



City of St. Helena
Special City Council Meeting
Thursday, May 13, 2021 @ 9:00 AM
Published: Monday, May 10, 2021 5:59 PM

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "public comment" portion of the agenda may do so, but please observe the time limit of four minutes.

In accordance with Executive Order N-29-20, and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. We will address the Order in the following ways: Members of the public may not physically attend meetings. The City Council meeting will be live-streamed on Comcast Channel 28 and on the City's website, barring technical difficulties. Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for City Council meetings will be accepted via email to publiccomment@cityofstheleena.org. All public comments must be emailed by 4:00 PM prior to the meeting. Emailed public comments will not be read out loud but will be publicly available and attached to the on-line City Council agenda.

In the event a quorum of the City Council loses electrical power or suffers an internet connection outage that is not corrected within 10 minutes, the meeting will automatically be adjourned. Any items noticed as public hearings will be continued to the next regularly scheduled evening meeting of the City Council. Any other items on the agenda that the Council has not taken action on will be placed on a future agenda.

Please see the end of the agenda for detailed PUBLIC PARTICIPATION instructions. Spanish translation for this meeting will be offered. To access Spanish translation, you will need to join the meeting using the Zoom app from a computer, iPad or Iphone. You will see an icon on the screen that will allow you to choose Spanish translation. To learn how to use Zoom, please see the instructions below.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/89943167450>

Or One tap mobile :

US: +16699006833,,89943167450# or +12532158782,,89943167450#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

Meeting ID: 899 4316 7450

International numbers available: <https://us02web.zoom.us/j/89943167450>

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Ciudad de Santa Helena Reunión Especial del Ayuntamiento 13 de mayo de 2021

@ 9:00 AM De acuerdo con las órdenes ejecutivas N-29-20, y la orientación del Departamento de Salud Pública de California sobre reuniones, se permite la participación pública virtual. Seguiremos la Orden de la siguiente manera: Los miembros del público no pueden asistir físicamente a las reuniones. La reunión del Ayuntamiento de la Ciudad se transmitirá en vivo por el Canal 28 de Comcast y en el sitio web de la Ciudad, salvo dificultades técnicas. Aquellos miembros del público que deseen participar deben hacerlo de forma virtual a través de las reuniones electrónicas de Zoom de las siguientes maneras; iniciando sesión en el enlace Zoom ubicado en la agenda de la reunión (descargue la aplicación en su computadora o dispositivo móvil) e ingrese la ID de la reunión o llamando al número ubicado en la agenda e ingrese la ID de la reunión. Se aceptarán comentarios públicos para la reunión del Ayuntamiento por correo electrónico a [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Todos los comentarios públicos se harán públicos y se adjuntarán a la agenda y no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 4:00 PM se adjuntarán a la agenda al día siguiente.

En el evento que el Ayuntamiento pierda la energía eléctrica o sufra un corte de conexión de internet que no pueda ser corregido en 10 minutos, la reunión se terminará automáticamente. Todos los artículos notificados como audiencias públicas continuarán a la próxima reunión regular programada del Concejo Municipal. Cualquier otro tema en la agenda sobre el que el Consejo no haya tomado acción se incluirá en una futura agenda.

Consulte el final de la agenda para obtener instrucciones detalladas de PARTICIPACIÓN PÚBLICA. Se ofrecerá traducción al español para esta reunión. Para acceder a la traducción al español, deberá unirse a la reunión utilizando la aplicación Zoom desde una computadora, iPad o Iphone. Verá un icono en la pantalla que le permitirá elegir la traducción al español. Para aprender a utilizar Zoom, consulte las instrucciones a continuación.

TENGA EN CUENTA: Cualquier persona que desee hablar sobre un tema en la agenda o hacer un comentario en la sección de "comentario público" de la agenda puede hacerlo, pero por favor observe el límite de tiempo de cuarto minutos.

Habrà traducción en español durante la junta

Haga clic en el enlace a continuación para participar en la reunión:

<https://us02web.zoom.us/j/89943167450>

O por iPhone one-tap:

US: +16699006833,,89943167450# or +12532158782,,89943167450#

O por Teléfono: Marque(para mejor calidad, marque número basado en su ubicación actual):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

ID de la Reunión: ID: 899 4316 7450

International numbers available:

<https://us02web.zoom.us/j/kXtN2d8Sa>

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Page

1. CALL TO ORDER

2. ROLL CALL

Mayor: Geoff Ellsworth, Vice Mayor: Paul Dohring, City Council Members: Anna Chouteau, Eric Hall and Lester Hardy.

3. ADOPTION OF THE AGENDA

4. PUBLIC COMMENT:

Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore public comment will take place during consideration of the item. Each person's comments shall be limited to 4 minutes.

5. NEW BUSINESS:

5.1. Review of 2021 City of St. Helena Community Budget Survey 11 - 40  
[Community Budget Survey Results](#)

5.2. Budget Workshop #1 - Review of Fiscal Year (FY) 2021-22 General Fund Forecast; Discussion and Direction Regarding Draft Budget Priorities. 41 - 62

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Recommendation:

Discussion and direction regarding draft budget priorities.

[Staff Report - Pdf](#)

[Public Comment.Jenny Ocon](#)

6 ADJOURNMENT

- The next Regular City Council meeting is scheduled for May 25, 2021, at 6:00 p.m.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on May 10, 2021.



Cindy Tzaferopoulos, City Clerk

In Compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call the City Clerk's Office (707) 967-2792. Notification 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

**THE CITY OF ST. HELENA ENCOURAGES ONLINE PUBLIC PARTICIPATION IN VIRTUAL CITY COUNCIL MEETINGS**

St. Helena, CA– The City of St. Helena is committed to public participation in City government in a manner that is consistent with guidance provided by the Napa County Public Health Official and Governor Newsom's Executive Order N-25-20. These guidelines relate to social distancing, and are intended to protect everyone by limiting the spread of COVID-19 in our community. In adherence to these guidelines, the St. Helena City Council will host a Virtual Council Meeting on Zoom; a free teleconferencing tool that enables users to watch and/or call into the meeting from their computers or phones. This meeting will be open to public and allows for live public comment. The meeting will also be recorded, livestreamed, and posted on the City's website after the adjournment of the meeting if technical difficulties occur:  
<https://sthelena.civicweb.net/Portal/>

**The ZOOM web link, meeting ID, and phone number will be listed at the top of the City Council Meeting Agenda. You will be required to enter the meeting ID, but there will be no password or participant ID.**

**How to Watch or Listen to Council Meetings:**

1. Watch on Comcast Channel 28
2. Watch the livestreaming video on the City's website
3. Watch and Listen on Zoom.us by clicking on the link in the Council Agenda
4. Listen only by calling the Zoom number listed on the Council Agenda

**Watch Council Meeting by Joining the Zoom Meeting:**

**1. By Computer, Tablet, or Smart Phone:**

1. Before joining the virtual City Council Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit [zoom.us/signup](https://zoom.us/signup) and enter your email address. You will receive an email from Zoom (no-reply@zoom.us). In this email, click Activate Account.
2. If you are logged into your account, Enter the **Meeting ID** listed on the City Council Agenda. If you have not created an account go to: <https://zoom.us/join> and enter the **Meeting ID**
3. Select if you would like to connect audio and/or video and tap **Join Meeting**.
4. For specific instructions for your device, go to: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

**1. Listen Only by Telephone:**

1. **Dial** the number listed on the Council Agenda.
2. At the prompt, enter the **Meeting ID** provided on the top of the City Council Meeting Agenda and **Press #. A participate ID is not required.**
3. To disconnect from the meeting, hang up the phone.

**Ways to Provide Public Comment:**

While attending the virtual City Council Meeting, the public will have the opportunity to provide live public comment during Public Forum and after each agenda item. When it is the appropriate time for public comment the Mayor will verbally open public comment. At this time each individual is permitted 4 minutes to speak.

**1. Send a Public Comment in by 4:00 PM Prior to the Meeting to: [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org)**

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to [publiccomment@cityofsthelena.org](mailto:publiccomment@cityofsthelena.org). Please include in the subject line "COMMENT TO COUNCIL and the AGENDA ITEM". Any public comment is required to be submitted no later than 2 hours before the scheduled meeting and will be included as an attachment to the agenda. All public comments will be made publicly available and attached to the agenda item and will not be read out loud. All public comments that are received after 4:00 PM will be attached to the agenda the following day.

**2. Provide Comment through Zoom meeting from a computer, tablet, or smart phone**

This option allows the public to virtually attend the meeting as a muted 'attendee' with no video or screen sharing capabilities. You will be able to see and hear those participating in the meeting, but they will not be able to hear you until the host unmutes you.

If you wish to provide public comment during a specific agenda item or during public forum, you can use the “**raise hand**” feature located in the control panel at the bottom of your screen. The icon is a small blue hand. In Windows you can also use the Alt+Y keyboard shortcut to raise or lower your hand. In Mac you can also use the Option+Y keyboard shortcut to raise or lower your hand.

The host will be notified that you've raised your hand and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. To be removed from the queue, just click the ‘**raise hand**’ button again.

### **3. Call in to the ZOOM meeting from a cell phone or landline phone only**

This option allows the member of the public with the opportunity to verbally participate in public comment.

If you wish to speak during public comment time dial **\*9** on your telephone.

The host will be notified that you would like to speak and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. You may press **\*9** again if you wish to be removed from the queue.

You will be notified at the end of your statement that you have been muted.

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En cumplimiento de la Ley de Estadounidenses con Discapacidades, si necesita asistencia especial para participar en esta reunión, llame a la Oficina del Secretaría de la Ciudad (707) 967-2792. La notificación 72 horas antes de la reunión, como lo requiere la Sección 202 de la Ley de Estadounidenses con Discapacidades, permitirá a la Ciudad hacer arreglos razonables para garantizar la accesibilidad a esta reunión.

LA CIUDAD DE ST. HELENA ALIENTA LA PARTICIPACIÓN PÚBLICA EN LÍNEA EN REUNIONES VIRTUALES DEL CONSEJO DE LA CIUDAD

St. Helena, CA– La Ciudad de St. Helena está comprometida con la participación pública en el gobierno de la Ciudad de manera que sea consistente con la guía proporcionada por el Oficial de Salud Pública del Condado de Napa y la Orden Ejecutiva N-25-20 del Gobernador Newsom. Estas pautas se relacionan con el distanciamiento social y están destinadas a proteger a todos al limitar la propagación de COVID-19 en nuestra comunidad. En cumplimiento de estas pautas, el Ayuntamiento de St. Helena organizará una Reunión del Consejo Virtual sobre Zoom; Una herramienta de teleconferencia gratuita que permite a los usuarios mirar y / o llamar a la reunión desde sus computadoras o teléfonos. Esta reunión estará abierta al público y permite comentarios públicos en vivo. La reunión también se grabará, se transmitirá en vivo y se publicará en el sitio web de la Ciudad después de la clausura de la reunión si se presentan dificultades técnicas: <https://sthelena.civicweb.net/Portal/>

El enlace web de ZOOM, la identificación de la reunión y el número de teléfono se enumerarán en la parte superior de la Agenda de la reunión del Ayuntamiento. Se le pedirá que ingrese la ID de la reunión, pero no habrá contraseña ni ID de participante.

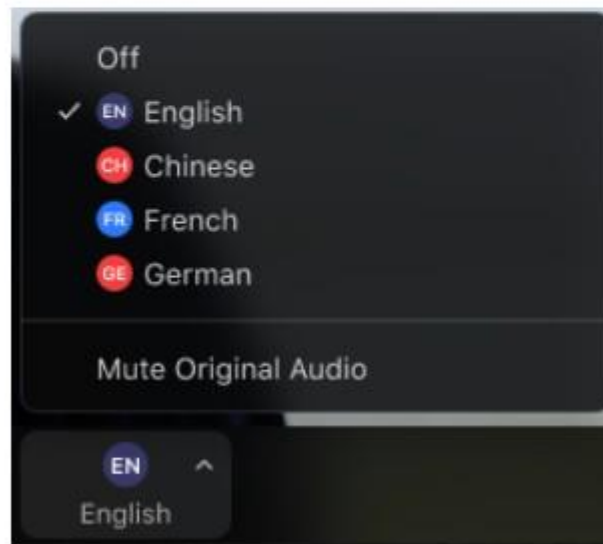
Cómo escuchar la interpretación de un idioma



1. En los controles de la reunión o el seminario web, haga clic en **Inter**



2. Haga clic en el idioma que desee escuchar.



3. (Opcional) Para escuchar solo el idioma interpretado, haga clic en Si



1. En los controles de la reunión, toque ... Más.



2. Toque **Interpretación de idiomas**.

3. Toque el idioma que desee escuchar.



4. (Opcional) Toque el botón de alternancia **Silenciar audio original**.



5. Haga clic en **Finalizado**.

Cómo ver o escuchar las reuniones del Consejo:

1. Vea a través del canal 28 de Comcast
2. Vea el video de transmisión en vivo en el sitio web de la ciudad
3. Mire y escuche en Zoom.us haciendo clic en el enlace en la Agenda del Consejo
4. Escuche llamando al número de Zoom listado en la Agenda del Consejo

Vea la reunión del Consejo uniéndose a la reunión Zoom:

1. **Por computadora, tableta o teléfono:**
 - a. Antes de unirse a la reunión virtual del Ayuntamiento, le recomendamos que descargue la aplicación Zoom. Para registrarse en su propia cuenta gratuita, visite zoom.us/signup e ingrese su dirección de correo electrónico. Recibirá un correo electrónico de Zoom (no-reply@zoom.us) . En este correo electrónico, haga clic en Activar cuenta.
 - b. Si ha iniciado sesión en su cuenta, ingrese la ID de la reunión que figura en la Agenda del Ayuntamiento. Si no ha creado una cuenta, vaya a: <https://zoom.us/join> e ingrese la ID de la reunión

- c. Seleccione si desea conectar audio y / o video y toque Unirse a la reunión. re. Para obtener instrucciones específicas para su dispositivo, vaya a: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>

2. Escuche solo por teléfono:

- a. **Marque** el número que figura en la Agenda del Consejo.
- b. Cuando se le solicite, ingrese la **ID de la reunión** provista en la parte superior de la Agenda de la reunión del Concejo Municipal **y presione #. No se requiere una identificación de participación.**
- c. Para desconectarse de la reunión, cuelgue el teléfono

Formas de proporcionar comentarios públicos:

Mientras asiste a la reunión virtual del Ayuntamiento, el público tendrá la oportunidad de proporcionar comentarios públicos en vivo durante el Foro Público y después de cada tema de la agenda. Cuando sea el momento apropiado para comentarios públicos, el Alcalde abrirá verbalmente los comentarios públicos. En este momento, cada individuo tiene permitido 4 minutos parahablar.

1. Envíe un comentario público por adelantado a publiccomment@cityofsthelena.org

La forma más fácil de proporcionar comentarios públicos es enviar su comentario público por correo electrónico. Los comentarios públicos pueden enviarse por correo electrónico a publiccomment@cityofsthelena.org. Incluya en la línea de asunto "COMENTARIO AL CONSEJO y el PUNTO DEL PROGRAMA". Cualquier comentario público debe presentarse a más tardar 2 horas antes de la reunión programada y se incluirá como un archivo adjunto a la agenda. Todos los comentarios públicos se harán públicos y se adjuntarán al artículo de la agenda y no se leerán en voz alta. Todos los comentarios públicos que se reciban después de las 4:00 PM se adjuntarán a la agenda al día siguiente.

- 2. Proporcione comentarios a través de la reunión Zoom desde una computadora, tableta o teléfono inteligente

Esta opción permite que el público asista virtualmente a la reunión como un "asistente" silenciado sin capacidades de video o pantalla compartida. Podrá ver y escuchar a los participantes en la reunión, pero no podrán escucharlo hasta que el anfitrión de permisión.

Si desea proporcionar comentarios públicos durante un elemento específico de la agenda o durante un foro público, puede usar la función "levantar la mano" ubicada en el panel de control en la parte inferior de la pantalla. El icono es una pequeña mano azul. En Windows también puede usar el atajo de teclado Alt + Y para subir o bajar la mano. En Mac también puedes usar el atajo de teclado Alt + Y para subir o bajar lamano.

Se le notificará al anfitrión que ha levantado la mano y se lo colocará en fila con todas las solicitudes entrantes

Cuando sea su turno de hablar, se le notificará que el anfitrión le ha dado permiso de hablar. Para ser retirado de la fila, simplemente haga clic de nuevo el botón "levantar la mano".

3. Llame a la reunión de ZOOM desde un teléfono fijo o móvil solamente

Esta opción le permite al miembro del público la oportunidad de participar verbalmente en comentarios públicos.

Si desea hablar durante el tiempo de comentarios públicos, marque * 9 en su teléfono.

Se le notificará al anfitrión que le gustaría hablar y se colocará en fila con todas las solicitudes entrantes.

Cuando sea su turno de hablar, se le notificará que el anfitrión le ha dado permiso de hablar. Puede presionar * 9 nuevamente si desea ser eliminado de la fila.

2021 City of St. Helena Community Budget Survey Results

Executive Summary

At the March 4, 2021 Special City Council Goal Setting Workshop, the Council supported the creation of a community budget survey to receive feedback from St. Helena residents about community priorities and what programs and services are most important to them. The opinions of residents are very important, and the City Council would like to thank all respondents for taking the time to share their perspectives! The feedback will be used to assist the City Council in aligning available financial resources with community priorities.

The 10-question survey was designed to take less than ten minutes to complete and was tailored to the unique characteristics of St. Helena. All City Council members provided input on the questions at the March 4, 2021 Special City Council meeting. Special thanks is given to Mayor Ellsworth and Vice Mayor Dohring who also contributed to the question selection and creation.

The survey was distributed in both electronic and paper format in Spanish and English, with paper copies available at the City's Library and Police Department. Special recognition and appreciation is also given to the UpValley Family Centers who helped distribute paper copies in English and Spanish at the COVID-19 vaccination clinic at the Napa Valley College Up Valley Campus. Results were tabulated digitally using SurveyMonkey.

A summary of the 440 survey responses by format is noted below.

	Paper	Electronic
English	26	370
Spanish	28	16
Total	54	386

General Feedback and Themes

The survey began by asking questions regarding aspects of quality of life in St. Helena. More than 75% of respondents rated St. Helena as a place to raise children as either excellent or good, and more than 90% of respondents ranked St. Helena as a place to live as either excellent or good. However, only 25% of respondents rated St. Helena as a place to work as excellent.

Safety was ranked as the top characteristic as it relates to St. Helena as a whole, with 95% ranked as either excellent and good combined. More than 65% rated the overall appearance of the City as excellent or good.

Areas of opportunity for quality of life in St. Helena includes housing affordability. Over 69% of respondents ranked this as poor and over 62% ranked housing availability as poor.

The survey asked respondents to rate how certain services make the city better for them, while recognizing the revenue impacts of COVID-19. The top three most important services were providing fire protection, which received 96% of respondents listing that as very important and somewhat important, preparing for natural disasters (with 94% of very important and somewhat important) and maintaining a low crime rate (91% of very important and somewhat

important). Other services that ranked high in regards to services that make the city better include maintaining and repairing streets (fixing potholes, paving etc.) at 91% of very important and somewhat important combined, and responding to citizen calls for police assistance (90% of very important and somewhat important combined), and ensuring clean and well maintained parks (93% of very important and somewhat important combined). To see the results, please review the chart for question four.

The survey included optional demographic information and had enjoyed a 98% completion rate including two open-ended questions, which are discussed below. 64% of the respondents identified as female.

Three Most Important Issues Facing the Community. The first open-ended question asked respondents to identify the three most important issues facing the community in the coming year. 383 responses were provided for a first response, 376 for the second and 335 responses were provided for a third issue. To group similar responses, staff assigned 'tags' to individual responses. The most common themes emerging via this process included:

- Business-related comments – 81
- Water - 74
- Housing – 60
- Fire preparedness – 55
- City Budget – 38

In total, there were 20 tags created for those who answered this question. The tags are (in alphabetical order):

Bicycles	Businesses	City Budget	City Services	City Staff
Climate Change	COVID Safety	Families/Youth	Fire Preparedness	Housing
Miscellaneous	Open Space	Parking	Parks	Paving
Revenue Streams	Social Equity	Tourism	Traffic	Water

Individual responses organized by theme are included in **Appendix A** to this report.

Three Recommendations to Improve the Quality of Life in St. Helena. The second open-ended question asked respondents to provide up to three recommendations to improve the quality of life in St. Helena or with City services. 340 responses were provided for a first recommendation, 310 for the second and 275 responses were provided for a third recommendation. To group similar responses, staff assigned 'tags' to individual responses. The most common themes emerging via this process included:

- Housing—52
- Water—46
- Businesses—38
- Paving—34

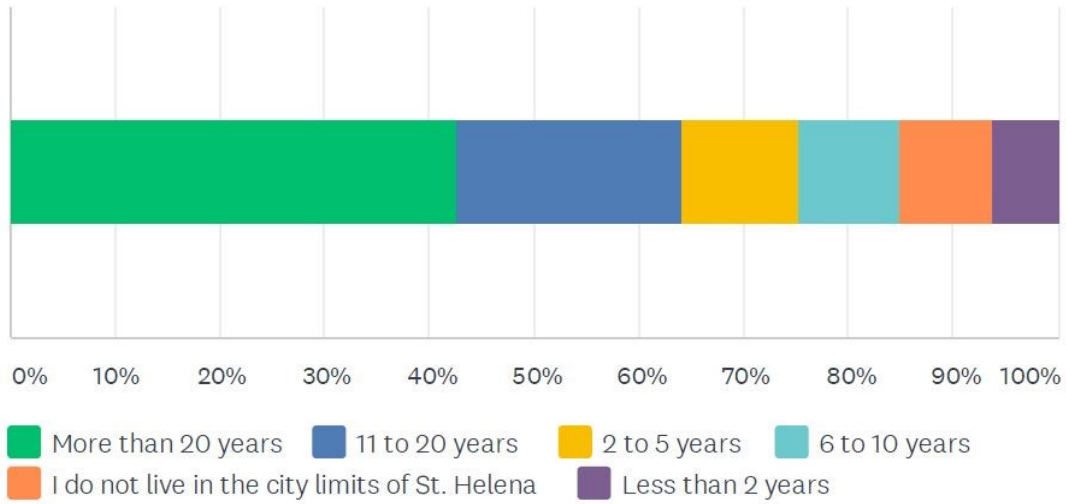
In total, there were 24 tags created for those who answered this question. There were also substantial numbers of responses related to City finances. The tags are (in alphabetical order):

Businesses	City Services	City Staff	Climate Change	COVID
Families	Fire	Hotel	Housing	Locals
Miscellaneous	Open Space	Parking	Parks	Paving
Public Art	Quality of Life	Residents	Revenue Streams	Schools
Social Equity	Traffic	Water	Youth	

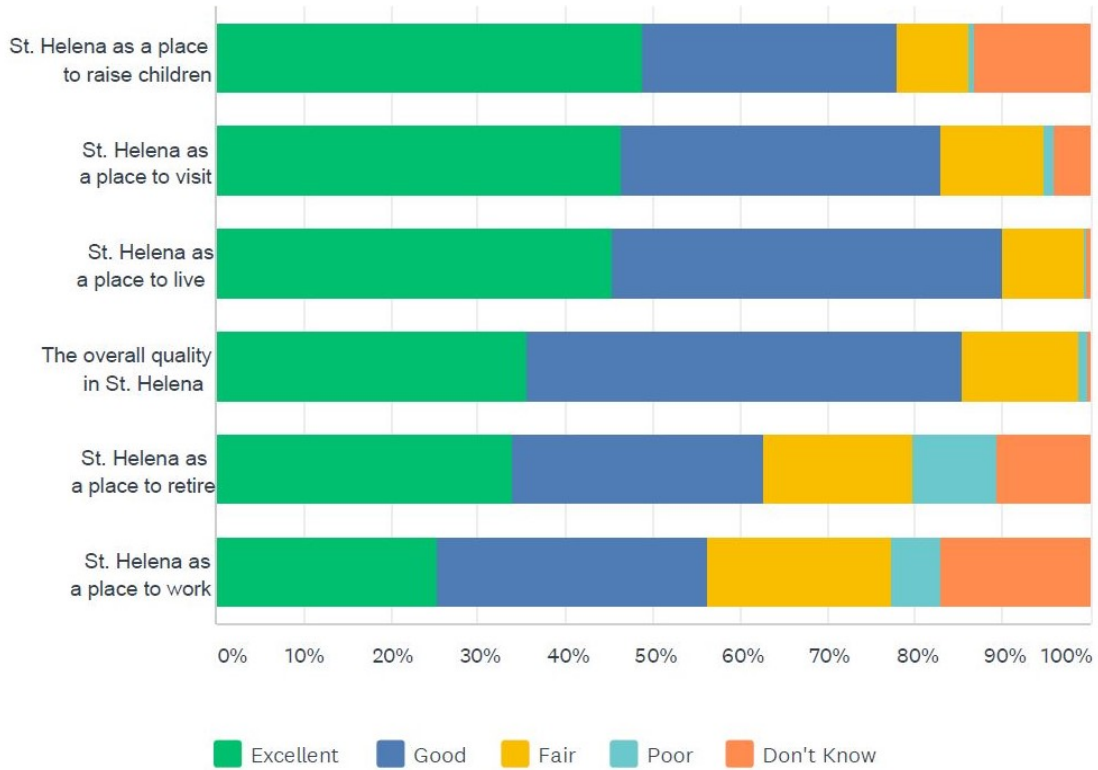
Individual responses organized by theme are included in **Appendix B** to this report.

Survey Results

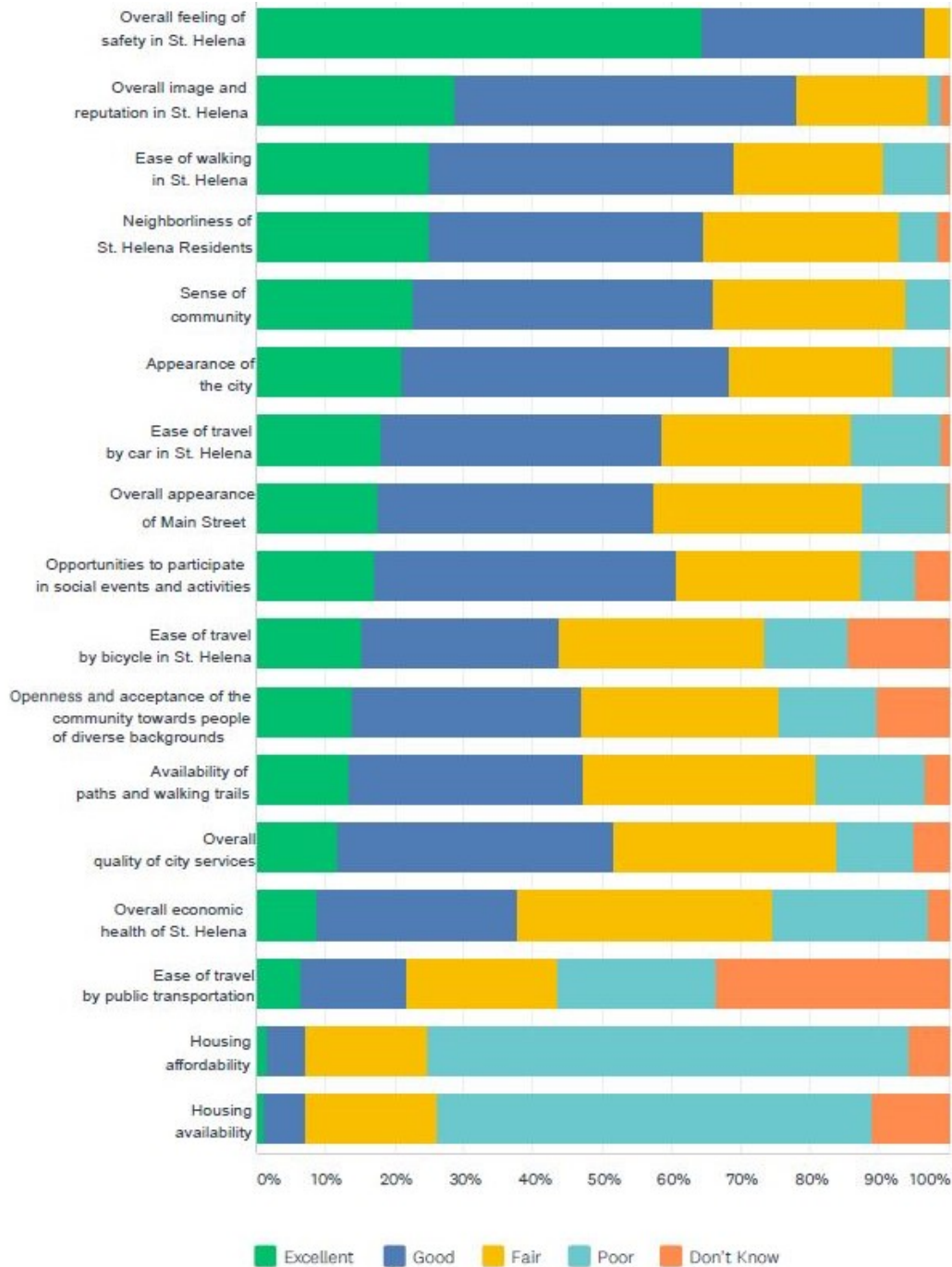
Question 1: How long have you lived in the City of St. Helena?



Question 2: Please rate each of the following aspects of quality of life in St. Helena?

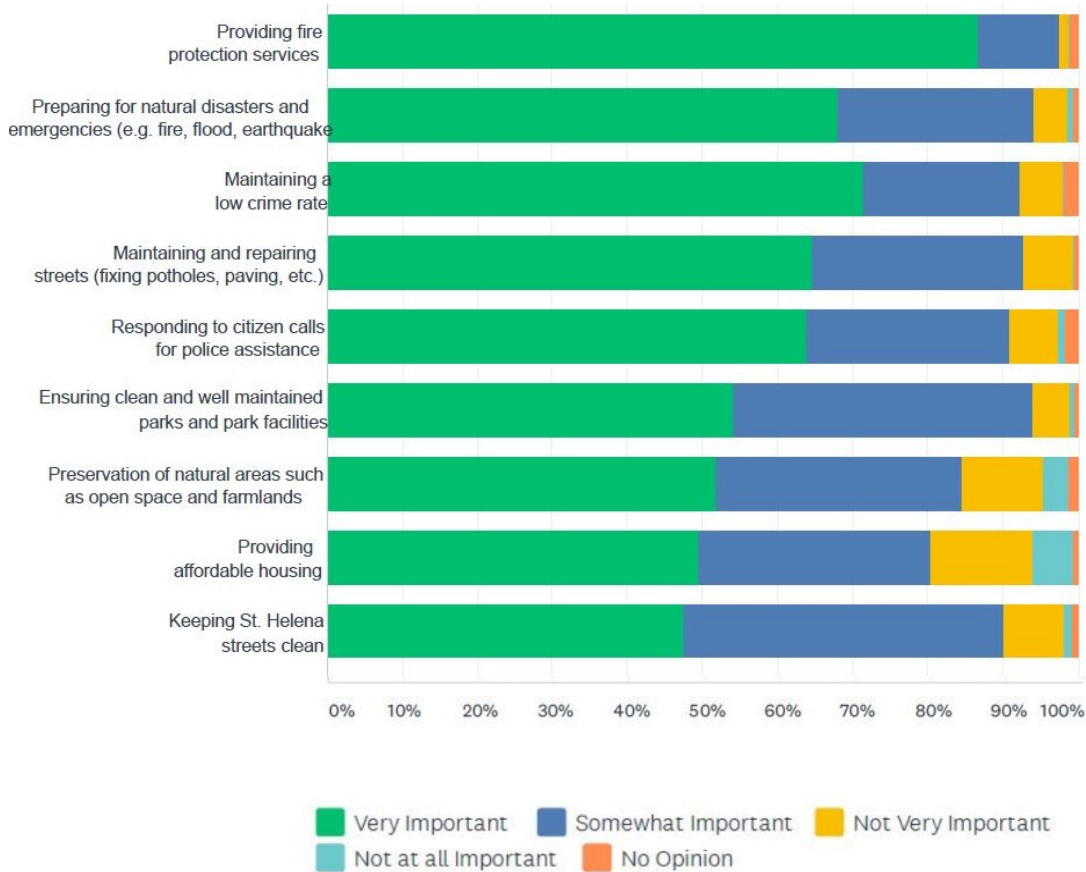


Question 3: Please rate each of the following characteristics as they relate to St. Helena as a whole

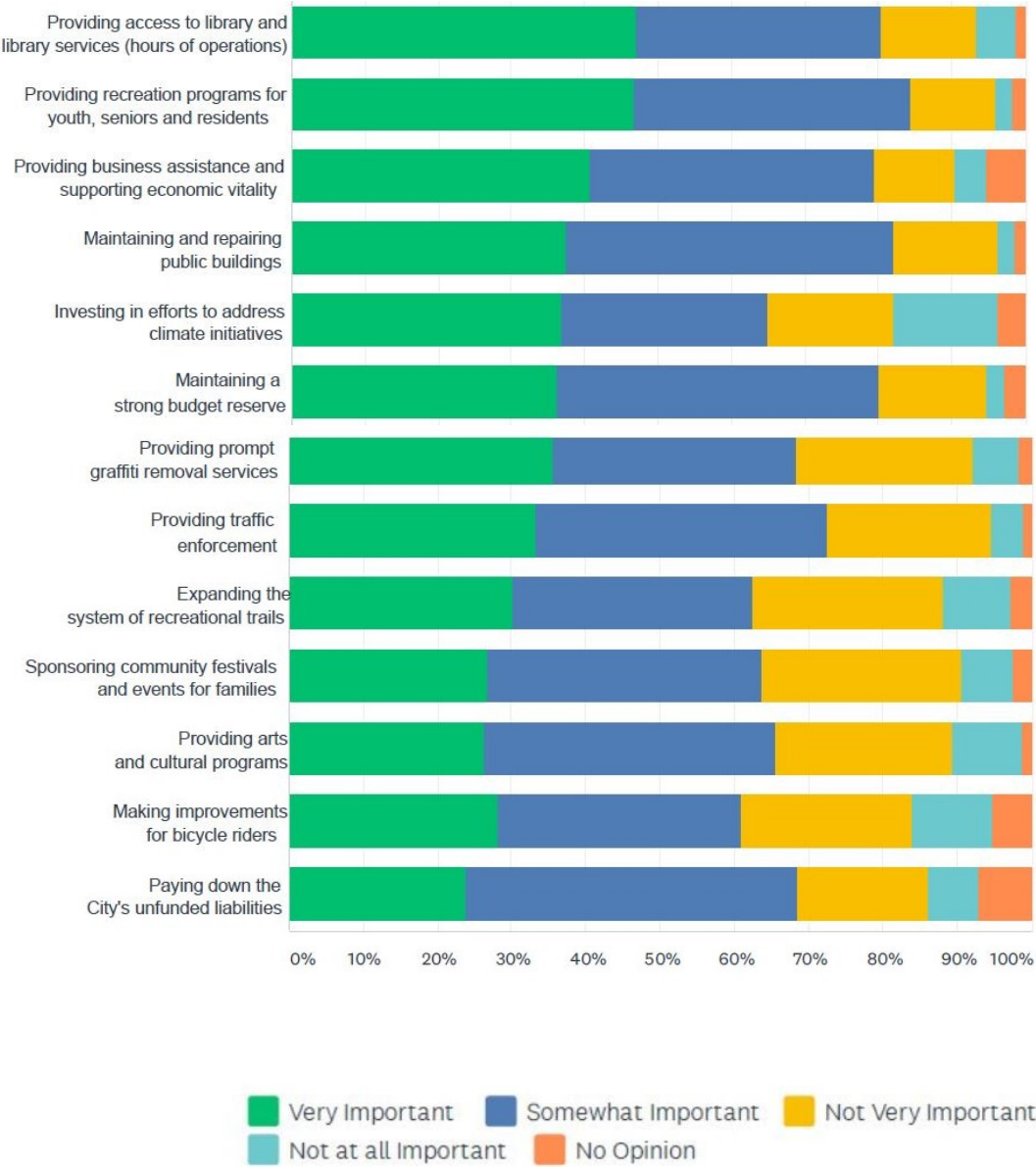


Question 4: Due to the impacts of COVID-19, the City's current year General Fund budget projected a revenue loss of \$5.8 million. Recognizing that COVID-19 impacts on city finances are projected to continue into the next fiscal year and may impact City service levels, the services and investments listed below are representative of those that are funded in large part by the City's General Fund. Please rate the following by how they make the city better for you.

These are results 1 of 2. Please find the remaining results on the following page.

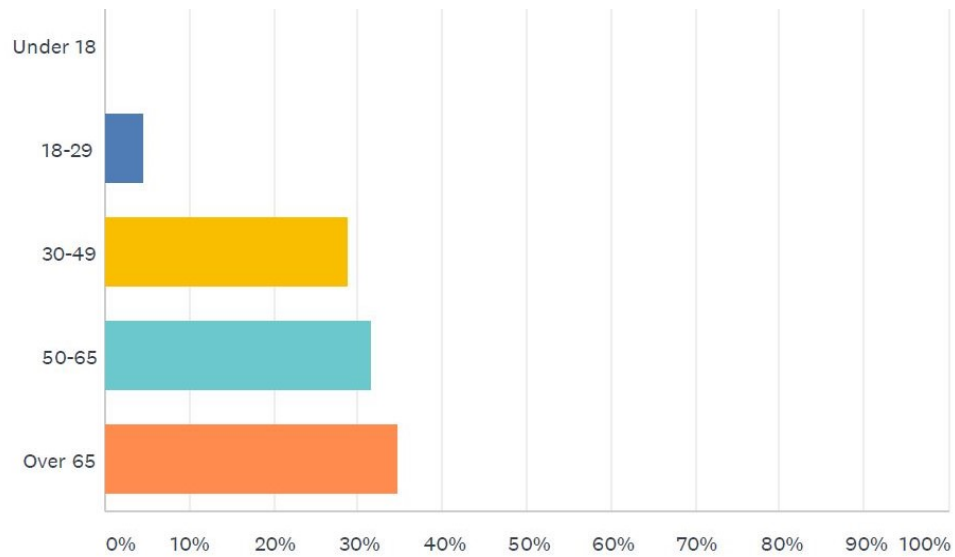


Question 4: Continued (results 2 of 2)

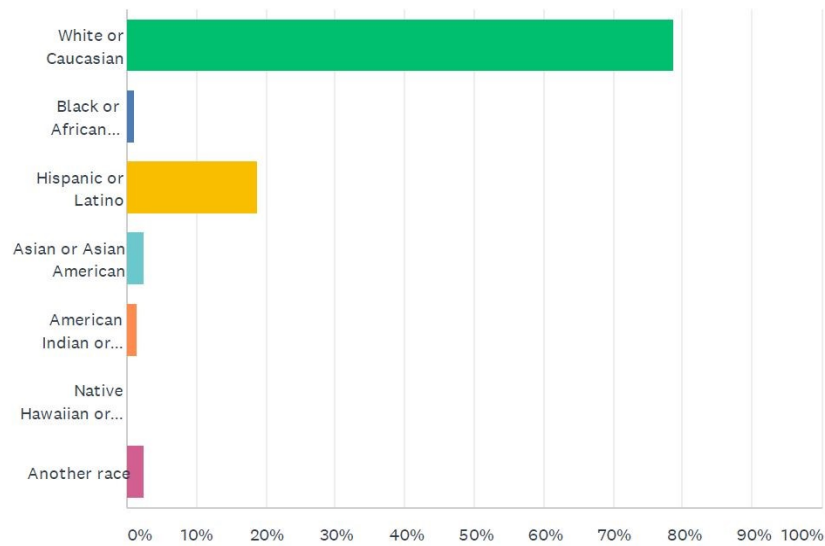


Demographic Information

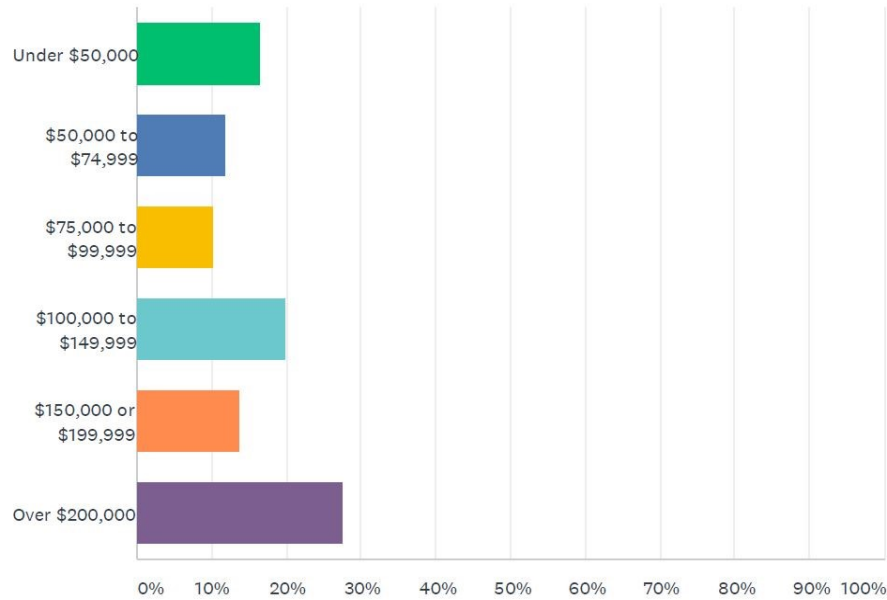
Question 7: What is your age?



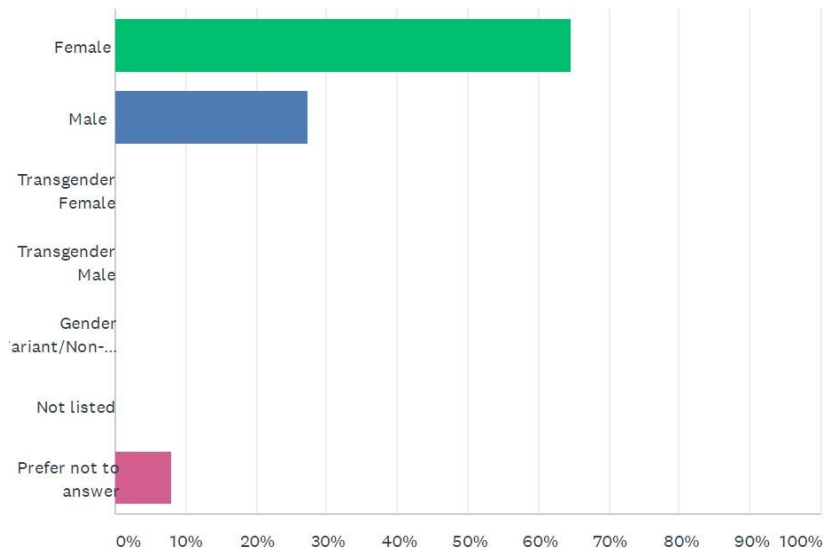
Question 8: Which of the following best describes your race/ethnicity? (check all that apply)



Question 9: What is your total annual household income?



Question 10: To which gender identity do you most identify?



APPENDIX A – Three Most Important Issues Facing the Community in Coming Year

Business Related Comments (81)

Economy	Diversifying economy
Economy	Getting more businesses in the downtown area/ not having empty storefronts
Reutilization of Main Street	economic recovery
Failing businesses.	Business vacancies on Main Street
Commerce health due to covid shut-down.	Getting new businesses in the multiple empty store fronts and buildings downtown
Covid response and economic recovery.	having more businesses that locals can shop at
The money and paying rent	Economy of St. Helena
Main St. Retail	Downtown Aesthetics (bad sidewalks/no art)
Revitalizing Main Street	Survival of small downtown businesses after the COVID-19 economic crisis
economy (revitalization of small business)	Too difficult to run a business here
Vacant spots downtown, need to allow businesses to open	Business development
Business Closures / Main Street Businesses	Economic recovery for Main Street
getting businesses up and running	Lack of a vibrant downtown business district.
Welcoming tourists to regain revenue for businesses, most don't want tourism.	lack of businesses on main street
Supporting economic vitality	Downtown vitality
Establishing a more diverse, vibrant downtown business area. Less art galleries, expensive clothing shops to make way for other types of businesses would be fantastic.	Commercial vacancies
Following Covid protocols and reopening businesses safely	Vacancies in Main Street Storefronts
economy	Keeping stores on Main Street in business
keeping businesses open so that people in town have places to buy essentials and other things, and for tourists to have reasons to come here. Main street shops are emptying, rents are not realistic in town in this pandemic.	Business and restaurants leaving Main street
loss of tourist business	improve the economic health of SH

Economic diversity of all stores and what you allow on Main Street, decrease rents to allow businesses to thrive, these buildings are paid for, it is nothing more than making money for a few selfish folks who have extra income and not openly put out to the public that vitality of this business district is more important than lining their pockets	economic recovery
Revitalizing our downtown area so that we can attract tourists.	Helping business stay afloat and opening new ones
Support small business.	Revitalizing our businesses
repopulating main street	Filling up the empty store fronts
Vitality of businesses in town	Economic vitality of businesses
The lack of businesses and business opportunities in downtown St. Helena	lack of economic diversity - reliance on tourism and a drug economy is robbing St. Helena of the spiritual connection between residents
Restoring vitality of downtown	Create a thriving Main Street for locals and tourists
Economic Vitality	Helping business
Downtown vacancies	Providing the community with stores with essentials that are needed so we do not have to drive to Napa all the time
Economic recovery	Downtown- vacant storefronts and look of Main Street
Health of businesses	Economic impact of Covid-19 on businesses
Supporting our businesses.	economic rebound
Supporting Main Street Businesses	Main Street business climate
Empty storefronts on main	Economic revival
	Too much emphasis on tourism and hotels
tourism- return to normal.	Who knows what post-COVID will look like, but seems like there's a huge potential there to attract people to visit, people to move here in the new work from home world. The issue we could face would be falling behind / becoming irrelevant if we aren't open to new/creative ideas.
Getting tourists to spend money in St. Helena.	Getting tourist back
tourism	Income - Tourism
Making Tourism the #1 Priority	Too much emphasis on tourism and hotels
lack of tourism	Getting tourist back
Who knows what post-COVID will look like, but seems like there's a huge potential there to attract people to visit, people to move here in the new work from home world. The issue we could face would be falling behind / becoming irrelevant if we aren't open to new/creative ideas.	Income - Tourism

Water Related Comments (74)

water prices	Water
water	Water supply
water	Water
Water shortage	Water access, quality and affordability
Reinvigorating our business district in a sustainable way that's good for residents and tourists alike. We must find a way to balance the pressure to develop with the quality of life for residents, being mindful of scarce resources such as water and housing. This should include cultivating non-tourist-related sectors, not just more hotels.	Water
Water quality and equity	Water
water	WATER
Water	Water availability
balancing housing needs with available water & traffic limits	Climate crisis and water security
water	Water
Reduce the cost of water	Water
Water	Water Rates
Water	Increase in water rates
water supply and quality	Reliable source of clean Water
Water. We don't have enough water and the water we have is too expensive and tastes awful.	Water shortage
Water availability	Water
water prices	water supply
water shortage and quality	water management
Water	Developing a water security plan
municipal water quality	Providing water supply security
Water costs	water
Affordable water	Lack of water supply
Water	water shortage
High water rates	Water/ better infrastructure
Clean up its water supply. Many times it tastes like ant poison smells. It's been said that we get a lot of our water from Napa. Does Napa water smell/taste horrible like St. Helena's water?	WATER
Water resources	repairing old infrastructure - streets, drains, water lines
water! water! water!	Water
Water conservation. No new swimming pools	water shortage
Water	Shortage of water
water - security and price	Water
Water	Water supply
Correcting the lack of water a secure water supply	Water rates and quality
Water availability and price	water
Our water situation is horrible	water

Fix our overpriced and scarce Water system	Water shortages
Water quality and price	WATER!!!!
Clean water	Water

Housing Related Comments (60)

Housing	Lack of affordable housing we need more to keep people working here.
Housing too expensive	Housing Costs
housing/ initiation to live	lack of affordable family housing
Housing is too expensive.	Workforce and senior housing
housing	Vacation rental pressure on services and resources, and the impact on community
Housing	We can't afford to live here
Provide more housing.	Affordability
Living scarcity	Lack of affordable housing (rent and buy)
Living	Affordable housing
Housing	Housing affordability and availability. Families are leaving the city because they can't find a place to live.
cost of living.	Affordable housing
Affordable housing for people other than multi-millionaires	affordable housing
Affordable housing	Affordable housing
Affordable housing	Too expensive to live here
housing	The need for affordable housing
housing affordability	Housing
Housing	Low income housing
Hollowing out of community- second homes & multi owner homes	Housing
Affordable housing for local workers	Affordable housing
cost of living& housing- too high	affordable housing
Housing affordability	housing
Affordable Housing	Affordable housing
Low income housing	Housing
Affordable housing	Affordable housing
Lack of affordable housing	Need for workforce/affordable housing.
affordable rent for younger people. this has become a retirement community and is dying as it cannot support those with lower incomes. It caters to millionaires only.	Middle class housing
stopping time-share/fractional housing	affordable housing, so that those who work here can live here
affordable housing	Available and affordable housing
Lack of affordable housing we need more to keep people working here.	Workforce housing availability
Housing Costs	Affordable housing

Fire Related Comments (55)

fires	Fire Risk
Fires	Police and Fire Protection
Fires	fire
Fires	Fire
Fires	fire protection
Fires	preparing for natural disasters including fire protection
The fires.	Fire abatement education.
Fires	Handling natural disasters
The fires.	Fire prevention
Fires	Preparation for fire season
fire	Fire preparedness
Fire.	Fire prevention
fire	Fires
The fires	fire prevention
Fire	Fire Protection
Fire protection	Fire threat
Fire protection	Fire safety
Wildfires	Fire protection
Fire prevention	Wildfire mitigation
Wildfire safety	Fire prevention/safety
Fire prevention	Preparing for fire, Earthquake & natural disasters
Fire prevention	Fire preparedness
Fire Protection	Fire Prevention - clearing of underbrush needed now
fires	fire protection
Wildfires	Safety of Valley from fires
Climate change / fire prevention	fire issues this coming summer
fire preparedness	

Budget Related Comments (38)

Prioritizing expenditures for highest value.	City Budget
\$	Financial Stability
poor budget management	Replenishing the general fund
paying down public employees pension liabilities	Budget reserve - fiscal conservancy
Budget shortfalls	Financial reserves
Budget	REVENUE
Budget deficit	fiscal viability
city budget	Fiscal
allocating limited funds appropriately	Budget short falls
Budget shortfall	The impact of Covid-19, finance.
resources	Revenue generation
Financial stability	Feasible plan for long term financial security
City Budget	Need for more revenue
budget deficit	Cash flow
budget shortfall	Increase revenue by focusing on economic development
balancing development with open spaces and tax revenue needs	Finances
balancing the budget without cutting services	Finances
It seems budget items	Revenue Enhancement for Sustaining Existing City Services and Improving City Infrastructure & Civic Amenities
Finances	Raising money to do the things a City should do.

All other comments related to the Three Most Important Issues Facing the Community in Coming Year

Improved bicycle routes	Keeping the Adams street property as open space.
Preventing unnecessary liabilities	Decision on Adams street property. Leave as open space.
keeping residents safe from crime	balancing space and services for citizens of St. Helena and the Tourists
Hiring and retaining invested employees	Parking
Keeping SHPD staffed	Safe walking paths for kids to school
reducing the impact of high public employee cost due to their high medical and retirement benefits.	Park maintenance
Keeping employees	Infrastructure repair & improvement
Conservation efforts as a result of climate change	Improved sidewalks
Climate	Fixing the sidewalks downtown
Climate change/fire danger	Repairing Roads
Climate Change/Natural Disasters	Repairing the roads
The pandemic	Main Street sidewalks in disrepair and downtown vitality
the pandemic	Public improvements
Covid	Road maintenance
Vaccinate everyone	fixing roads
Recovering from Covid shutdowns and returning to a new "normal"	repairing sidewalks and streets
Safety procedures	Potholes
Covid safety	Fixing Main Street sidewalks
Vaccinations/ healthcare costs	Street repair
Reopening schools safely	Upgrading Main St, mirror Yountville. I e
recovering from Covid	Fix sidewalks on Main Street -- they have been a mess for YEARS!!!
To have more things for young adults.	Fixed our streets
Losing kids at schools. Lower enrollment.	Streets are not safe for seniors to walk (Grayson, Main, Oak)
Keeping families in St. Helena	Maintenance of streets, building and parks
Support families	Recovering from the pandemic
what remains	dealing with a pandemic
lack of jobs	Social equity
We need more wifi.	Food security
Jobs	The growing disparity between the 'haves and the have nots'
City council approval - it seems as though NOTHING will get approved with current members.	Traffic

For This year, EDUCATION MUST BE A PRIORITY	Traffic
Lack of well paying jobs	Traffic
Fixing the wastewater plant	Traffic
Loss of community	Traffic congestion.
resolution of Adams property - no hotel please!	Traffic - but, it will never improve with towns north and south continuing to build and allow growth. Get people to St. Helena by building our own hotels!
Setting priorities when funds are being reduced	Traffic
Overall success of the town (restaurants, vendors, cleanliness)	Roads and traffic
lack of resolve by city officials to get something done	Traffic
infrastructure improvements	Traffic
We must preserve our community	Keeping agricultural space
Keeping Adams Street a public space - not sold off to developers.	

APPENDIX B – Recommendations to Improve the Quality of Life in St. Helena or City Services

Housing Related Comments (52)

more affordable housing	study the ways in which other tourist towns have been able to decrease the number of second homeowners and implement here in St. Helena. the fabric of our community is greatly deteriorated by so much of our housing being owned and only partly occupied by wealthy out of towners.
Housing	State quantitative housing goals and stick to them
Lower rent prices.	Help families with resources/ programs to buy homes in St. Helena
The renting companies charge too much commission, and it raises the price.	Tax second homeowners as is done in Paris - which would encompass the new fractional ownership dilemma
Housing	Make it more affordable to live here, especially for those who have lived here all their lives
housing	Help in development of workforce housing
Accessible housing for everyone.	increase affordable housing
Affordable housing.	Build more affordable housing
Allow more low-income housing.	Affordable Housing
More affordable housing.	Affordable housing for St. Helena workers
prevent small homes and rentals from becoming second homes	more housing for families
more housing	Review housing needs of community. Provide for low income.
Support affordable housing	build more affordable housing
Affordable housing	effective noise-pollution management of home generators
Help maintain affordable single dwelling houses for middle class and lower income people	Limit empty second homes
Promote affordable housing options appropriate for families	Senior Housing like Woodbridge for middle income
Need to build workforce housing!	Promote Affordable housing
Subsidized housing for lower income people. Sadly this is anyone making under \$75,000 or \$110,000 combined.	Affordable housing availability

Strict mitigation of VRBO & Air BnB short-term housing scofflaws	Create workforce housing.
Available rentals being affordable for midrange employees	Provide/encourage affordable rentals and homes
Build affordable housing	Affordable housing so our workforce does not have to commute.
something has to be done about housing - people who work here need to be able to live here	Evaluate restrictions for second homes to not reduce housing availability for full time residents further
No fractional housing in town	Housing for locals
Higher property taxes for vacant second/third homes, lack of community participation in already limited housing zones.	
Help provide housing so people can live where they work.	
build affordable/workforce housing on Adams St	

Water Related Comments (46)

Control the water prices.	Find new sources for water
Water tastes and smells terrible (no idea how to fix this) (not just post fires)	More careful monitoring of water and releasing information on how much water is being used by commercial users
water conservation/infrastructure improvement	LOWER OUR WATER BILLS and require (especially large) water users outside the City limits (like vineyard and wineries) to pay their fair share and not depend on discounted rates!!!
equitable water distribution	Rework the water service contract for surrounding non city limit customers
Put water tanks everywhere. Store it when we have it	Water rates
Get more water	Control water rates
water availability	Reduce the water bills of the residents
Reduce the cost of water	lowering water rates
More water	stop adding users to the water system
provide adequate supplies of good tasting drinking water	stable sources of water
Greater water storage	water security
Have a better water storage plan	fix the water problem...not drinkable...
Make wineries pay for a larger share of water access	Connect with other sources of water, eg. the Hospital
Stop allowing large new developments/hotels that bring nothing to the local quality of life except more strain on resources (water, roads, etc)	expand water storage to capture more rain in good years
Focus on water availability and quality problem.	Merge the water system with City of Napa
Obtaining additional water supplies. For residents.	reduce the cost of water/sewer utilities
Drinkable water	Fix the water quality issues and sewer infrastructure
Improve the water infrastructure and quality	No more increasing cost in water service / not all residents can afford paying high cost
Make water more affordable	Long range planning to address Water, climate change and its long term effects

Provide dirty water for irrigation & dredge and widen current water sheds	Providing more consistent Water availability and figuring out a more equitable and fair pricing system where winery interest prioritized over residents
Fix the water system and cost	Quality of drinking water
Water equity water rates water assurity	Get the wastewater plant renovated and fixed
Develop a short and long term water strategy. If there is one publish it.	

Business Related Comments (38)

Help businesses- attract tourists.	Charge a "non full time" residence tax to those who have vacation homes here. That would help make up for the fact that they only spend money at local businesses when they are here and not like a full time residence. It would hopefully also give preference to those wanting to buy a home here to live full time. We need more full time residences - it seems like half of the homes in this town are empty most of the time
Lots of easy outdoor dining/open shops on Main St.	More business friendly attitude
Require Main Street spaces to be leased	More restaurants
We need approval of a dispensary in town. That will bring much needed revenue to town.	Keep and retain Bay Area migrants with more day to day diverse restaurant options
Cultivate/incentivize more local-serving businesses (Seek private investment/partnership to subsidize high Main St. rents?)	Be open to business
No more tasting rooms or hotels! Let's support small "mom and pop" businesses	Bring back local businesses instead of the odd choice of new businesses on Main Street
Remove high permit fees to renovate or for businesses to open	control rents on Main Street
Fill the empty spaces on Main Street	Incentivize landlords to make space more affordable to new businesses
Being more lenient of downtown business development and acceptance of tourism	More restaurants
Open the Cameo	Give breaks to businesses to open their doors
Find ways to get rents down for stores on main street so we can fill them with shops and activities for locals. The empty shops are adding up. We need more family friendly places to go.	no new wineries

fill the stores on Main Street	Encourage variety of stores on Main St.
Better side walks down town, diversity of what you have as store fronts, need for mayor and council to meet with building owners about committing back to the city what is needed	Improve Main St
be less restrictive on main street businesses - allow chains etc...	Attract a diverse retail and restaurant community
Increase revenues through business friendly decision making	Look into more diversity among the Main St businesses (we have a lot of jewelers and galleries)
Economic vitality	Create incentives for new businesses on Main Street
Fill the empty stores on Main Street	Somehow bring in shops that locals can shop in.
charge fee to building owners for empty storefronts on Main Street	Penalize commercial building owners with a vacancy tax for spaces not rented for longer than two months.
Make it easy for businesses to move here	

Paving Related Comments (34)

Repair streets	Coordinate traffic signals through main street
Pave Hart St	repair sidewalks and streets
Fix Grayson	Fixing streets and sidewalks
Street & Sidewalk repairs - throughout the city	Repair all the sidewalks. They are in such poor condition that they are hazardous.
Paving the roads for driving on	FIX the roads and increase traffic laws enforcement!
Improve walk ability of the City and become more bicycle friendly. If the Vine Trail reached St. Helena we would have healthier citizens and more tourists.	fix the streets
Better sidewalks and road repair	Repairing roads and sidewalks
fix the sidewalk on Main Street so people don't trip and fall	Infrastructure repairs
Sidewalk/road improvements.	paving of residential streets that are falling apart
Fix the streets & better bike lanes!	Fix the streets
Fix the sidewalks on Main St.	Fix the streets
Repair streets and sidewalks	improve sidewalks
Fix roads and sidewalks	Road repair
Fix the sidewalks on Main Street	Fix the streets
Pave streets	Repair/maintenance of sidewalks
Fix the sidewalks on main street	Repair streets and complete proposed thru streets to ease traffic.
	Fix sidewalks on main street

All other comments related to the three recommendations to improve the quality of life in St. Helena or city services

Promote ways to volunteer.	Have a mayor that understands Business practices.
Sponsor a weekend artisan & art fair on backstreet by train tracks between Main and Safeway.	see above
more public events	all of above # 5 a- b- c
clear vision got city to improve service/ facilities and rehab/ update downtown.	I look forward to moving out of Saint Helena. It is not the same town I know.
Improving funding and access to public library	Appearance
eradicate the cockroaches - does seem to be getting better	Include those living in St. Helena perimeter for surveys such as this
Focus on free community programs	Recall the Mayor
Budgeting	Do what Yountville does!
More community programming	Regulate tourism. Do not let the Wine Train Back - it is a carbon producer and noise polluter.
Open the library!	Actually work on improving
More recreation programs and improved quality of education for children	Community involvement
Streamline and shorten the timeline and costs of permits and planning	Safer routes to school
More cultural events and festivals	Get City Hall and Police Department facilities settled
Subsidize the cost to hang banners from IOOF to Mason Building	I'd like to see areas outside of the city limits incorporated into this relatively
Volunteers	Not to get caught up in the current political trends
Have staff maintain public buildings	Same as above
work on bike and walking safety improvements for children	Stop Fractional Real Estate Enterprises
Activate Money Way as a priority	develop community consensus around issues to solve
Live City Council and Planning Commission Meetings	MAKE DECISIONS, don't get another study or commission
I am satisfied with the current level of services	Preserve natural areas such as open space and farmlands
Restore library services/programs safely	Address the 3 issues above

Safety	FACILITATE DECISION MAKING AND TAKING ACTION
Build a community center	Is it legal to levy a fee/tax on folks who don't live here 6 months out of the year?
Get the library open	clamp down on partial ownerships in neighborhoods
prioritize "must have" services over postpone-able projects until city budget recovers	Bike lanes & improved building infrastructure.
family services	Better, safer bike lanes
Employ or train staff to properly manage resources internally so that it trickles down and out into the community	Create spaces for outdoor dining and music in parks/common areas.
Pay city employees enough for cost of living	Add and improve bike paths in and around the city
Get people that care into the city offices not about themselves but about St Helena	Common space improvements
Hold people accountable	Take care of the "green" spaces deemed to the city by builders. Most are neglected.
Hire a full time City Manager and do away with the Mayor	more walking/biking paths
COMPARE Cities OUR SIZE-OUTSOARSING-STAFF SIZE	Create more natural habitat
more responsive city govt.	connecting the Vine trail from Calistoga to Yountville for walking and biking.
keep St. clean	maintaining agricultural space
Climate stations	Promote community health through increasing the town's walkability and bikeability
The ecology.	More open space and trails for walking, cycling.
Either enforce the leaf-blower noise ordinance by training staff/police and keeping a reference system of non-compliant properties/landscapers, or ban leaf-blowers	More open space and trails for walking, cycling.
Fund and install purple piping for irrigation in residential St. Helena	Maintain open spaces
do not allow leaf blowers to much noise and pollution	extending the Napa county bike trail through St. Helena
Get serious about cutting carbon pollution by prohibiting gas powered leaf blowers from St. Helena. Yountville did it. We can too.	affordable open air family activities

More community events when safe.	More Parking for local and visitors downtown
Keep Us Safe From Covid-19	Parking downtown
Getting all eligible persons vaccinated	Better signage at school dropoffs/pickups: Speed limit/No texting or Distracted Driving
Keep Hunt Ave Hub open. Add live music	Take out the trees, sidewalk and parking on Main Street. Extend sidewalk for cafe style retail and use flower boxes instead of trees.
quiet living	More parking
Be good citizens	More parks
For everyone unite and to cooperate.	use Lyman park & Gazebo more
More inclusion of the Hispanic community.	Immediate - Clean park bathrooms and provide soap
Don't waste money on "gender" or "equality" issues. Let's just all follow the gold rule. That fixes that.	Fixing the roads and maintaining the parks. Grayson has been a disaster for 10+ years and is one of the most heavily used streets. Crane park has been looking pretty sad and rundown for a while.
Integrate Hispanic population	Illuminated 5-a-side soccer and basketball play areas, maybe instead of all those tennis courts
Attract families not tourists	a good park
attract more families	Properly maintain the City's Parks.
Fire control	maintain park areas
Focus on Wildfire mitigation and response efforts	Having volunteer park cleanup and graffiti patrols
fire prevention	Need to improve park personnel/maintenance
Fire prevention and preparedness	use volunteer programs as much as possible for cleanups
Full time fire department	Have more Public Art
Community outreach on fire emergency response	Better Quality of Life
Fire prevention	More focus on residents than tourists
Wildfire preparedness available to ALL residents	We need Long term residents vs short term

Lifts moratorium on hotels and restaurants.	Create a town that has services that residents can use as well as tourists
Build a new hotel	Other revenue streams to maintain or improve City services. Maybe it's the time for an additional hotel.
Build a hotel on Adams Street	Let hotels build in town to increase revenue
No more or far less Air B&B's	Need more income (TOT income)
Put Adams Street through	Be open to new revenue streams with tourism
Put a hotel on Adams	find new revenue streams (hotels)
Develop Adam's street or Railroad Ave.	Explore Mixed Use Development of Adams Street and GO Bonds
Stop approving hotels	Approve GO bond to improve streets
Approve 2 high end hotels to provide quality affluent walking tourists to visit shops and restaurants	commercial district vacancy tax
Add affordable hotels and restaurants	Improve and support public schools and youth activities.
Do NOT sell Adams Street property or use it for hotel development	More support for public vs private schools
Sell Adams Street and invest in infrastructure repair	Put a sign with pedestrian lights on main street in front of the bike shop.
Encourage more diverse commerce - lower rents??	I worry a lot about people speeding & putting lives at risk & there being no deterrent to these drivers.
Push back on housing growth until water issues resolved	Limit red tape to get stop signs and crosswalks added to town
More activities for locals.	better Police presence on Main St to slow cars and prevent accidents
Attract and support more local-serving retail & entertainment for families	As above, open up Star Avenue to access Dowdell without using 29.
Support locals through events, activities and programs.	Improve bicycle and pedestrian walkways - lighted crosswalks on Main
Continue supporting local non-profit organizations	More transportation

More local jobs	dealing with the increase of traffic congestion
Communication	Decrease traffic congestion by increasing access to Silverado Trail
Offer adequate health services	improved traffic flow through downtown
don't know	Clean up Main Street; remove city "hub" - when entering city the traffic restrictions are NOT welcoming. If I didn't live, here I would drive through and not stop to shop. Traffic restrictions and warnings do not encourage shopping. Nor does taking up 12 parking spaces for a "hub". I walk by this everyday, most of the time no one is using this area.
A more proactive city council	Traffic control
eliminate they St. Helena trans. van which just sits at library and cemetery	Change the crosswalk at Main and Spring Streets to the north corner rather than the south corner. This will alleviate traffic congestion for people turning left onto Spring Street because of people crossing (sauntering!) Spring Street and then crossing (sauntering!) Main Street. Street while just sit and backup on Main St. This will greatly improve traffic congestion on Main Street between Spring and Pope Streets.
More activities for youth	Reduce and slow traffic
More activities for children	Improve traffic
	Improved bicycle routes



Report to the City Council
Special City Council - 13 May 2021 - Budget
Workshop

Agenda Section: NEW BUSINESS:

Subject: Budget Workshop #1 - Review of Fiscal Year (FY) 2021-22 General Fund Forecast; Discussion and Direction Regarding Draft Budget Priorities.

CEQA Determination: Not a CEQA project

Prepared By: April Mitts, Finance Director

Reviewed By: Mandy Kellogg, Finance Manager

Approved By: Mark T. Prestwich, City Manager

BACKGROUND

In March 2020, the world faced an unprecedented shut down of its economies due to COVID-19. This pandemic caused a swift reaction by consumers and businesses resulting in substantial revenue declines for the City of St. Helena. The national and state response, combined with the uncertainty of how long the presence of the virus will disrupt the U.S. economy, has made, and continues to make, revenue forecasting particularly challenging.

With the evolving COVID-19 environment, the formation of the City's adopted FY 2020-21 budget proved to be a difficult and challenging task. Last year's preliminary forecast provided an early estimate of COVID-19 economic impacts through the remainder of FY 2019-20 (June 30, 2020) and the current fiscal year FY 2020-21.

At that time, staff estimated a cumulative General Fund revenue loss in excess of \$7.2 million over a 15-month period (through June 30, 2021). Predominate assumptions included:

- Shelter-at-home orders would be lifted effective July 1, 2020;
- Slow recovery of both sales and transient occupancy (hotel) taxes (TOT) in FY 2020-21; and

- No additional shelter-at-home orders enacted.

The City's General Fund has three primary revenue sources: (1) Property Tax, (2) Sales Tax, and (3) TOT. In a typical year these three revenue sources account for approximately 89% of all General Fund revenues. Attachment 1 to this report summarizes the City's budgeting approach to the current fiscal year budget (FY 2020-21) which included budget reductions, use of General Fund reserves, and labor strategies.

The current fiscal year has proved to be remarkably challenging given the economic impacts of the second Shelter-at-Home Order issued in December 2020 lasting through the end of January 2021, the LNU Complex Fire, Glass Fire, PSPS events, and continuing uncertainty of business recovery performance.

The FY 2020-21 mid-year budget report presented to City Council on February 23, 2021, provided an update to the City's financial position. At the mid-year review City Council adopted several revenue and expense adjustments for the General Fund which included the following:

- Revenues - increase of \$3,290,728. A large portion, 76%, of the increase in revenues was for anticipated reimbursement for both the LNU and Glass Fires.
- Expenses - increase of \$3,256,302. Similar to revenues, 82% of the increase in expenses was due to the LNU Fire, Glass Fire, and PSPS events.

Additionally, between July 1, 2020 and May 11, 2021*, City Council authorized the following budget adjustments:

Table 1: FY 2020-21 Approved Budget Adjustments/Use of Reserves since July 1, 2020

Council Meeting Date	Item	Amount
8/11/20 and 1/26/21	Sewer Lateral Loan Program - not-to-exceed	405,000
8/25/20	Emergency Clearing around Water Treatment Plant - LNU Fire	51,025
1/26/21	Funding for preparation of the City's 2023-2031 6th Cycle Housing Element Update	49,012
2/9/21	Hiring HR Manager position in advance of the retirement of the HR/IT Director	28,000
2/23/21	Mid-Year Budget Review - Operating Expenses	576,240
2/23/21	Mid-Year Budget Review - Emergency Related Expenses	2,680,362

Council Meeting Date	Item	Amount
5/11/21	Q3 Budget Review*	21,000
	TOTAL	3,810,639

*Q3 Budget Review increase recommendations not yet authorized at time of publishing.

Table 2 provides an updated estimated General Fund Net Position for FY 2020-21.

Table 2: General Fund Estimated Net Position 6/30/2021

Ending Fund Balance @ 6/30/2020		\$7,134,663	Net Position %
Estimated Revenue @ 6/30/2021*	\$15,267,959		
Estimated Expenses @ 6/30/2021	(\$16,953,279)		
Purchase Order Rollovers	(435,315)		
Use of Reserves	(\$2,120,635)		
Estimated Unassigned Net Position		\$5,014,028	29%

*Includes \$2.5 million in estimated emergency relief from the LNU and Glass Fires, \$575,000 in COVID-19 Federal Stimulus funding, one-time SB2 Planning Grant Funding of \$160,000, and \$400,000 in one-time ERAF funds received.

In developing the FY 2020-21 budget, the City remained conservative in forecasting revenues. Table 3 provides a summary of the estimated percent collected compared to FY 2018-19 actuals (pre-COVID-19).

Table 3: FY 2020-21 Sales Tax and TOT Projections by Quarter - % of FY 2018-19

	Q1	Q2	Q3	Q4
Sales	30%	45%	54%	65%
TOT	10%	20%	40%	75%

FY 2020-21 - End of Year Revenue Estimates

At the mid-year review, staff reported sales tax is performing higher than anticipated through December 2020; however, staff did not recommend an increase in revenues at that time due to the continuing uncertainties of the COVID environment as well as the budgeted ramp up of sales tax and TOT revenue through the end of FY 2020-21 as indicated in Table 3 above.

Since the mid-year report, the City has received actual sales tax data for January and February 2021 as well as TOT revenues received in January, February, and March 2021. Table 4 provides an updated summary of the estimated sales tax and TOT revenues compared to actual collected through February (sales tax) and March (TOT).

Table 4: FY 2020-21 Sales Tax and TOT Estimated vs. Actual

	Annual Estimated (Adopted Budget)	Actual To-Date*,**	Difference
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Sales Tax*	2,500,635	2,728,602	227,967
TOT**	1,246,272	767,439	(478,833)
TOTAL	3,746,907	3,496,041	(250,866)

*Sales Tax - Collected through February 2021

**TOT - Collected through March 2021

Based on the information above, as well as updated information provided by Avenu Insights & Analytics on April 29, 2021, the City is anticipating exceeding its revenue targets for sales tax and TOT revenue in FY 2020-21 by an estimated \$1.75 million. This assumes the following:

1. Sales tax collected March through June 2021 - \$1.5 million
2. TOT collected April through June - \$251,000

Due to timing of collection vs. reporting FY 2020-21 final revenues for sales tax and TOT will not be known until August 2021.

DISCUSSION

FY 2021-22 Budget Development

Due to several unknowns, including the ongoing volatility of TOT revenues and the overall economic impacts of COVID-19, it is necessary for the City to remain fiscally cautious in the development of the FY 2021-22 budget. With this in mind, departments were asked to keep the majority of expenses status quo, with the exception of reinstatement of the salary and benefit concessions and training budgets. In order to sustain and rebuild the City's budget reserves, all department budgets were asked to present no significant budget increases/requests. Any budget increases considered were accompanied with the rationale for augmentation and association with City Council adopted goals which are listed below.

- Goal 1 - Improve and Maintain Safe and Reliable City Infrastructure with a Commitment to Environmental Stewardship and Public Health
- Goal 2 - Stabilize, Maintain, and Improve Access to Housing
- Goal 3 - Enhance Organization Performance and Commit to Full Public Participation, Ongoing Communication, and Regional Collaboration
- Goal 4 - Ensure Long-Term Economic Sustainability while Safeguarding St. Helena's Unique Culture & Quality of Life
- Goal 5 - Support Thriving Families and Enhance the Safety, Well-Being, and Healthy Development of our Youth
- Goal 6 - Support Initiatives that Respond to and Plan for Climate Change

Table 5 presents a summary of the draft FY 2021-22 revenues and expenses, with details for each following the table. Initial expenses included the restoration of all positions; however, as noted below, it appears necessary to maintain six frozen staffing positions as outlined in Table 6 to reduce General Fund expenses by \$776,127.

Table 5: FY 2021-22 Draft Revenue and Expenses

Revenues	14,621,906
Expenses	(16,017,886)
<i>Funding Gap</i>	<i>(1,395,980)</i>
Labor Reductions - maintain frozen positions (Table 6)	776,127
REVISED REVENUE/EXPENSES	
Revenues	14,621,906
Expenses (revised with Labor Reductions)	(15,341,759)
Remaining Gap to Solve	(719,853)

The estimated expenses of \$15.34 million maintains six frozen positions outlined in Table 6.

Table 6: FY 2021-22 Frozen Positions

Position	Salary Savings
Planner	175,069
Police Officer	159,276
Recreation Supervisor	132,574
Senior Librarian	132,404
Senior Civil Engineer	112,138
Maintenance Worker	64,666
Total	776,127

The draft revenue and expenses project an initial budget shortfall of approximately \$720,000; however, at this time, it is premature to solve for this imbalance as the hotel data (TOT revenues) for April and May will improve the City's ability to estimate the TOT revenue as the current FY 2021-22 TOT estimate is \$1.2 million lower than the FY 2018-19 actuals (hotel tax has been averaging approximately 1/3 of FY 2018-19 revenues year to date but is expected to rebound robustly in coming months).

Revenues

Similar to the development of the FY 2020-21 budget, there are many unknowns for the revenue forecasting for FY 2021-22. While the sales tax revenues are trending up, initial indications forecast the 2020 recession will take approximately three years for revenue to return to previous levels. Attachment 2 contains information from Avenu Insights & Analytics where the forecast estimates previous levels will return by CY 2020 Q3 (December 2022), which will be recognized in the City FY 2022-23 budget cycle. Attachment 2 includes the City's sales tax forecast and does not include the City's 1/2 cent Measure D sales tax.

In developing the preliminary General Fund revenues, the following assumptions were used:

Table 7: FY 2021-22 Draft Revenue Assumptions*, **

Revenue	Assumption	Net Increase from FY 21 Adopted
Property Tax	4% increase, not including ERAF	354,176
Sales Tax	Avenu Most Conservative	2,428,652
TOT	Q1, Q2, and Q3 - 60% of FY 19 Actuals Q4 - 70% of FY 19 Actuals	840,797
Licenses and Permits	5% increase in Building Permit activity from FY 21 Estimated Budget (FY 21 Estimated Budget - \$430,696, FY 22 \$450,281)	143,585
Other	Slight Increase based on FY 21 Actuals To-Date	1,880
Miscellaneous - Contributions from Gov't	2nd payment for COVID Relief Funds (total funding \$1.15 million with the 1st payment in FY 2020-21 and 2nd payment in FY 2021-22)	500,000
Miscellaneous - Other Revenue - Jingle	Chamber of Commerce transition away from skating event to holiday decor	(14,000)
Operating Transfers In	Decrease due to FY 21 one-time transfers into the General Fund from other General Fund supported funds	(820,415)
	Total Preliminary Revenue Increases	3,434,675

* Attachment 3 provides the eight-year General Fund Revenue Worksheet by Type

** Attachment 4 provides historical revenue trends and significant events since FY 1992-93

As the State continues to reopen from COVID impacts, it will be critical during the next month to re-examine the forecasted revenue and make adjustments as needed. It is expected these revenues will increase through the remainder of the fiscal year.

Expenses

Currently, the draft expenses for FY 2021-22 are estimated at \$15.34 million.

Table 8 presents a summary of the largest cost drivers in the development of the FY 2021-22 budget, if the expense is discretionary, and the specific Council Goal associated with the cost. It is important to note, these are new/increased expenses from the FY 2020-21 adopted budget and do not represent all expenses associated with accomplishing City Council goals.

Table 8: FY 2021-22 Preliminary Cost Drivers

Cost Driver	Discretionary	Amount	Council Goal
Measure T MOE*		379,189	Goal 1
Normal Costs of Step Increases		224,646	Goal 3
Napa Valley College Lease	X	216,000	Goal 3
PERS Unfunded Liability Contribution (amount associated with accelerated payments over 15 years vs. 30 years)	X	173,357	Goal 4
Assistant Public Works Director**	X	125,272	Goal 1
Health Insurance Increase***		101,281	Goal 3
Business Recovery Marketing	X	100,000	Goal 4
Hire Cadet to Full-time Officer**	X	87,227	Goal 3
Incremental Increases for Fire Department****	X	83,215	Goal 3
Attorney - General Fund Litigation		75,000	Goal 4
Translation Services	X	60,000	Goal 3
Restoration of 50% Training Budgets	X	29,433	Goal 3
Measure T Class I Trails**		54,000	Goal 1
Downtown Street Lighting	X	45,000	Goal 4
Diversity and Inclusion	X	45,000	Goal 3
Non-Profit Grant Program	X	32,542	Goal 3
Total Increase from FY 21 Budget		1,831,162	

* City has the ability to charge eligible staff time and expenses as part of required MOU

** Does not include total costs, just the cost increase from FY 2020-21 and/or the General Fund portion of costs

*** Estimate only, final amount will be known in June 2021

**** CalFire Dispatch contract increase and Sunday staffing

The estimated expenses of \$15.34 million maintains six frozen staffing positions.

While the draft expenses have increased over the FY 2020-21 adopted budget, there are a few notable items which are currently unfunded. Details are provided below and a summary is provided in Table 9.

Civic Improvements

Immediate cost saving measures enacted in FY 2019-20 and budget reduction strategies implemented in FY 2020-21 included rolling back funds intended for critical civic improvements as identified in the March 2018 EMG report. The EMG report estimated an annual cost of approximately \$500,000 was necessary to improve and maintain current General Fund buildings (not including City Hall replacement). Both the FY 2018-19 and FY 2019-20 adopted budgets included transfers from the General Fund to the Civic CIP fund for these needed improvements. Because all Civic CIP funds from FY 2018-19 and FY 2019-20 were not utilized, the FY 2020-21 budget included a \$530,000 transfer back

from the Civic CIP Fund to the General Fund which was recognized as General Fund revenue as an operating transfer in. Additionally, given the scale of revenue loss projected in the current fiscal year no funds were allocated in FY 2020-21 for Civic improvement.

The draft expenses presented above do not include any additional funds for Civic improvements.

Prefunding Sick Leave Conversion Liability

Due to the historical availability of a sick leave accrual incentive program that provided a 50% payout of sick leave hours upon separation or, upon retirement, the conversion of all accrued sick leave hours to fund medical premiums and the liability of active employees to cash out vacation leave upon retirement or separation, the City as of June 30, 2019 has an estimated unfunded liability of \$721,324. Recognizing this liability, both the FY 2018-19 and FY 2019-20 budgets included a transfer of \$152,000 each year from the General Fund to initiate prefunding a portion of this liability. In addition, to reduce future unfunded liability and to further stabilize the City's long-term financial stability, the City Council discontinued the sick leave accrual incentive benefit for mid-managers and department directors hired after May 8, 2018 and, as an additional cost-cutting measure, the City also discontinued any additional accrual on July 1, 2020 for all remaining employees eligible for this benefit.

The draft expenses presented above do not include any additional funds for continuing to prefund this liability.

Napa Valley College Tenant Improvements/Relocation

While the City has set aside \$400,000 in FY 2020-21 for tenant improvement expenses associated with a relocation of the Interim City Hall and the Police Department to Napa Valley College Upper Valley Campus, preliminary cost estimates indicate it appears it will be necessary to appropriate additional resources. In addition to the \$41,235 architectural engineering/space planning contract, the current cost estimate totals approximately \$490,000 including 15% contingencies. However, this does not include budget for Police Department modular locker room/showers, associated site utilities, and relocation expenses. It is foreseeable these additional expenses may exceed \$250,000 over the current \$400,000 appropriation.

CARES Funding

The City offers the CARES program to offer financial assistance to low-income water and/or wastewater customers. This program allows income qualifying customers to receive a discount of 50% off the base rate of water and/or wastewater services and this discount is subsidized by the General Fund. The maximum General Fund subsidy is determined during the annual budget adoption process. The FY 2020-21 adopted budget included \$60,000 for the CARES program. The CARES program currently has 107 participants, which is an increase of nine participants since the beginning of COVID. The current allocation of \$60,000 would allow for one to two additional customers to participate in the CARES program.

The draft expenses presented above do not include any additional funds to expand this program.

Table 9: FY 2021-22 Expenses Not in Draft Budget

Expense	Amount	Council Goal
Annual Civic Improvement (pulled back in FY 2019-20 and in FY 2020-21 to balance the budget)	500,000	Goal 1
Napa Valley College Tenant Improvements/Relocation	250,000	Goal 3
Sick Leave Conversion Pre-Funding	152,000	Goal 4
CARES Increases - 10 new households	10,000	Goal 2
Total	912,000	

The focus of this workshop is for City Council to provide feedback to staff on the various revenue assumptions and the options related to expense priorities, ensuring available resources align with adopted City Council goals, and incorporate feedback from the community budget survey.

RECOMMENDED ACTION

Discussion and direction regarding draft budget priorities.

ATTACHMENTS

[Attachment 1 - FY 2020-21 Budget Approach](#)

[Attachment 2 - St. Helena Annual Sales Tax Revenue Avenu](#)

[Attachment 3 - General Fund Revenue Worksheet Historical by Type](#)

[Attachment 4 - Revenue Worksheet 051021](#)

FY 2019-20

In March 2020, the world faced unprecedented shut down of its economies due to COVID-19. This pandemic caused a swift reaction by consumers and businesses and continues to influence spending on certain goods and services. The national and state response, combined with the uncertainty of how long the presence of the virus will disrupt the U.S. economy, has made, and continues to make, revenue forecasting particularly challenging.

With the changing COVID-19 environment, the formation of the City's adopted FY 2020-21 budget proved to be a difficult and challenging task beginning with a preliminary Economic Impact analysis presented to City Council on April 14, 2020 which served as the foundation for building the FY 2020-21 budget. The preliminary economic forecast took into consideration prior recession data, consultation with the League of California Cities financial advisors, consultation with the City's sales tax consultant and other city and county peers, and data provided by the California Society of Municipal Financial Officers (CSMFO), Government Finance Officers Association (GFOA), and municipal law firms. Last year's preliminary forecast provided an early estimate of COVID-19 economic impacts through the remainder of FY 2019-20 (June 30, 2020), and the current fiscal year FY 2020-21.

Revenues

At that time, staff estimated a cumulative General Fund revenue loss in excess of \$7.2 million over a 15-month period (March 2020 through June 30, 2021). Predominate assumptions included:

- Shelter-at-home orders would be lifted effective July 1, 2020;
- Slow recovery of both sales and transient occupancy (hotel) taxes (TOT) in FY 2020-21; and
- No additional shelter-at-home orders enacted.

The City's General Fund has three primary revenue sources: (1) Property Tax, (2) Sales Tax, and (3) TOT. In a typical fiscal year these three revenue sources account for approximately 89% of all General Fund revenues. Initial General Fund revenue decline presented on April 14, 2020, estimated a General Fund revenue loss of \$2.5 million in FY 2019-20 and an additional \$4.7 million in FY 2020-21 and forecasted the budget impacts of a second Shelter-at-Home Order in FY 2020-21.

Table 1: April 14, 2020 General Fund Summary Estimated Decline in Revenues

	FY 2019-20	FY 2020-21*
Sales Tax	(1,420,000)	(2,600,000)
TOT	(1,100,000)	(2,100,000)
Total	(2,520,000)	(4,700,000)

*Based on the FY 2019-20 Adopted Budget

The actual FY 2019-20 revenue losses associated with Sales and TOT was \$1.43 million. Table 2 below provides a summary of the adopted FY 2019-20 budget revenues vs. audited FY 2019-20 budget revenues.

Table 2: FY 2019-20 Adopted vs. Actual General Fund Revenues

Category	Adopted	Actual	Variance
Property Taxes*	4,982,011	5,407,511	425,499
Sales Tax	5,098,455	4,540,321	(558,134)
TOT	3,350,823	2,481,962	(868,861)
Other**	1,594,763	1,841,035	246,272
Total	15,026,052	14,270,829	(755,224)

*Includes non-budgeted ERAF funding of \$310,000.

**Includes non-budgeted one-time revenues for Civil Penalties (\$93,000), emergency relief as a response to the Kincade Fire and PSPS events (\$121,000), and higher than anticipated investment earnings (\$200,000).

Expenses

With the notification of the March 2020 Shelter-at-Home Orders, staff immediately began cost containment efforts to offset the estimated loss in revenues. These measures included closure of non-essential services, suspension of any travel/training, suspension of all non-essential purchases and contracts, hiring freeze for vacant non-essential positions, discontinuance of purchase of meals/snacks for meetings and events, elimination of non-essential overtime, reduction in printing costs, postponement of scheduled trainings, and removal of General Fund transfer to Civic CIP for cost associated with a full library roof replacement. It was estimated these cost saving measures would produce \$1,263,000 in savings. While these measures were helpful, they were, and continue to be, offset by increased costs of working in a COVID-19 environment which included: purchase of additional laptops and cell phones for remote working, increased cleaning protocols, and the launch of a small business sustainability loan program.

Table 3 provides a summary of the adopted, adjusted, and actual expenses for FY 2019-20 which reflects the immediate cost containment measures.

Table 3: FY 2019-20 Adopted vs. Actual General Fund Expenses

Adopted	Adjusted	Actual	Variance
15,026,052	16,283,726	14,191,158	2,102,568

The close of FY 2019-20 resulted in an unassigned ending June 30, 2020 fund balance of \$7,134,663 which equates to a 50% net position based on the actual expenses.

FY 2020-21

Utilizing the April 14, 2020 report to City Council as a foundation, staff began the process of developing the FY 2020-21 budget. The FY 2020-21 base annual budget

included various increasing costs (e.g. insurance, workers compensation, CalPERS, and health insurance). City staff initially forecasted expenditures of \$16.2 million and revenues of \$10.3 million, resulting in the need to close an approximate \$5.8 million deficit. Given the immediacy, scale, and volatility of the projected budget imbalance, the held two Budget Workshops to develop budget priorities, identify a budget strategy framework, review revenues/expenses for the General Fund, Water Fund, and Wastewater Fund, and review the City's Long Range Financial Forecast (LRFF).

To work through the difficult task of closing the \$5.8 million deficit in an unpredictable environment the following was discussed and affirmed by the City Council at the May 14, 2020 Budget Workshop:

Budget Priorities

- Support the City's three-year goals and workplan tasks
- Ensure delivery of key capital improvement projects
- Protect service levels to extent feasible
- Invest in business recovery efforts
- Utilize General Fund Reserves to stabilize services and retain employees

Balanced Budget Framework

A balanced budget framework was developed with targeted solutions which were influenced by an evaluation of department reductions.

Table 4: Balanced Budget Framework for FY 2020-21 Budget

Framework	Goal %	Goal \$
Budget Reductions	40%	2,320,000
Use of General Fund Reserves	30%	1,740,000
Labor Strategies	25%	1,450,000
New Revenue	5%	290,000
Total	100%	5,800,000

Following the two budget workshops, staff completed the development of the proposed FY 2020-21 budget, which was adopted by City Council on June 9, 2020. The adopted budget estimated General Fund revenues at \$11,402,231 and expenses at \$13,142,640, leaving the utilization of General Fund Reserves of \$1,740,000. Table 5 provides the estimated General Fund balance at the time of the adoption of the FY 2020-21 budget.

Table 5: General Fund Estimated Net Position 6/30/2021 - Adopted FY 2020-21 Budget

Ending Fund Balance @ 6/30/20		5,949,681	Net Position%
Estimated Revenue @ 6/30/21	11,402,231		
Estimated Expenses @ 6/30/21	(13,142,640)		
Use of Reserves	(1,740,409)		

Estimated Unassigned Net Position		4,209,272	32%
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SAINT HELENA Annual Sales Tax Revenue



GF Revenue Update

Account	Description	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual FY 2020	Adopted FY 2021	Adjusted FY 2021	DRAFT FY 2022
Property Taxes										
101-30-10-00-00	Property Tax-Secured	2,977,499	3,187,030	3,295,653	3,616,167	3,940,490	4,109,646	4,131,967	4,254,296	4,424,468
101-30-11-00-00	ERAF Shift to State	187,782	89,610	94,115	200,292	342,386	309,857	-	400,795	-
101-30-20-00-00	Property Tax-Unsecured	122,911	114,923	117,577	121,534	125,292	127,427	110,275	155,958	162,196
101-30-30-00-00	Prior Year Property Tax		1,506	3,736	1,160	1,035	964	600	600	1,588
101-30-90-00-00	Real Property Transfer Tax	92,290	110,376	111,591	82,829	83,805	67,964	110,000	110,000	88,000
101-32-05-00-00	In Lieu VLF	562,034	593,294	639,236	681,160	726,626	776,392	752,058	752,058	782,140
101-32-20-00-00	Homeowner Property Tax	15,626	15,376	15,533	15,352	15,555	15,260	17,057	17,057	17,739
Property Taxes		3,958,142	4,112,115	4,277,441	4,718,495	5,235,189	5,407,511	5,121,956	5,690,764	5,476,132
Sales Tax										
101-30-40-00-00	Retail Sales/Use Tax	1,962,589	2,511,879	2,868,566	2,950,480	3,159,579	2,822,979	1,559,500	1,559,500	3,058,400
101-30-42-00-00	Public Safety Sales Tax	57,198	57,794	60,197	71,117	61,687	66,742	60,848	60,848	71,800
101-30-43-00-00	Sales Tax In Lieu	694,523	521,022			-	-			-
101-30-44-00-00	Measure D	-	-	296,936	1,726,923	1,743,519	1,650,599	880,200	880,200	1,799,000
Sales Tax		2,714,310	3,090,695	3,225,699	4,748,520	4,964,784	4,540,321	2,500,548	2,500,548	4,929,200
Transient Occupancy Taxes										
101-30-50-00-00	Transient Occupancy Tax	1,863,939	2,014,498	2,281,834	2,841,607	3,296,741	2,470,808	1,237,500	1,237,500	2,078,120
101-30-51-00-00	Transient Tax Penalty	6,241	34,334	54,403	21,973	64,084	11,154	8,859	8,859	9,036
Transient Occupancy Taxes		1,870,180	2,048,832	2,336,237	2,863,580	3,360,825	2,481,962	1,246,359	1,246,359	2,087,156
Other Taxes										
101-30-60-00-00	Franchise Tax	184,215	192,986	209,478	215,346	209,872	215,623	212,930	212,930	212,930
Other Taxes		184,215	192,986	209,478	215,346	209,872	215,623	212,930	212,930	212,930
Charges for Service										
101-30-61-00-00	Comcast PEG Access Fees	16,186	28,302	17,809	23,133	22,698	22,528	22,500	22,500	22,500
101-30-75-00-00	Fire Inspection Fees	5,830	716	1,320	605	1,100	-			-
101-31-21-00-00	Building Inspection Fees	2,831	3,818	540		-	-			-
101-31-22-00-00	Building Admin Fees	4,840	4,098	135		-	-			-
101-31-23-00-00	Other Fire Fees	80	25,775		8	2,850	-			-
101-33-10-00-00	Planning Fees		103	(4)	(5,703)	-	-	-	-	-
101-33-30-00-00	Sales Of Maps/Publications	563	21	193	163	210	59	150	150	150
101-33-50-00-00	Police Services	27,675	31,833	28,771	24,457	33,439	19,168	30,000	30,000	30,000
101-33-51-00-00	Animal Control Services	(837)				-	-			-
101-33-60-00-00	Administrative Fees	5,588	100	1,500	7,515	-	-			-
101-33-70-00-00	Planning Fees	25,446	14,525	62,345	16,508	(53,936)	-	-	-	-
101-33-80-00-00	Engineering Fees	925	812	7,057	7,710	1,800	675	1,800	1,800	-
101-33-90-00-00	Street/Sidewalk/Curb Repair	5,592	-		-	-	-			-
Charges for Service		94,718	110,102	119,666	74,395	8,161	42,430	54,450	54,450	52,650

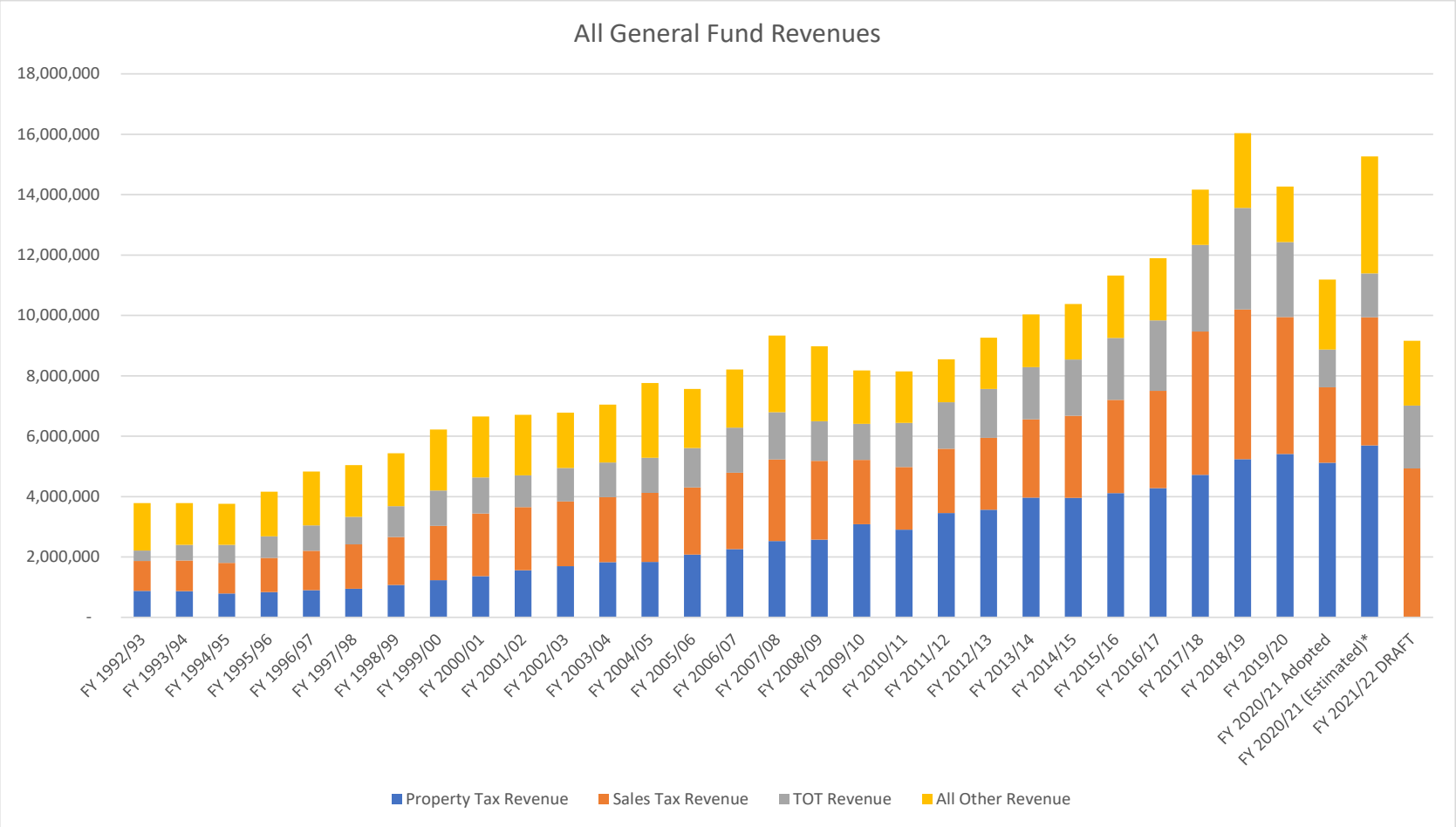
GF Revenue Update

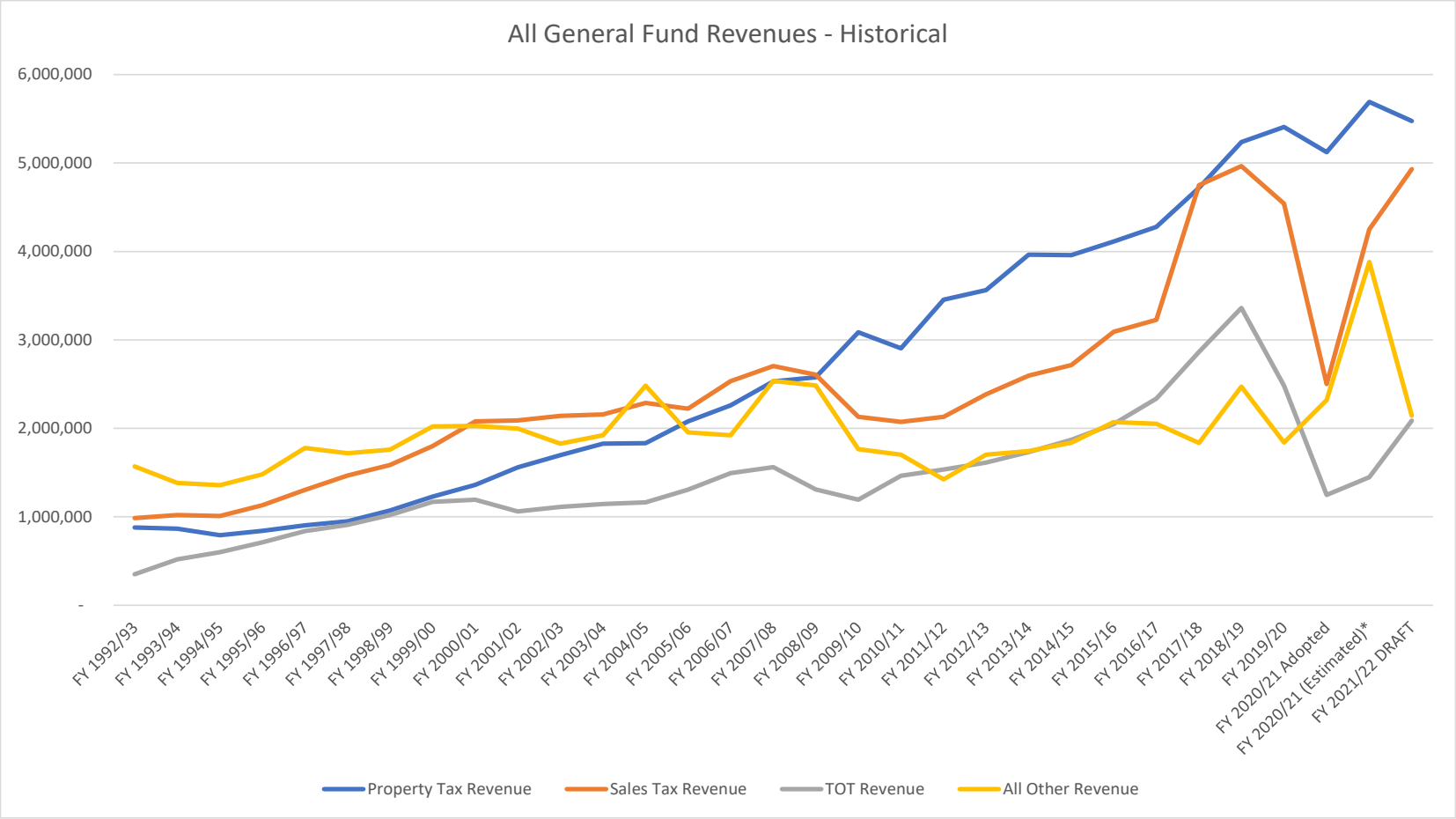
Account	Description	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual FY 2020	Adopted FY 2021	Adjusted FY 2021	DRAFT FY 2022
Fines and Forfeits										
101-31-40-00-00	Vehicle Code Fines	43,215	30,230	40,727	29,160	28,136	22,446	27,583	27,583	27,583
101-31-50-00-00	Other Police Fines	52,130	37,872	24,134	40,613	36,260	24,821	28,279	28,279	28,279
101-31-55-00-00	A/R Late Penalty	641	1,658	4,463	4,427	3,959	215	500	500	500
101-33-63-00-00	Civil Penalties		41,000	65,400	106,778	149,264	92,700	45,000	45,000	45,000
101-34-20-00-00	Library Fines & Fees	16,170	15,539	7,585	6,032	4,087	86			-
Fines and Forfeits		112,156	126,299	142,309	187,010	221,705	140,267	101,362	101,362	101,362
Licenses and Permits										
101-30-70-00-00	Application & Permit Fees	9,825	1,825	3,975	10,915	5,475	4,250	5,500	5,500	5,500
101-30-80-00-00	Business License	152,615	159,728	149,779	152,551	156,715	155,021	154,896	154,896	154,896
101-30-81-00-00	Business License Penalty	189	906	219	756	1,555	798	1,332	1,332	1,332
101-31-20-00-00	Building Permits	416,475	486,542	549,240	492,301	482,404	552,044	291,696	430,696	450,281
101-33-15-00-00	Short Term Rental Permit	4,300	17,200	13,500	31,500	15,750	31,500	17,500	17,500	27,500
101-33-74-00-00	Planning App & Permit Fees	168,809	303,472	283,125	235,830	180,329	85,429	100,000	100,000	75,000
101-33-84-00-00	Public Works App & Permit Fees	47,075	37,300	39,725	38,500	39,300	41,175	37,132	37,132	37,132
101-33-86-00-00	Well Permit Fee	1,300	1,300	1,300	1,300	2,600	2,600	1,300	1,300	1,300
Licenses and Permits		800,588	1,008,273	1,040,863	963,653	884,127	872,817	609,356	748,356	752,941
Development Fees										
101-33-81-00-00	Public Works Land & Dev Fees	17,600	21,600	20,800	20,325	25,600	19,360	20,325	20,325	20,325
Development Fees		17,600	21,600	20,800	20,325	25,600	19,360	20,325	20,325	20,325
Intergovernmental										
101-32-10-00-00	Motor Vehicle In-Lieu	2,476	2,447	4,391	(3,176)	2,937	-	3,130	3,130	3,255
101-32-40-00-00	Highway Maintenance	(3,700)				0	-			-
101-32-70-00-00	County Fire Contract	28,855	48,855	48,855	48,855	48,855	48,855	48,855	48,855	48,855
101-32-80-00-00	Emergency Relief	148,524	207,525	122,712	301,210	269,490	120,930		2,511,921	-
101-34-61-49-00	Contrib from Gov - Police	9,332	1,351			9,221	8,484	-	-	-
101-34-71-00-00	Reimb State Mandated Costs	68,268	21,037		7,965	4,538	1,647	2,040	2,040	2,040
101-34-73-00-00	Other State Revenue	5,000	5,008	19	7	18	1,355			-
101-34-75-00-00	Restitution	7,408	14,186	3,848	9,775	181,227	200			-
101-36-80-00-00	Library Abatement	3,576	3,784	2,903	4,842	3,877	3,302	3,709	3,709	3,746
101-38-00-80-00	Restitution Revenue	16,818				0	-			-
101-38-70-00-00	Allocation from Other Agency	-				1,948	-			-
Intergovernmental		286,557	304,193	182,726	369,478	522,112	184,773	57,734	2,569,655	57,896
Interest and Rents										
101-31-70-00-00	Investment Earnings	22,912	50,720	(40,336)	(41,299)	262,296	215,290	70,000	70,000	70,000
101-34-76-00-00	Cash Overage/Shortage	1,040	(250)	0	(0)	22	61			-
101-31-75-00-00	Interest Income	-	1,569		4,834	(93)	-			-
101-36-10-00-00	Rental Income	187,824	165,340	180,809	214,450	153,805	89,101	70,350	70,350	73,868

GF Revenue Update

Account	Description	Actual 2015	Actual 2016	Actual 2017	Actual 2018	Actual 2019	Actual FY 2020	Adopted FY 2021	Adjusted FY 2021	DRAFT FY 2022
101-36-12-00-00	Rec Programs Facility Rental					865	-			-
101-36-11-00-00	Tennis Court Rentals	12,455	5,504	5,827	1,425	1,225	750	1,425	1,425	1,425
Interest and Rents		224,231	222,883	146,300	179,410	418,120	305,202	141,775	141,775	145,293
Miscellaneous										
101-33-20-00-00	Legal Cost Recovery	27,444	48,052	158,922	10,683	32,726	-	10,000	10,000	10,000
101-33-21-00-00	Storm Drain Cost Recovery	877	-			-	-			-
101-33-40-00-00	Other Filing/Certification Fee	563	21	193	163	-	200	165	165	165
101-33-85-00-00	Public Wks Violation/Repair Fe	-	-			20	-			-
101-34-21-00-00	TRB Library Revenue	-	-		20,000	5,475	-			-
101-34-22-00-00	Library Copies	-	-	3,431	3,277	2,946	1,585	3,030	3,030	3,030
101-34-23-00-00	Library Lost Material	-	-	503	313	617	500	500	500	500
101-34-24-00-00	Library Room Rental	-	-	430	110	305	150	354	354	354
101-34-31-00-00	Donations	-	1,743	1,000		0	300			-
101-34-31-48-00	Donations - Fire Department									
101-34-31-49-00	Donations - Police Department									
101-34-51-00-00	Sale of Capital Assets	-	-		18,137	1,155	3,795	-	-	-
101-34-60-00-00	Contributions from non-govt	6,235	-		87,500	0	-			-
101-34-61-00-00	Contributions from Government	-	-			0	-	75,000	810,000	575,000
101-34-61-46-00	Contributions from Gov - Library				5,883	0	2,000			-
101-34-68-00-00	TID Admin Fee	-	-			0	-			-
101-34-70-00-00	Other Revenue	29,456	32,055	22,118	25,166	123,934	41,033	55,000	55,000	55,000
101-34-70-22-47	Other Revenue - Jingle						4,389	14,000	14,000	14,000
101-34-70-47-00	Other Revenue - Recreation						-	120,000	70,000	120,000
101-34-70-47-01	Other Revenue						-	20,000	20,000	20,000
101-34-74-00-00	Insurance Refund	1,079	223			0	1,244			-
101-39-98-00-00	Operating Transfers In	51,240	3,043	3,530	3,574	15,319	5,367	822,387	822,387	1,972
Miscellaneous		116,895	85,137	190,126	174,805	182,495	60,562	1,120,436	1,805,436	800,021
TOTALS		10,379,592	11,323,118	11,891,645	14,515,018	16,032,990	14,270,828	11,187,231	15,091,960	14,635,906

Fiscal Year (FY)	Property Tax Revenue	Property YOY Change	Sales Tax Revenue	Sales Tax YOY Change	TOT Revenue	TOT YOY Change	All Other Revenue	Other YOY Change	Total Revenue	YOY Change	Notable Events
FY 1992/93	878,162		985,422		350,277		1,569,284		3,783,145		
FY 1993/94	865,051	-1%	1,019,391	3%	519,270	48%	1,383,947	-12%	3,787,659	0%	ERAF Shift
FY 1994/95	791,767	-8%	1,008,939	-1%	599,113	15%	1,357,221	-2%	3,757,040	-1%	
FY 1995/96	839,908	6%	1,131,805	12%	711,907	19%	1,479,261	9%	4,162,881	11%	
FY 1996/97	903,196	8%	1,305,286	15%	839,424	18%	1,779,086	20%	4,826,992	16%	
FY 1997/98	950,205	5%	1,466,387	12%	909,879	8%	1,718,960	-3%	5,045,431	5%	
FY 1998/99	1,072,287	13%	1,585,356	8%	1,020,676	12%	1,757,794	2%	5,436,113	8%	
FY 1999/00	1,228,041	14.53%	1,799,878	13.53%	1,169,319	14.56%	2,021,936	15.03%	6,219,174	14.40%	
FY 2000/01	1,360,263	10.77%	2,077,976	15.45%	1,192,005	1.94%	2,025,952	0.20%	6,656,196	7.03%	dot.com Recession 3/2001-11/2001
FY 2001/02	1,559,090	14.62%	2,088,169	0.49%	1,059,234	-11.14%	1,998,150	-1.37%	6,704,643	0.73%	September 11, 2001
FY 2002/03	1,695,496	8.75%	2,142,288	2.59%	1,112,471	5.03%	1,827,207	-8.56%	6,777,462	1.09%	SARS - 11/2002-7/2003
FY 2003/04	1,826,439	7.72%	2,156,612	0.67%	1,143,557	2.79%	1,920,669	5.12%	7,047,277	3.98%	
FY 2004/05	1,832,604	0.34%	2,286,560	6.03%	1,163,368	1.73%	2,481,479	29.20%	7,764,011	10.17%	
FY 2005/06	2,079,816	13.49%	2,222,611	-2.80%	1,306,308	12.29%	1,952,800	-21.30%	7,561,535	-2.61%	
FY 2006/07	2,259,306	8.63%	2,532,604	13.95%	1,492,781	14.27%	1,921,807	-1.59%	8,206,498	8.53%	
FY 2007/08	2,529,620	11.96%	2,703,033	6.73%	1,560,398	4.53%	2,536,854	32.00%	9,329,905	13.69%	
FY 2008/09	2,577,207	1.88%	2,607,908	-3.52%	1,309,913	-16.05%	2,484,121	-2.08%	8,979,149	-3.76%	Great Recession: 3/2008-1/2010
FY 2009/10	3,085,222	19.71%	2,131,229	-18.28%	1,193,860	-8.86%	1,765,542	-28.93%	8,175,853	-8.95%	
FY 2010/11	2,906,026	-5.81%	2,073,118	-2.73%	1,465,172	22.73%	1,701,734	-3.61%	8,146,050	-0.36%	
FY 2011/12	3,454,804	18.88%	2,130,561	2.77%	1,535,388	4.79%	1,422,958	-16.38%	8,543,711	4.88%	
FY 2012/13	3,561,933	3.10%	2,386,053	11.99%	1,612,399	5.02%	1,701,209	19.55%	9,261,594	8.40%	
FY 2013/14	3,962,991	11.26%	2,594,935	8.75%	1,732,606	7.46%	1,742,334	2.42%	10,032,866	8.33%	Ebola: 2014-2016
FY 2014/15	3,958,142	-0.12%	2,714,310	4.60%	1,870,180	7.94%	1,836,396	5.40%	10,379,028	3.45%	
FY 2015/16	4,112,115	3.89%	3,090,695	13.87%	2,048,832	9.55%	2,071,452	12.80%	11,323,094	9.10%	Zika: 12/2015-9/2016
FY 2016/17	4,277,441	4.02%	3,225,699	4.37%	2,336,237	14.03%	2,052,076	-0.94%	11,891,453	5.02%	April 2017 Las Alcobas opened
FY 2017/18	4,718,495	10.31%	4,748,520	47.21%	2,863,580	22.57%	1,835,206	-10.57%	14,165,801	19.13%	Measure D - 1/2 cent sales tax Apr 2018
FY 2018/19	5,235,189	10.95%	4,964,784	4.55%	3,360,825	17.36%	2,472,192	34.71%	16,032,990	13.18%	
FY 2019/20	5,407,511	3.29%	4,540,321	-8.55%	2,481,962	-26.15%	1,841,034	-25.53%	14,270,828	-10.99%	
FY 2020/21 Adopted	5,121,956	-5.28%	2,500,548	-44.93%	1,246,359	-49.78%	2,318,368	25.93%	11,187,231	-21.61%	COVID-19 March 2020
FY 2020/21 (Estimated)*	5,690,764	14.23%	4,250,548	-17%	1,446,359	-63%	3,880,288	110.77%	15,267,959	1.61%	FY 21 Other Revenue - LNU & Glass Fires Emergency Relief, Fed Stimulus, 1x transfers from other funds back to GF
FY 2021/22 DRAFT	5,476,132	6.91%	4,929,200	97%	2,087,156	67%	2,143,418	-7.55%	14,635,906	30.83%	Decrease in Other Revenue due to: Emergency revenue received due to LNU & Glass Fires and 1x transfers back to the GF in FY 21





Cindy Tzaopoulos

From: Jenny Ocon <jocon@upvalleyfamilycenters.org>
Sent: Wednesday, May 12, 2021 9:40 AM
To: Cindy Tzaopoulos; Mark Prestwich
Subject: [External] Special City Council Budget Workshop

Dear Cindy and Mark,

I'd like to share this email with the Mayor and City Council members for the upcoming special city council meeting. Can you forward to them? Do you recommend I send it by public comment?

Best,
Jenny

Dear Mayor Ellsworth and City Council members,

The UpValley Family Centers commends the City of St. Helena for engaging the public through its recent survey assessing local needs and requesting input on priorities. As a key social service nonprofit in our community, UpValley Family Centers has seen an unprecedented demand for basic needs assistance among low and moderate income households since the onset of the pandemic - working families with children, and older adults who live on fixed incomes. This includes significant increased needs for food, housing, utilities, child care, and mental health services.

A March 2021 analysis from the Center on Budget and Policy Priorities shows that 11% of California's adults and 17% of California's families with children did not have enough to eat sometimes or often in the last seven days; 15% of California renters were not caught up on rent; and 35% of California adults had difficulty covering usual household expenses. **Based on these figures, it is estimated that as many as 1,613 adults living in St. Helena have experienced challenges covering usual household expenses.**

As you consider how to spend \$1.2 million in American Rescue Plan Act funds, **we recommend that you allocate at least 10% towards a local St. Helena Community Response Fund** - to address unmet community needs as identified by local nonprofits and grassroots organizations. Local nonprofits are primary partners with local government, have stepped forward to respond to widespread needs, and have built trust with St. Helena residents who have faced considerable challenges over this time.

Thank you for your consideration,
Jenny

Jenny Ocón, MSW
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