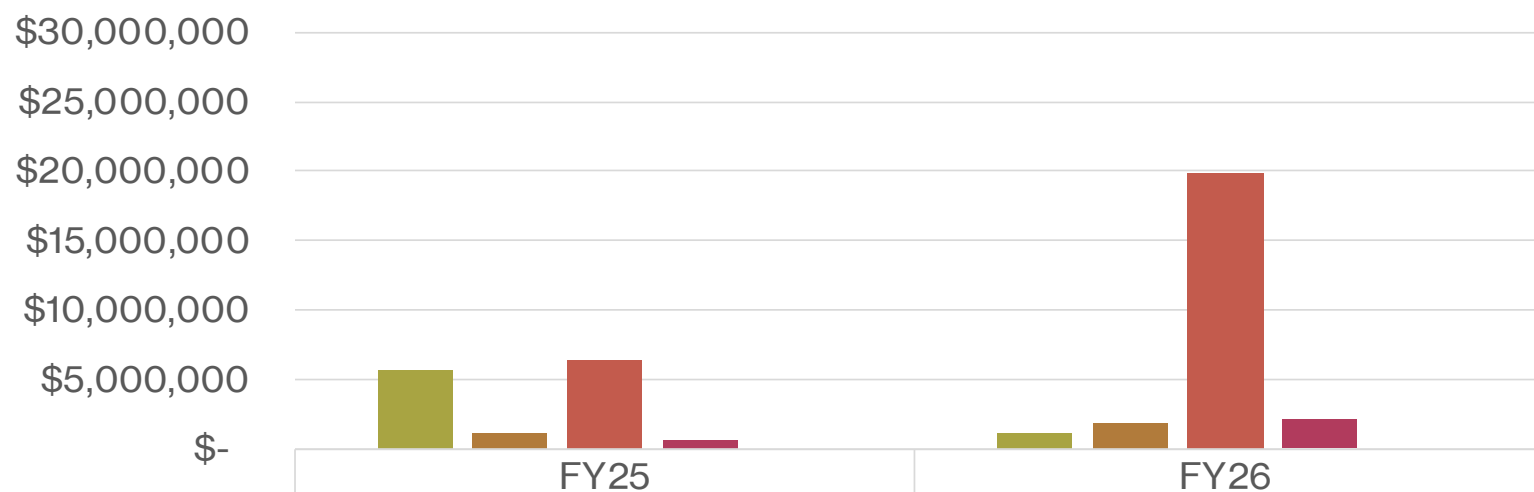
W25-02 | Water Treatment Plant
Transmission Main Replacement
(\$7.4M)

FY2029 Water Projects

W24-02 | Napa Intertie Pump Station
(Rutherford) Replacement (\$10.6M)

City of St. Helena 5-Year CIP

Breakdown of Projects – FY25 & FY26

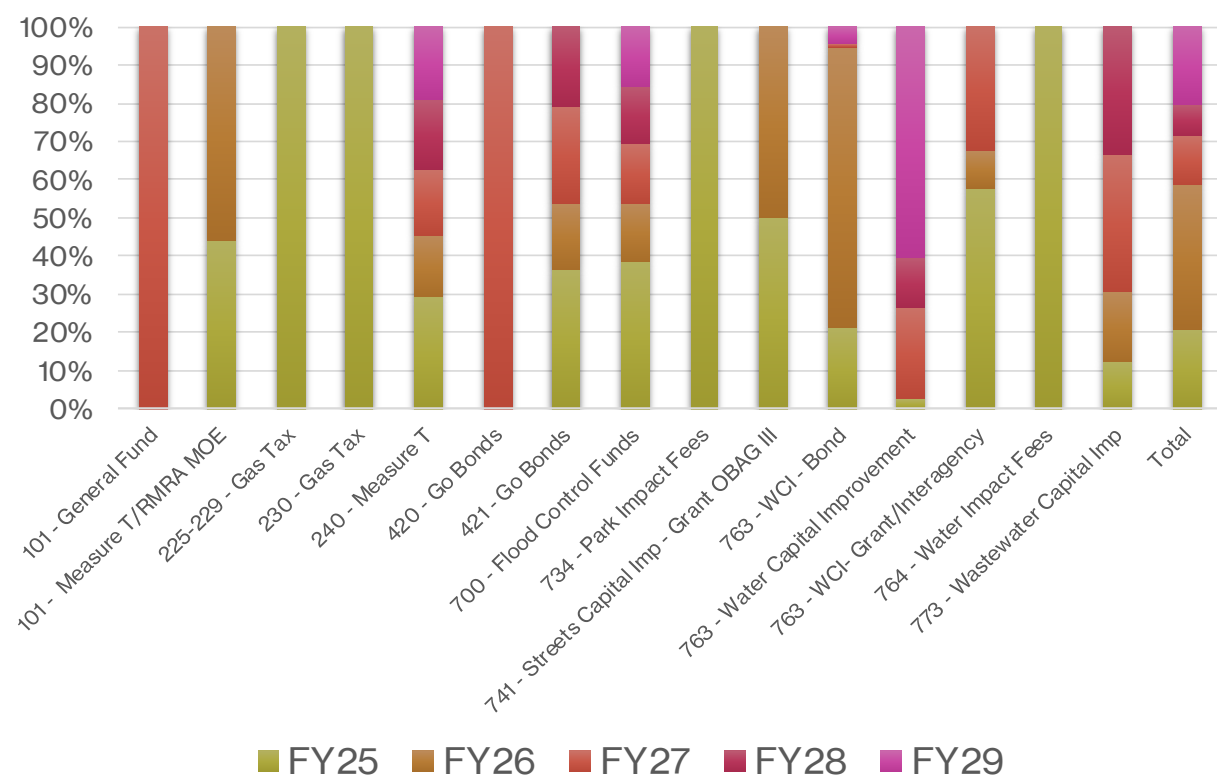


	FY25	FY26
Design	\$5,614,553	\$1,075,404
Const. Mgmt	\$1,182,749	\$1,842,238
Construction	\$6,403,905	\$19,888,484
Contingency	\$617,813	\$2,092,727
Total	\$13,819,020	\$24,898,853

	FY25	FY26
Design Budget (In Millions)	\$5.6	\$1.1
Avg \$/hr	\$190	\$190
Hours/FY	22,406	5,660
People/FY	10.8	2.8

City of St. Helena 5-Year CIP

Breakdown of Projects – Funding Sources



	FY25	FY26	FY27	FY28	FY29	Total
101			\$87,639			\$ 87,639
101	\$379,189	\$487,200				\$ 866,389
225-229	\$382,729					\$ 382,729
230	\$238,607					\$ 238,607
240	\$2,343,011	\$1,303,500	\$1,381,800	\$1,461,000	\$1,545,300	\$ 8,034,611
420			\$12,361			\$ 12,361
421	\$1,681,732	\$797,702	\$1,164,189	\$969,011		\$ 4,612,634
700	\$25,000	\$10,000	\$10,000	\$10,000	\$10,000	\$ 65,000
734	\$105,500					\$ 105,500
741	\$603,000	\$603,000				\$ 1,206,000
763	\$6,159,959	\$21,081,851	\$194,801		\$1,287,571	\$ 28,724,182
763	\$436,500		\$4,200,388	\$2,291,075	\$10,556,459	\$ 17,484,422
763	\$1,180,000	\$200,000	\$667,000			\$ 2,047,000
764	\$10,000					\$ 10,000
773	\$273,793	\$415,600	\$815,699	\$755,600		\$ 2,260,692
Total	\$13,819,020	\$24,898,853	\$8,533,877	\$5,486,686	\$13,399,330	\$ 66,137,766

City of St. Helena 5-Year CIP



Program Highlights

Initiating 10 projects in FY25

- R19-04 | Sulphur Creek Sediment Removal (\$50K)
- R25-79 | Pavement Restoration FY25 Design/FY26 Construction (\$1.3M)
- R25-81 | Downtown Sidewalk Paver Rehabilitation (\$601K)
- W-91 | Bell Canyon Creek Flow Measurement (\$50K)
- W18-118 | Replace Mains <6" in Diameter (\$1.3M)
- W24-06 | Risk and Resilience Assessment Report Implementation (\$160K)
- W24-12 | Disinfection By Products (\$823K)
- W25-02 | Water Treatment Plant Transmission Main Replacement (\$9.1M)
- W25-03 | Water Management Plan (\$282K)
- W26-01 | Water Treatment Plant Microgrid/SCADA Upgrades (\$2.6M)

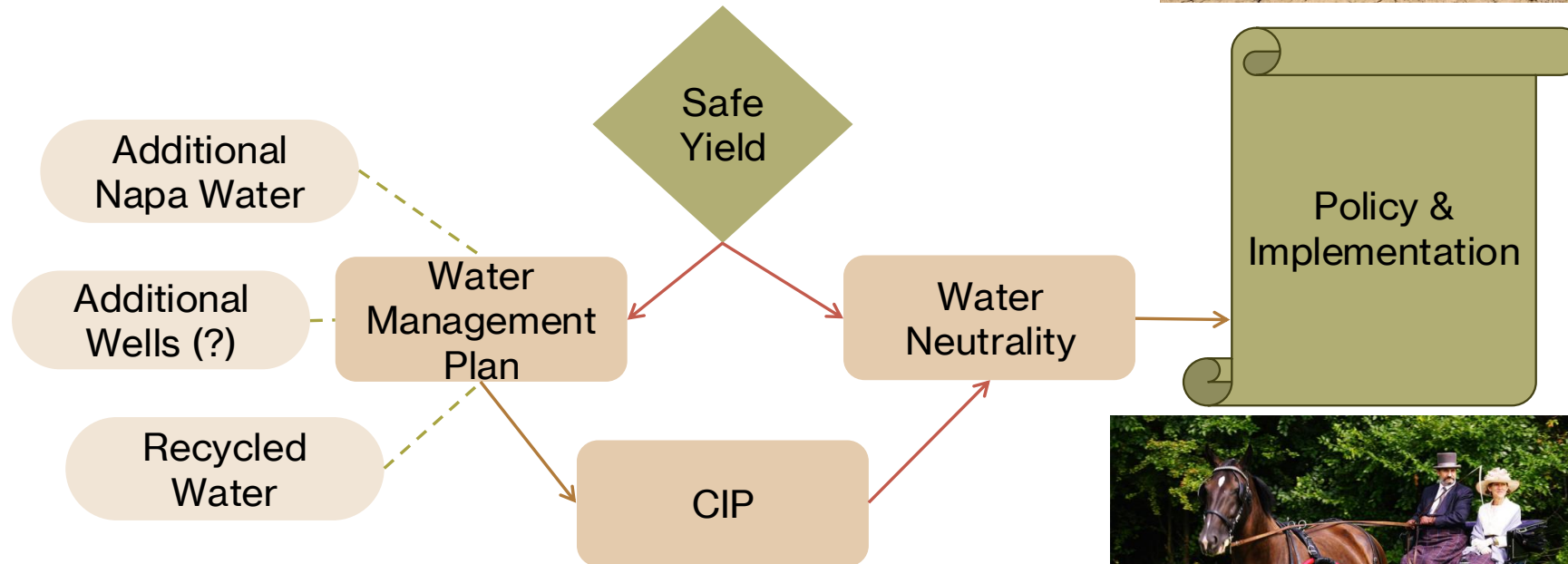
Initiating 4 projects in FY26

- R26-79 | Pavement Restoration FY26 Design/ FY27 Construction (\$1.4M)
- W-85 | Bell House Valve Replacement (\$575K)
- S25-01 | Flow Monitoring Program (\$60K)
- S26-01 | Model Update and System Analysis (\$50K)

City of St. Helena 5-Year CIP



Program Highlights – Safe Yield & Water Neutrality



City of St. Helena 5-Year CIP



Program Highlights – Projects Fast-Track

W-109 | Bell Canyon Intake Tower Replacement (\$6.3M)

W18-113 | Water System SCADA Improvements (\$915K)

W18-118 | Replace Mains <6" in Diameter (\$1.3M)

W24-02 | Napa Intertie Pump Station (Rutherford) Replacement (Design) (\$2.5M)

W24-04 | Retrofit/Deploy SMART Water Meters (\$2.3M)



Category Summary Report
FY2024-25 to FY2028-29
3 - Water

City of St. Helena 5-Year CIP (Water)

PROJECT TITLE	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
W-101 Tank 2 Rehabilitation	58,809	940,000	47,000					1,045,809
W-108 Lower Reservoir Rehab	221,603		25,000		50,000			296,603
W-109 Bell Canyon Intake Tower Replacement	290,168	326,323	713,888	5,000,000				6,330,379
W-35 Bell Canyon Reservoir Improvements		100,000						100,000
W-80 Dwyer Road Booster (Pump Station)		900,000						900,000
W-85 Bell House Valve Replacement				575,610				575,610
W-86 Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)	138,073			346,470	1,609,005	1,660,493		3,754,041
W-91 Bell Canyon Creek Flow Measurement			50,000					50,000
W18-111 WTP Condition Assessment	69,800	197,628						267,428
W18-113 Water System SCADA Improvements		381,944		533,327				915,271
W18-118 Replace Mains <6" in Diameter			315,706	327,702	338,189	349,011		1,330,608
W18-120 Bell Canyon Phreatic Surface Monitoring & Assessment	51,202	48,798						100,000
W21-01 Kearney and Andrea Water Main Replacement	762,784	141,911	919,490					1,824,185
W24-01 Water Distribution Fire Flow Improvements	1,399	310,601		156,000				468,000
W24-02 Napa Intertie Pump Station (Rutherford) Replacement		420,000	2,102,780			10,597,220		13,120,000
W24-03 ArcGIS Infrastructure Development	4,973	30,027	18,193					53,193
W24-04 Retrofit/Deploy SMART water meters		1,462,966	790,889					2,253,855
W24-05 PFAS Sampling Project								
W24-06 Risk and Resilience Assessment Report Implementation			160,965					160,965
W24-07 Cyber-Security Implementation		25,000	28,655					53,655
W24-08 Safe Yield Policy & Water Neutrality Policy Update	80,650	69,350						150,000
W24-09 Emergency Repairs to Water Infrastructure to address discolored water	650,385	686,040						1,336,425
W24-10 Water System Hydraulic Model Update		192,200	20,000					212,200
W24-11 Bell Canyon Dam DSOD Analysis/Improvements		175,000	665,000	1,604,091	773,896			3,217,987
W24-12 Disinfection By Products Project			52,500		379,288	391,425		823,213
W25-01 Napa Intertie Pipeline Replacement		446,200		6,092,269				6,538,469
W25-02 Water Treatment Plant Transmission Main Replacement			1,700,000	7,400,084				9,100,084
W25-03 Water Management Plan			282,000					282,000

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Category Summary Report
FY2024-25 to FY2028-29
3 - Water

	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
W26-01 Water Treatment Plant Microgrid/SCADA Upgrades			100,000	200,000	2,300,000			2,600,000
W26-02 Asset Management & Computerized Maintenance & Management System Development/Implementation		22,575	110,099					132,674
W29-01 Water Treatment Plant (Water Treatment Plant Rehabilitation)						1,000,000		1,000,000
W29-02 PWRR-1 yr 6-10 Water Main Annual Replacement Program Allowance					239,157	246,810		485,967
	2,329,846	6,876,563	8,102,165	22,079,553	5,606,378	2,640,086	11,844,030	59,478,621
PROJECT FUNDING SOURCES								
421 Go Bonds	52,601	359,399	315,706	797,702	544,189	349,011		2,418,608
763 Water Capital Improvement - Bond	716,501	3,692,175	6,159,959	21,081,851	194,801		1,287,571	33,132,858
763 Water Capital Improvement	1,560,744	2,404,989	436,500		4,200,388	2,291,075	10,556,459	21,450,155
763 Water Capital Improvement - Grant/Interagency Fund		420,000	1,180,000	200,000	667,000			2,467,000
764 Water Impact Fees			10,000					10,000
	2,329,846	6,876,563	8,102,165	22,079,553	5,606,378	2,640,086	11,844,030	59,478,621

Category Summary Report
FY2024-25 to FY2028-29
4 - Wastewater

City of St. Helena 5-Year CIP (Wastewater)

PROJECT TITLE	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
S-52 WWTP Phase 1 Upgrades	16,921,612	1,894,215						18,815,827
S18-70 Replace 1% of Sewer Mains Annually	22,527				620,000	620,000		1,262,527
S18-71 Crinella Pump Station Upgrades	141,742	1,097,288	327,026					1,566,056
S21-01 WWTP Recycled Pipeline and Pump Station	125,397	1,680,307						1,805,704
S23-01 Recycled Water - Crane Park Irrigation Infrastructure		70,380						70,380
S23-02 Emergency Back-Up Power - WWTP	895,902	955,684						1,851,586
S24-01 Closed-Circuit Television (CCTV) Inspection Program, Phase I	264,698	101,807						366,505
S24-02 High Priority Pipeline Replacement		255,600	255,600	255,600	255,600	255,600		1,278,000
S24-03 ArcGIS Infrastructure Development	1,219	33,781	18,193					53,193
S24-04 Recycled Water System Master Plan Update	51,507	448,493						500,000
S24-05 Del Campo Court Gravity Main Improvements	2,200	605,800						608,000
S25-01 Flow Monitoring Program				60,000				60,000
S26-01 Model Update and System Analysis				50,000				50,000
S26-02 Asset Management & Computerized Maintenance & Management System Development/Implementation		22,575		50,000	60,099			132,674
S27-01 WWTP Pond Cleaning, Decommissioning, and Repurpose					500,000	500,000		1,000,000
	18,426,804	7,165,930	600,819	415,600	1,435,699	1,375,600		29,420,452
PROJECT FUNDING SOURCES								
421 Go Bonds	332,457	3,485,202	327,026		620,000	620,000		5,384,685
571 Wastewater Cash Operations Fund Balance	1,301,350	1,894,215						3,195,565
763 Water Capital Improvement - Bond	15,000	247,500						262,500
764 Water Impact Fees	102,550							102,550
773 Wastewater Capital Improvement - HMGP Funds	895,902	955,684						1,851,586
773 Wastewater Capital Improvement	2,329,143	583,329	273,793	415,600	815,699	755,600		5,173,164
773 Wastewater Capital Improvement - Debt	12,739,496							12,739,496
774 Wastewater Impact Fees	710,906							710,906
	18,426,804	7,165,930	600,819	415,600	1,435,699	1,375,600		29,420,452

City of St. Helena 5-Year CIP



Strategies to Deliver



Continue Recruitment efforts for key positions



Utilize “on call” consultants for development of projects AND staff augmentation for “owners representative” services



Understand the project delivery times are estimated



Develop detailed schedule for each project



Update schedule based upon “cash flow”, i.e. timing when funding is available.



Ongoing efforts to apply/secure grants



City of St. Helena 5-Year CIP

Summary

Sufficient funding for current priorities for water infrastructure

Sufficient funding to achieve PCI of 70+ within 5 years. But won't have sufficient funding for pedestrian, bike & essential storm drain improvements

Lacking funding for deferred maintenance of facilities

Lacking sufficient funding for Wastewater collections deferred maintenance

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

FY 2024-25 to FY 2028-29



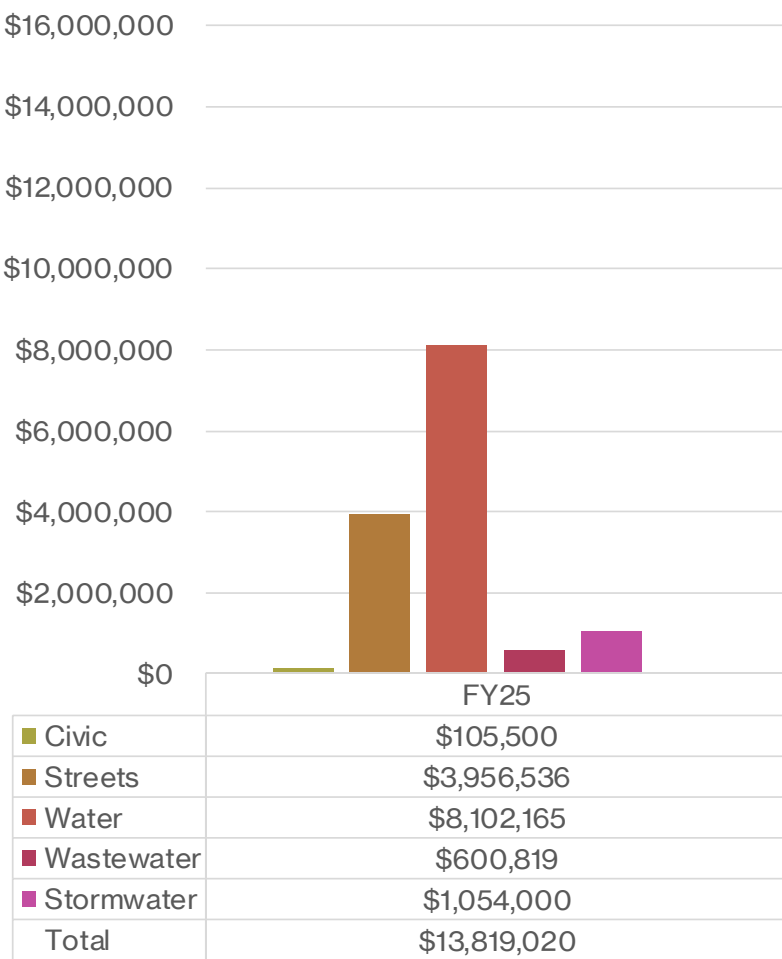
City of St. Helena 5-Year CIP



CIP Adoption

Recommended Action:

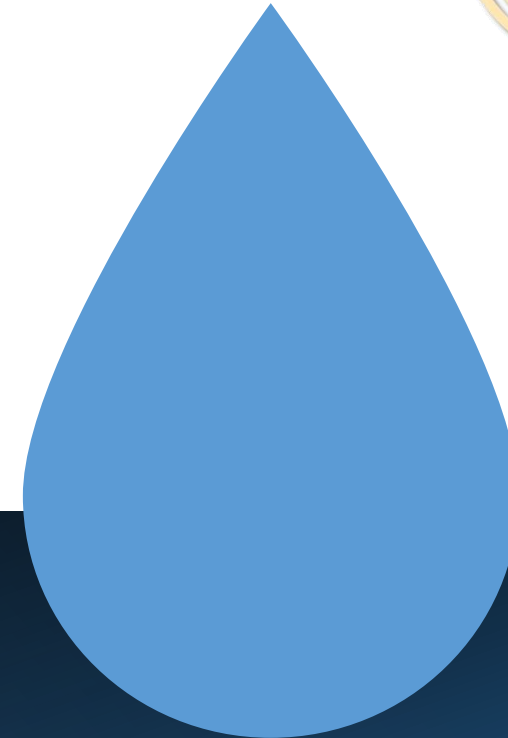
Adopt a Resolution adopting the Five-Year Capital Improvement Program for Fiscal Years 2024-25 to 2028-29; with \$13.8 million budgeted for FY2024-25.





Water Fund

(Excerpts from 2/25/25 Council Mtg,
Mid-Year Budget update)



Water Fund – Revenue



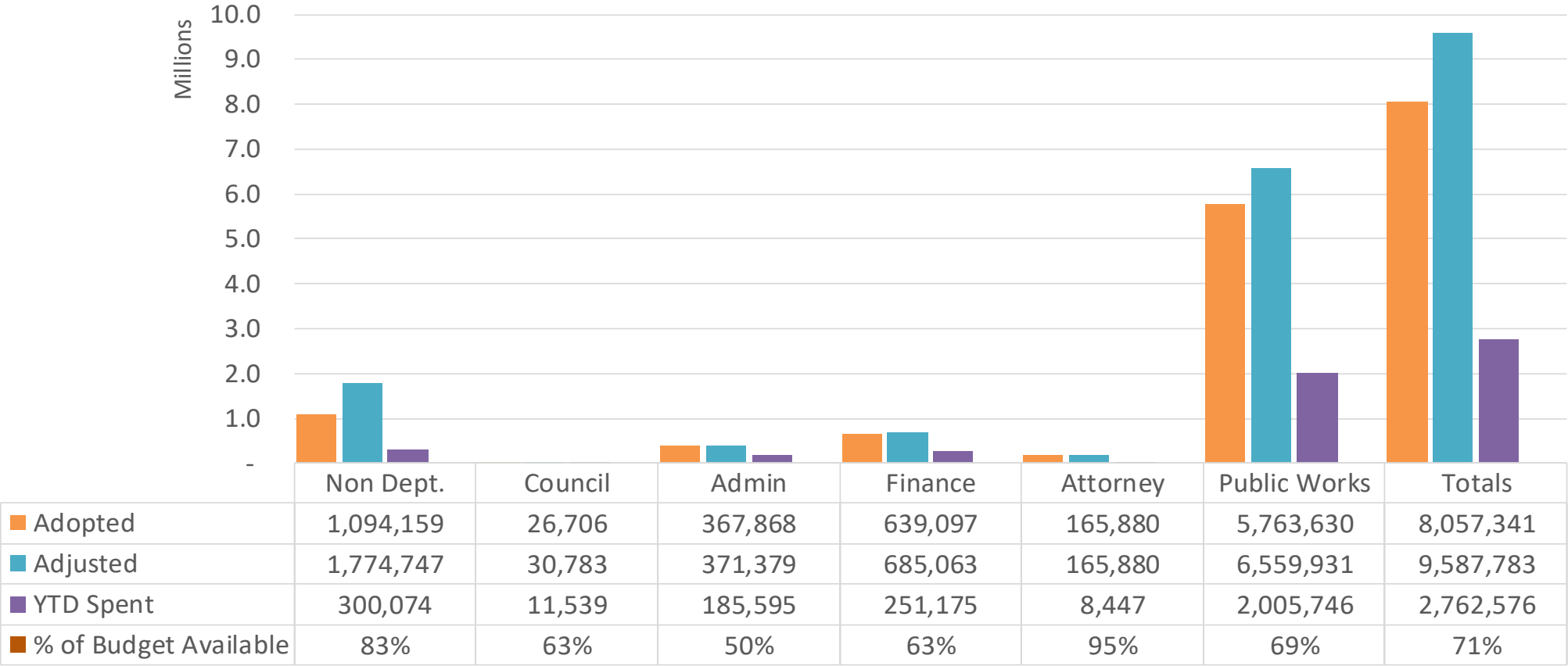
Revenue Collection through Q2 Compared to Budget

Water Fund	2024/25 Adopted	2023/24 Q2	% Collected
Revenues	9,966,726	3,816,864	38%

Water Usage Comparison

Fiscal Year	July	August	September	October	November	December
2023-24	45,453	53,575	39,517	44,167	40,287	21,106
2024-25	57,242	59,015	51,627	54,657	29,653	21,988
% Change	26%	10%	31%	24%	-26%	4%

Water Fund - Expenses



** Total expenses include expenses carried over from FY 2023/24*



Water Fund Budget Increase Recommendations



Account	Description	Adjustment
561-50-31-22-15	Valve/Hydrant Gate Valve Exerciser	7,000
561-50-31-22-15	Water Shutoff Tool Kit	4,000
561-50-34-21-45	Poly Orthophosphate Actuators	15,000
561-50-34-21-45	Polymer & Ortho Carrier Water Actuators	20,000
561-50-34-22-37	Water Quality Improvement	25,000
561-50-34-26-70	Stonebridge Well Filter Media Replacement	156,000
561-50-34-26-70	T1 Valve Actuator	1,500
561-50-34-26-70	Chemical Tank Cleaning	15,000
561-50-34-26-70	SCADA Monitoring System – Stonebridge Wells	30,000
561-50-34-26-70	T2 Mixer	13,000
561-50-34-26-70	Raw Water Pit & Carbon Pit Awning	60,000
Total Water Fund Budget Increase		346,500



Water Fund Unfunded Needs

Description	Amount
Dechlorinating Diffuser	2,500
Brass Fittings for Hydrant Valve Gate	800
Balloon Diffused Lights with Tripod	3,610
Sludge Dump View and Control via SCADA	10,000
Return Water NTU Monitor and Permag Pump	20,000
SCADA Integration Filter NTU Monitors	18,000
Calibrate Clearwell Flow Meters	4,000
Remove cl2 Old Clearwell Monitor	1,000
Alkalinity Analyzer	7,000
Cl2 Room Plumbing	750
Caustic Level Indicator	3,500
Chemical Room Floor Epoxy	1,000
Replace Alum and cl2 Level Indicator	1,500
Remove Old Chemical Lines	15,000
Chemical Storage Building	30,000
Tank 2 Water Quality Monitoring System	100,000
Boat House Roof	10,000
Rebuild Weirs in Sludge Ponds	15,000
Total	243,660

Water Fund Estimated Fund Balance



			Operating Reserve
Estimated Ending Fund Balance @ 6/30/24		7,194,157	
Estimated Revenue @ 6/30/25	9,966,726		
Estimated Expenses @ 6/30/25	(9,242,616)		
Transfer to Capital @ 6/30/25	(724,110)		
Encumbered Expenses from FY 2023-24	(691,668)		
Use of Reserves	691,668		
Estimated Unassigned Net Position		6,502,489	11.2 Months



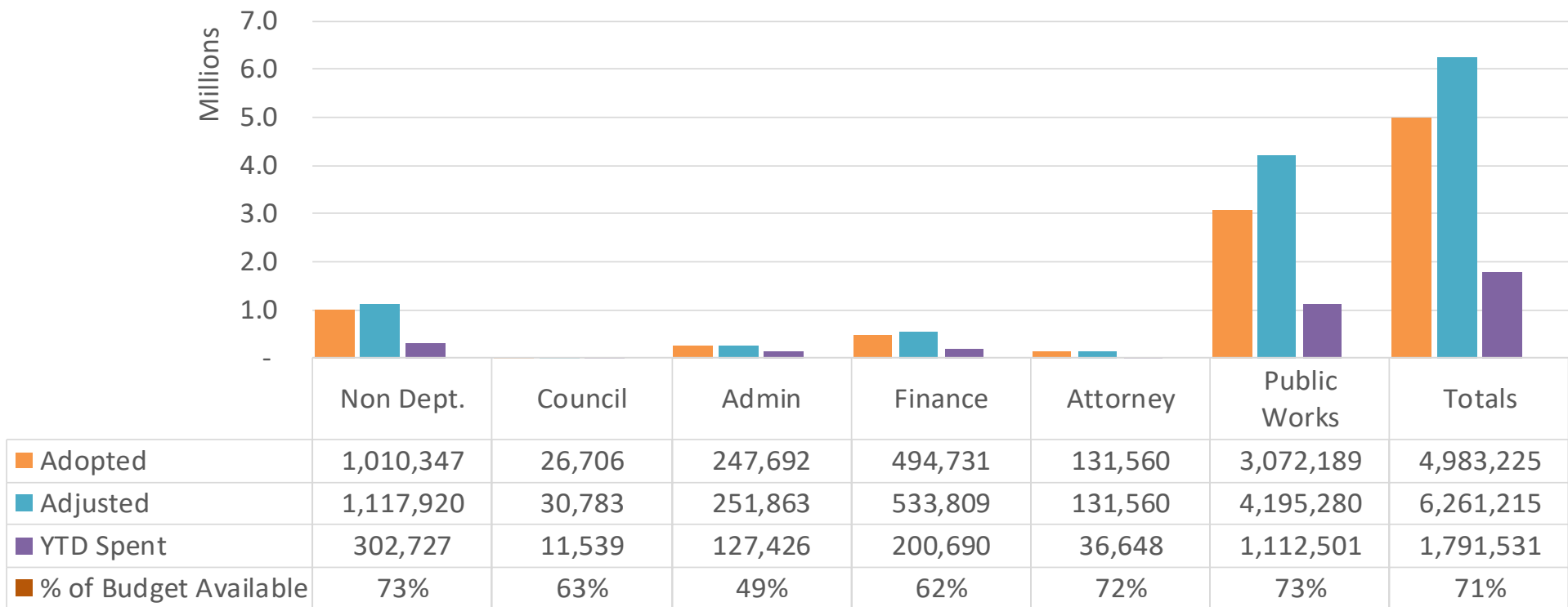
Wastewater Fund

Wastewater Fund – Revenue



Wastewater Fund	<u>2023</u> / <u>24</u> / <u>25</u> Adopted	<u>2023</u> / <u>24</u> / <u>25</u> Adjusted	<u>2023</u> / <u>24</u> / <u>25</u> Q2	% Collected
Revenues	5,223,124	5,320,999	1,806,400	34%

Wastewater Fund - Expenses



** Total expenses include expenses carried over from FY 2023/24*

Wastewater Fund Unfunded Needs



Description	Adjustment
Sewer Camera Locator	2,000
Balloon Diffused Lights with Tripod	3,610
Irrigation for Spray Fields	200,000
SCADA Upgrade	90,000
Total	295,610

Wastewater Fund Estimated Fund Balance



			Operating Reserve
Estimated Ending Fund Balance @ 6/30/24		2,976,104	
Estimated Revenue @ 6/30/25	5,320,999		
Estimated Expenses @ 6/30/25	(5,570,548)		
Transfer to Capital @ 6/30/25	-		
Encumbered Expenses from FY 2023-24	(690,667)		
Use of Reserves	940,216		
Estimated Unassigned Net Position		2,035,888	4.4 Months

Water/Wastewater Overview



Questions?

