



Mayor: Ann Nevero
Vice Mayor: Sharon Crull
City Council: Greg Pitts
Mario Sculatti
Peter White

REGULAR MEETING
ST. HELENA CITY COUNCIL
VINTAGE HALL BOARD ROOM – SECOND FLOOR
465 MAIN STREET, ST. HELENA
JUNE 25, 2013
5:00 PM CLOSED SESSION
6:00 PM REGULAR MEETING

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. PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS PERTAINING TO THE CLOSED SESSION**
- 4. CLOSED SESSION (5:00 P.M.)**

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8)

Property: The portion of APN: 009-211-016, 1480 Main Street, containing the existing City Hall facility

Property Owner: City of St. Helena

City Negotiator: City Manager Gary Broad

Prospective Purchaser: Lux Forum

Prospective Purchaser's Negotiator: William J. Agee

Under Negotiation: Price and terms for potential sale or lease of property

- 5. OPEN SESSION – COUNCIL WILL RETURN TO OPEN SESSION AND ANNOUNCE ACTIONS TAKEN IF ANY**
- 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.

- Monthly Police Department Crime Report

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

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.** City Council Minutes of June 11, 2013

Recommended Action: Approve

- 10.** Resolution adopting plans, specifications and working details and authorizing the bid request for St. Helena Street Repair and Rehabilitation Project 2013

Recommended Action: Adopt

- 11.** Resolution renaming the Climate Protection Task Force to the St. Helena Sustainability Committee, reducing member terms from three years to two years, and approving the committee's mission statement

Recommended Action: Adopt

PUBLIC HEARINGS

- 12.** Consideration/action on a request from Larry Cronwell for water, sewer, traffic and housing impact fees waivers totaling \$5,986.48 for an addition/remodel project at 1590 Grayson Avenue (Interim Planning Director)

- 13.** Response to 2012-13 Grand Jury Final Report regarding the integrity of Grand Jury Investigations (City Manager)

SCHEDULED MATTERS

- 14.** Resolution appointing one member to the Parks and Recreation Commission (Mayor)

- 15.** Resolution appointing two members to the Library Board of Trustees (Mayor)

- 16.** Resolution appointing one member and one alternate member to the Tree Committee (Mayor)

**REGULAR MEETING
ST. HELENA CITY COUNCIL
VINTAGE HALL BOARD ROOM – SECOND FLOOR
465 MAIN STREET, ST. HELENA
JUNE 11, 2013
5:30 P.M CLOSED SESSION
6:00 P.M. REGULAR MEETING**

A complete video recording of this meeting can be found at www.cityofstheleena.org or by calling the City Clerk at (707) 967-2792. The City Council video is the official record of the Council meeting.

Councilmember White called the meeting to order at 5:30 p.m. and the flag was saluted.

ROLL CALL

Present: Councilmembers Sculatti, White, Pitts

Absent: Councilmember Crull, Mayor Nevero

PUBLIC COMMENTS PERTAINING TO THE CLOSED SESSION

Councilmember White asked if there were any comments regarding the Closed Session item listed below. There being none, the Council convened into Closed Session.

CLOSED SESSION

Conference with Legal Counsel - Pending Litigation –

Name of Case: In re The Matter of the Jean Phillips Trust Created Under the Dorothy L.

Tweed 2000 Revocable Trust, Napa County Superior Court Case No. 26-60863

Government Code Section 54956.9(d)(1))

The Regular Meeting was reconvened at 6:01 p.m. and Councilmember White stated there was no reportable action.

PUBLIC FORUM

Work Connection – Father Brenkle

Noted the tremendous service Work Connection provides to the community and recalled several years ago when Police Chief Johansson approached him to ask that Work Connection be reinstated. He noted that for the past several years the city has contributed monies to the Work Connection and it was increased to \$7,500 with the establishment of Saturday hours. Two years ago it was reduced to \$6,000. He asked for reconsideration of the allocation and an increase to \$10,000.

17. Resolution appointing two members to the Climate Protection Task Force (Mayor)
18. Resolution appointing two members to the Planning Commission (Mayor)
19. Resolution declaring City's intent to issue tax-exempt obligations to be used to reimburse the City for expenditures prior to the issuance of such tax-exempt obligations for 684 McCorkle Avenue (Finance Director)
20. Review and direction on revisions to the General Plan Update Circulation Element (Interim Planning Director)

ADJOURNMENT

The next Regular City Council meeting is scheduled for July 9, 2013 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 June 21, 2013.

Delia Guijosa, 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.

Housing Availability – Mary Stephenson

Reviewed the city's shrinking housing inventory. She stated that the city will be losing 48 units at Grandview and expressed concern that housing is too high for local workers and many homes are becoming second homes.

Housing Developments – Bobbi Monnette

In response to Ms. Stephenson's comments regarding housing she said small developments are the community's desire.

REPORTS BY STAFF AND CITY COUNCIL AND FUTURE AGENDA ITEMS and AB 1234 REPORTS:**PG&E Parking Lot -City Manager:**

Stated that he anticipates the ribbon cutting ceremony for the PG&E parking lot to occur on June 24th. An article will appear in the city newsletter.

Councilmember Sculatti – Tour of Reservoir

Stated that the Public Works Director had given him a tour of the city reservoir

PRESENTATIONS AND PUBLIC RECOGNITIONS - None**CONSENT ITEMS**

Councilmember Pitts moved to approve Consent Items 9-12 as submitted. The motion was seconded by Councilmember Sculatti and on roll call carried by the following vote:

AYES: Councilmembers Pitts, Sculatti, White

NOES: None

ABSENT: Councilmember Crull, Mayor Nevero

Those items approved were as follows:

9. Approved City Council Minutes of May 28, 2013;

10. Adopted Resolution No. 2013-26 accepting the work and directing the filing of a notice of completion for the Wappo Park/Pope Street Multi Use Trail project;

11. Adopted Resolution No. 2013-37 adding red zone at 750 Hunt Avenue for waste collection cart placement to the City's list of red zones (parking prohibitions) and rescinding prior resolution;

12. Adopted Resolution No. 2013-38 accepting the Magnolia Oaks Phase 1 Public Improvements, authorizing the City Clerk to file a notice of completion and requiring

surety bonds for warranty period.

PUBLIC HEARINGS - None

SCHEDULED MATTERS

13. Resolution No. 2013-39 adopting Annual Budget for the City of St. Helena for Fiscal Year Ending June 30, 2014

Councilmember Pitts moved to adopt Resolution No. 2013-39 adopting the annual budget for Fiscal Year ending June 30, 2014 including an increased allocation to Work Connection resulting in a \$10,000 contribution. The motion was seconded by Councilmember Sculatti and on roll call carried by the following vote:

AYES: Councilmembers Pitts, Sculatti, White

NOES: None

ABSENT: Councilmember Crull, Mayor Nevero

14. Consideration/action on a 2-month renewal of agreement for services with the Carmen Group for federal reimbursement assistance for the St. Helena Comprehensive Flood Protection Project

Councilmember Pitts moved to approve a two month renewal of the Carmen Group agreement with the stipulation of a \$10,000 cap over the next two months, and with Carmen Group's understanding of required advanced approval prior to time spent on work. The motion was seconded by Councilmember Sculatti and on roll call carried by the following vote:

AYES: Councilmembers Pitts, Sculatti, White

NOES: None

ABSENT: Councilmember Crull, Mayor Nevero

15. Consideration/action on a request from John Lockwood for a \$21,000 in-lieu parking fee waiver for Sogni Di Dolci at 1142 Main Street

Council directed staff to review the ordinance requirements with regard to in lieu parking fee waivers and that the Council consider the request of a delayed in lieu payment/promissory note pursuant to the request of applicant, John Lockwood.

16. Discussion regarding capital improvement projects for establishing proposed 2013 impact fee study

Upon review of this matter, it was Council's consensus to consider the Draft General Plan Circulation Element and then consider the capital improvement projects as this would assist them in making decisions with regard to the impact fees.

The City Manager stated that the circulation element would be placed on the June 25 or July 9th Council agenda.

17. Review and direction on revisions to the Draft General Plan Update Historic Resources Element

The Council reviewed the Historic Resources Element.

ADJOURNMENT

Councilmember White adjourned the meeting at 8:01 p.m.

APPROVED:

ATTEST:

Peter White, Councilmember

Delia Guijosa, City Clerk

STAFF REPORT

OFFICE OF THE DIRECTOR OF PUBLIC WORKS



DATE: June 25, 2013

TO: Mayor and City Council

Item No: 10

FROM: John Ferons, Director of Public Works/City Engineer
Kathy Robinson, Senior Management Analyst

RE: Adopting the plans specification and working details; and authorizing the bid request for St. Helena Street Repair and Rehabilitation Project 2013

BACKGROUND

City Council adopted Resolution 2013-19 on March 26, 2013 granting approval for a list of streets authorized for crack seal, slurry seal and paving as part of the FY 12-13 Street Repair/Rehabilitation project. Council adopted Resolution 2013-29 on May 14th granting approval for staff to retain a consultant to assist with delivery of plans, specifications and working details, and bid documents.

DISCUSSION/ANALYSIS

Staff is seeking Council's approval to adopt the plans, specifications and working details; and authorize the bid request as provided for in the St. Helena Municipal Code, Chapter 3.04 Article 3, and Public Works Projects.

The work represented by these plans and specifications will complete the list of streets authorized to be repaired in the 2013 Street Repair/Rehabilitation Project. The plans and specifications are available for review on the City's website and hard copy at City Hall.

FISCAL IMPACT

The City Engineer's estimate for the project including a 10% contingency is \$835,716. Resources available from budgeted FY 12-2013 and FY 2013-14 Street Paving Project are adequate for the estimate.

RECOMMENDED COUNCIL ACTION

Adopt Resolution No. 2013 -__ adopting the plans specification and working details; and authorizing the bid request for St. Helena Street Repair and Rehabilitation Project 2013.

ATTACHMENTS/EXHIBITS

1. Resolution No. 2013 -__ adopting the plans specification and working details; and authorizing the bid request for St. Helena Street Repair and Rehabilitation Project 2013

STAFF REPORT



DATE: June 25, 2013
TO: Mayor and City Council
FROM: Christine O'Rourke, Consultant
John Ferons, Director of Public Works
RE: Resolution Renaming the Climate Protection Task Force Item No.11

Summary

City Council consideration/adoption of a Resolution changing the name of the St. Helena Climate Protection Task Force to the St. Helena Sustainability Committee, establishing two-year term lengths for committee members and alternate members appointed on or after June 25, 2013, and approving the committee's mission statement.

Background

The City Council created a 15-member St. Helena Climate Protection Task Force (CPTF), initially named the Community Task Force on Global Warming, on August 22, 2006. As described in Resolution No. 2006-112, the original purpose of the committee was to "examine and recommend climate protection strategies for City government, businesses, households, residents and neighborhood groups."

On November 27, 2012, and January 22, 2013, the City Council discussed a proposed City of St. Helena Protocol for Committees, Commissions and Boards. Among other provisions, the proposed Protocol: 1) limits terms lengths for all committees members to two years, except Planning Commissioners who serve four years; 2) limits the size of committees created after January 1, 2013, to no fewer than five and no more than seven members plus two alternate members; 3) bars City Council members from serving as committee members unless it is a Council subcommittee; and 4) requires the Council to determine a committee's role and purpose at the time the committee is created.

On February 5, 2013, the Council approved Resolution No. 2013-9, which reduced the size of the Task Force from fifteen members and two alternates to seven members and two alternates in order to improve the committee's ability to function effectively. The large committee size was making it difficult for the Task Force to maintain a full slate of members and to obtain a quorum. Resolution No. 2013-9 also removed two City Council members from committee membership and established the role and purpose of the Task Force to advise the City Council on sustainability and climate change issues and on actions related to reducing St. Helena's greenhouse gas emissions. Although the Council had not yet adopted the proposed Protocol for Committees, Commissions and Boards, these changes were consistent with the provisions set forth in the draft Protocol. In order to effect these changes, the Council rescinded Resolution No. 2011-45 regarding the structure and purpose of the Climate Protection Task Force and Resolution No. 2011-58 adopting bylaws for the Climate Protection Task Force. At the time, it was anticipated that that the City Council would adopt the proposed Protocol for Committees,

Commissions and Boards in the near future and that the Protocol would effectively function as the CPTF's bylaws. The Council has not yet taken action on the proposed Protocol.

Discussion

Earlier this year, the Climate Protection Task Force expressed an interest in changing the name of the committee to something that more accurately described the role and purpose of the committee. Members compiled a list of 18 potential names and voted unanimously at their April 3, 2013, meeting to request the Council to change the name to the St. Helena Sustainability Committee. The members discussed the reasons for recommending a name change, which included: 1) the current name is too long and cumbersome; 2) the current name doesn't accurately describe what the committee does; and 3) the word "protection" is somewhat reactionary, and the committee members desired a more positive and proactive name.

On June 5, 2013, the Climate Protection Task Force voted unanimously to adopt a mission statement as follows:

“The mission of the St. Helena Sustainability Committee is to educate St. Helena citizens, businesses, city staff and elected officials and assist with reasonable measures to achieve greenhouse gas reductions and effective sustainability practices. We strive to make St. Helena programs a model of sustainability for the state.”

This mission statement is consistent with the role and purpose of the Climate Protection Task Force as defined by the Council in Resolution 2013-9.

The Climate Protection Task Force currently has five members, including two members whose terms expire on June 30, 2013. Both of these members have submitted applications to be reappointed to the Task Force. Task Force members have historically been appointed to three-year terms. However, since the Task Force's bylaws were rescinded when the Council adopted Resolution 2013-9, there is now an opportunity to reduce term lengths to two years, consistent with the proposed Protocol. Two-year terms would facilitate opportunities for community members to participate on the committee and encourage a diversity of opinions and expertise. Task Force members have discussed the reduced term lengths and do not object to the change.

The attached Resolution implements the following three actions:

1. Changes the name of the St. Helena Climate Protection Task Force to the St. Helena Sustainability Committee.
2. Approves the mission statement adopted by the Climate Protection Task Force.
3. Establishes two-year term lengths for committee members.

Fiscal Impact:

The costs associated with this task are limited to staff and consultant time required to prepare the Resolution.

Recommended Council Action

The Council should adopt the Resolution.

Attachment

Resolution Renaming the St. Helena Climate Protection Task Force and Establishing Term Lengths for St. Helena Sustainability Committee Members.

CITY OF ST. HELENA
RESOLUTION NO. _____
RENAMING THE ST. HELENA CLIMATE PROTECTION TASK FORCE
AND ESTABLISHING TERM LENGTHS FOR ST. HELENA
SUSTAINABILITY COMMITTEE MEMBERS

WHEREAS, the St. Helena City Council recognizes that greenhouse gas emissions from human activity are catalyzing climate change, the consequences of which pose substantial risks to the future health, wellbeing, and prosperity of our community; and

WHEREAS, the City Council adopted Resolution No. 2006-112 on August 22, 2006, authorizing the formation of a fifteen-member Community Task Force on Global Warming, and

WHEREAS, on November 28, 2006, the City Council changed the name of the Global Warming Task Force to the St. Helena Climate Protection Task Force; and

WHEREAS, the City Council relies on the Climate Protection Task Force to provide advice, recommendations and information on subjects and City policies and programs related to climate change; and

WHEREAS, membership has been amended by various Resolutions including Resolutions No. 2007-30, 2007-68, 2008-27, 2008-105, 2009-112, 2009-125 and 2011-46; and

WHEREAS, on June 28, 2011, the City Council adopted Resolution No. 2011-45, superseding Resolution No. 2006-112 and revising the structure and purpose of the Climate Protection Task Force; and

WHEREAS, on August 23, 2011, the City Council adopted Resolution No. 2011-58 approving and adopting bylaws for the Climate Protection Task Force; and

WHEREAS, on February 5, 2013, the City Council rescinded Resolutions No. 2011-45 and 2011-58 and adopted Resolution No. 2013-9, reducing the size of the Climate Protection Task Force to seven members and two alternate members in order to improve the Task Force's ability to function effectively; and

WHEREAS Resolution No. 2013-9 further establishes the role and purpose of the Task Force to advise the City Council on sustainability and climate change issues and on actions related to reducing St. Helena's greenhouse gas emissions; and

WHEREAS the City Council desires to change the name of the St. Helena Climate Protection Task Force to the St. Helena Sustainability Committee to better articulate the committee's role and purpose; and

WHEREAS the City Council desires to establish two-year term lengths for committee members in order to facilitate opportunities for community members to participate on the committee and to encourage a diversity of opinions and expertise; and

WHEREAS the City Council desires to affirm the committee's mission statement, which was approved by the Climate Protection Task Force members at their regular meeting on June 5, 2013.

NOW, THEREFORE, BE IT RESOLVED that the St. Helena City Council hereby changes the name of the St. Helena Climate Protection Task Force to the St. Helena Sustainability Committee; and

BE IT FURTHER RESOLVED that the St. Helena City Council hereby establishes two-year term lengths for Sustainability Committee members and alternate members appointed on or after June 25, 2013; and

BE IT FURTHER RESOLVED that the St. Helena City Council approves the following mission statement for the St. Helena Sustainability Committee:

“The mission of the St. Helena Sustainability Committee is to educate St. Helena citizens, businesses, city staff and elected officials and assist with reasonable measures to achieve greenhouse gas reductions and effective sustainability practices. We strive to make St. Helena programs a model of sustainability for the state.”

The foregoing resolution was adopted by the St. Helena City Council at its regular meeting held on the 25th day of June 2013 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Ann Nevero, Mayor

ATTEST:

Delia Guijosa, City Clerk

STAFF REPORT



DATE: June 25, 2013

TO: Mayor and City Council

FROM: Greg Desmond, Interim Planning Director

Item: 12

RE: Consideration/action on a request from Larry Cronwell for water, sewer, traffic and housing impact fees waivers totaling \$5,986.48 for an addition/remodel project at 1590 Grayson Avenue.

BACKGROUND

Mr. Cronwall received approval for an addition/remodel of his residence at 1590 Grayson Avenue on April 16, 2013.

Mr. Cronwall's project involved remodeling an existing 2-bedroom, 2-bath residence by converting the existing 316 sq. ft. attached garage to a third bedroom and utility room. The project also involved the construction of a detached 780 sq. ft. garage at the rear of his 20,000 sq. ft. parcel.

DISCUSSION: IMPACT FEES

Chapter 3.32 of the municipal code outlines development impact fees including the following information:

3.32.04 Description of fees:

Development impact fees are hereby established on new development or conversions within the city of St. Helena to pay for public improvements related to civic improvement projects, public safety, sewer projects, water projects, traffic mitigation, and storm drainage.

3.32.040 Imposition of fees:

A. Development impact fees shall be imposed on:

- 1. New development; and*
- 2. Conversions, as provided in this chapter.*

B. Development impact fees shall be paid by the owner of the property on which new development or conversion is to occur. The fees shall be collected by the city prior to the issuance of the building or development permit(s) for such development or conversion, whichever occurs later, unless payment at a later time is mandated by Government Code Section 66007.

C. Except as otherwise provided herein, square footage of residential and nonresidential buildings shall be measured by exterior dimensions. Unfinished attics, crawlspaces, and basements shall not be assessed until converted and finished as usable floor space.

D. A building or structure consisting of nonusable floor space, e.g., a garage, carport or storage shed, shall not be deemed to be part of the residential building for the purpose of determining the square footage of the residential building. Such ancillary structures shall

require the payment of storm drainage and public safety impact fees; additional impact fees shall not be required until converted to usable floor space.

E. Each single-family residential unit within a multi-family residential building or development project shall be deemed to be a separate building for which a fee is imposed and shall be paid.

F. Additions to an existing building shall be deemed to occur whenever the amount of usable floor space is increased, or whenever new building space is constructed where no structures existed as part of the existing building, whether or not the total building floor area is increased by the new construction.

G. The first 70 square feet of additions or conversions to an existing building in a two year period shall be exempt from all fees except public safety impact fees and storm drainage impact fees.

H. No development impact fee shall be imposed more than once for the same floor space.

I. Each tenant space in a multi-use building or development project shall be deemed to be a separate use for which a fee is imposed and shall be paid.

DISCUSSION: IMPACT FEE WAIVER REQUEST

The applicant is requesting a fee waiver for the following impact fees:

- Water [\$2,041.36]
- Sewer [\$1,646.36]
- Traffic [\$1,298.76]
- Housing [\$1,000]

The total impact fee waiver amount requested: \$5,986.48.

The fees are based on the conversion of the 316 sq. ft. garage to living space and not on the construction of the 780 sq. ft. garage.

RECOMENDED COUNCIL ACTION

Staff is not supportive of this request.

Impact fees have been established to mitigate impacts from new development and to provide the city with revenue necessary to maintain existing infrastructure and services.

Granting an impact fee waiver is inconsistent with 3.32.040 (F).

Waiving impact fees has the potential to set an unsustainable precedent. Further, it is important to mention that due to a history of limited development, city infrastructure is in need of deferred maintenance and our ability to provide services is diminished.

ATTACHMENTS

- Impact fee waiver request
- Chapter 3.32 – Development Impact Fees

May 30, 2013

St. Helena City Council

RE: Impact Fee Waiver/Adjustment

Dear Members:

Under Section 3.32.120 Fee Adjustment, I am submitting my request to have the fees for water impact, sewer impact, traffic mitigation and housing impact waived for the following reasons:

1. The garage conversion portion of the project is limited to addition of a wall to separate the existing laundry area from the new bedroom/office. No plumbing changes or additions will be made. No impact will be realized to sewer and water.
2. The new garage structure is replacing the converted garage only; therefore, no traffic mitigation fee required as no additional vehicles will be added.
3. There are four (4) people currently residing in this house (1300 square feet). The new bedroom is for their added comfort and separation. No additional residents will be added; therefore, no impact on housing is created.
4. This house was remodeled in 2011 and all plumbing, electrical, heating and air conditioning systems were replaced with the highest efficiency systems available. We eliminated at least 1200 square feet of sprinkled lawn. We have made a positive impact to City services with these changes. Water usage is less and sewer is less.

In summation, we have tried to limit our "impact" on the community since our arrival in St. Helena and we strive to be good citizens every day. I think that the impact fees are necessary for new housing and additions that negatively impact City services. In the case of our small changes, we feel that the impact fees are misapplied and hope you see fit to grant us relief.

Sincerely,



Larry Cronwall
1590 Grayson Avenue
St. Helena, CA 94574

RECEIVED

MAY 20 2013

CITY OF ST. HELENA

Chapter 3.32 DEVELOPMENT IMPACT FEES

Sections:

- [3.32.010](#) Findings.
- [3.32.020](#) Description of fees.
- [3.32.030](#) Limited use of fees.
- [3.32.040](#) Imposition of fees.
- [3.32.050](#) Public safety impact fees.
- [3.32.060](#) Civic improvement impact fees.
- [3.32.070](#) Water impact fees.
- [3.32.080](#) Sewer impact fees.
- [3.32.090](#) Storm drainage impact fees.
- [3.32.100](#) Traffic mitigation impact fees.
- [3.32.110](#) Developer construction of facilities.
- [3.32.120](#) Fee adjustment.
- [3.32.130](#) Definitions.
- [3.32.140](#) Development agreements.
- [3.32.150](#) Inflationary fee increases.

* Editor's Note: Section 3 of Ord. 2006-6 provides: Every person who paid Development Impact Fees at the rates established in Ordinance No. 96-2 shall be given a refund equal to the difference, if any, between the aggregate fees paid and the aggregate fees established by this ordinance; except no refunds will be paid to persons who received city council approval of a fee adjustment or waiver during the relevant time period.

3.32.010 Findings.

In order to implement the goals and objectives of the general plan of the city of St. Helena and to mitigate the impacts caused by new development within the city, certain public improvement projects must be or had to be constructed. The city council determines that development impact fees are needed to finance these public improvements and to pay for development's fair share of the construction costs of these improvements. In establishing the fees described in the following Sections, the city council finds the fees adopted to be consistent with state law (California Government Code § 66000 et seq.) and with the city's general plan and, pursuant to Government Code Section 65913.2, has considered the effects of the fees and determines that the fees are not material with respect to the city's housing needs as established in the housing element of the St. Helena general plan. (Ord. 06-6 § 2(part); prior code § 22.1)

3.32.020 Description of fees.

A. Development impact fees are hereby established on new development or conversions within the city of St. Helena to pay for public improvements related to civic improvement projects, public safety, sewer projects, water projects, traffic mitigation, and storm drainage. In the following sections, the city council sets forth the specific amount of the development fee for each type of public improvement project.

B. At least every five years, the city council shall review these fees to determine whether the fee amounts are reasonably related to the impacts of development and whether the public improvement projects described in the city's capital improvement projects list are still needed. Failure to undertake this review shall not invalidate the imposition of the fees. (Ord. 06-6 § 2 (part); prior code § 22.2)

3.32.030 Limited use of fees.

The revenues raised by payment of these development impact fees shall each be placed in separate and special impact fund accounts, and such revenues, along with any interest earnings on each separate account, shall be used solely to:

- A. Pay for the city's future construction of those public improvement projects at least partially allocable to new development or conversions as described in the city's capital improvement projects list; or
- B. Reimburse the city for those described or listed projects constructed by the city with funds advanced by the city from other sources; or
- C. Reimburse developers who have been required or permitted by Section [3.32.110](#) to install such listed facilities which are oversized with supplemental size, length or capacity. (Ord. 06-6 § 2 (part); prior code § 22.3)

3.32.040 Imposition of fees.

A. Development impact fees shall be imposed on:

- 1. New development; and
- 2. Conversions, as provided in this chapter.

B. Development impact fees shall be paid by the owner of the property on which new development or conversion is to occur. The fees shall be collected by the city prior to the issuance of the building or development permit(s) for such development or conversion, whichever occurs later, unless payment at a later time is mandated by Government Code Section 66007.

C. Except as otherwise provided herein, square footage of residential and nonresidential buildings shall be measured by exterior dimensions. Unfinished attics, crawlspaces, and basements shall not be assessed until converted and finished as usable floor space.

D. A building or structure consisting of nonusable floor space, e.g., a garage, carport or storage shed, shall not be deemed to be part of the residential building for the purpose of determining the square footage of the residential building. Such ancillary structures shall require the payment of storm drainage and public safety impact fees; additional impact fees shall not be required until converted to usable floor space.

E. Each single-family residential unit within a multi-family residential building or development project shall be deemed to be a separate building for which a fee is imposed and shall be paid.

F. Additions to an existing building shall be deemed to occur whenever the amount of usable floor space is increased, or whenever new building space is constructed where no structures existed as part of the existing building, whether or not the total building floor area is increased by the new construction.

G. The first 70 square feet of additions or conversions to an existing building in a two year period shall be exempt from all fees except public safety impact fees and storm drainage impact fees.

H. No development impact fee shall be imposed more than once for the same floor space.

I. Each tenant space in a multi-use building or development project shall be deemed to be a separate use for which a fee is imposed and shall be paid. (Ord. 06-6 § 2 (part); prior code § 22.4)

3.32.050 Public safety impact fees.

A. Findings. The city council finds:

1. Numerous items of capital equipment are urgently needed for the city's police and fire protection facilities to maintain the existing level of police and fire protection services to all areas of the city of St. Helena.
2. New development or conversions within the city of St. Helena results in increased usage of residential, commercial, industrial, and other affected properties, which thereby increases the service requirements and the capital equipment requirements of the city's police and fire safety services. Such increased usage does not ordinarily result from mere subdivision or parcel map divisions of existing properties in the absence of new development or conversions.
3. The city must continue to fund capital additions to its public safety system. These capital improvements include expanding the police and fire department facilities and equipment. These additional capital expenditures are necessary to maintain an acceptable level of public safety service within the next fifteen (15) years.
4. In the absence of the imposition of a public safety impact fee upon all building permits, the additional capital expenses necessary to maintain an acceptable level of public safety services for the entire city would be unfairly imposed upon the owners and residents of the existing buildings and improvements within the city of St. Helena.
5. New development or conversions without the payment of fees imposed by this section would not be fair to the owners and occupants of existing buildings within the city of St. Helena.
6. The facts and evidence presented in the city's impact fee study establish that there exists a reasonable relationship between the need for the fire and police department and other public safety improvements and the impacts of the types of new development or conversions for which a corresponding fee is charged. A reasonable relationship or nexus also exists between the fee's use and the type of new development or conversions for which the fee is charged.

B. Schedule of Public Safety Impact Fees. A public safety impact fee of one dollar four cents (\$1.04) per square foot shall be imposed on all new development or conversions. The same impact fee rate shall apply to both residential and nonresidential construction within the city of St. Helena.**C.** There is hereby established and created a fund of the city entitled "Public Safety Impact Fund" and all revenues derived from and monies collected under this section, including accrued interest thereon, shall be deposited in such fund. The public safety impact fund is established for the sole purpose of providing monies for the acquisition, construction, and reconstruction of facilities and equipment and other capital purposes needed for the city's fire department and the city's police department in providing police and fire protection services. (Ord. 06-6 § 2 (part); prior code § 22.5)**3.32.060 Civic Improvement Impact fees.****A. Findings. The city council finds:**

1. Numerous items of civic improvements are needed to maintain an acceptable level of the existing and future civic activities for all areas of the city of St. Helena.
2. New development or conversions within the city of St. Helena results in increased usage of residential, commercial, industrial, and other affected properties, which thereby increases the service requirements and the capital equipment requirements of the city's library, administrative facilities, and parks and recreation facilities. Such increased usage does not ordinarily result from mere subdivision or parcel map divisions of existing properties in the absence of new development or conversions.
3. The city must continue to fund civic improvements within the city. These civic improvements include expanding the city hall and the library and developing additional parklands, open spaces, and recreational facilities. These additional capital expenditures are necessary to maintain an acceptable level of the civic activities available in St. Helena within the next fifteen (15) years.
4. In the absence of the imposition of a civic improvement impact fee upon new development or conversions, the additional capital expenses necessary to maintain an acceptable level of civic services for the entire city would be unfairly imposed upon the owners and residents of the existing buildings and improvements within the city of St. Helena.
5. New development or conversions without the payment of fees imposed by this section would not be fair to the owners and occupants of existing buildings within the city of St. Helena.
6. The facts and evidence presented in the city's impact fee study establish that there exists a reasonable relationship between the need for parks, recreation facilities, libraries, City administration, and other civic improvements and the impacts of the types of new development or conversions for which a corresponding fee is charged. A reasonable relationship or nexus also exists between the fee's use and the type of new development or conversions for which the fee is charged.

B. Schedule of Civic Improvement Impact Fees.

1. A civic improvement impact fee of two dollars twenty-five cents (\$2.25) per square foot shall be imposed on all new residential development or conversions.
2. A civic improvement impact fee of one dollar forty cents (\$1.40) per square foot shall be imposed on all new commercial/retail development and conversions.
3. A civic improvement impact fee of one dollar eighty-seven cents (\$1.87) per square foot shall be imposed on all new office development and conversions.
4. A civic improvement impact fee of one dollar thirty cents (\$1.30) per square foot shall be imposed on all new industrial development and conversions.

C. There is hereby established and created a fund of the city entitled "Civic Improvement Impact Fund" and all revenues derived from and monies collected under this section, including accrued interest thereon, shall be deposited in such fund. The civic improvement impact fund is established for the sole purpose of providing monies for the acquisition, construction, and reconstruction of city hall, the St. Helena library, and public parks, playgrounds, open spaces, community facilities, recreation facilities and equipment and other capital purposes needed for providing civic services. (Ord. 06-6 § 2 (part); prior code § 22.6)**3.32.070 Water Impact fees.****A. Findings. The city council finds that:**

1. Numerous water system improvements are needed to maintain the existing level of water services for all areas served by the city of St. Helena water enterprise.
2. New development or conversions within the service area of the city of St. Helena water enterprise results in increased usage of residential, commercial, industrial, and other affected properties, which thereby increases the water service requirements and the capital equipment requirements for the storage, treatment and transmission of the city's water supply. Such increased usage does not

ordinarily result from mere subdivision or parcel map divisions of existing properties in the absence of new development or conversions.

3. The city must continue to fund capital improvements to its water system. These capital improvements include updating or replacing water distribution lines, and improving current treatment and storage capabilities. These additional capital expenditures are necessary to maintain an acceptable level of water service within the next fifteen (15) years.

4. In the absence of the imposition of a water impact fee upon new development or conversions, the additional capital expenses necessary to maintain an acceptable level of water service for the entire service area of the city of St. Helena water enterprise would be unfairly imposed upon the owners and residents of the existing buildings and improvements within the service area of the city of St. Helena water enterprise.

5. New development or conversions without the payment of fees imposed by this section would not be fair to the owners and occupants of existing buildings within the service area of the city of St. Helena water enterprise.

6. Part of the costs associated with the capital improvements to the water system and the debt service on earlier funded water projects are apportioned to new development or conversions to accommodate increased demand for water by new residents and businesses and the increased need for water for fire protection purposes for the new structures associated with new development or conversions.

7. The facts and evidence presented in the city's impact fee study establish that there exists a reasonable relationship between the need for the water system improvements and the impacts of the types of new development for which a corresponding fee is charged. A reasonable relationship or nexus also exists between the fee's use and the type of new development and conversions for which the fee is charged.

B. Schedule of Water Impact Fees.

1. Every person connecting to the city's water system or converting unusable to usable floor space in or adding to existing buildings which are already connected to the city's water system shall pay to the city a water impact fee in accordance with the following schedule:

Single family:	\$5.33 per sq. ft.
Multi-family:	\$2.32 per sq. ft.
Office:	\$4.56 per sq. ft.
Industrial:	\$6.05 per sq. ft.
Commercial:	\$8.82 per sq. ft.

2. Every person converting an existing use from one use category (residential, commercial, industrial or office) to another use category shall pay a water impact fee equal to the difference, if any, between the fees calculated for the existing and new uses as set forth in subsection (1), except no water impact fee shall be assessed if a "water-oriented" connection fee had been paid for the building or development project pursuant to the city's former water connection ordinances.

3. No water impact fee shall be assessed on conversions to another use within the same use category. No person shall be entitled to a refund on conversions from a higher rate use category to a lower rate use category.

C. In addition to the above charges, all expenses and costs of making a water connection shall be borne by the person making the connection. No connection shall be made to a public water supply except by the city or by written permission from the city.

D. There is hereby established and created a fund of the city entitled "Water Impact Fund" and all revenues derived from and monies collected under this section, including accrued interest thereon, shall be deposited in such fund. The water impact fund is established for the sole purpose of providing monies for equipment, infrastructure, and other capital facilities needed for the acquisition, storage, treatment, and transmission of water for the city of St. Helena water enterprise, to repay principal and interest on bonds issued for the construction or reconstruction of water projects or facilities, and to repay federal and state loans or advances made to the city for the construction or reconstruction of water supplies facilities or infrastructure. (Ord. 06-6 § 2 (part); prior code § 22.7)

3.32.080 Sewer Impact fees.

A. Findings. The city council finds:

1. St. Helena has a sewer system that consists of a collection system including public sewers and interceptors leading to the wastewater treatment plant and to the disposal system.

2. New development or conversions in the city of St. Helena has a significant impact on the sewer system. St. Helena was previously under a sewer connection moratorium where the state of California effectively prohibited any new development and conversions in the city since no new sewer connections were allowed. In order to have the moratorium lifted and to allow for more development in the city of St. Helena, the city incurred debt to upgrade and expand the capacity of the wastewater treatment plant.

3. The city must continue to fund capital improvements to its sewer system. These capital improvements include updating or replacing sewer lines, improving current treatment capabilities, and promoting the use of reclaimed water. These additional capital expenditures are necessary to maintain an acceptable level of sewer service and wastewater treatment within the next fifteen (15) years.

4. New development or conversions within the city results in increased usage of residential, commercial, industrial, and other affected properties, which thereby increases the service requirements and the capital equipment requirements for the city's sewage treatment and disposal system. Such increased usage does not ordinarily result from mere subdivision or parcel map divisions of existing properties in the absence of new development or conversions.

5. In the absence of the imposition of a sewer impact fee upon new development or conversions, the additional capital expenses necessary to maintain an acceptable level of sewer service and wastewater treatment for the entire city would be unfairly imposed upon the owners and residents of the existing buildings and improvements within the city of St. Helena.

6. New development or conversions without the payment of fees imposed this section would not be fair to the owners and occupants of existing buildings within the city of St. Helena.

7. Part of the costs associated with the capital improvements to the sewer system as well as payments on the wastewater debt service are apportioned to new development and conversions to accommodate increased usage of the sewer system and treatment plant by new residents and businesses.

8. The facts and evidence presented in the city's impact fee study establish that there exists a reasonable relationship between the need for the sewer system improvements and the impacts of the types of new development or conversions for which a corresponding

fee is charged. A reasonable relationship or nexus also exists between the fee's use and the type of new development or conversions for which the fee is charged.

B. Schedule of Sewer Impact Fees.

1. Every person connecting to the city's sewer system or converting unusable to usable floor space in or adding to existing buildings which are already connected to the city's sewer system shall pay to the city a sewer impact fee in accordance with the following schedule:

Single family:	\$4.30 per sq. ft.
Multi-family:	\$3.42 per sq. ft.
Office:	\$3.63 per sq. ft.
Industrial:	\$4.82 per sq. ft.
Commercial:	\$7.02 per sq. ft.

2. Every person converting an existing use from one use category (residential, commercial, industrial or office) to another use category shall pay a sewer impact fee equal to the difference, if any, between the fees calculated for the existing and new uses as set forth in subsection (B)(1) of this section, except no sewer impact fee shall be assessed if a "water-oriented" sewer connection fee had been paid for the building or development project pursuant to the city's former sewer connection ordinances.

3. No sewer impact fee shall be assessed on conversions to another use within the same use category. No person shall be entitled to a refund on conversions from a higher rate use category to a lower rate use category.

C. In addition to the above charges, all expenses and costs of making a sewer connection shall be borne by the person making the connection. No connection shall be made to a public sewer except by the city or by written permission from the city.

D. There is hereby established and created a fund of the city entitled "Sewer Impact Fund" and all revenues derived from and monies collected under this section including accrued interest thereon, shall be deposited in such fund. The sewer impact fund is established for the sole purpose of providing monies for the acquisition, construction, and reconstruction of sanitation and sewage facilities, to repay principal and interest on bonds issued for the construction or reconstruction of such sanitary or sewage facilities, and to repay federal and state loans or advances made to the city for the construction or reconstruction of sanitary or sewage facilities and infrastructure. (Ord. 06-6 § 2 (part); prior code § 22.8)

3.32.090 Storm drainage impact fees.

A. Findings. The city council finds:

1. Numerous items of capital infrastructure are urgently needed for the city's drainage system to maintain an acceptable level of storm drainage from all areas of the city of St. Helena.
2. New development within the city of St. Helena results in increased usage of residential, commercial, industrial, and other affected properties, which thereby increases the amount of impervious surfaces and irrigation of landscaping which create greater need for and usage of drainage systems within the city. Such increased drainage and usage of the system does not ordinarily result from mere subdivision or parcel map divisions of existing properties in the absence of new development.
3. The city must continue to fund capital improvements to its storm drainage system. These capital improvements include constructing storm drains and storm sewers within the city and conducting a storm drainage and monitoring study. These additional capital expenditures are necessary to maintain an acceptable level of storm drainage within the city in the next fifteen (15) years.
4. In the absence of the imposition of a storm drainage impact fee upon new development, the additional capital expenses necessary to maintain an acceptable level of the city's drainage system for the entire city would be unfairly imposed upon the owners and residents of the existing buildings and improvements within the city of St. Helena.
5. New development without the payment of fees imposed by this section would not be fair to the owners and occupants of existing buildings within the city of St. Helena.
6. The facts and evidence presented in the city's impact fee study establish that there exists a reasonable relationship between the need for the drainage improvements and the impacts of the types of development for which a corresponding fee is charged. A reasonable relationship or nexus also exists between the fee's use and the type of development for which the fee is charged.

B. Schedule of Storm Drainage Impact Fees. A storm drainage impact fee of one cent (\$.01) per square foot of impervious area for the parcel shall be imposed on new construction of buildings, driveways, parking lots, sidewalks, walkways, patios, decks, and other similar structures, and upon any construction of additions or conversions to an existing building that increase the impervious surface footprint of the parcel. The same impact fee rate shall apply to both residential and nonresidential construction within the city of St. Helena.

C. New development constructed, added or converted in the area required to pay the drainage fees imposed under Chapter 17.108 of the St. Helena city code shall not be required to pay the storm drainage impact fee required under this section.

D. There is hereby established and created a fund of the city entitled "Storm Drainage Impact Fund" and all revenues derived from and monies collected under this section including accrued interest thereon, shall be deposited in such fund. The storm drainage impact fund is established for the sole purpose of providing monies for the acquisition, construction, and reconstruction of facilities and equipment and for other capital purposes needed for the city's storm drainage system and for additional drainage and monitoring studies. (Ord. 06-6 § 2 (part); prior code § 22.9)

3.32.100 Traffic mitigation impact fees.

A. Findings. The city council finds:

1. New development or conversions within the city of St. Helena results in increased usage of residential, commercial, industrial, and other affected properties, which thereby generates additional traffic within the city and will contribute to the usage and degradation of the existing street infrastructure in the city of St. Helena.
2. The purpose of this fee is to finance circulation improvements to reduce the impacts of traffic generated by new development within the city.
3. The city must continue to fund capital improvements to its traffic circulation system. These capital improvements include building new roads, bridges, and traffic control facilities and equipment. These additional capital expenditures are necessary to maintain an acceptable level of traffic circulation and the city's roadway system within the next fifteen (15) years.
4. In the absence of the imposition of a traffic mitigation impact new development or conversions, the additional capital expenses necessary to maintain acceptable traffic circulation for the entire city would be unfairly imposed upon the owners and residents of the

existing buildings and improvements within the city of St. Helena.

5. The construction of new development or conversions without the payment of fees imposed by this section would not be fair to the owners and occupants of existing buildings within the city of St. Helena.

6. The facts and evidence presented in the city's impact fee study establish that there exists a reasonable relationship between the need for the traffic improvements and the impacts of the types of new development or conversions for which a corresponding fee is charged. A reasonable relationship or nexus also exists between the fee's use and the type of new development or conversions for which the fee is charged.

B. Schedule of Traffic Mitigation Impact Fees.

1. A traffic mitigation impact fee shall be imposed on new development or conversions within the city of St. Helena.

2. The traffic mitigation impact fee for new development or conversions shall be as follows:

Single-family development, conversions, additions:	\$ 3.39 per square foot
Multi-family development, conversions, additions:	\$ 2.33 per square foot
Industrial development, conversions, additions:	\$ 4.94 per square foot
Office development, conversions, additions:	\$ 7.80 per square foot
Commercial development, conversions, additions:	\$30.42 per square foot

3. Every person converting an existing use from one use category (residential, commercial, industrial or office) to another use category shall pay a traffic mitigation impact fee equal to the difference, if any, between the fees calculated for the existing and new uses as set forth in subsection (2).

4. No traffic mitigation impact fee shall be assessed on conversions to another use within the same use category. No person shall be entitled to a refund on conversions from a higher rate use category to a lower rate use category.

C. There is hereby established and created a fund of the city entitled "Traffic Mitigation Impact Fund" and all revenues derived from and monies collected under this section including accrued interest thereon, shall be deposited in such fund. The traffic mitigation impact fund is established for the sole purpose of providing monies for the construction and reconstruction of facilities and equipment and other capital purposes needed for traffic circulation improvements in and around the city of St. Helena. (Ord. 06-6 § 2 (part); prior code § 22.10)

3.32.110 Developer construction of facilities.

A. Whenever a developer is required, as a condition of approval of a subdivision, development permit or building permit, to construct a public facility described in the capital improvement projects list, which facility is determined by the city to have supplemental size, length or capacity over that needed to address the impacts of that development, and when construction is necessary to ensure efficient and timely construction of the facilities network, a reimbursement agreement with the developer and a credit against the applicable impact fee, which would otherwise be charged pursuant to this ordinance on the development project, shall be offered. The reimbursement amount shall not include the portion of the improvement needed to provide services or mitigate the need for the facility or the burdens created by the development.

B. A developer who installs an off-site improvement as a special mitigation measure for a project which is identified on the capital improvement projects list to be funded at least partially by impact fees may claim credit on such a fee not to exceed the impact fee payable for the development project. The city's public works director is authorized to allow such credit.

C. If a developer is dissatisfied with the decision of the city's public works director regarding a reimbursement agreement or a credit of development impact fees, the developer shall appeal for relief to the city council by filing a written appeal with the city clerk within fifteen (15) days after the disputed decision. The appeal shall state in sufficient detail the basis for the claimed credit. The decision of the city council shall be final. (Ord. 06-6 § 2 (part); prior code § 22.11)

3.32.120 Fee adjustment.

A. A developer of any project, including any new building or addition to or conversion of any existing building, subject to the fees described in Sections ~~3.32.050~~ through ~~3.32.100~~ may apply to the city council for a reduction or adjustment of the fee(s), or a waiver of the fee(s), based upon the absence of any reasonable relationship between the nature of the impact of the development and either the amount of the fee charged or the type of facilities to be financed.

B. The application for a fee reduction, adjustment, or waiver shall be made in writing and filed with the city clerk not later than twenty (20) days after the filing of the application for a building permit.

C. The application shall state in detail the factual basis for the claim of waiver, reduction, or adjustment. The city council shall consider the application at a hearing held within 30 days after the filing of the fee adjustment application. The decision of the city council shall be final.

D. If a reduction, adjustment, or waiver is granted, any change in use within the project shall invalidate the waiver, adjustment or reduction of the fee. (Ord. 06-6 § 2 (part); prior code § 22.12)

3.32.130 Definitions.

A. "Building permit" shall mean the permit required or issued by the city of St. Helena for the construction, improvement or remodeling of any structure pursuant to the city of St. Helena's building codes.

B. "City" shall mean the governmental body managing the administrative operations of the city of St. Helena.

C. "City of St. Helena" shall mean all property located within the geographical area within the city of St. Helena's city limit line.

D. "City of St. Helena impact fee study" shall mean the study, including any amendments or revisions thereto, for the financing of facilities and services designated under the capital improvement projects list for the city of St. Helena. This study includes, but is not limited to, a designation of those facilities to be constructed with the impact fees collected under this chapter, the estimated costs of constructing those facilities or providing the services designated therein, and the total use factors or other criteria utilized to arrive at an allocation of the cost of the facilities to the different types of land uses and to new development.

E. "Conversion" shall mean converting from unusable to usable floor space, or converting the existing use to another use.

F. "Developer" shall mean any person who is the owner or authorized agent of an owner of any new development within the city of St. Helena.

G. "Dwelling unit" shall mean a residential dwelling within the city of St. Helena. Each single-family residential unit within a multi-family residential building or development project shall be deemed to be a separate dwelling unit.

H. "New development" shall mean the original construction of residential, commercial, industrial or other nonresidential buildings, or the addition of usable floor space within existing residential or nonresidential buildings, or the construction of new accessory buildings.

I. "Owner" shall mean the legal owner(s) or the authorized agent(s) for any owner of property being developed.

J. "Usable floor space" shall mean any interior space constructed or converted to be used for human occupancy in accordance with the Uniform Building Code. (Ord. 06-6 § 2 (part); prior code § 22.13)

3.32.140 Development agreements.

The terms of any development approvals or building permit(s) may be negotiated as part of a development agreement which may require a developer to provide or finance any public projects deemed agreeable to both the developer and the city council. Development constructed under the terms of a development agreement approved pursuant to Chapter 17.156 of this code may be exempted from the payment of any of the impact fees required under Sections 3.32.050 through 3.32.100 of this chapter. (Ord. 06-6 § 2 (part); prior code § 22.14)

3.32.150 Inflationary fee increases.

Due to the increases in costs of construction, developing and designing the projects to be financed by the development impact fees set forth herein, such fees shall be automatically adjusted annually commencing July 1, 1998, and every July 1st thereafter. The fee adjustments shall be based on the increase, if any, in the Engineering News Record US20 Cities average construction cost index for the June preceding the increase and the June one year prior thereto. (Ord. 06-6 § 2 (part); prior code § 22.15)

The St. Helena Municipal Code is current through Ordinance 2012-12, passed December 19, 2012.

Disclaimer: The City Clerk's Office has the official version of the St. Helena Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

City Website: <http://www.cityofsthelena.org>

(<http://www.cityofsthelena.org>)

City Telephone: (707) 967-2792

Code Publishing Company (<http://www.codepublishing.com/>)
eLibrary (<http://www.codepublishing.com/elibrary.html>)

STAFF REPORT



DATE: June 25, 2013

TO: Mayor and City Council

FROM: Gary Broad, City Manager

Item: 13.

RE: Response to 2012-13 Grand Jury Report on Integrity of Grand Jury Investigations

Background

The City of St. Helena received a copy of the attached Grand Jury Final Report on the Integrity of Grand Jury Investigations on April 25, 2013.

Discussion

The Grand Jury Final Report includes three findings and one recommendation. The Grand Jury requests that the City of St. Helena respond to the following recommendation R1:

- That the County Board of Supervisors, the City Council of each incorporated jurisdiction, the County Counsel and every publicly elected official not under the authority of the foregoing provide instructions to all county employees within their jurisdiction regarding their duties and responsibilities toward the grand jury process and that said instructions be completed prior to the end to this calendar year.

City Response to Recommendation R1. The City of St. Helena agrees to implement this recommendation prior to the end of the calendar year.

Financial Impact

None.

CEQA

Not subject to CEQA pursuant to Section 15060(c.)

Council Action:

Review proposed responses, edit as appropriate and direct staff to submit final response to Grand Jury.

Exhibit

Grand Jury Report



A Tradition of Stewardship
A Commitment to Service

NAPA COUNTY GRAND JURY

2012-2013

APRIL 25, 2013

FINAL REPORT

**ON THE INTEGRITY OF
GRAND JURY INVESTIGATIONS**

TABLE OF CONTENTS

Letter to Presiding Judge	3
Letter to the Citizens of Napa County	4
On the Integrity of Grand Jury Investigations	5
Summary	5
Background	5
Discussion	6
Findings	7
Recommendation	7
Request for Responses	8



A Tradition of Stewardship
A Commitment to Service

NAPA COUNTY GRAND JURY

**P.O. BOX 5397
NAPA, CALIFORNIA 94581**

April 25, 2013

The Honorable Mark S. Boessenecker
Supervising Judge
Superior Court of the State of California
County of Napa
825 Brown Street
Napa, California 94559

Re: 2012-2013 Grand Jury Final Report: On the Integrity of Grand Jury Investigations

Dear Judge Boessenecker,

Pursuant of Section 933 (a) of the California Penal Code, the 2012-2013 Napa County Grand Jury submits its final report: On the Integrity of Grand Jury Investigations.

Our investigation of this subject was conducted in a manner consistent with the California Penal Code, this Court's Charge, and the historic role of the Grand Jury, to pursue the interests of the residents of Napa County.

This is first in a series of final reports we will be issuing during our term. I would like to acknowledge the dedication of the Grand Jurors, which our report reflects.

Respectfully submitted,

Victor J. Connell
Foreperson
2012-2013 Napa County Grand Jury



NAPA COUNTY GRAND JURY

**P.O. BOX 5397
NAPA, CALIFORNIA 94581**

April 25, 2013

To the Residents of Napa County:

Our first Grand Jury Final Report deals with the integrity of the Napa County Grand Jury process.

During the course of executing our statutory responsibilities, the 2012-2013 Napa County Grand Jury conducted extensive inquiries and investigations into the operations of certain agencies and departments within the Cities and County of Napa. By law, these investigations are confidential and will remain so either until the Grand Jury issues a Final Report or the Superior Court releases those concerned from the bounds of confidentiality.

While performing its responsibilities the Grand Jury became aware that certain witnesses appearing before it had violated the secrecy admonition applicable to its proceedings. This conduct created an atmosphere within the concerned departments which caused other witnesses to feel pressure, apprehension and intimidation, resulting in their being less than forthcoming in subsequent testimony. The witnesses' violation of the admonition of confidentiality created an atmosphere which impeded the work of the Grand Jury.

The Napa County Office of County Counsel has reviewed this final report. The Napa County Superior Court Presiding Judge, pursuant to California Penal Code Section 933(a), has found that this report complies with California Penal code Part 2 Title 4. This report has been accepted and filed as a public document by the County Clerk.

Copies of this report are available for review in the Napa City-County Library and online at www.napa.courts.ca.gov (follow the link to the Grand Jury).

We hope you find this report informative. It is an honor and privilege to serve you during our 2012-2013 Grand Jury term.

Respectfully submitted,

The 2012-2013 Napa County Grand Jury

ON THE INTEGRITY OF GRAND JURY INVESTIGATIONS

SUMMARY

During the course of executing its statutory responsibilities, the 2012-2013 Napa County Grand Jury conducted extensive inquiries and investigations into the operations of certain agencies and departments within the Cities and County of Napa, some of which have or will result in formal written reports and others will not. By law, these investigations are confidential and will remain so either until the Grand Jury issues a Final Report or the Superior Court releases those concerned from the bounds of confidentiality. While performing its responsibilities the Grand Jury became aware that certain witnesses appearing before it had violated the secrecy admonition applicable to its proceedings. This conduct created an atmosphere within the concerned departments which caused other witnesses to feel pressure, apprehension and intimidation, resulting in their being less than forthcoming in subsequent testimony. The witnesses' violation of the admonition of confidentiality created an atmosphere which impeded the work of the Grand Jury.

BACKGROUND

In California, unlike most other states, a grand jury has three functions: to weigh criminal charges and to determine whether indictments should be returned (Penal Code 917); to weigh allegations of misconduct against public officials and determine whether to present formal accusations requesting their removal from office (Penal Code, 922); and to act as public "watchdog" by investigating and reporting upon the affairs of local government and its subordinate agencies and commissions to determine whether those operations are being conducted efficiently and in the public interest (Penal Code 919). In the County of Napa, its annually empanelled Grand Jury primarily serves the second and third functions.

The proceedings of grand juries, whether acting in a civil or criminal function, are, by law, secret. Its proceedings are closed to the public (Penal Code, 915, 939, 939.1), and grand jurors take an oath not to disclose any evidence brought before the grand jury under penalty of misdemeanor (Penal Code, 911). Witnesses appearing before a civil grand jury, whether voluntarily or by subpoena, are also bound by the secret nature of the proceedings. At the outset of testimony, every witness is admonished not to reveal which questions were asked or what responses were given or any other matters concerning the nature or subject matter of the grand jury's investigation. (Opinion of Atty. Gen. 02-1108). The California Supreme Court has affirmed the strong historic policy of preserving grand jury secrecy (*McClatchy Newspapers v. Superior Court* (1988) 44 Cal. 3d 1162).

The justification for the secrecy requirement is that in fact, an effective “watchdog” investigation can only be conducted if witnesses are free to testify before the grand jury without fear of disclosure, recrimination, intimidation or retaliation.

The Attorney General has concluded in a persuasive public opinion (Opinion of Atty. Gen. 02-1108) that a violation of the admonition given to a witness by a grand jury, sitting in its civil watchdog capacity, may constitute contempt of court. As was stated in another opinion of the Attorney General:

A grand jury is a judicial body (citations omitted). Grand Jurors are officers of the court (citations omitted), and the jury itself is a component part to the superior court (citations omitted). The relationship and unity of the court and jury is such that contempt of the grand jury is contempt of the superior court (citations omitted). (*25 Ops. Cal. Atty. 259 (1955)*).

DISCUSSION

In following its sworn responsibilities, the 2012-2013 Grand Jury, among other things, conducted extensive investigations into the operations of several City and County agencies and departments. In connection with these investigations a number of department employees, supervisorial and otherwise, were interviewed by the Grand Jury. Some were asked to bring department records with them, pursuant to the Grand Jury’s power to inspect public records.

Prior to the commencement of an interview each interviewee was given the following admonishment which has been approved by the California Attorney General:

You are admonished not to reveal to any person, except as directed by the court, which questions were asked or what responses were given or any other matters concerning the nature or subject of the grand jury’s investigation which you learned during your appearance before the grand jury, unless and until such time as a transcript (if any), or a final report, of this grand jury proceeding is made public or until authorized by this grand jury or the court to disclose such matters. A violation of this admonition is punishable as contempt of court. (Opinion of Atty. Gen. 02-1108).

Each interviewee was further asked whether he/she understood the admonition. The reply in every instance was in the affirmative.

As certain investigations progressed and in subsequent interviews of individuals, it became quite obvious to the Grand Jury that the admonition was violated. Certain individuals in City or County departments, who were sometimes interviewees themselves, were in flagrant and knowing disregard for the secrecy of the investigation and the binding nature of the admonition by pointedly interrogating co-workers about questions the Grand Jury asked, what answers they had given, who spoke about a certain subject, what records were disclosed and the like. The employees so interrogated subsequently expressed to the Grand Jury a deep concern about the conduct of these individuals, particularly when the persons so questioning served in a supervisorial capacity over them. It was stated that the inappropriate conduct created an

environment of intimidation and fear of retaliation for their lawful cooperation with the Grand Jury investigation. This Grand Jury has found its investigation impeded by this contemptuous disregard of the secrecy admonition.

Though we find the evidence to be ample and compelling, this Grand Jury has chosen not to apply to the Superior Court for the issuance of a contempt citation against those persons who have willfully violated the lawful secrecy admonition of this Grand Jury. Rather, we have chosen to issue this report with its attendant recommendation, in the hope that through example and education, public officials and employees might better understand their ethical responsibilities towards the Grand Jury in its “watchdog” capacity and to the public both serve.

While violations of the secrecy admonition were not endemic throughout the various public agencies, they happened enough times to seriously impede the Grand Jury's investigations. It is clear that if a grand jury is to fulfill its statutory mandate to investigate local agencies of government, it must be able to do so in an environment where witnesses interviewed in its quest for truth are free to speak without fear, restraint or intimidation. It is only in this way that the full truth can be ascertained and the public assured of the efficacy of its government. County and citywide training of employees regarding grand jury confidentiality rules would be an important step in remedying this problem.

FINDINGS

- F1.** Certain witnesses interviewed by the Grand Jury, knowingly, repeatedly and willfully, violated their lawful secrecy admonition.
- F2.** The conduct of the witnesses in repeatedly violating the Grand Jury's lawful secrecy admonition created an atmosphere of apprehension and intimidation which impeded the proper investigation of the Grand Jury.
- F3.** The conduct of the witnesses who violate the secrecy admonition is punishable as contempt of the Superior Court.

RECOMMENDATION

- R1.** That the County Board of Supervisors, the City Council of each incorporated jurisdiction, the County Counsel and every publicly elected official not under the authority of the foregoing provide instruction to all county employees within their jurisdiction regarding their duties and responsibilities towards the grand jury process and that said instruction be completed prior to the end to this calendar year.

REQUEST FOR RESPONSES

Pursuant to Penal Code Section 933.05, the Grand Jury requests responses from as follows:

From the following individual:

- Napa County Counsel: **R1.**

From the following governing bodies:

- Napa County Board of Supervisors: **R1.**
- Napa City Council: **R1.**
- American Canyon City Council: **R1.**
- St. Helena City Council: **R1.**
- Calistoga City Council: **R1.**
- Yountville City Council: **R1.**

From the following elected officials:

- Napa County Auditor: **R1.**
- Napa County Assessor, Recorder-County Clerk: **R1.**
- Napa County Tax Collector: **R1.**
- Napa County District Attorney: **R1.**
- Napa County Sheriff: **R1.**

CITY OF ST. HELENA

RESOLUTION NO.

**APPOINTING MEMBER TO THE
PARKS AND RECREATION COMMISSION**

RECITALS

- A. The term of Parks and Recreation Commissioner Roberta Oswald expires on June 30, 2013.
- B. Appointments to the Parks and Recreation Commission are made by the Mayor and subject to the City Council's approval.
- C. Applications were received from Roberta Oswald and Daniel Stotesbery.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Mayor Nevero hereby appoints _____ to the Parks and Recreation Commission for a term of three years expiring on June 30, 2016.

Approved at a Regular Meeting of the St. Helena City Council on June 25, 2013 by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

ATTEST:

Ann Nevero
Mayor

Delia Guijosa
City Clerk



CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

CITY OF
ST. HELENA

MAY 29 2013

OFFICE OF
CITY CLERK

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Parks and Recreation

Name: Roberta Oswald

Home Address: 1399 St. James Drive, St. Helena

Mailing Address: Same

Occupation: Real Estate Consultant

Business Address: 1080 Main St., St. Helena

Home Telephone: 707-339-0733 Business Telephone: 707-967-6213

E-mail: Roberta@RobertaOswald.com

Please indicate if above numbers can be made available to the public upon request: Yes

Are you a resident of St. Helena? Yes If yes, how long have you lived in St. Helena? 10 years

Current occupation (within last 12 months) Real Estate sales and property management

Business interests in last 12 months: Town & Country Real Estate

Previous Committee/Commission Experience:

City of Los Gatos, Parks and Recreation Commission

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See attached

Professional and/or community service activities:

Scroptimist International, St. Helena Chamber,
St. Helena Historical Society, Sons of Italy

Local government related experience: Registered voter

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I would like to continue to actively assist in the
maintenance and development of existing and
new parks and recreation projects.

Names, addresses, and phone numbers of three individuals familiar with your background:

Lori Duarte, 340 McCormick, Suite B, SH 963-3661

Skip Lane, 1080 Main St, SH 967-6210

Dolores Wainright 1398 St. James Ct., SH 963-0276

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Roberta Oswald
Signature of Applicant

5/29/13
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

ROBERTA OSWALD

1399 St. James Drive • St. Helena, California 94574
ROswald@napanet.net • 707.339.0233

OBJECTIVE

Uniquely qualified as a synergistic team player, I offer full understanding of the skills that others bring to the table, having been responsible for developing all profit centers and related marketing and sales strategies for both established and start-up hospitality ventures. I seek an opportunity to expand my skills by working for a company where I can specialize and focus on developing and delivering unparalleled consumer experience, education and enjoyment of a premium product line.

RELATED EXPERIENCE

NICHELINI WINERY, INC. – St. Helena, California

2003 to 2010

Established in 1890, Nichelini is Napa County's oldest winery in continuous operation by the same family producing small lots of ultra-premium, hand-crafted wines.

Project Manager

Direct key winery functions and operations, including marketing campaign development, wine club and tasting room management with special event activity planning, product merchandising and distribution and inventory administration. Accomplish recruiting, staffing, training and performance management across multiple functions with a focus on achieving exceptional quality and high-caliber customer service. Routinely perform outreach both off- and on-site to educate guests and visitors including tasting and wine and food pairing, encourage wine-centric discussions and provide information on Nichelini's history, tradition and wine.

Selected Achievements:

- ◆ Conceptualized, developed, and launched wine club, designing all related marketing, tracking and sales collateral – increased sales volume by \$60K annually, with future growth potential limited only by production capacity.
 - ◆ Gained and utilized knowledge of wine production techniques and methodologies, viticulture, varietals and blends and wine tasting culture.
 - ◆ Spearheaded development of new Website with e-commerce capabilities and back-end database integration for improved customer and prospect relationship management.
 - ◆ Implemented point-of-sale (POS) technology within the tasting room for substantially increased sales reporting and product inventory management capacity.
-

ADDITIONAL EXPERIENCE

TEA TIME, INC. – Menlo Park, CA

1994 - 2003

President & General Manager

Established and managed a corporation oriented toward design and launch of upscale teahouse-style restaurant and gourmet retail establishments, holding full responsibility for business strategy, profit and loss (P&L), operational management and service staff recruiting and oversight.

Selected Achievements:

- ◆ Opened and managed multiple concurrent businesses in geographically distributed locations, as well as developed a highly successful event catering service offering.
- ◆ Established Lisa's Tea Treasures in Menlo Park, featured in *Victoria* magazine and *Northern California Best Places*, 3rd edition, as "cozy and charming with exceptional service and food / beverage offerings."
- ◆ Acquired and revitalized Lady Pierrepont's teahouse in Burlingame, driving annual revenues to \$250K.
- ◆ Interviewed for *Health* Magazine on best tea brewing techniques for optimum flavor and health benefits.

...continued...

LOCKHEED TECHNICAL OPERATIONS COMPANY – SUNNYVALE, CA

1982 - 1994

Manager

Served as integral member of business development management team providing account acquisition, management, service and development within the Federal and private sectors.

Selected Achievements:

- ♦ Liaised extensively with business executives and high-ranking government agency officials to coordinate delivery of contracted services and training programs.
- ♦ Leveraged educational and industry events to build business opportunities, coordinating participation in trade shows and conferences, as well as developing and launching seminars and workshops throughout the United States.

TOWN & COUNTRY REAL ESTATE – ST. HELENA, CA

2003 - Present

Property Manager and Sales Consultant

Previously with Up Valley Real Estate, established property management division and developed superior sales and revenue-generation strategies for financial performance, playing key role in design, negotiation and closing of real estate transactions. Perform extensive continuing education and networking to cultivate opportunities.

Selected Achievement:

Drove exponential sales growth, achieving \$8M in total sales over two years and receiving the highest residential real estate sales associate designation.

EDUCATION AND CREDENTIALS

Bachelor of Science in Aeronautical Operations, Minor in Business Administration

SAN JOSE STATE UNIVERSITY – San Jose, California

Professional Development

Wine Business Institute, Sonoma State University, Tasting Room Management Certificate, 2009

Napa State College: Wine Market Sales • Wines of the World • Boutique Wineries • Current Wine Topics

University of California – Davis: Public Relations for Small Wineries, 2003 • Tasting Room Design & Management, 2004 • Introduction to Sensory Evaluation of Wine, 2004

California Culinary Academy: Professional Cooking Series, 1996 • Restaurant Management, 1997

Council of Residential Specialists: Wealth Building, 2005 • Marketing with MS Office, 2005 • Business Planning & Marketing, 2006 • Technology Training, 2007

Licensure

Licensed Real Estate Agent, CA – Council of Residential Specialists, 2006 (CRS) & Senior Real Estate Specialist, 2008 (SRES) Designations

COMMUNITY AND PROFESSIONAL ASSOCIATIONS

St. Helena Chamber of Commerce – Ambassador & Member

Soroptimist International – President, Director & Delegate

St. Helena Historical Society – Director & Member

Society of Wine Educators - Member



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JUN 03 2013

CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Parks and Recreation Commission

Name: Daniel Stotesbery

Home Address: 1219 Sylvaner Ave Saint Helena, CA 94574

Mailing Address: 1219 Sylvaner Ave Saint Helena, CA 94574

Occupation: National Sales Manager at Ladera Vineyards

Business Address: 150 White Cottage Road South Angwin, CA 94508

Home Telephone: 707-363-0131 Business Telephone: 707-965-2445

E-mail: dan@laderavineyards.com

Please indicate if above numbers can be made available to the public upon request: Yes

Are you a resident of St. Helena? Yes If yes, how long have you lived in St. Helena? 7yrs

Current occupation (within last 12 months) National Sales Manager at Ladera Vineyards

Business interests in last 12 months: _____

Previous Committee/Commission Experience:

Community Industry and Issues Committee, Napa Valley Vintners

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

DePauw University B.A. English Composition with double minor in Philosophy and Psycology

7 years with my family business Ladera Vineyards in National Sales

Professional and/or community service activities:

Was involved in Ducks Unlimited which helps preserve wetlands around the country

Local government related experience: None

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I recently had a son and plan on having more children whom I want to be able to enjoy the parks

in St Helena as much as I have over the last 7 years. I also feel parks are an important part of the

community and need to be protected and expanded. After traveling around the US for my job I realized

how important they are for most cities around dont have the extensive parks and activities that we do.

I have also been an avid horse player for the last 7 years and love the program.

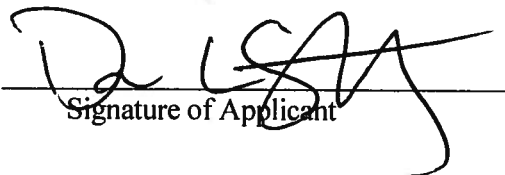
Names, addresses, and phone numbers of three individuals familiar with your background:

Mike Myers 1200 Fairfax Court Weston, FL 33326 954-646-2771

Mark Hawkins 936 Brown Street Saint Helena, CA 94574 214-562-8688

Cante Swearingen 917 Gleffe Lane #1 Deer Park, CA 94576

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

6/3/2013

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena

City Clerk

1480 Main Street

St. Helena, CA, 94574

CITY OF ST. HELENA

RESOLUTION NO.

**APPOINTING MEMBERS TO THE
LIBRARY BOARD OF TRUSTEES**

RECITALS

- A. Library Board of Trustee Members Lynda Burton and Malcolm McClain's terms on the Library Board of Trustees will expire on June 30, 2013.
- B. Appointments to the Library Board of Trustees are made by the Mayor and are subject to the City Council's approval.
- C. Applications have been received from Mark Epstein, Skip Lane and Malcolm McClain.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

1. The Mayor hereby appoints _____ and _____ to the Library Board of Trustees for terms of three years expiring on June 30, 2016.

Approved at a Regular Meeting of the St. Helena City Council on June 25, 2013 by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

ATTEST:

Ann Nevero
Mayor

Delia Guijosa
City Clerk



CITY HALL, 1480 MAIN STREET CITY OF
ST. HELENA, CALIFORNIA 94574 ST. HELENA
(707) 967-2792
www.sthelenacity.com MAY 13 2013

OFFICE OF
CITY CLERK

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

LIBRARY BOARD

Name:

MARK G. EPSTEIN

Home Address:

1345 ST. JAMES DR., ST. HELENA, CA 94574

Mailing Address:

— SAME —

Occupation:

BUSINESS CONSULTANT | WRITER

Business Address:

— SAME —

Home Telephone:

963-8691

Business Telephone:

963-8691

E-mail:

MGEPOSTAN711@ATT.NET

Please indicate if above numbers can be made available to the public upon request:

NO

Are you a resident of St. Helena?



If yes, how long have you lived in St. Helena?

12 YRS.

Current occupation (within last 12 months)

WRITER

Business interests in last 12 months:

COLUMNIST - ST. HELENA STAR

Previous Committee/Commission Experience:

— NON. GOVT ;
2002-07 - BOARD MEMBER + OFFICER

ST. HELENA PARK ASSOC (NEIGHBORHOOD ASSOC)

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

A.B. - CORNELL ; MPA - PRINCETON

30+ YRS - INTERNATIONAL BUSINESS CONSULTANT

Professional and/or community service activities:

COLUMNIST, ST. HELENA STAR
MEMBER, MONITORING COMMITTEE, LAND TRUST MAPA VALLEY

Local government related experience:

N/A

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I AM A FREQUENT USER OF THE LIBRARY
AND A MEMBER OF THE "FRIENDS" OF THE LIBRARY.
AS A REGULAR, PRIVATE CITIZEN, I COULD ADD A PERSPECTIVE
DIFFERENT FROM THAT OF PROFESSIONAL LIBRARIANS AND TEACHERS
ALREADY WELL-REPRESENTED ON THE BOARD.

Names, addresses, and phone numbers of three individuals familiar with your background:

SCOTT SNOWDEN - 1735 SPRING ST, ST. HELENA - 963-9534
JOHN MILLIKEN - 1256 HUDSON ST, ST. HELENA - 963-8754
FRED CROSHAW - 3269 ST. HELENA HWY NORTH, ST. HELENA - 963-5422

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement which is of public record.

Signature of Applicant

Date

5/13/13

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

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CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

LIBRARY BOARD

Name: SKIP LANE

Home Address: 18 REDONDO CT., SH. 94574

Mailing Address: SAME

Occupation: REAL ESTATE BROKER

Business Address: 1080 MAIN, SH

Home Telephone: 963-8171 Business Telephone: 967-6210

E-mail: slane@tnenv.com

Please indicate if above numbers can be made available to the public upon request: yes.

Are you a resident of St. Helena? yes If yes, how long have you lived in St. Helena? 40 years

Current occupation (within last 12 months) See above

Business interests in last 12 months: _____

Previous Committee/Commission Experience: _____

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

B.A. AMHERST COLLEGE

BOALT HALL LAW SCHOOL, BERKELEY

Professional and/or community service activities:

SH. HISTORICAL SOCIETY, BOARD OF FELLOWS

Local government related experience: CHAMBER BOARD + CHAIR OF LOCAL
GOVERNMENT RELATIONS COMMITTEE

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

LOVE THE LIBRARY AND ITS STAFF, FREQUENT VISITOR.
TIES WITH HISTORICAL SOCIETY, LOCAL RESIDENT FOR
40 YEARS

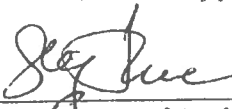
Names, addresses, and phone numbers of three individuals familiar with your background:

JOHN SALES 326-0241

BILL SAUDGE 486-1044

SHANNON KULETO, 225-2210

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

6/7/13
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



CITY OF
ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574

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MAY 28 2013
OFFICE OF
CITY CLERK

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

LIBRARY BOARD OF TRUSTEES

Name: MALCOLM MCCLAIN

Home Address: 829 HUNT AVENUE SH CA 94574

Mailing Address: ABOVE

Occupation: TEACHER

Business Address: 1316 HILLVIEW PL. SH CA 94574

Home Telephone: 707.689.3905 Business Telephone: _____

E-mail: redgiant137@gmail.com

Please indicate if above numbers can be made available to the public upon request: _____

Are you a resident of St. Helena? Y If yes, how long have you lived in St. Helena? 13 yrs

Current occupation (within last 12 months) TEACHER AT RLS
MIDDLE SCHOOL

Business interests in last 12 months: _____

Previous Committee/Commission Experience:

FRIENDS OF THE
LIBRARY, LIBRARY TRUSTEE

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Professional and/or community service activities:

BUILDERS CLUB (KIWANIS) ADVISOR

Local government related experience: LIBRARY TRUSTEE

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I LOVE OUR LIBRARY AND WANT TO BE
PART OF MAKING SURE ITS NEEDS ARE MET
SO IT CAN BENEFIT OUR COMMUNITY

Names, addresses, and phone numbers of three individuals familiar with your background:

HELEN-JANE HEAVEN SH 707.256.9420 FRIEND

MARY ALLEN NAPA 707.967.2725 PRINCIPAL AT RLS

JEFF FARMER SH 707.227.8371 KIWANIS REP.

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Signature of Applicant

5/24/13

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena

City Clerk

1480 Main Street

St. Helena, CA, 94574

CITY OF ST. HELENA

RESOLUTION NO. 2013-__

**APPOINTING MEMBERS TO
THE ST. HELENA TREE COMMITTEE**

RECITALS

- A. The Tree Committee is comprised of five regular members and two alternate members.
- B. At the end of June there will be one regular member vacancy and two alternate member vacancies.
- C. Tree Committee Member Susan Allen's term expires on June 30, 2013 and the two alternate positions that are vacant have June 30, 2014 and June 30, 2015 expirations.
- D. Appointments to the Tree Committee are made by the Mayor and subject to the City Council's approval.
- E. A majority of the members shall be residents of the City.
- F. An application was received from Kacey Stotesbery for the regular term and an application from Susan Allen for the alternate position.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Mayor Nevero hereby appoints _____ to the Tree Committee for a term expiring on June 30, 2016.
- 2. Mayor Nevero hereby appoints _____ to the alternate position expiring June 30, 2015.
- 3. The City will continue to solicit applications for the second vacant alternate position.

Approved at a Regular Meeting of the St. Helena City Council on June 25, 2013 by the following vote:

AYES:

NOES:

APPROVED:

ATTEST:

Ann Nevero
Mayor

Delia Guijosa
City Clerk



CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

CITY OF
ST. HELENA

MAY 28 2013

OFFICE OF
CITY CLERK

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

TREE COMMITTEE - alternate

Name: SUSAN ALLEN

Home Address: 1825 SPRING MTH. CT.

Mailing Address: "

Occupation: REAL ESTATE BROKER

Business Address: 1400 SCOTT ST.

Home Telephone: 486-0495 Business Telephone: _____

E-mail: SUSAN@gmail.com

Please indicate if above numbers can be made available to the public upon request: YES

Are you a resident of St. Helena? YES If yes, how long have you lived in St. Helena? Since 1971

Current occupation (within last 12 months) SAME

Business interests in last 12 months: "

Previous Committee/Commission Experience: "

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

UC BERKELEY 1970 UC DAVIS TEACHING CREDENTIAL

Professional and/or community service activities:

TREE COMMITTEE 10-12 YEARS ? MORE?

Local government related experience: GEN. PLAN UPDATE COMMITTEE

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

30+ YEARS REPRESENTING BUYERS & SELLERS - TREES ARE PART OF THE ECONOMIC & EMOTIONAL DECISION. LONG TERM COMMUNITY PLANNING IS SIGNIFICANT TO MAINTAINING VALUES & BEAUTY OF ST. HELENA. MY PERSPECTIVE IS

Names, addresses, and phone numbers of three individuals familiar with your background:

CHUCK DAVE 963-0888

LORAIN STUART 963-0291

ALEX BARRETT 963-4550

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

5/28/13
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

(CONT.) PROFESSIONAL AS WELL AS PERSONAL. PROPERTY RIGHTS OF HOMEOWNERS NEED TO BE BALANCED WITH THE COMMUNITY'S RIGHTS.



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CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
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www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Tree Committee

Name: Kacey Stotesbery

Home Address: 1219 Sylvaner Avenue, Saint Helena, CA 94574

Mailing Address: same

Occupation: Chef

Business Address: n/a

Home Telephone: 707-346-0043 Business Telephone: n/a

E-mail: kacey@stotesbery.com

Please indicate if above numbers can be made available to the public upon request: yes

Are you a resident of St. Helena? yes If yes, how long have you lived in St. Helena? 1 year

Current occupation (within last 12 months) On Premise Wine Sales Associate, Republic
National Distributing Company, Houston, Texas

Business interests in last 12 months: _____

Previous Committee/Commission Experience: _____

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Bachelor of Arts, Sociology, Sam Houston State University, 2001; Bachelor of Arts, History,
Sam Houston State University, 2002; Associates Degree, Culinary, Art Institute of Houston, 2009

Professional and/or community service activities:
Please see attached sheet

Local government related experience: _____
Please see attached sheet

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute
Please see attached sheet

Names, addresses, and phone numbers of three individuals familiar with your background:
Dallas Edwards, Regional Sales, Crawford Malone Wines, 713-545-2741
Baron Doke, Executive Chef, Tiny Boxwood's/Tiny's No 5, 713-899-3414
Larry West, Area Manager, On-Premise Wine Sales, RNDC Houston, 512-699-5749

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Signature of Applicant

6/3/2013

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:
City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

Local Government Service:

During my junior and senior year of college in 2000-2002 I served as an intern to the City Manager of Huntsville, Texas tasked with the writing of a TIF (Telecommunications Infrastructure Fund) Grant for the city. This year long research project culminated in the City receiving grant monies totaling over \$500,000 to build a city-wide wireless network, setting up mobile wireless access locations in public buildings, libraries and schools across the city, and creating and implementing series of public education classes. I was subsequently appointed to head Huntsville's Promise, a 501(c)(3) non-profit organization tasked with implementing this project as well as overseeing the city's youth development programs in conjunction with the Parks and Recreation Department. I served in this capacity for one and a half years, seeing out the full implementation of the TIF grant project before moving on to further my studies .

Community Service:

More recently, I have had extensive volunteer experience with Recipe for Success, a Houston based project that works directly with the City of Houston and other local school districts (primarily those in low income areas) to teach elementary school children how to eat healthily. The project has since been recognized nationally for its success and has expanded into other cities across the nation. My work with this program includes the development of produce gardens on local school grounds and teaching 3-5th grade students how to grow, harvest and prepare healthy meals.

Why I Wish To Serve:

I wish to serve on this committee for several reasons. As previously stated I was very active in city government while residing in the small town of Huntsville, Texas during college. While my chosen career path as a chef did not allow time for active city participation over the past 10 years, I have always followed the actions of the city government wherever I have lived. As I have chosen to cease professional employment in favor of staying home to raise my child, I look forward to the opportunity to once again become active in city government.

My previous home was in Houston, Texas, a city noted for its lack of zoning and natural green space. When I relocated to Saint Helena, I was thrilled to be surrounded by abundant foliage and natural beauty, and enjoy the streets of our town on daily walks with my son. Over the past year I have been surprised when passing by trees marked for removal. While I understand that in some cases tree removal is necessary for public safety or to prevent damage

to city infrastructure, seeing these notices made me realize I have a strong interest in how and when these trees are removed and seeing that both these spaces as well as additional available open space are replanted with native species. If selected for the Tree Committee, I will happily devote my time of service to ensuring the Saint Helena my children grow up in is the same naturally beautiful town that I chose to move to.

CITY OF ST. HELENA

RESOLUTION NO.

**APPOINTING MEMBERS TO THE CLIMATE
PROTECTION TASK FORCE**

RECITALS

- A. The Climate Protection Task Force is comprised of 7 members and one alternate.
- B. The terms of Carol Troy and Steve Patterson will expire on June 30, 2013.
- C. As a result of the resignation of James Bachor there is a third vacancy with a term expiration of June 30, 2014.
- D. The alternate position is also vacant.
- E. Applications for the regular member position were received from: Stephen Patterson and Carol Troy.
- F. No applications were received for the existing alternate position vacancy.

RESOLUTION

NOW, THEREFORE, the City of St. Helena resolves as follows:

- 1. Mayor Nevero hereby appoints _____ and _____ to the Climate Protection Task Force with terms expiring on June 30, 2016.
- 2. The City will continue to solicit for volunteers for the remaining regular seat and alternate seat on the Climate Protection Task Force.

Approved at a Regular Meeting of the St. Helena City Council on June 25, 2013 by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

ATTEST:

Ann Nevero
Mayor

Delia Guijosa
City Clerk



CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

CITY OF
ST. HELENA
JUN - 3 2013
OFFICE OF
CITY CLERK

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

CLIMATE PROTECTION TASK FORCE

Name: STEPHEN C. PATTERSON

Home Address: 25831 COUNTY RD. 34, WINTERS, CA. 95694

Mailing Address: (SAME)

Occupation: PRESIDENT / OWNER CENTRAL VALLEY BUILDERS SUPPLY

Business Address: 1100 VINTAGE AVE., ST. HELENA, CA. 94574

Home Telephone: 530-757-2661 Business Telephone: 530-666-1200 x 3127

E-mail: stevepat@cvbsupply.com

Please indicate if above numbers can be made available to the public upon request: YES

Are you a resident of St. Helena? NO. If yes, how long have you lived in St. Helena? N/A

Current occupation (within last 12 months) (SAME AS ABOVE)

Business interests in last 12 months: (SAME AS ABOVE)

Previous Committee/Commission Experience:

TASK FORCE MEMBER PAST 3 YEARS; BOARD MEMBER / CHAIR
FOR LUMBER ASSOCIATION OF CALIFORNIA / NEVADA (LACN)

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

B.A. POLI SCI POMONA COLLEGE 1991; M.B.A. UC DAVIS 2001
PAC CHAIR FOR LACN 2005; FOUNDING MEMBER GREEN SUPPLIERS COUNCIL 2008;
VISTAGE MEMBER SINCE 2003; SPANISH FLUENCY.

Professional and/or community service activities:

CHURCH COMMITTEES, VOLUNTEER FOR DAVIS AYSO AND
LITTLE LEAGUE

Local government related experience: CPTF ONLY (3 YEARS)

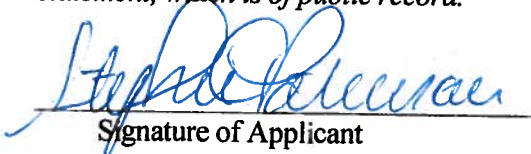
Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

INTERESTED IN AIDING COMMUNITY THAT HAS BEEN GOOD TO
FAMILY AND BUSINESS. PAST EXPERIENCE AS PK CHAIR PROVIDES
PERTINENT KNOWLEDGE OF STATE LEGISLATION AND REGULATION. INTERESTED
ALSO IN HEALTHY COMMUNITIES, SUSTAINABLE BUILDING AND WATER CONSERVATION.

Names, addresses, and phone numbers of three individuals familiar with your background:

KEN DUNHAM, EXEL DIRECTOR, LACN, 177 PARKSTONE DR. FOLSOM, CA. 95630 800/266-4344
DOUG ERNST, ERNST'S ASSOCIATES, PO BOX 5443, NAPA, CA. 94551 707/224-9154
PAUL DEDRA, CARNEGIE CAPITAL MGT., 1600 MAIN ST, NAPA, CA. 94559 707/253-0681

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

May 29, 2013
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



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MAY 02 2013

CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

CPTF - Sustainability

Name: Carol Tray

Home Address: 2000 S. Rados

Mailing Address: PO Box 14 St. Helena 94574-0014

Occupation: photographer, journalist

Business Address: "

Home Telephone: 963-8765 Business Telephone: 415-577-8769

E-mail: caroltray@comcast.net

Please indicate if above numbers can be made available to the public upon request: no

Are you a resident of St. Helena? Y If yes, how long have you lived in St. Helena? 12 yrs.

Current occupation (within last 12 months) photographer

Business interests in last 12 months: " "

Previous Committee/Commission Experience:

CPTF

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Cassier College
Stanford Univ.

~~St~~ St. Helena Farmers' Market Photographer 6 years.

Professional and/or community service activities:

Chairman of C — Pet Parade, Queens
+ many volunteer jobs with local charities.

Local government related experience: CPITF

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Continue work

Names, addresses, and phone numbers of three individuals familiar with your background:

Nancy Hayes — 286-4060

Robyn Orsini 963-876 7210

Jan Borden 967-0550

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Carol Tunney
Signature of Applicant

2 May 2013
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

CITY OF ST. HELENA

RESOLUTION NO.

**APPOINTING MEMBERS TO
THE PLANNING COMMISSION**

RECITALS

- A. Planning Commissioners Alan Galbraith and Brian Russell's terms will expire on June 30, 2013.
- B. Pursuant to Chapter 2.60 of the Municipal Code, "The Mayor with the approval of the City Council shall make all appointments to the City Planning Commission."
- C. Planning Commissioners must reside within the City Limits.
- D. Applications were received from: Michael Buchanan, Dulcy Freeman, Alan Galbraith, Bobbi Monnette, Stanley Montee, Brian Russell, Abigail Thompson, Chuck Vondra and David Wright.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

- 1. Mayor Nevero hereby nominates _____ and _____ to the Planning Commission for terms of four years expiring on June 30, 2017.

Approved at a Regular Meeting of the St. Helena City Council on June 25, 2013 by the following vote:

AYES:

NOES:

ABSENT:

APPROVED:

ATTEST:

Ann Nevero
Mayor

Delia Guijosa
City Clerk



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MAY 31 2013

CITY OF ST. HELENA

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www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

PLANNING COMMISSION

Name: MICHAEL S. BUCHANAN

Home Address: 709 HUNT AVE

Mailing Address: ST. HELENA

Occupation: RETIRED

Business Address: -

Home Telephone: 967 0453 Business Telephone:

E-mail: BUCHANAN147@COMCAST.NET

Please indicate if above numbers can be made available to the public upon request:

Are you a resident of St. Helena? ☒ If yes, how long have you lived in St. Helena? 15

Current occupation (within last 12 months)

Business interests in last 12 months:

Previous Committee/Commission Experience:

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

LOXHAM SCHOOL ENGLAND
MID ESSEX TECH. COLLEGE

Professional and/or community service activities:

Local government related experience:

NONE

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

WOULD LIKE TO HAVE INPUT ON THE CITY'S DEVELOPMENT

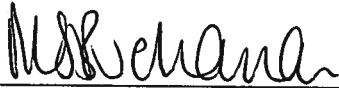
Names, addresses, and phone numbers of three individuals familiar with your background:

DAVID VALENTINE 967 - 8626

SANDRA LOWRY 963 - 4855

CAROLYN VAN KONTENBURG 963 - 2565

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Signature of Applicant

5/31/2013

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



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JUN 03 2013

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(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning Commission

Name: Dulcy Freeman

Home Address: 1151 Paulson Ct., St Helena, CA 94574

Mailing Address: Same

Occupation: Real Estate Agent

Business Address: 728 Emerson St., Palo Alto, CA 94301

Home Telephone: 707-968-5445 Business Telephone: 650-804-8884

E-mail: dulcy@dreyfusproperties.com

Please indicate if above numbers can be made available to the public upon request: Home

Are you a resident of St. Helena? Yes If yes, how long have you lived in St. Helena? 7 mos

Current occupation (within last 12 months) Real Estate Agent. Sales and referrals are primarily in the Bay Area where I have worked as an Agent for the last 12 years.

Business interests in last 12 months: none.

Previous Committee/Commission Experience:

none w/ City of St Helena. See Resume for other Committee Experience.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

UC Santa Barbara - BA English Literature & BA Spanish Literature

UC Berkeley - Real Estate Licencing

Professional and/or community service activities:

Member of The Junior League of PA-MP for the last 12 years. I have chaired many committees for the JL and for the Palo Alto District Real Estate Board. I have also served on a number of fundraisers. See Resume.

Local government related experience: Participated as homeowner in Menlo Park Downtown El Camino Real envisioning workshops - provided feedback how we wanted to see the general plan amended for dwntrwn core.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I love the character of St Helena and want to see it magnified and strengthened through the proposals that are approved by the city. In 2006 I built a spec home in MP and I closely know the "customer" side of the process. In my profession I have closely followed the developments of the PA & MP Commissions & Council, and weighed in opinions, as they cities delicately balanced the need for property rights, integrated community design, need for increased tax sources & community opinions.

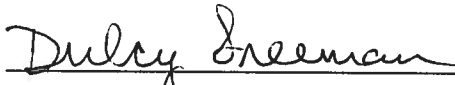
Names, addresses, and phone numbers of three individuals familiar with your background:

Michael Dreyfus 728 Emerson St Palo Alto CA 94301 650-704-7928 mbl (Broker/Employer)

Matthew Heil 1023 Valley View Street St Helena, CA 94574 707-738-5291 mbl (friend)

Meaux Costello 610 Martin Ct. Redwood Shores, CA 94002 650-269-1962 mbl (friend & former JL President)

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

6/3/2013
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

Dulcy Freeman, Realtor

Dreyfus Properties

DRE 01342352 | 650.804.8884

dulcy@dreyfusproperties.com

Affiliations

- Seniors Real Estate Specialist (SRES)
- California Association of Realtors (CAR)
- Silicon Valley Association of Realtors (SILVAR)
- Active Volunteer Junior League PA•MP (JLPA-MP)

Recognition

- "Top Agents Under 40" -- *Gentry Magazine*
- International President's Elite (top 1% of CB Associates)
- "2002 Women Making a Mark" -- *San Jose Magazine*

Committee Work

- Junior League PA-MP (Active Member 2000-2012)
 - 2006 Co-Chair -- Gala Fundraiser
 - 2009 Chair -- Community Project Development
 - 2011 Chair -- The Shop Fundraiser
 - 2000-12 -- various committee work & community volunteering
- Silicon Valley Association of Realtors
 - 2005-2007 Chair -- Palo Alto District Tour & Member Services
 - 2010 Committee Member -- MP/Atherton Legislative Affairs
- Palo Alto Black & White Ball
 - 2004 Chair -- Restaurant & Beverage Sponsors

Community Volunteering

- East Palo Alto Charter School - Character Development Program
- Clara-Mateo Alliance Shelter Network
- Rebuilding Together
- First Teachers

Education

- UC Santa Barbara, BA English Literature & BA Spanish Literature
- UC Berkeley, Real Estate Licensing



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APR 29 2013

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(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

St. Helena Planning Commission

Name: Alan Galbraith

Home Address: 1329 Allyn Avenue, St. Helena, CA 94574

Mailing Address: 1329 Allyn Avenue, St. Helena, CA 94574

Occupation: Trial and appellate attorney, retired.

Business Address: Not applicable

Home Telephone: 707-963-4522 Business Telephone: Not applicable

E-mail: agalbraith94574@gmail.com

Please indicate if above numbers can be made available to the public upon request: Yes

Are you a resident of St. Helena? Yes If yes, how long have you lived in St. Helena? 5yr

Current occupation (within last 12 months) Retired; St. Helena Planning Commissioner

since 2009; member, (County-appointed) Groundwater Resources Advisory Committee

Business interests in last 12 months: Not applicable

Previous Committee/Commission Experience:

See attachment A

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

See attachment A

Professional and/or community service activities:

See attachment A

Local government related experience: See attachment A.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

See attachment A.

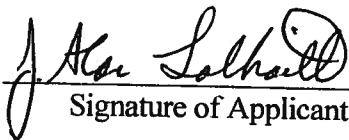
Names, addresses, and phone numbers of three individuals familiar with your background:

Polly Keegan, 1417 Kearney Street, St. Helena, CA 94574 (707-963-2238)

John Sales, 1451 Oak Avenue, St. Helena, CA 94574 (707-815-7432)

Catarina Sanchez, 990 College Avenue, Apartment 910, St. Helena, CA 94574 (707-963-1385)

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

April 28, 2013
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

ATTACHMENT A

Previous Committee/Commission Experience:

I have served on the St. Helena Planning Commission since July 1, 2009. I served on the General Plan Update Steering Committee (2009-10), on its Water & Sewer Infrastructure Subcommittee (2009-10), on the Safe Yield Committee (2010-2012), and on the Affordable Housing Committee (2011-12). I have also attended many meetings of the Multicultural Committee. In my work on various committees I have contributed substantially to their written work. This work has not only included the drafting of significant reports (such as the comprehensive Water & Sewer Infrastructure Subcommittee's Baseline Report (June 24, 2010)) but also the drafting of ordinances for City Council consideration.

Education/Experience/Other Background:

Harvard College, A.B., 1963

University of Michigan Law School, J.D., 1966

Associate-in-Law, Boalt Hall, University of California (Berkeley), 1966-67

Staff Attorney, California Rural Legal Assistance, Santa Rosa Office, 1967

Research Clerk, Hon. Stanley Mosk, California Supreme Court, 1967-68

Associate/Partner, Williams & Connolly LLP, 1968-2007

My legal career was primarily as a trial and appellate attorney in federal and state courts. My substantive areas of legal expertise were in contract law, equity jurisprudence, patent law, legal and medical liability defense, public utility regulation, and corporate law, with forays elsewhere, including criminal defense. I was lead counsel in major trials in many jurisdictions, including in California. I have worked with (and cross-examined) experts in many fields, including financial analysts, engineers, and physicians. I have also argued many cases on appeal in our federal Circuit Courts of Appeals, as well as in state high courts. Since the beginning of my career, I have belonged to the California, District of Columbia, and Massachusetts Bars, and at an early stage also became a member of the Maryland Bar. I have always complied with California Continuing Legal Education requirements. (I am now inactive in all State Bars.)

At Williams & Connolly LLP, I chaired the firm's pension committee for 25 years, thereby gaining substantial expertise on pension design, pension fund management, and the Employee Retirement Income Security Act ("ERISA"). I was also the firm's delegate to the mutual insurance company providing its professional liability insurance, thereby gaining substantial experience in the operations of what became a major insurance company.

Professional and/or community service activities:

Please see above for professional experience.

I belong to the St. Helena Rotary Club and participate in its service activities.

I am a member of the Board of Directors of the Guilda Rianda Senior Center Association (a Nonprofit Public Benefit Corporation), and serve as its corporate secretary.

I have sought from time-to-time to impart my substantial knowledge of our water supply issues to the community through guest commentaries in the Star.

Local government related experience:

Please see above for St. Helena local government experience. I also prepared the Short Term Rental Report (August 31, 2011) at the request of Planning Staff. That report led to the adoption of the Short Term Rental Ordinance.

I am one of fifteen committee members of the Groundwater Resources Advisory Committee ("GRAC"), a County-appointed position. The primary purpose of GRAC is advise the Board of Supervisors on how to approach the evaluation of groundwater resources in the various subareas of the County (including the St. Helena) subarea outside the MST (Milliken-Sarco-Tulucay) subarea (which has been well studied). I was appointed to GRAC on account of my expertise with St. Helena water supply issues.

Reasons for Further Service:

After nearly four years, I am an experienced planning commissioner. I have expertise in our City codes (especially Title 17), in our General Plan documents (going back to 1973), in CEQA, and to a considerable extent in the (most cumbersome) California Government Code. I also regularly consult *Curtin's California Land Use and Planning Law* (31st ed. 2011), the leading treatise on California planning law. My knowledge of planning law has also benefitted from attending planning conferences sponsored by the League of California Cities.

I would like to continue as a Planning Commissioner because my expertise in planning and related legal fields (such as assessing the substantiality of the evidence) enables me to materially assist the commission in the proper and effective discharge of its functions.

My own view is that it takes considerable hands-on experience as a planning commissioner to acquire the expertise and comfort zone to become an effective planning commissioner. There is not infrequently neighborhood emotion and tension in matters coming before the Commission. It is of utmost importance to the standing of the Commission in St. Helena that the Commission exercise reasoned judgment, grounded in applicable legal principles, in resolving the quasi-judicial matters that come before it. In consequence, it has been my practice to explain the

reasoning behind my vote in all contested matters. Above all, I have tried hard to ensure that the Commission does not make legal mistakes (and we have had some complex legal issues, especially relating to setbacks, where the Commission (differing with Staff) has reached (in my view) the correct result after consideration of appropriate legal principles, including applicable California legal precedent). I have also from time-to-time encouraged the Commission to take up matters within its Title 17 jurisdiction. A recent example relates to addressing the proliferation of unlawful signage on Main Street.

My interactions with Planning Staff have been professional, and to the point. It has been my practice to alert Staff by short email to questions I might have in advance of our hearings. On occasion, I email staff in advance of our hearings with requests for specific information that in my view we should have in our decision-making. I always alert staff ahead of our meeting where I might disagree with Staff on the outcome, along with my tentative reasoning. Typically, this results in a short telephone conversation directed to the specific issue. I interact with Public Works Staff from time-to-time, mainly to ensure that applicants with projects requiring more water are conforming to our Phase I Water Shortage Emergency Regulations. My relationship with all fellow Commissioners in the last four years has been respectful and courteous.

I am frequently asked by residents to intercede on their behalf with the Planning Staff. My sense of it (which could be wrong) is that I am much more the recipient of these entreaties than my fellow Commissioners. In any event I do my best to communicate the perceived issues, in succinct form, to Planning Staff for expeditious consideration. I am always exceptionally careful not to provide legal advice or otherwise express an opinion on the merits. I do sometimes provide procedural suggestions, but always with the caveat that any suggestion from me needs to be confirmed by Planning Staff.

Finally, "corporate memory" can be especially important in addressing planning issues. This comes from significant experience over time with our issues. In my view the community clearly benefits from the service of experienced planning commissioners. Further, at a time when economic activity is heating up, the importance of "corporate memory" in my view -- and I believe my view would find general acceptance in our community -- is reinforced.

I have not missed a regular meeting of the Planning Commission in my four years as a Planning Commissioner.

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10/7

MAY 31 2013



CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
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www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning Commissioner

Name: Bobbi Monnette

Home Address: 644 Mc Corkle Ave., St Helena, Ca 94574

Mailing Address: same

Occupation: Psychotherapist/Social Worker

Business Address: P.O. Box 261, Rutherford, Ca 94573

Home Telephone: 707 963-2840 Business Telephone: 707 963-2840

E-mail: Matildabologne@yahoo.com

Please indicate if above numbers can be made available to the public upon request: yes

Are you a resident of St. Helena? yes If yes, how long have you lived in St. Helena? 38 yrs.

Current occupation (within last 12 months) Psychotherapist/Social worker
private practice

Business interests in last 12 months: same

Previous Committee/Commission Experience:

see attachment - none except as a public
participant.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

see attachment

Professional and/or community service activities:

I serve on two boards: Napa County Tobacco Advisory Board @ Calif Reform Sex Offender Law Board (Carson)

Local government related experience:

public participation at CC and PC meetings, Housing Committee, Climate Protection Task Force, and Diversity Committee meetings.

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

see attachment

Names, addresses, and phone numbers of three individuals familiar with your background:

Dr. Charlene Steen, 1200 Atlas Peak Rd, Napa, Ca 94558 707 258-1325
Kathy Coldiron, Grove Court St Helena, Ca 94574 707 968-5168
Ron + Mary Sprent, McCorkle Ave, St Helena, Ca 94574 707 695-7022

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

Bobbi Monnette
Signature of Applicant

5/31/13
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

EXPERIENCE IN CITY GOVERNMENT FROM THE PERSPECTIVE OF A COMMUNITY PARTICIPANT

Since I began participating in City Government as an interested citizen, my learning curve has been a 90 degree rocket launch. The more I have learned, the more I have wanted to learn. The more I have participated, the more I have wanted to participate. My experience includes:

1. As part of a group of interested citizens, I spoke out at several City Council meetings, in favor of relocating the Crane Park Skate Park at least 50 feet from its proposed location directly next to the Tot Park. Our group researched skate park locations in other cities and the risks of having these two disparate recreation activities in close proximity. Our point of view did not prevail.
2. I participated as a member of the community, in several General Plan Update Committee Meetings. I submitted to this committee, a document with line item changes to the Housing Element that I thought would incorporate and reflect the changes being made by the Committee. (See attachment A). In addition, I submitted suggested line item changes to the GP Update EIR, to the City Council and staff on March 14, 2011. (see attachment B).
3. I delivered flyers and canvassed neighborhoods, informing residents of, and encouraging them to attend Town Hall Meetings organized by the City Council and Staff. During this process, discussions regarding citizen concerns were common and informative.
4. In co-operation with Kathy Coldiron, I researched and developed a presentation to the City Council, on the establishment and implementation of a second unit program for the City of Saint Helena, as an innovative, effective approach to provide affordable housing at all levels as required by ABAG. This process included:
 - a. Reading the Housing Elements and Growth Management Plans of four Bay Area cities with similar population densities character.
 - b. Participating in face to face, e-mail, and telephone communications with the Planning Directors and other Planning Department personnel in all four cities.
 - c. Collating, analyzing and organizing this information into a presentable package.
 - d. Negotiating the political challenges through the Planning Commission and City Council to facilitate the opportunity to complete the presentation.
 - e. Distributing copies of the presentation information to City Council Members, Mayor Britten, Greg Desmond, Matt Heil, and the City Manager.
5. At the Council's request, I researched the air pollution control programs of several cities, regarding indoor and outdoor wood burning pollution sources, and submitted to the Planning Commission and City Council, copies of the Health and Safety Code Ordinances from Title 8, Chapter 8.30 of the City of Mammoth Lakes, California, which, I thought, offered a significant advantage to our current ordinances that cover this issue.
6. I participated in the Reelect Del Britton and Elect Ann Nevero campaigns.
 - a. I knocked on doors and spoke with St. Helena Residents about what city issues were important to them.
 - b. I participated in social gatherings promoting both candidates.
7. I have learned that even though hard work doesn't always win my point, the opportunity to work toward what I perceive as a healthy Saint Helena, is its own, best reward.
8. When I am wrong, I have learned to appreciate the transformation of humility into enlightenment that occurs when I can see the advantages and benefits of opposing ideas that I initially missed.
9. I have seen that patience and perseverance pave the path to success.
10. I regularly attend Planning Commission and City Council Meetings.

RESUME

Barbara (Bobbi) Monnette MSW, LCSW
License No. LCS 15571
May 31, 2013

EDUCATION

1988 MSW
CALIFORNIA STATE UNIVERSITY, SACRAMENTO, CALIFORNIA

1965 BA - SOCIOLOGY
UNIVERSITY OF CALIFORNIA, BERKELEY, CALIFORNIA

1960 - HIGH SCHOOL DIPLOMA
SEQUOIA HIGH SCHOOL, REDWOOD CITY, CALIFORNIA

EMPLOYMENT

1994 - PRESENT - PRIVATE PRACTICE: BARBARA MONNETTE COUNSELING SERVICES
P.O. BOX 261
RUTHERFORD, CA
OFFICE: 1807 JEFFERSON ST., NAPA, CA

1994 - 2009 - CLINICAL SOCIAL WORKER
KAISER PERMANENTE CHEMICAL DEPENDENCY SERVICES
800 SERENO DR.
VALLEJO, CALIFORNIA 94589

DUTIES: INCLUDED OUT-PATIENT INDIVIDUAL AND GROUP THERAPY AND CASE MANAGEMENT FOR ADULT AND ADOLESCENT CHEMICALLY DEPENDENT AND CO-DEPENDENT MALE AND FEMALE CLIENTS. MY WORK IN THE ADOLESCENT PROGRAM INCLUDES INDIVIDUAL, GROUP, COUPLES, FAMILY, AND MULTI-FAMILY THERAPY.

ADOLESCENT CASE MANAGEMENT INVOLVES ON-GOING INTERACTION WITH JUVENILE PROBATION OFFICERS, SCHOOL PERSONNEL, PEDIATRICIANS, GROUP HOMES, CPS, POLICE OFFICERS, RESIDENTIAL TREATMENT CENTERS, AND REPRESENTATIVES OF OTHER COMMUNITY INSTITUTIONS.

ADULT CASE MANAGEMENT INCLUDES INTERACTION WITH EAP'S, SAP'S, COMPANY OWNERS, MD'S, PROBATION AND PAROLE OFFICERS, POLICE OFFICERS, GROUP HOME AND CLEAN AND SOBER LIVING PERSONNEL, HOSPITAL PERSONNEL, AND RESIDENTIAL TREATMENT CENTERS.

I DEVELOPED AND IMPLEMENTED AN INTEGRATED NICOTINE DEPENDENCY RECOVERY PROGRAM AT KAISER VALLEJO CHEMICAL DEPENDENCY DEPARTMENT. THIS PROGRAM WAS PRESENTED AS A POSSIBLE REGIONAL MODEL, AT TWO CHIEF'S MEETINGS THAT TOOK PLACE IN BERKELEY, CALIFORNIA IN 1998 AND 1996. I WORKED WITH KAISER VALLEJO AND NAPA HEALTH EDUCATION DEPTS. TO INTEGRATE OUR PROGRAMS IN ORDER TO PROVIDE BETTER SERVICES FOR ADOLESCENTS AND ADULTS INTERESTED IN TREATING THEIR NICOTINE DEPENDENCE

I WAS PART OF AN EATING DISORDER IMPLEMENTATION TEAM IN 1998. THIS PROGRAM DEVELOPED INTO A POWERFUL RESOURCE FOR THOSE IN RECOVERY FOR CHEMICAL DEPENDENCY AND/OR CO-DEPENDENCY, WHO WERE ALSO

EXPERIENCING COMPULSIVE BEHAVIOR AROUND FOOD INTAKE AS PART OF THEIR ADDICTIVE LIFE-STYLE. THIS PROGRAM OFFERED AN APPROACH TO MANAGE ADDICTIVE EATING BEHAVIOR FROM A RECOVERY POINT OF VIEW. WE USED DBT (DIALECTICAL BEHAVIOR TREATMENT) AND CBT (COGNITIVE BEHAVIOR TREATMENT) MODELS FOR THE EDUCATION COMPONENT.

1989 - 1994 - MENTAL HEALTH THERAPIST AND CASE MANAGER
SOLANO COUNTY MENTAL HEALTH DEPARTMENT
FAIRFIELD, CALIFORNIA

DUTIES: INCLUDED OUT-PATIENT INDIVIDUAL AND GROUP THERAPY, AND CASE MANAGEMENT FOR A POPULATION OF MODERATELY TO SEVERELY MENTALLY ILL CLIENTS.

I ASSISTED IN DEVELOPING AND IMPLEMENTING A VOLUNTARY CHEMICAL DEPENDENCY PROGRAM FOR THIS POPULATION, WHICH INCLUDED A VOLUNTARY NICOTINE DEPENDENCY RECOVERY PROGRAM.

1988 - 1989 ADOLESCENT SEX OFFENDER PROGRAM CO-ORDINATOR
PARENTS UNITED
FAIRFIELD, CALIFORNIA

DUTIES: CO-ORDINATED THE ADOLESCENT SEX OFFENDER PROGRAM AT THE COMMUNITY TREATMENT CENTER (A BRANCH OF PARENTS UNITED), WHICH INCLUDED: SCHEDULING THE ADOLESCENT TREATMENT PROGRAM AT TWO TREATMENT SITES (ONE IN FAIRFIELD, ONE IN VALLEJO), AND SUPERVISING FIVE PROVIDERS; DIRECT TREATMENT – INCLUDED INDIVIDUAL AND GROUP THERAPY WITH ADULT MALE AND FEMALE SEX OFFENDERS, AND MALE AND FEMALE ADULT, ADOLESCENT, AND CHILD SURVIVORS OF CHILD SEXUAL ABUSE. THIS WORK INCLUDED INDIVIDUAL, COUPLES AND FAMILY MODALITIES AS NEEDED.

1976 - 1985 OFFICE MANAGER AND ASSEMBLY ASSISTANT

-

ARIEL ELECTRIC - RESEARCH & DEVELOPMENT AND MANUFACTURING COMPANY
ST. HELENA, CALIFORNIA

DUTIES: ACCOUNTS PAYABLE AND RECEIVABLE
COMPONENT BUYER
SHIPPING AND RECEIVING
ELECTRONIC ASSEMBLY
GENERAL OFFICE MANAGEMENT

1967 - 1970 - SOCIAL WORKER II
CONTRA COSTA COUNTY SOCIAL WELFARE DEPARTMENT
PLEASANT HILL, CALIFORNIA
RICHMOND, CALIFORNIA

DUTIES: AFDC CASE WORKER

1965 - 1967 - SOCIAL WORKER I
SONOMA COUNTY SOCIAL WELFARE DEPARTMENT
SANTA ROSA, CALIFORNIA
DUTIES: AFDC AND AFDC-U CASE WORKER

PUBLICATIONS:

“TREATING THE ADOLESCENT SEX OFFENDER IN THE COMMUNITY”
DR. CHARLENE STEEN AND BARBARA MONNETTE
CHARLES THOMAS, PUBLISHER 1989

I CURRENTLY SERVE ON TWO BOARDS:

NAPA COUNTY TOBACCO ADVISORY BOARD
THE CA RSOL (CALIFORNIA REFORM SEX OFFENDER LAWS) BOARD

I AM A MEMBER OF NASW (NATIONAL ASSOCIATION OF SOCIAL WORKERS)
AND A LIFE TIME UNIVERSITY OF CALIFORNIA BERKELEY ALUMNUS

I AM CURRENTLY A MEMBER OF THE BARGAINING TEAM FOR NUHW (NATIONAL UNITED
HEALTH WORKERS UNION), IN NEGOTIATIONS WITH KAISER PERMANENTE NORTHERN
CALIFORNIA MANAGEMENT

I AM THE GRATEFUL MOTHER OF THREE GROWN CHILDREN, AGES 42, 37, AND 35.

REASONS FOR WISHING TO SERVE ON THE PLANNING COMMISSION

After some thought and deliberation, I have decided to submit an application for a seat on the Planning Commission. My motivations to do so include: a keen interest in our democratic system, especially at the City Government level, a deep concern for the safety and well being of my community, and a strong desire to open my mind to new ideas, processes, and information.

I believe that the most important areas of concern for City Representatives, involve public safety, growth management, housing, circulation, economic vitality, and the preservation and sustainability of our infrastructure, resources, small town character, and ambience.

I have learned from the many Planning Commission meetings that I have attended over the past years, that all of the issues before the Commission, involve some combination of the areas of concern referenced above, and more.

I am not a lawyer, nor do I have a formal background in City Planning. However, the strengths I could bring to the Commission include:

1. A sincere desire to serve on the Commission.
2. A commitment to educate myself on aspects of the job that are new to me.
3. A thirty-eight year residency in St. Helena and the perspective that implies.
4. A "mature" approach that incorporates historical cultural experiences dating back to 1942 into my current thinking.
5. An appreciation and knowledge of contemporary perspectives, honed in part by my participation in St. Helena City Government, working with teens and young adults in my private practice, and by the generous advice and education offered regularly by my grown children, ages 43, 38, and 36.
6. Twenty-five years experience listening and problem solving while working as an individual, couples, and family therapist, and as a group facilitator/mediator, in the contexts of County Mental Health and private sector Health Care facilities.
7. A sense of humor.
8. Time to do the homework necessary to serve on the Commission adequately prepared and informed.

To my mind, the most important opportunity that living in a democracy offers, is to participate in the decision making process. If given that opportunity, the principles behind my work would include: integrity, honesty, sincerity, humility, fairness, justice, and rationality. Those principles and the safety and well being of the City of St. Helena would be my top priority, and would supersede my personal interests and biases.



RECEIVED

JUN 03 2013

CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning Commission

Name: Stanley L. Montee

Home Address: 470 Hollis Lane

Mailing Address: Same

Occupation: General Contractor

Business Address: 470 Hollis Lane

Home Telephone: 707-944-0804 Business Telephone: 707-689-3255

E-mail: SCmontee@gmail.com

Please indicate if above numbers can be made available to the public upon request: yes

Are you a resident of St. Helena? ☒ If yes, how long have you lived in St. Helena? 3 years

Current occupation (within last 12 months)

General Contractor

Business interests in last 12 months: General Bldg Contracts

Previous Committee/Commission Experience:

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

3 years College

Professional and/or community service activities:

Napa Valley Builders Exchange

Local government related experience: none

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

long experience at
Building and developing different properties

Names, addresses, and phone numbers of three individuals familiar with your background:

Matt Heil -
Peter White -
Gary Wilsey - Harvest Ct. Saint Helena

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.


Signature of Applicant

5-29-2013
Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



CITY OF
ST. HELENA

MAY 28 2013

OFFICE OF
CITY CLERK

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning Commission

Name: Brian Russell

Home Address: 1441 Stockton Street, St. Helena, CA 94574

Mailing Address: Same as above

Occupation: Attorney

Business Address: 1213 Coombs Street, Napa, CA 94559

Home Telephone: _____ Business Telephone: 707.294.2775

E-mail: brian@rlgnapavalley.com

Please indicate if above numbers can be made available to the public upon request: Yes

Are you a resident of St. Helena? Yes If yes, how long have you lived in St. Helena? 2+ years

Current occupation (within last 12 months) Attorney

Business interests in last 12 months: Real Estate, Land Use, Business Transactions, and Wine Law.

Previous Committee/Commission Experience:

I currently serve on the St. Helena Planning Commission.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Please see attached resume.

Professional and/or community service activities:

The State Bar of California, St. Helena Planning Commission,
and St. Helena - International Order of the Odd Fellows

Local government related experience: St. Helena Planning Commission

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I hope to be able to build off of the experience and
knowledge that I have gained while being a member
of the Planning Commission since December of 2012.

Names, addresses, and phone numbers of three individuals familiar with your background:

Dave Phinney, PO Box 475, Rutherford, CA 94573 707.967.9179

Greg Pitts, 1010 Main Street, St. Helena, CA 94574 707.967.1130

Peter White, 880 College Avenue, St. Helena, CA 94574 707.963-1527

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Signature of Applicant

5.28.13

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

BRIAN RUSSELL
1213 Coombs Street
Napa, CA 94559
707.294.2775
brian@rlgnapavalley.com

EXPERIENCE

Russell Law Group, Napa, CA

Principal, *September 2010-Present*

- Russell Law Group is a business transactional law firm based in Napa Valley.
- Practice areas include business, real estate, land entitlement, natural resources, wine, and municipal law.
- Advise clients on contract negotiation, real estate acquisitions, alcohol beverage licensing, drafting purchase agreements, entity formation and compliance, and securing land entitlements.

Grassi and Associates, Napa, CA

General Counsel, *November 2009- September 2010, January 2012- Present*

- Legal counselor on issues associated with the development of wineries, resorts, and residences.
- Advisor to client on complex real property and land use matters.
- Draft, negotiate, and review company contracts.

Francis Ford Coppola Presents, LLC, Napa, CA

Staff Attorney and Project Manager, *April 2007- September 2009*

- In house counsel for global wine, food, and resort company.
- Trusted advisor to client on real estate acquisitions and real property matters.
- Provided strategic guidance and negotiation on corporate transactions.

Porter, Scott, Weiberg & Delehant, A Professional Corporation, Sacramento, CA

Law Clerk, *May 2005- May 2006*

- Drafted detailed memoranda regarding medical malpractice, elder abuse, employment, construction defect, personal injury and immigration law.
- Prepared status letters for insurance clients, trial briefs, answers to interrogatories and motions for summary judgment.
- Generated comprehensive outlines and page line summaries of complicated and critical depositions.

Shale F. Krepack- A Professional Law Corporation, Santa Monica, CA

Law Clerk, *May 2003-July 2003*

- Drafted memoranda regarding intricate tort and contract law matters for the managing partner.
- Prepared and answered interrogatories and supported depositions.
- Formulated client settlement letters.

The Gold/ Miller Company, Los Angeles, CA

Associate Manager, *August 2000-February 2002*

- Successfully managed the careers of actors, comedians and personalities.
- Negotiated film, television, and commercial contracts for firm's clients.
- Developed, produced, and sold clients' ideas as television shows.

3 Arts Entertainment, Beverly Hills, CA

Junior Manager, *May 1999- August 2000*

- Worked to manage the careers of actors, writers, comedians and personalities.
- Scouted comedy clubs to discover new comedians for our company to represent.
- Developed and sold clients' ideas to networks and production companies as television shows.

EDUCATION

California Western School of Law, ABA/AALS, San Diego, CA

Juris Doctor, August 2005

Tulane Center for European Union Law and Intellectual Property Law, University of Amsterdam, NL, Summer Law Program 2003

University of California, Santa Barbara, CA

Bachelor of Arts, History, June 1997

MEMBERSHIPS

The State Bar of California

Napa County Bar Association

COMMUNITY INVOLVEMENT

Planning Commissioner, City of St. Helena, California

Legal Aid of Napa Valley, Former Board of Directors, Chairperson-Directors Committee and Secretary



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JUN 03 2013

CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning Commission

Name: Abigail Grier Thompson

Home Address: 1000 Brown St., Apt 1, St. Helena CA 94574

Mailing Address: (ind)

Occupation: Sommelier / Staff Educator for Duckhorn Wine Company

Business Address: 1000 Lodi Lane, St. Helena CA 94574

Home Telephone: 301-908-3807 Business Telephone: 707-967-2004

E-mail: abi.thompson@gmail.com

Please indicate if above numbers can be made available to the public upon request: no

Are you a resident of St. Helena? ☒ If yes, how long have you lived in St. Helena? 6 1/2 yrs

Current occupation (within last 12 months) Staff Educator, DUK
(6 1/2 yrs)

Business interests in last 12 months: n/a

Previous Committee/Commission Experience:

Staff to Maryland-National Capital Park and
Planning Commission, Montgomery County, Maryland 2004-2007
↳ Historic Preservation Commission

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

B.A. Classical Literature & Languages 2001 w/ minor
in Art History & Architecture

(See above re: MNCPPC Historic Preservation Commission)

Professional and/or community service activities:

Organized micro-neighborhood group to
represent community issues in past (Oak Ave. neighbors
and businesses)

Local government related experience: worked for MAXPPC 4 years

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

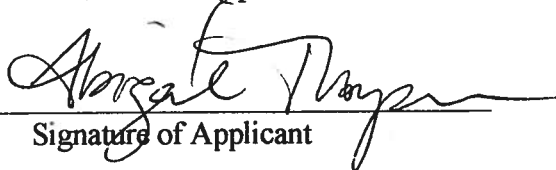
Having lived & worked in St. Helena for over 6 years, I would like the opportunity
to serve the community about whose welfare & future I feel very strongly.

My exposure to Commission procedures as well as my interest in both
protecting and thoughtfully growing our unique community make me a shoe-in
for this position.

Names, addresses, and phone numbers of three individuals familiar with your background:

- Andrea Brunsman, 765 Blanco Ct, Davis, CA 95616 703-499-6111 (Veteran's Admin)
- Mark Linder, 925 Pearl Ave, St. Helena, CA 94574 916-799-8345 (CIA)
- (Meghan Shaw, 255 41st St, Oakland, CA 847-757-6125)
- Doug Dunlap, 1400 Oak Ave, St. Helena, CA 94574 707-286-4061 (GM Coffee Roasters)

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Signature of Applicant

6/2/13

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574



RECEIVED

MAY 31 2013

CITY OF ST. HELENA

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574
(707) 967-2792
www.sthelenacity.com

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning Commission

Name: Chuck Vondra

Home Address: 1176 Starr Ave., St. Helena, CA

Mailing Address: Same

Occupation: Technology Consultant

Business Address: Same

Home Telephone: 963-7960 Business Telephone: 963-5418

E-mail: chuck@cm-strat.com

Please indicate if above numbers can be made available to the public upon request: Yes

Are you a resident of St. Helena? Yes If yes, how long have you lived in St. Helena? 13

Current occupation (within last 12 months) Same

Business interests in last 12 months: None

Previous Committee/Commission Experience:

Housing Committee 2012

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Cal State Fullerton

Orange Coast College

Professional and/or community service activities:

St. Helena Residents For
Responsible Growth

Local government related experience:

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

Interest in serving community

Names, addresses, and phone numbers of three individuals familiar with your background:

Rob Andveal	291-1991
Henry Gundling	968-9394
Bernie Buckley	967-0525

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.

CS Wondra

Signature of Applicant

5-31-2013

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

W. David Wright, CPA

1953 Vineyard Avenue, St. Helena, California 94574 • Cell (707) 299-9843 • wdavidwright@gmail.com

May 21, 2011

City Council of St. Helena
City Hall
1480 Main Street
St. Helena, California 94574

CITY OF
ST. HELENA

MAY 21 2013

OFFICE OF
CITY CLERK

To the City Council of St. Helena,

I would like to express my interest in the position on the Planning Commission. With almost 20 years of accounting and financial experience and 10 years of real estate related activity, I believe I am a strong candidate for the appointment.

I have extensive experience with building plans, working with municipalities on real estate matters, preparation and analysis of financial reports and working effectively with third party firms and company officers on projects as needed. I have excellent communication skills and always maintain a professional manner.

I am currently the Treasurer on the Board of Directors of Sun & Stars Montessori School in St. Helena. I enjoy participating in organizations that make a difference in the quality of our lives as citizens in our great city.

I have enclosed my resume that provides additional information about my background and qualifications.

Thank you for your time and consideration.

Respectfully yours,



W. David Wright



RECEIVED

CITY HALL, 1480 MAIN STREET
ST. HELENA, CALIFORNIA 94574

MAY 21 2013

(707) 967-2792

www.sthelenacity.com

CITY OF ST. HELENA

APPLICATION FOR APPOINTMENT

Note: Your application will be copied for the City Council and made available to the press and public.

Committee/Commission To Which You Are Applying:

Planning

Name: W. David Wright

Home Address: 1953 Vineyard Ave. St. Helena 94574

Mailing Address: same as home

Occupation: Real Estate

Business Address: 1289 main st., St. Helena

Home Telephone: 707-968-5174 Business Telephone: 707-967-4654

E-mail: wdavidwright@gmail.com

Please indicate if above numbers can be made available to the public upon request: NO

Are you a resident of St. Helena? yes If yes, how long have you lived in St. Helena? 4 yrs.

Current occupation (within last 12 months) Real Estate sales associate

Business interests in last 12 months: _____

Previous Committee/Commission Experience:

none.

Education/Experience: A resume may be attached containing this and any other information that would be helpful in evaluating your application.

Resume attached.

Professional and/or community service activities:

Sun & Stars Montessori School - Director & Treasurer

Local government related experience: None

Please explain your reasons for wishing to serve on this committee/commission and how you feel that you may contribute

I wish to serve on the City of St. Helena's Planning
Commission to preserve and better the city
for our current residents and generations to come.

Names, addresses, and phone numbers of three individuals familiar with your background:

Marc Kaye - 760 822-4846

Russ Matulich - 707 501 8839

Lee Morrison - 619 209-1086

Appointments to this position may require you to file a Conflict of Interest Disclosure Statement, which is of public record.



Signature of Applicant

5/21/13

Date

If you have any questions regarding the appointment procedure, please telephone the City Clerk at (707) 967-2792.

Please return the completed application to:

City of St. Helena
City Clerk
1480 Main Street
St. Helena, CA, 94574

W. David Wright, CPA

1953 Vineyard Avenue, St. Helena, California 94574 • Cell (707) 299-9843 • wdauidwright@gmail.com

Objective

To apply my qualifications to help better the quality of life and address long-term goals in the great city of St. Helena.

Summary of Accomplishments

- Strong analytical and problem solving skills
- Certified Public Accountant (CA License No. 80138)
- Current Director & Treasurer – Sun & Stars Montessori School, St. Helena, CA
- Proficient in reviewing real estate related matters
- Aviation pilot's license – Single engine rating
- California real estate license (DRE# 01905277)
- Husband and father of three (ages 11, 9 & 7)

Experience

2012 – Present Sales Associate Coldwell Banker St. Helena, CA

Provide expertise in residential real estate transactions throughout Napa Valley.

2003 – 2012	Financial Consultant	Self Employed	San Diego & St. Helena, CA
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Responsible for cash management, bookkeeping, payroll, audit and tax documentation preparation, bank reconciliations, loan management and reporting, property management, construction bidding and contracts.

2000 – 2003 Dir. of Finance/Controller Neurome, Inc. La Jolla, CA

Prepared monthly financial reporting package for executives and BOD. Supervised Accounts Payable and accounting staff of 4. Analyzed balance sheet and income statement accounts. Prepared audit and tax schedules for Big 4 firm audit. Prepared annual company-wide and departmental operating budgets. Developed efficient month end close procedures.

1997 – 2000	Controller/Acct. Manager	IPL Systems, Inc.	San Diego, CA
-------------	--------------------------	-------------------	---------------

Supervised accounting department of 6 including Accounts Payable and Receivable, Inventory Control, and Human Resources. Prepared all required reporting documents including Form 10-K and 10-Q. Prepared all audit and tax schedules for outside accounting firm.

1994 – 1997	Senior Accountant	PricewaterhouseCoopers LLC	San Diego, CA
-------------	-------------------	----------------------------	---------------

Responsible for analyzing and communicating financial information for public and private companies. Reviewed and assisted with preparation of public financial reports including Form S-1 (IPO), 10-K, 10-Q, & 8-K. Supervised staff accountants performing audit field work. Reviewed clients compliance with corporate policies.

Education

University of San Diego, San Diego, CA

Bachelor of Accountancy

References

Available upon request.

RESOLUTION NO. _____

RESOLUTION OF THE ST. HELENA CITY COUNCIL DECLARING ITS INTENT TO ISSUE TAX-
EXEMPT OBLIGATIONS TO BE USED TO REIMBURSE THE CITY FOR EXPENDITURES PRIOR
TO THE ISSUANCE OF SUCH TAX-EXEMPT OBLIGATIONS
FOR 684 MCCORKLE AVENUE

WHEREAS, the City of St. Helena (the "City") desires and intends to finance the acquisition of certain real property for affordable/workforce housing at 684 McCorkle Avenue (the "Property"); and

WHEREAS, the City expects to cause the issuance of tax-exempt obligations for the purpose of providing financing for all or a portion of the Property in a principal amount of approximately \$715,000 (the "Obligations"); and

WHEREAS, the City has incurred certain Property expenditures and has paid for such expenditures from the City's money on hand prior to the execution and delivery of the Obligations (the "Reimbursement Expenditures"); and

WHEREAS, the City reasonably expects to use all or a portion of the proceeds of the Obligations to reimburse the City for expenditures made prior to the date the Obligations are entered into;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ST. HELENA DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. Declaration of Official Intent. The City hereby declares its official intent, subject to the further approval of this City Council, to use approximately \$715,000 of the proceeds of the Obligations to reimburse itself for the Reimbursement Expenditures. It is intended that this Resolution shall constitute a declaration of "official intent" within the meaning of Section 1.150-2 of the Treasury Regulations promulgated under Section 150 of the Internal Revenue Code of 1986, as amended.

Section 2. Other Approvals. The adoption of this resolution shall not bind the City to proceed with execution and delivery of the Obligations until and unless all other necessary actions and approvals are taken or received in accordance with all applicable laws.

PASSED, APPROVED AND ADOPTED by the City Council of the City of St. Helena this _____ day of _____, 2013.

AYES:

NOES:

ABSTAIN:

ABSENT:

Ann Nevero, Mayor

ATTEST:

Delia Guijosa, City Clerk

STAFF REPORT



DATE: June 25, 2013

TO: Mayor and City Council

FROM: Greg Desmond, Interim Planning Director

Item: 20

RE: Review and direction on revisions to the Draft General Plan Update Circulation Element

BACKGROUND

At the meeting on June 11, 2013, Council discussed transportation impact fees outlined in the draft impact fee study. The discussion focused on projects used to generate the fees and why some transportation projects were included and/or excluded in the study.

Staff explained that during the general plan update adoption hearings, the roadway extensions proposed in the general plan update were modified from potential extensions to “study street extensions”. Since the extensions are not considered projects with specific costs it is not possible to factor them into the fee study.

DISCUSSION: ELEMENT REVIEW

The Circulation element may be downloaded via the following link:

Circulation element:

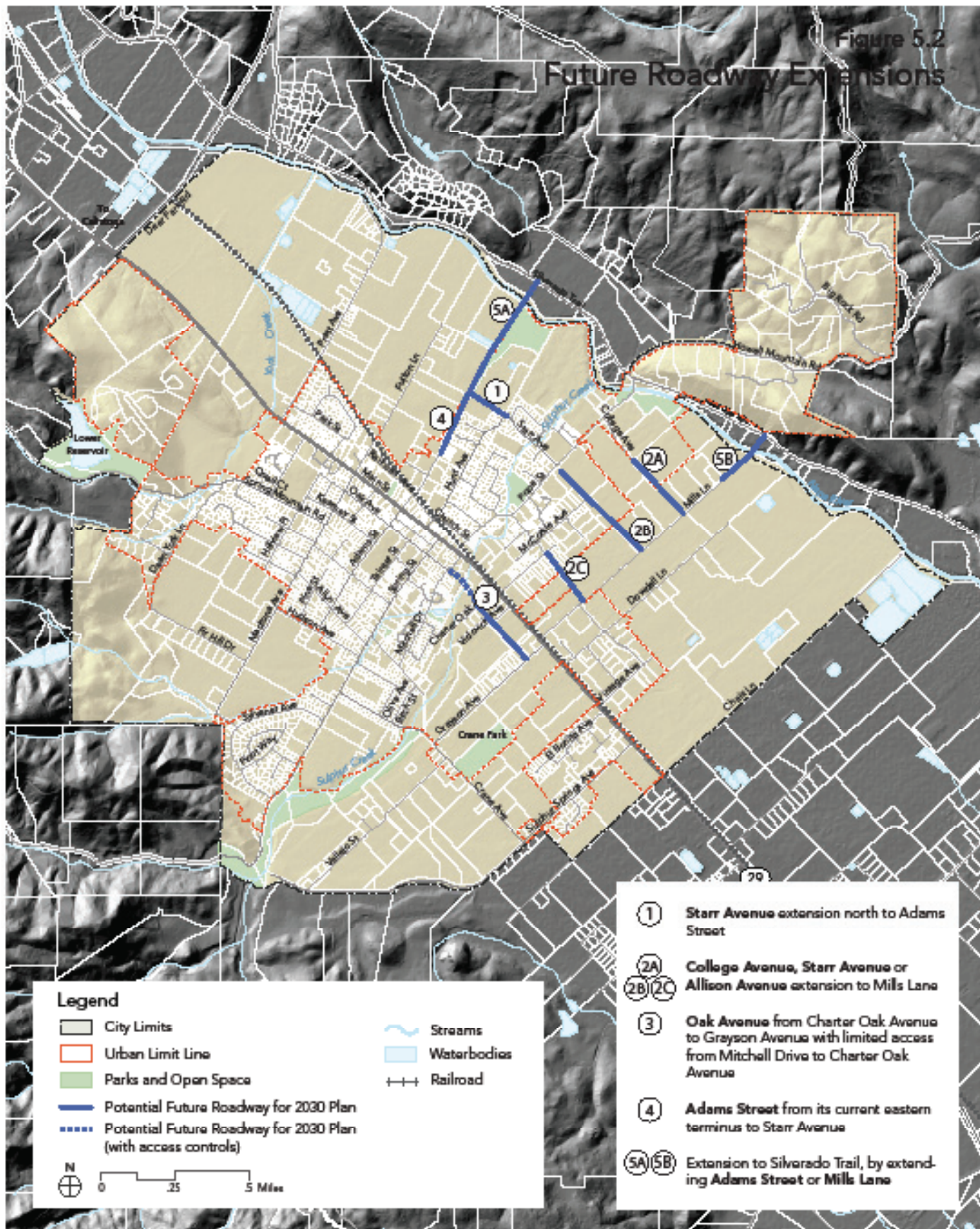
http://www.cityofstheleena.org/sites/default/files/05_circulation_revised_073112.pdf

NEXT STEPS

The Council should review and approve revisions to the Circulation element and provide direction to staff regarding the next elements to review.

ATTACHMENTS

- General Plan Update Figure 5.2 – Future Roadway Extensions and Circulation Study Alternative language



Circulation Study Alternatives

In order to manage congestion and provide new connections within the City, several new streets are proposed as part of the General Plan update for further study. In most cases, the proposed connections will provide alternate routes for residents to travel from one part of town to another without having to travel on State Route 29, which is frequently congested due to high regional traffic demand.

In order to manage traffic on local streets, proposed new streets provide for the study street extensions provide for various levels of access to accommodate different modes of travel. Proposed street The study street extensions, shown in Figure 5.2, include the following:

1. Starr Avenue extension north to Adams Street (concurrent with any potential future extension of Adams Street to the Silverado Trail);

2A/2B/2C. Extension to Mills Lane, by extending either Starr Avenue, College Avenue or Allison Avenue;

3. Oak Avenue from Charter Oak Avenue to Grayson Avenue with limited access (bike, pedestrian and scooters) from Mitchell Drive to Charter Oak Avenue with the intention to build/allow automobile access;

4. Adams Street from its current eastern terminus to Starr Avenue; and

5A/5B. Alternative extensions to the Silverado Trail, by studying potential extensions of Adams Street or Mills Lane.

To reduce the attractiveness of the new streets as cut-through routes, vehicle turn restrictions may be implemented at particular locations. In some locations, new bridges may also be constructed to replace bridges at the end of their design life, or as part of new street connections.

17. Review and direction on revisions to the Draft General Plan Update Historic Resources Element

The Council reviewed the Historic Resources Element.

ADJOURNMENT

Councilmember White adjourned the meeting at 8:01 p.m.

APPROVED:

ATTEST:

Peter White, Councilmember

Delia Guijosa, City Clerk