MINUTES
City of St. Helena
Regular City Council Meeting
Tuesday, January 13, 2026 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

A complete video recording of this meeting, except for closed session, can be found at https://sthelena.civicweb.net/Portal/ or by calling the City Clerk at (707) 968-2742. The City Council video is the official record of the Council meeting.

Present: Mayor Paul Dohring, Vice Mayor Michelle Deasy, Council Member Aaron Barak, and Council Member Billy Summers

Absent: Council Member Kate Spadarotto

1. **CALL TO ORDER**

Mayor Dohring called the meeting to order at 6:00 p.m.

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

Mayor Dohring led the Pledge of Allegiance.

4. **ADOPTION OF THE AGENDA**

City Clerk, Andrew Bradley noted that item 12.1 would be removed from the agenda.

Council Member Aaron Barak moved to approve the amended agenda. The motion was seconded by Vice Mayor Michelle Deasy and on voice vote carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, Council Member Aaron Barak
NOES: None
ABSENT: Council Member Kate Spadarotto
ABSTAIN: None
RECUSE: None

5. **ADOPTION OF MINUTES**

5.1 Consideration and proposed approval of Regular Meeting Minutes of December 9, 2025.

Vice Mayor Michelle Deasy moved to approve the Regular Meeting minutes of December 9, 2025. The motion was seconded by Council Member Aaron Barak and on voice vote carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, Council Member Aaron Barak

NOES: None
ABSENT: Council Member Kate Spadarotto
ABSTAIN: None
RECUSE: None

Council Member Summers arrived late to the meeting at 6:03 p.m.

6. PUBLIC FORUM:

Garry Rose, Paul Asmuth, Elaine de Man, and Tim Hall addressed the City Council.

7. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, and AB 1234 REPORTS:

7.1 Mayor Dohring inquired about the use of A-frame signs on Main Street and requested an update on the development of a Housing Strategic Plan. City Manager, Anil Comelo, advised that staff could bring forward a report on A-frame signs, potentially the second meeting in February. With respect to the Housing Strategic Plan, City Manager Comelo indicated that additional time would be require and staff would report back at a later date.

Assistant Public Works Director, Eric Janzen gave brief report on water neutrality. Project Manager, Mario Traverso gave an update on the Oak Avenue project.

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

9. STAFF BRIEFING

9.1 Discussion on A Year of Celebration: Sesquicentennial Events & Activities and Receive Guidance Regarding Preliminary Events.

CEQA Determination: Not a CEQA project
Prepared By: Ashley Sylvester, Recreation Manager
Recommendation:
Provide guidance to staff regarding the preliminary events, activities, programs, and fundraising efforts presented in this report for the City's Sesquicentennial celebration.

Interim Community Services Director, Ashley Sylvester introduced the item and committee members, Caroline Palmisano and Jeanmarie Wolf who made the presentation.

Mayor Dohring opened up public comment; public comments were received by Cindy Warren and Diane Dillon.

The Council provided some guidance to the committee and thanked them for their efforts.

10. 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)

10.1 Consideration and Adoption of a Resolution Authorizing a FY2025-26 $100,000 Budget Amendment to Increase Appropriations for Additional Sludge Hauling Fees Due to Higher-Than-Anticipated Operational Needs, Funded by Wastewater Enterprise Fund Reserves.

CEQA Determination: Not a CEQA project
Prepared By: Stephanie Killingsworth, Public Works Financial Analyst
Recommendation:
Staff recommends approval of the attached Resolution.

10.2 Waiver of second reading and adoption of an ordinance amending Sections 1.12.200, 17.05.100, 17.32.010, and 17.32.020 of the St. Helena Municipal Code pertaining to the enforcement regulations for Short-Term Rentals.

CEQA Determination: Exempt from the requirements of CEQA under the "General Rule", Section 15061 (b)(3), in that it can be seen with certainty that the proposed action will have no impact on the environment.
Prepared By: Ethan Walsh, City Attorney
Recommendation:
1. Find that the proposed changes to Chapters 1.12, 17.05, and 17.32 of the St. Helena Municipal Code are exempt from CEQA Guideline 15061 (b)(3); and
2. Waiver of second reading and adoption of a proposed ordinance (ZOA 25-004) amending Sections 1.12.200, 17.05.100, 17.32.010, and 17.32.020 of the St. Helena Municipal Code pertaining to short term rentals.

10.3 Consideration of a Resolution to set a Public Hearing for 6:00p.m. Tuesday, February 24, 2026, to consider objections to the proposed annexation of the property identified as Assessor's Parcel Number (APN) 009-391-035, located on Spring Street in St. Helena, CA, into the St. Helena Municipal Sewer District, MSD Annexation No. 154.

CEQA Determination: Not a CEQA project
Prepared By: Rebecca White, Administrative Assistant
Recommendation:
Staff request City Council to adopt a resolution to consider the applicant's request and order a public hearing to be scheduled for February 24, 2026.

10.4 Water Supply and Forecasting - November 2025

CEQA Determination: Not a CEQA project
Prepared By: Ian Dale, Environmental Services Tech
Recommendation:
Receive and file.

10.5 Waiver of second reading and adoption of an ordinance (ZOA 25-005) amending Sections 17.22.050 (Alcoholic Beverage Sales) and 17.16.030 (B) (Residential Development Standards - Residential Zoning Districts Table, Endnote 5a), of the St. Helena Municipal Code.

CEQA Determination: Exempt
Prepared By: Jackie Oneal, Senior Planner
Recommendation:
1. Find the proposed amendments exempt from the California Environmental Quality Act (CEQA) pursuant to Guidelines Section 15061(b)(3); and

2. Waiver of second reading and adoption of a proposed ordinance (ZOA 25-005) amending Sections 17.22.050 (Alcohol Beverage Sales) and 17.16.030(B), endnote 5a of the City of St. Helena Municipal Code (ZOA 25-005).

10.6 This item was pulled.
~~Approval of Resolution Authorizing Recruitment for an Assistant Public Works Director (Operations).~~

10.7 Consideration and Proposed Adoption of a Resolution Authorizing Amendment No. 1 for the Extension of Contract to BluePoint Planning Professional Services Agreement for the Parks, Recreation and Trails Master Plan. There is no additional cost required for the extension of this contract.

CEQA Determination: Not a CEQA project
Prepared By: Ashley Sylvester, Recreation Manager
Recommendation:
Staff recommends approval of the attached Resolution authorizing Amendment No. 1 for the Extension of the BluePoint Planning PSA.

Vice Mayor Michelle Deasy moved to approve the balance of the consent calendar excluding item 10.6. The motion was seconded by Council Member Aaron Barak and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, Council Member Aaron Barak, and Council Member Billy Summers
NOES: None
ABSENT: Council Member Kate Spadarotto
ABSTAIN: None
RECUSE: None

10.6 Approval of Resolution Authorizing Recruitment for an Assistant Public Works Director (Operations).

CEQA Determination: Not a CEQA project
Prepared By: Mandy Kellogg, Administrative Services Director
Recommendation:
Staff recommends approval of the attached resolution.

Administrative Services Director, Mandy Kellogg and Assistant City Manager/Director of Public Works, Joe Leach provided a brief overview of the item.

Mayor Dohring opened up the public comment; no public comments were received.

Discussion was turned over to the Council where questions and comments were made.

Council Member Billy Summers moved to approve the resolution. The motion was seconded by Council Member Aaron Barak and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Council Member Aaron Barak, and Council Member Billy Summers
NOES: Vice Mayor Michelle Deasy
ABSENT: Council Member Kate Spadarotto
ABSTAIN: None
RECUSE: None

11. PUBLIC HEARINGS

11.1 Consideration and proposed approval of a Resolution approving the annexation of the property known as 1380 El Bonita Avenue, St. Helena, CA (APN 009-432-001), into the St. Helena Municipal Sewer District No. 1 MSD Annexation No. 153.

CEQA Determination: Not a CEQA project
Prepared By: Rebecca White, Administrative Assistant
Recommendation:
It is recommended the City Council adopt a Resolution approving the annexation of the territories into the St. Helena Municipal Sewer District No. 1 MSD.

Assistant City Manager/Director of Public Works, Joe Leach reported on the item.

Mayor Dohring opened the Public Hearing; no public comment was received.

The discussion was turned over to the Council where there were no questions or comments.

11.2 Introduction and waiver of first reading of an Ordinance to implement the Triannual California Building Standards Code Adoption and Modifying Chapter 15 of the St Helena Municipal Code to Make Certain Local Amendments

CEQA Determination: Exempt
Prepared By: Philip Henry, Chief Building Official
Recommendation:
The Community Development Department, Building Division recommends the City Council:

1. Find the proposed amendments to the Building Code is exempt from CEQA under Section 15061 (b) (3) the 'General Rule'; and

2. Introduce and waive first reading and adopt by title only and waive further reading of Ordinance titled "Amendments to St. Helena Municipal Code Title 15 Buildings and Construction, Adopt and Amend in full the 2025 California Building Standards Code, Title 24.

Chief Building Official, Philip Henry reported on the item.

Mayor Dohring opened the Public Hearing; public comment was made by Wayne Leong and Tamera Sorensen.

The discussion was turned over to the Council where questions and comments were made.

11.3 Request by City Ventures, LLC for a Vesting Tentative Subdivision Map to subdivide three existing parcels totaling 2.53 acres into 42 lots, 41 for condominium purposes, one lot for common areas to be owned by the future homeowners' association, and one 0.1-acre lettered lot, Parcel A, to contain the riparian corridor not for development. The applicant also requests City Council authorization to pay the water neutrality in-lieu retrofit fee pursuant to SHMC Section 13.12.030. The two items currently before the City Council for review are a Vesting Tentative Subdivision Map and the Water Neutrality in-lieu retrofit fee request.

A Demolition Permit for three existing single-family residences located at 1447, 1505, and 1515 Spring Street was approved by the Planning Commission by a vote of 4-0 at the regularly scheduled December 2, 2025, Planning Commission meeting **(Attachment 4)**. In addition, Minor Design Review of the project architecture, landscaping, and site improvements for the proposed 41 townhomes has been ministerially approved by the Community Development Director **(Attachment 8)**.

CEQA Determination: Exempt
Prepared By: Mike Janusek, Contract Planner
Recommendation:
For the reasons described above, staff recommends that the City Council:

1. Adopt the attached Resolution (Attachment 1) authorizing the applicant to pay the Water Neutrality In-Lieu Retrofit Fee pursuant to SHMC 13.12.030; and
2. Adopt the attached Resolution (Attachment 2) approving, pursuant to a statutory exemption under PRC 21080.66, the requested Vesting Tentative Map No. TSM25-001, File #PL24-065 for the Spring Grove Project.

Community Services Director, Maya DeRosa introduced the item and Contract Planner, Mike Janusek. Mr. Janusek presented the item.

After presentation by staff, Mayor Dohring allowed the applicant to make a brief presentation. Kelso Barnett presented on behalf of City Ventures, LLC.

Mayor Dohring opened up the Public Hearing; public comments were made by Clark McCormick, Greg DeLuca, Dan Hale, Boyd Dennington, Tamara Sorensen, Chris Hall, Pat Friday, Linda Tunning, Cameron Crebs, Wayne Leong. Kelso Barnett was given four minutes to respond to the comments.

The discussion was turned over to the Council for deliberation. At 9:00 p.m. Mayor Dohring asked for a motion to extend the meeting to 10:00 p.m.

Vice Mayor Michelle Deasy moved to extend the meeting to 10:00 p.m. The motion was seconded by Council Member Aaron Barak and on voice vote carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, Council Member Aaron Barak, and Council Member Billy Summers
NOES: None
ABSENT: Council Member Kate Spadarotto
ABSTAIN: None
RECUSE: None

The City Council discussed the item further and reached consensus to direct staff to conduct additional research. No final action was taken. The matter was continued to a date certain of January 27, 2026.

12. OLD BUSINESS

12.1 This item was removed from the agenda.

~~Consideration and adoption of a Resolution authorizing: 1) Amendment #1 to St. Helena Contract FY 2024-055 with Dyett and Bhatia to prepare an Environmental Impact Report for the Downtown Specific Plan for an additional $98,840 for a total contract amount not to exceed $598,840; and 2) a budget increase in the amount of $98,840 using General Fund Reserves.~~

CEQA Determination: Not a CEQA project
Prepared By: Maya DeRosa, Community Development Director
Recommendation:
Staff recommends Council approve the attached resolution.

13. NEW BUSINESS

13.1 THIS ITEM WAS NOT HEARD
Consideration and approval of a Resolution providing approval to apply for a Land and Water Conservation Fund Grant to convert the Lower Reservoir properties into a public park.

CEQA Determination: Not a CEQA project
Prepared By: Mario Traverso, Project Manager
Recommendation:
Consider and Approve the Resolution

13.2 THIS ITEM WAS NOT HEARD
Consideration and proposed approval of a resolution approving a facility use agreement between the City of St. Helena and St. Helena Little League for the use of baseball facilities located at Crane Park.

CEQA Determination: Not a CEQA project
Prepared By: Ashley Sylvester, Recreation Manager
Recommendation:
City Staff and the City Attorney recommend approving the proposed resolution.

13.3 THIS ITEM WAS NOT HEARD
Establishment of 2026 City Council assignments to various City and regional Committees, Boards, and Commissions.

CEQA Determination: Not a CEQA project
Prepared By: Andrew Bradley, Program Manager
Recommendation:
Attachment 1 provides a list of current intergovernmental appointments. Attachment 2 provides a list of Ad Hoc appointments available to fill. Staff recommends City Council review and provide affirmation or recommended changes to appointments.

14. CITY COUNCIL REPORTS:

14.1 A. Association of Bay Area Governments (ABAG) - Executive Board

B. Association of Bay Area Governments (ABAG) - General Assembly

C. Napa Valley Tourism Corporation (Umbrella for Napa County)

D. League of California Cities – North Bay Division

E. Napa County City Selection Committee

F. Napa County Flood Control and Water Conservation District

G. Napa County Local Agency Formation Commission (LAFCO)

H. Napa Valley Transportation Authority (NVTA)

I. Napa County Watershed Information Center & Conservancy (WICC)

J. Upper Valley Waste Management Agency

K. Napa County Groundwater Sustainability Plan Advisory Committee

L. Napa County Regional Climate Action Committee

M. Council Ad Hoc and Standing Committee Reports

15. ADJOURNMENT

In accordance with Council protocols requiring meetings to adjourn by 10:00 p.m., the meeting concluded at 9:58 p.m. Mayor Dohring asked for a motion to adjourn the meeting and continue items not heard (Items 13.1 - 13.3) to the Regular City Council meeting of January 27, 2026.

Council Member Aaron Barak moved to adjourn the meeting and continue items not heard to the Regular City Council meeting of January 27, 2026. The motion was seconded by Council Member Billy Summers and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Michelle Deasy, Council Member Aaron Barak, and Council Member Billy Summers
NOES: None
ABSENT: Council Member Kate Spadarotto
ABSTAIN: None
RECUSE: None

APPROVED:

Paul Jamison Dohring, Mayor

ATTEST:

Andrew Bradley, City Clerk