City of St. Helena
Regular City Council Meeting
Tuesday, September 24, 2024 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes. The Mayor may reduce the four minute time limit for all speakers in circumstances where a large number of citizens intend to make public comment.

Public comment **for meetings will be accepted via email to publiccomment@cityofsthelena.org. All public comments must be received three hours prior to the meeting. All other public comments received after the deadline will be attached to the item the next business day or soon thereafter. Public comments will not be read out loud but will be publicly available and attached to the on-line agenda.**

The schedule of upcoming meetings and published meeting agendas can be found on the City of St. Helena website at https://sthelena.civicweb.net/portal/.

Page

1. CALL TO ORDER

2. ROLL CALL
   Mayor: Paul Dohring, Vice Mayor Eric Hall:, City Council Members: Anna Chouteau, Patrick Kenealy, Billy Summers

3. PLEDGE OF ALLEGIANCE

4. ADOPTION OF THE AGENDA

5. APPROVAL OF THE MINUTES

   Estimated start time: 6:05 p.m.

   5.1. Consideration and proposed approval of Regular Meeting Minutes of September 10, 2024. 9 - 16

   09-10-2024 Regular City Council - Minutes

6. PUBLIC FORUM:
   Members of the public are entitled to speak on matters of municipal concern not on the agenda during Public Forum. Each person's comments shall be limited to 4 minutes. Each person is entitled to speak on any non-agendized item only once at any meeting. Brief questions by Council Members for clarifications may be posed and answered, and Council Members may make requests that items be placed on future agendas, but in accordance with state law, no substantive discussion or action may take place unless and until the matter properly appears on the agenda.

   Estimated start time: 6:10 p.m.

7. REPORTS BY STAFF AND CITY COUNCIL, FUTURE AGENDA ITEMS, AND

AB 1234 REPORTS:
Reports by staff and/or Council Members on items of general interest. Brief questions for clarification may be posed and answered, and Council Members may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the City Council.

Estimated start time: 6:20 p.m.

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

8.1. Proclamation Recognizing National Hispanic Heritage Month September 15 – October 15, 2024 presented to Mr. Oscar De Haro, representing the St. Helena Multicultural Group along with other members of the community. 17

Estimated start time: 6:25 p.m.

Proclamation

8.2. Domestic Violence Awareness Month October 2024 Proclamation presented to Danis Kreimeier, Immediate NEWS Domestic Violence & Sexual Abuse Services Past President of the Board of Directors 19 - 20

Estimated start time: 6:35 p.m.

Proclamation

8.3. Napa County Ground Water Technical Advisory Group (TAG) report out by City representative Lester Hardy

Estimated start time: 6:45 p.m.

9. STAFF BRIEFING

None

10. CONSENT ITEMS
Members of the Council or the public (present at the meeting) may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

Estimated start time: 6:55 p.m.

10.1. Consideration and adoption of a Resolution to (1) Award the Crinella Pump Station Upgrades S18-71 Project to Fort Bragg Electric in the amount of $1,200,022; (2) Authorize the City Manager to execute the Construction Contract with Fort Bragg Electric; (3) Authorize the Director of Public Works to approve Change Orders not to exceed 15% of the contract amount; and (4) Authorize a project Budget Amendment of $327,026 and a Budget Transfer from Fund 421 GO Bonds to Fund 773 Wastewater Capital of the same. 21 - 26

CEQA Determination: Class I Categorical Exemption under Section 15301 of CEQA
Prepared By: Rebecca White, Administrative Assistant

Recommendation:
Staff recommends approval of the attached resolution.
Staff Report - Pdf

10.2. Consideration and proposed approval of a resolution authorizing 1) Flying the Italian flag on the City's ceremonial flagpole during the month of October 2024 for Italian Heritage Month; and 2) Authorizing temporary street parking closures on the westside of Railroad Avenue from the Fire Station to the end of Lyman Park, and the public parking lot between Lyman Park and the Fire Station during the Festa Italiana event; 3) Approval of wine and beer vendors in Lyman Park during the Festa Italiana event; and 4) Authorizing mobile food vendors to park and operate in the closed parking spaces on Railroad Avenue during the event. 27 - 30

CEQA Determination: Not a CEQA project
Prepared By: Rebecca White, Administrative Assistant
Recommendation:
Staff recommends City Council adopt the attached Resolution.
Staff Report - Pdf

10.3. Consideration and proposed approval of a Resolution authorizing the City Manager to execute Amendment No. 1 to STH Contract: FY 2021-047 in the amount of $40,000 with 4Leaf consultants for a total contract amount not-to-exceed $65,000 for Contract Building/Planning Services. 31 - 67

CEQA Determination: Exempt
Prepared By: Maya DeRosa, Community Development Director
Recommendation:
Staff recommends City Council adopt the attached resolution.
Staff Report - Pdf

10.4. Consideration and proposed approval of a Resolution authorizing the City Manager to execute Amendment No. 4 to STH Contract: FY 2021-046 in the amount of $40,000 with Interwest for a total contract amount not-to-exceed $180,000 for Contract Planning Services. 69 - 75

CEQA Determination: Exempt
Prepared By: Maya DeRosa, Community Development Director
Recommendation:
Staff recommends City Council adopt the attached resolution.
Staff Report - Pdf

10.5. Water Supply and Forecasting - August 2024 77 - 82

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

11. PUBLIC HEARINGS

11.1. *This item is continued to a date certain of October 8, 2024.

~~Discussion of and Direction on the Potential Activities and Projects for Inclusion in the 2024 Community Development Block Grant (CDBG) Applications.~~

11.2. Consideration and proposed approval of a Resolution approving the annexation of the property known as 1582 Sulphur Springs Ave, St. Helena, CA (APN 009-362-021), into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 150. 83 - 94

Estimated start time: 7:00 p.m.

CEQA Determination: Not a CEQA project
Prepared By: Rebecca White, Administrative Assistant
Recommendation:
Staff recommends the City Council adopt a Resolution approving the annexation of the territory into the St. Helena Municipal Sewer District No. 1 MSD.
Staff Report - Pdf
Presentation

11.3. Introduction and first reading of an ordinance amending Section 15.36.050(A)(3) of the St. Helena Municipal Code to allow for certain traffic calming measures, including speed cushions under the approval of the Fire Chief. 95 - 108

Estimated start time: 7:10 p.m.

CEQA Determination: Not a CEQA project
Prepared By: Jose Calderon, Engineering Technician II
Recommendation:
City Council to introduce and waive first reading of an Ordinance of amending section 15.36.050(A)(3) of the St. Helena Municipal Code to allow for various traffic calming measures on public streets in the City of St Helena subject to the approval of the Fire Chief.
Staff Report - Pdf
Public Comment (from 8/13 Council Mtg) - Napa County Bicycle Coalition

11.4. *This item is continued to a date certain of October 8, 2024.

~~Review of the City's Affordable Housing In-Lieu Fees and Nonresidential/Commercial Linkage Fee Options.~~

12. OLD BUSINESS

None

13. NEW BUSINESS

13.1. Introduction of Proposed Water Filtration Device Rebate Program. 109 - 125

Estimated start time: 7:20 p.m.

CEQA Determination: Exempt
Prepared By: Ian Dale, Environmental Services Tech
Recommendation:
Provide direction regarding implementing the rebate program.
Staff Report - Pdf
Presentation

13.2. Consideration and Proposed Approval of a Resolution Adopting the Five-Year Capital Improvement Program for Fiscal Years 2024-25 to 2028-29. 127 - 252

Estimated start time: 7:35 p.m.

CEQA Determination: Not a CEQA project
Prepared By: Stephanie Killingsworth, Public Works Financial Analyst
Recommendation:
Staff recommends City Council approve the attached Resolution.
Staff Report - Pdf
Presentation

14. CITY COUNCIL REPORTS:

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

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

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

D. League of California Cities – North Bay Division

E. Napa County City Selection Committee

F. Napa County Flood Control and Water Conservation District

G. Youth Opportunities Commission

H. Napa County Local Agency Formation Commission (LAFCO)

I. Napa Valley Transportation Authority (NVTA)

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

K. Upper Valley Waste Management Agency

L. Napa County Groundwater Sustainability Plan Advisory Committee

M. Napa County Regional Climate Action Committee

N. Council Ad Hoc and Standing Committee Reports

15. ADJOURNMENT

The next Regular City Council meeting is scheduled for 24 Sep 2024, at 6:00 p.m.

This agenda was posted at City Hall, 1088 College Avenue, and at Vintage Hall, 465 Main Street, St. Helena, California on 24 Sep 2024.



Cindy Tzafopoulos, 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.

CHALLENGING DECISIONS OF CITY ENTITIES

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City of St. Helena is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision, including without limitation Government Code section 65009 applicable to many land use and zoning decisions, Government Code section 66499.37 applicable to the Subdivision Map Act, and Public Resources Code section 21167 applicable to the California Environmental Quality Act (CEQA). Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. Government Code section 65009 and 66499.37, and Public Resources Code section 21167, impose shorter limitations periods and requirements, including timely service in addition to filing.

If a person wishes to challenge the above actions in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of St. Helena, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

SUPPLEMENTAL MATERIAL RECEIVED AFTER THE POSTING OF THE AGENDA

Any supplemental writings or documents distributed to a majority of the City Council regarding any item on this Agenda, after the posting of the Agenda, will be available for public review in the City Clerk's Office located at 1088 College Avenue, St. Helena, California, during normal business hours and by appointment. In addition, such writings or documents will be made available on

the City's web site at https://sthelena.civicweb.net and will be available for public review at the respective meeting.

MINUTES
City of St. Helena
Regular City Council Meeting
Tuesday, September 10, 2024 @ 6:00 PM
Vintage Hall Board Room - Second Floor
465 Main Street, St. Helena

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

Present: Mayor Paul Dohring, Vice Mayor Eric Hall, Council Member Anna Chouteau, Council Member Patrick Kenealy, and Council Member Billy Summers

Absent: None

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. ADOPTION OF THE AGENDA

City Clerk Tzafopoulos noted that item 9.1 would not be heard and would be continued to the September 24, 2024 City Council meeting.

Vice Mayor Eric Hall moved to approve the amended agenda. The motion was seconded by Council Member Anna Chouteau and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Eric Hall, Council Member Anna Chouteau, Council Member Patrick Kenealy, and Council Member Billy Summers
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

5. APPROVAL OF MINUTES

5.1 Consideration and proposed approval of Special Meeting Minutes and Regular Meeting Minutes of August 27, 2024

Vice Mayor Eric Hall moved to approve the Special Meeting Minutes and Regular Meeting Minutes of August 27, 2024. The motion was seconded by

Council Member Patrick Kenealy and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Eric Hall, Council Member Anna Chouteau, Council Member Patrick Kenealy, and Council Member Billy Summers
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

6. PUBLIC FORUM:

Jeff Feeney addressed the City Council regarding discolored water.

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

City Attorney, Ethan Walsh noted there was no reportable action from the September 10, 2024, special City Council closed session meeting.

Reports were made by staff.

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

8.1 Suicide Awareness Month Proclamation Presented to Mentis Napa's Center for Mental Health Services

Estimated start time: 6:25 p.m.

Mayor Dohring presented certificate of proclamation to Jeni Olsen, Prevention Director with Mentis Napa Valley.

8.2 David Shew, Napa County Fire Administrator presentation on effects of fire and climate change

Estimated start time: 6:35 p.m.

David Shew and Fire Chief John Sorensen made presentation.

9. STAFF BRIEFING

9.1 This item was not heard.
~~Presentation of Capital Improvement Program Project Update by Joe Leach, Public Works Director~~

Estimated start time: 6:45 p.m.

9.2 Water Quality Update by Joe Leach, Public Works Director

Estimated start time: 6:55 p.m.

Public Works Director, Joe Leach and Interim Assistant Public Works Director, Lesley Milton presented to Council.

Public Comment was received by Lester Hardy.

9.3 Review of City Budgetary and Related Fiscal Issues

Estimated start time: 7:05 p.m.

CEQA Determination: Not a CEQA project
Prepared By: April Mitts, Assistant City Manager
Recommendation:
Receive and file.

City Manager Anil Comelo made a presentation on the item.

10. CONSENT ITEMS

Members of the Council or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

10.1 Consideration and proposed adoption of a resolution (1) Approving temporary street closures; and (2) Authorizing possession of open alcoholic beverages on public streets and parking lots for the 2024 Harvest Festival.

CEQA Determination: Not a CEQA project
Prepared By: Dave Jahns, Director of Community Services
Recommendation:
Staff recommends City Council review and adopt the attached resolution.

10.2 Consideration and proposed adoption of a resolution authorizing (1) a temporary street closure of Hunt Avenue from November 25, 2024 until January 3, 2025; and (2) possession of open alcoholic beverages on public streets on November 27, 2024 for the Holiday Wine Barrel Tree installation and lighting ceremony.

CEQA Determination: Not a CEQA project
Prepared By: Dave Jahns, Director of Community Services
Recommendation:
Staff recommends City Council review and adopt the attached resolution.

10.3 This item was pulled.

~~Waive second reading and adoption of an Ordinance adding Sections 15.18.020 through 15.18.090 of the St. Helena Municipal Code Chapter 15, (Buildings and Construction) to reduce Greenhouse Gas Emissions and the impacts of climate change as discussed as directed by Council at the August 27, 2024 City Council meeting.~~

10.4 Consideration and adoption of a Resolution: (1) Establishing R25-81 Downtown Sidewalk Paver Repair Project and Award the Project to TCW Concrete in the amount of $365,280; (2) Authorizing the City Manager to execute the Construction Contract with TCW Concrete; (3) Authorizing the Director of Public Works to approve Change Orders not to exceed 15% of the ontract amount; (4) Authorize a budget transfer from Fund 240 Measure T to Fund 741 Street Capital in the amount not to exceed $420,072, which includes the 15% contingency; and (5) Determining the project to be exempt from the requirements of the California Environmental Quality Act (CEQA).

CEQA Determination: Class I Categorical Exemption under Section 15301 of CEQA
Prepared By: Mario Traverso, Project Manager
Recommendation:
Approve the Resolution

Vice Mayor Eric Hall moved to approve consent items 10.1, 10.2 and 10.4. The motion was seconded by Council Member Anna Chouteau and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Eric Hall, Council Member Anna Chouteau, Council Member Patrick Kenealy, and Council Member Billy Summers
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

10.3 Waive second reading and adoption of an Ordinance adding Sections 15.18.020 through 15.18.090 of the St. Helena Municipal Code Chapter 15, (Buildings and Construction) to reduce Greenhouse Gas Emissions and the impacts of climate change as discussed as directed by Council at the August 27, 2024 City Council meeting.

CEQA Determination: Exempt
Prepared By: Philip Henry, Chief Building Official
Recommendation:
Waive the second reading of the proposed adoption of the ordinance.

Philip Henry, Chief Building Official reported on the item.

Public Comment was received by Chris Warner.

Vice Mayor Eric Hall moved to request that the item be brought back to Council at a date uncertain after more data is received from Napa County.
The motion was seconded by Council Member Billy Summers and on roll call carried by the following vote:

AYES: Mayor Paul Dohring, Vice Mayor Eric Hall, Council Member Anna Chouteau, Council Member Patrick Kenealy, and Council Member Billy Summers
NOES: None
ABSENT: None
ABSTAIN: None
RECUSE: None

Mayor Dohring called for a 10 minute recess at 7:50 p.m.

11. PUBLIC HEARINGS

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

13.1 City Council requested information regarding Measure B - Informational Item

Estimated start time: 7:40 p.m.

CEQA Determination: Not a CEQA project
Prepared By: April Mitts, Assistant City Manager
Recommendation:
Receive and file.

April Mitts, Asst. City Manager reported on the item.

Public comment was received by Chris Warner, Terrence McGrath, Sophia Yen, Richard Sieferheld, Susan Kenward, and Robin Bentley.

It was the consensus of the Council that additional information on the water and housing piece of Measure B would be needed to consider an item on a future agenda to adopt a resolution supporting the measure. Council directed staff to add an item to a future agenda if such information was provided by the proponent.

13.2 Request by Fulton Junction Partners LLC for preliminary review of a proposed General Plan Amendment for the property located at 1030 Fulton Lane (APN 009-194-005).

Estimated start time: 8:15 p.m.

CEQA Determination: CEQA will be completed before formal adoption.
Prepared By: Aaron Hecock, Senior Planner
Recommendation:
The City Council should review the proposed General Plan Amendment application and either:

1. Authorize the application to be processed, referring the matter to the Planning Commission or
2. Direct staff to cease processing the application pursuant to St. Helena Municipal Code Chapter 17.06.

Senior Planner Aaron Hecock and project applicant made a presentation to Council.

No public comment was received.

Council Member Patrick Kenealy moved to authorize the application to be processed, referring the matter to the Planning Commission. The motion was seconded by Vice Mayor Eric Hall and on roll call carried by the following vote:

AYES: Vice Mayor Eric Hall, Council Member Anna Chouteau, Council Member Patrick Kenealy, and Council Member Billy Summers
NOES: Mayor Paul Dohring
ABSENT: None
ABSTAIN: None
RECUSE: None

13.3 Consideration and Proposed Approval of:

1. Designating a Voting Delegate on Behalf of the City of St. Helena City Council; and
2. Designating Alternate Voting Delegates; and
3. The City Council authorizes the Voting Delegate and/or Alternate Voting Delegates to vote on any proposed resolution on behalf of the City at the League of California Cities Annual Conference Business Meeting.

Estimated start time: 8:30 p.m.

CEQA Determination: Not a CEQA project

Prepared By: Cindy Tzafopoulos, City Clerk
Recommendation:
Consideration and Proposed Approval of:

1. Designating a Voting Delegate on Behalf of the City of St. Helena City Council; and
2. Designating Alternate Voting Delegates; and
3. The City Council authorizes the Voting Delegate and/or Alternate Voting Delegates to vote on any proposed resolutions on behalf of the City at the League of California Cities Annual Conference Business Meeting.

City Clerk Cindy Tzafopoulos reported on the item.

No public comment was received.

It was the consensus of the City Council for Council Member Summers to be appointed as the Voting Delegate and Vice Mayor Hall as the Alternate Voting delegate.

14. CITY COUNCIL REPORTS:

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

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

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

D. League of California Cities – North Bay Division

E. Napa County City Selection Committee

F. Napa County Flood Control and Water Conservation District

G. Youth Opportunities Commission

H. Napa County Local Agency Formation Commission (LAFCO)

I. Napa Valley Transportation Authority (NVTA)

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

K. Upper Valley Waste Management Agency

L. Napa County Groundwater Sustainability Plan Advisory Committee

M. Napa County Regional Climate Action Committee

N. Council Ad Hoc and Standing Committee Reports

15. ADJOURNMENT

Mayor Dohring adjourned the meeting at 9:11 p.m.

APPROVED: **ATTEST:**

_____ _____
Paul Jamison Dohring, Mayor Cindy Tzafopoulos, City Clerk

CITY OF ST. HELENA

Proclamation Recognizing National Hispanic Heritage Month
September 15 – October 15, 2024

WHEREAS, in 1968, President Lyndon B. Johnson first recognized Hispanic Heritage week, later expanded by President Reagan to one month, and each successive United States President has continued this tradition of declaring September 15 through October 15 to be National Hispanic Heritage Month and has called upon the people of our country to observe this month with appropriate respect, ceremonies, and activities; and

WHEREAS, Napa County and City of St. Helena has a long history of welcoming immigrants and is home to a growing multi-ethnic and multicultural Latino population, including citizens originating from Mexico, the Caribbean, Central and South America, all of whom are welcome and very much appreciated; and

WHEREAS, in 2014 the Latino population became the largest ethnic group in California. The City of St. Helena honors and celebrates the contributions of the Latino community in our history throughout the state and here in St. Helena; and

WHEREAS, the diverse Latino population of the City of St. Helena and Napa County make a significant economic contribution and has other profound positive influences on our community through their strong commitment to family, faith, education, hard work, culture and service; and

WHEREAS, the City of St. Helena and Napa County, which thrives on the diversity and ingenuity of all our people, also depends on the continued support and success of our diverse Latino population. We will continue to be enriched by the transcultural contributions of our Latino friends and neighbors for many decades to come, and we will continue to make efforts to create an inclusive environment where we can all thrive.

NOW, THEREFORE LET IT BE RESOLVED, that I, Paul Jamison Dohring, Mayor of the City of St. Helena, and the St. Helena City Council, do hereby proclaim September 15 - October 15, 2024, as Hispanic Heritage Month in the City of St. Helena.

Dated: September 24, 2024

_____
Paul Jamison Dohring, Mayor
City of St. Helena

City of St. Helena

PROCLAMATION
Domestic Violence Awareness Month October 2024

WHEREAS, NEWS, Domestic Violence and Sexual Abuse Services is commemorating 43 years of service to survivors of domestic violence in Napa County, having opened the first confidential safe house on October 5th 1981 and began providing safety to those escaping abuse; and

WHEREAS, every year since 1989, the United States Congress has proclaimed October as Domestic Violence Awareness Month, renewing our Country's commitment to standing against domestic violence and meeting the needs of survivors; and

WHEREAS, Domestic Violence Awareness Month is about raising awareness and uplifting the needs, voices and experiences of survivors. This year's national campaign of "**Heal, Hold & Center**" calls on us to ponder how our community is helping to heal, holding space for, and centering the voices of marginalized survivors; and

WHEREAS, domestic violence is a public health concern that impacts the well-being and success of individual community members, as well as the community as a whole. Data from the U.S. Center of Disease Control's 2022 National Intimate Partner and Sexual Violence Survey (NIPSVS) show that nearly 1 in 3 women and 1 in 4 men in the U.S. report experiencing severe physical violence from an intimate partner in their lifetime while nearly half of U.S. adults have experienced psychological aggression such as humiliating or controlling behaviors from their partner. Domestic violence can cause severe physical and emotional distress for survivors who are more likely to become suicidal and lose economic opportunities from the abuse. Children who witness abuse are likely to experience abuse themselves and are often used to control other family members which can have lifelong impacts on their mental health. Aside from the obvious physical and emotional trauma inflicted, domestic violence contributes to over 10% of all intentional violent deaths (not including suicide) and costs America over 8 billion dollars a year.

WHEREAS, by observing October as Domestic Violence Awareness Month we show that our community is committed to supporting survivors and working toward the prevention of domestic violence among future generations; and

WHEREAS, in Fiscal Year 2023/2024 NEWS provided services to over 1,700 of our Napa County community members, including 24-hour response, assistance with protective orders, safety and shelter, permanent housing, financial aid, support groups and children's services, for issues related to violence in the home; and

WHEREAS, In Fiscal Year 2023/2024, NEWS served 34 clients from the City of Saint Helena, including children. The NEWS Help Line received 60 calls for assistance from Saint Helena residents. Clients from Saint Helena received emergency assistance and crisis intervention services; court advocacy and accompaniment, including help preparing and filing restraining orders; and support from our Kids Exposed to Domestic Violence (KEDS) program.

NOW, THEREFORE LET IT BE RESOLVED, that I, Paul Dohring, Mayor, on behalf of the City Council of the City of St. Helena, do hereby proclaim October 2024 as "Domestic Violence Awareness Month", and encourage all residents of St. Helena to honor domestic violence survivors and those who serve them during this month and throughout the year.

Dated: September 24, 2024

_____
Paul Jamison Dohring, Mayor

City of St. Helena

Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works

DATE:	September 24, 2024
FROM:	Rebecca White, Administrative Assistant
SUBJECT:	Consideration and adoption of a Resolution to (1) Award the Crinella Pump Station Upgrades S18-71 Project to Fort Bragg Electric in the amount of $1,200,022; (2) Authorize the City Manager to execute the Construction Contract with Fort Bragg Electric; (3) Authorize the Director of Public Works to approve Change Orders not to exceed 15% of the contract amount; and (4) Authorize a project Budget Amendment of $327,026 and a Budget Transfer from Fund 421 GO Bonds to Fund 773 Wastewater Capital of the same.
RECOMMENDED ACTION:	Staff recommends approval of the attached resolution.
PREVIOUS COUNCIL ACTION:	City Council approved plans and authorized the advertisement of bids for this project on September 12, 2023, per Resolution 2023-122.
STATEMENT OF THE PURPOSE:	To award the S18-71 Crinella Pump Station Upgrades Project to Fort Bragg Electric.
FINANCIAL IMPACT:	The financial impact of awarding this project to Fort Bragg Electric is $1,380,025, which includes an additional $180,003 for a 15% contingency of the contract amount. This project is General Obligation Bond funded in the amount of $1,140,000. An additional appropriation of GO Bond funding of $327,026 will be allocated to the project for a total use of GO Bond funds in the amount of $1,467,026 per the Capital Improvement Program project sheet, attached.

BACKGROUND:

The Crinella Pump Station collects wastewater from the Crinella neighborhood, Pratt Avenue, and Main Street, and transfers it to the wastewater collections system that eventually flows to the Wastewater Treatment Plant. The necessity of upgrading Crinella Pump Station was first identified as a priority in 2017 and was adopted into the Capital Improvement Program in 2018. The design plans for this project were approved by City Council in September 2023, and the scope of work includes rehabilitation to the pump station structure, manhole restoration, and work on electrical controls, odor control, and inlet piping.

DISCUSSION:
A notice inviting bids was posted to the City of St. Helena's website and posted at area construction plan rooms and exchanges on July 25, 2024, for the Crinella Pump Station Upgrades Project.

The bid results are as follows:

Company	Base Bid
Fort Bragg Electric	$1,200,022.00
Valentine Corporation	$1,377,367.50
Cats4U	$1,377,600.00
Pacific Infrastructure	$1,425,134.00

City Staff reviewed all bids and find Fort Bragg Electric to be the lowest responsible and responsive bidder. Fort Bragg Electric holds a valid Contractor's License, No. 391464, with C10-Electrical and C36-Plumbing Classifications, with no enforcement actions listed. Their license expires 7/31/2026. City Staff has determined that Fort Bragg Electric satisfies the bidding requirements for the project and their licensing qualifies them to complete the project.

The attached FY25 updated Capital Improvement Program project sheet reflects the need for both an additional $12,000 for design services overruns (pending negotiations with engineer of record) and $315,026 for construction-related activities for a total additional GO Bond funding appropriation of $327,026.

ENVIRONMENTAL REVIEW:
Per Resolution 2023-122, the project was deemed Exempt.

GOAL:

Goal 2: Improve Infrastructure & Further Environmental Sustainability
Goal 3: Pursue Water Security & Sustainable Management of Water Resources
Goal 8: Implement Capital Improvement Plans (CIP) Projects Miscellaneous/Other

DOCUMENTS ATTACHMENTS:

Bid Tabulation - S18-71
Resolution - Project S18-71 Crinella Pump Station Award
Reso Att 01 - S18-71 CIP FY25_091124

BID RESULTS

S18-71 Crinella Pump Station Upgrade

				Cats4U		Pacific Infrastructure		Valentine Corporation		Fort Bragg Electric, Inc.					
Bid- 29-Aug-24															
Mario Traverso															
	DESCRIPTION	UNIT	QUANTITY	UNIT COST, $	ITEM TOTAL, $	UNIT COST, $	ITEM TOTAL, $	UNIT COST, $	ITEM TOTAL, $	UNIT COST, $	ITEM TOTAL, $	UNIT COST, $	ITEM TOTAL, $	UNIT COST, $	ITEM TOTAL, $
	Bid Schedule														
1	General Construction	LS	1	$ 40,000.00	$40,000.00	$ 15,000.00	$15,000.00	$278,207.00	$278,207.00	$15,056.00	$15,056.00				
2	Mobilization	LS	1	$ 125,625.00	$125,625.00	$ 50,000.00	$50,000.00	$70,000.00	$70,000.00	$103,585.00	$103,585.00				
3	Pump Station	LS	1	$ 873,455.00	$873,455.00	$ 1,257,000.00	$1,257,000.00	$700,000.00	$700,000.00	$853,004.00	$853,004.00				
4	Architectural Modification	LS	1	$ 40,000.00	$40,000.00	$ 30,000.00	$30,000.00	$210,000.00	$210,000.00	$120,885.00	$120,885.00				
5	Fittings for DI Pipe	LS	1	$ 180,000.00	$180,000.00	$ 5,000.00	$5,000.00	$20,000.00	$20,000.00	$17,793.00	$17,793.00				
6	Buried Gravity Sewer 8"	FT	100	$ 400.00	$40,000.00	$ 500.00	$50,000.00	$400.00	$40,000.00	$396.00	$39,600.00				
7	Landscape Restoration	LS	1	$ 60,000.00	$60,000.00	$ 2,500.00	$2,500.00	$12,000.00	$12,000.00	$37,612.00	$37,612.00				
8	AC Pavement Restoration	TON	1	$ 2,900.00	$2,900.00	$ 1,000.00	$1,000.00	$1,850.00	$1,850.00	$8,285.00	$8,285.00				
9	Concrete	CY	3	$ 5,150.00	$15,450.00	$ 1,500.00	$4,500.00	$1,750.00	$5,250.00	$1,368.00	$4,104.00				
10	Quantity Allowance for Additional Steel	LB	1	$ 100.00	$100.00	$ 100.00	$100.00	$3.50	$3.50	$18.00	$18.00				
11	Quantity Allowance for Additional Conduit	FT	1	$ 20.00	$20.00	$ 40.00	$40.00	$54.00	$54.00	$74.00	$74.00				
12	Quantity Allowance for Additional Cabling	FT	1	$ 50.00	$50.00	$ 3.00	$3.00	$3.00	$3.00	$6.00	$6.00				
			BASE BID		**$1,377,600.00**		**$1,415,143.00**		**$1,337,367.50**		**$1,200,022.00**		**$0.00**		**$0.00**

	DESCRIPTION	UNIT	Est. QUANTITY	UNIT PRICE, $	TOTAL COST, $	UNIT PRICE, $	TOTAL COST, $	UNIT PRICE, $	TOTAL COST, $	UNIT PRICE, $	TOTAL COST, $	UNIT COST, $	ITEM TOTAL, $	UNIT COST, $	ITEM TOTAL, $
	Bid Altermate 1														
1	Manhole Rehabilitation	EA	15	$11,200	**$168,000.00**	$14,000.00	$210,000.00	$5,350.00	$80,250.00	$7,849.00	$117,735.00				

CITY OF ST. HELENA

RESOLUTION NO. 2024-

Resolution (1) Awarding the S18-71 Crinella Pump Station Upgrades Project to Fort Bragg Electronic in the amount of $1,200,022; (2) Authorizing the City Manager to execute the construction contract with Fort Bragg Electric; (3) Authorizing the Director of Public Works to approve change orders not-to-exceed 15% of the contract amount; and (4) Authorizing a project Budget Amendment of $327,026 and a Budget Transfer from Fund 421 GO Bonds to Fund 773 Wastewater Capital of the same.

RECITALS

A. The project plans for the S18-71 Crinella Pump Station Upgrades Project were approved by the City Council on September 12, 2023; and

B. Pursuant to St. Helena Municipal Code Chapter 3.04; Article 3 Public Works Projects; Section 3.04.220, on July 25, 2024, a notice inviting bids was posted and distributed to contractors inviting bids for the S18-71 Crinella Pump Station Upgrades Project; and

C. On August 29, 2024, four (4) bids were received and opened in accordance with applicable law; and

D. The lowest responsive and responsible bidder for the Project was Fort Bragg Electric of Fort Bragg, CA in the amount of $1,200,022; and

E. City staff has determined that Fort Bragg Electric's bid satisfies the bidding requirements for the project; and

F. City staff has verified that Fort Bragg Electric possesses a valid Contractor's License, number 391464, that qualifies Fort Bragg Electric to complete the project; and

G. The S18-71 Crinella Pump Station Upgrade Project has been found to be exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15301(c) of Title 14 of the California Code of Regulations as it consists of minor alterations of existing facilities.

RESOLUTION

The City Council of the City of St. Helena hereby resolves as follows:

1. Awards the S18-71 Crinella Pump Station Upgrades Project to Fort Bragg Electric in the amount of $1,200,022; and

2. Authorizes the City Manager to execute a construction contract in the amount of $1,200,022 with Fort Bragg Electric for the S18-71 Crinella Pump Station Upgrades Project; and
3. Authorizes the Director of Public Works to approve change orders not-to-exceed $180,003, or 15%, of the contract amount; and
4. Authorizes a project budget amendment of $327,026 from General Obligation Bonds per ***Attachment 1***, the CIP Project worksheet and a budget transfer from Fund 421 GO Bonds to Fund 773 Wastewater Capital of the same.
5. Funding is provided as follows:

Funding Details	**Fund**	**GL Account**	**Amount**
Funded with GO Bond Fund Balance Transfer	Wastewater Capital Improvement	773-50-59-31-10	12,000
Decreased Use of GO Bond Funds	Wastewater Capital Improvement	773-50-59-31-50	(15,000)
Funded with GO Bond Fund Balance Transfer	Wastewater Capital Improvement	773-50-59-31-60	250,022
Funded with GO Bond Fund Balance Transfer	Wastewater Capital Improvement	773-50-59-31-70	80,004
Budget Transfer From (1)	GO Bond Fund	421-40-00-29-99	(327,026)
Budget Transfer to (1)	Wastewater Capital Improvement	773-39-98-00-00	327,026
Total			**327,026**
(1) Transfer will be based on actual expenditures no to exceed $327,026			

Approved at a Regular Meeting of the St. Helena City Council on September 24, 2024, by the following vote:

Mayor Dohring: _____

Vice Mayor Hall: _____

Councilmember Chouteau: _____

Councilmember Kenealy: _____

Councilmember Summers: _____

APPROVED: ATTEST:

_____ _____

Paul Jamison Dohring, Mayor Cindy Tzafopoulos, City Clerk

Crinella Pump Station Upgrades

Project No: **S18-71**

Category **Wastewater**

Project Location: **Crinella Neighborhood**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: The Crinella Pump Station is located within the Crinella residential neighborhood. It pumps raw wastewater out of Crinella to a gravity sewer main on Railroad Avenue which then goes to the City's wastewater treatment plant. This project will update the structure and pumping systems. It will also include construction of a filter system to control odors.
Construction deferred until FY 22

NOTES: FY24 - included in GO Bond scope; Upgrade the structure and pumping systems as well as including an air filtration system to control odors; Reimburse for Design and Construction; total budget per GO Bond; breakdown not validated.
FY24 - authorized bid per Reso 2023-122 on 09/12/23.
FY25 - Notice of award per Reso 2024-xxx on 09/24/24.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	141,742	7,288	12,000					161,030
3150 - Construction Management		40,000	-15,000					25,000
3160 - Construction Contract		950,000	250,022					1,200,022
3170 - Contingency		100,000	80,004					180,004
EXPENDITURE TOTALS	141,742	1,097,288	327,026					1,566,056
FUNDING SOURCES								
421-Go Bonds	42,712	1,097,288	327,026					1,467,026
773-Wastewater Capital Improvement	99,030							99,030
FUNDING TOTALS	141,742	1,097,288	327,026					1,566,056

Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works

DATE:	September 24, 2024
FROM:	Rebecca White, Administrative Assistant
SUBJECT:	Consideration and proposed approval of a resolution authorizing 1) Flying the Italian flag on the City's ceremonial flagpole during the month of October 2024 for Italian Heritage Month; and 2) Authorizing temporary street parking closures on the westside of Railroad Avenue from the Fire Station to the end of Lyman Park, and the public parking lot between Lyman Park and the Fire Station during the Festa Italiana event; 3) Approval of wine and beer vendors in Lyman Park during the Festa Italiana event; and 4) Authorizing mobile food vendors to park and operate in the closed parking spaces on Railroad Avenue during the event.
RECOMMENDED ACTION:	Staff recommends City Council adopt the attached Resolution.
PREVIOUS COUNCIL ACTION:	City Council has previously approved this event in years past.
STATEMENT OF THE PURPOSE:	To celebrate Italian Heritage month by hosting a free event for the community.
FINANCIAL IMPACT:	The total financial impact is estimated at $625 for permit fees that the applicant is requesting to be waived, which will be a reduction in General Fund Revenues (Fund 101).

BACKGROUND:

It was first requested in 2019 that the Italian flag be raised on the City's Ceremonial Flagpole in recognition of October being Italian Heritage month. The flag has been raised every year since. The City Council's adopted policy P-CC-0001 Outdoor Display of Governmental and Non-Governmental Flags on City Property authorizes the display of non-governmental flags on City property.

Festa Italiana has become an annual, free event for the community to celebrate Italian Heritage Month and is celebrated with local Italian wines, food, music, and more.

DISCUSSION:

Anthony Micheli is chairing the 2024 Festa Italiana community event, sponsored by Sons and Daughters of Italy of America. This event is to take place at Lyman Park from 12:00 p.m. to 4:00 p.m. on Saturday, October 5, 2024. The community event will start

with the Italian National Anthem and host vendors such as Italian owned wineries, food trucks, and other donated food and beverages will be available to the community.

All food and beverages will be at no cost to the attendees through donations. In honor of Italian Heritage month and in support of the event, Mr. Micheli has made the following requests:

1. The Italian flag be flown on the City Ceremonial Flagpole for the month of October 2024; and
2. Temporary closure of street parking on the westside of Railroad Avenue from the Fire Station to the end of Lyman Park and the public parking lot between Lyman Park and the Fire Station for the event; and
3. Approval of mobile food trucks to be parked in the closed parking spots on Railroad Avenue, and approval of wine and beer vendors in Lyman Park during the Festa Italiana event.

All necessary permits including an encroachment permit and Lyman Park reservation form will be provided to the City in a timely manner including all required liability insurance. It is anticipated that all food and beverages will be provided at no cost, via donations, and the event organizer will be responsible for securing an ABC license, if applicable.

ENVIRONMENTAL REVIEW: Not Applicable.

GOAL:

Goal 5: Enhance Quality of Life

DOCUMENTS ATTACHMENTS:

Resolution_Festa Italia v1

CITY OF ST. HELENA

RESOLUTION NO. 2024-

AUTHORIZING (1) FLYING THE ITALIAN FLAG ON THE CITY'S CEREMONIAL FLAGPOLE DURING THE MONTH OF OCTOBER 2024 FOR ITALIAN HERITAGE MONTH; AND (2) TEMPORARY STREET PARKING CLOSURES ON THE WESTSIDE OF RAILROAD AVENUE FROM THE FIRE STATION TO THE END OF LYMAN PARK, AND THE PARKING LOT BETWEEN LYMAN PARK AND THE FIRE STATION DURING THE FESTA ITALIANA EVENT; AND (3) WINE AND BEER VENDORS IN LYMAN PARK DURING THE FESTA ITALIANA EVENT; AND (4) MOBILE FOOD VENDORS TO PARK AND OPERATE IN THE CLOSED PARKING SPACES ON RAILROAD AVENUE DURING THE FESTA ITALIANA EVENT.

RECITALS

A. On May 28, 2019, the St. Helena City Council adopted the Policy P-CC-0001 Outdoor Display of Governmental and Non-Governmental Flags on City Property, which authorizes the display of non-governmental flags on City property; and

B. A request has been by made by Mr. Anthony Micheli for the Italian Flag to be flown during the month of October 2024 in honor of Italian Heritage Month; and

C. Mr. Micheli is chairing the October 5, 2024, Festa Italiana community event, sponsored by the Sons and Daughters of Italy of America at Lyman Park from 12 p.m. to 4 p.m; and

D. A request has been made for temporary street parking closures on the westside of Railroad Avenue from the Fire Station to the end of Lyman Park, and the parking lot between Lyman Park and the Fire Station during the event; and

E. A request has been made for mobile food vendors to park and operate on the closed parking area on Railroad Avenue during the event; and

F. St. Helena Municipal Code Section 9.04.010 authorizes the Council, by permit, to allow possession of open alcoholic beverages on public streets or any private or public off-street parking lot; and

G. Section 21101(e) of the California Vehicle Code provides the local authorities may, by resolutions, temporarily close a portion of any street for celebrations, parades, local special events, and other purposes when, in the opinion of local authorities having jurisdiction or a public officer of employee that the local authority designated by resolution, the closing is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing.

RESOLUTION

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

1. Authorizes flying the Italian flag on the City's ceremonial flagpole during the month of October 2024 to recognize Italian Heritage Month.
2. The City Council finds that the benefits derived from the temporary closing of the City street for the Festa Italiana community event outweigh the anticipated inconvenience and the closing is necessary for the safety and protection of persons who are to use that portion of the street and parking lot during the temporary closing. The City Council authorizes closure of the following street parking and parking lot during the hours of the event:
    - Street parking on the westside of Railroad Avenue from the Fire Station to the end of Lyman Park
    - The public parking lot between Lyman Park and the Fire Station
3. Mobile food vendors are permitted to park and operate on the closed parking spots on Railroad Avenue.
4. The possession of open containers of alcohol is permitted on public streets and parking lots encompassed by this event.

Approved at a Regular Meeting if the St. Helena City Council on September 24, 2024, by the following vote:

Mayor Paul Dohring: _____
Vice Mayor Eric Hall: _____
Council Member Anna Chouteau: _____
Council Member Patrick Kenealy: _____
Council Member Billy Summers: _____

APPROVED: ATTEST:

_____ _____
Paul Jamison Dohring, Mayor Cindy Tzafopoulos, City Clerk

Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Planning

DATE:	September 24, 2024
FROM:	Maya DeRosa, Community Development Director
SUBJECT:	Consideration and proposed approval of a Resolution authorizing the City Manager to execute Amendment No. 1 to STH Contract: FY 2021-047 in the amount of $40,000 with 4Leaf consultants for a total contract amount not-to-exceed $65,000 for Contract Building/Planning Services.
RECOMMENDED ACTION:	Staff recommends City Council adopt the attached resolution.
PREVIOUS COUNCIL ACTION:	None
STATEMENT OF THE PURPOSE:	To approve a contract amendment to facilitate the continued use of contract planning staff for building department support and development review.
FINANCIAL IMPACT:	The estimated fiscal impact of this contract amendment is $40,000 for a not-to-exceed amount of $65,000. The Adopted FY 2024-25 operating budget includes $40,000 for contract planning services utilizing General Fund (Fund 101), which will be transferred from GL Account 101-41-00-21-45 to GL Account 101-45-00-21-45.

BACKGROUND:

4LEAF, Inc. is a multi-disciplined firm providing services throughout the United States that includes jurisdictional staffing across many sectors including construction management, Public Works Inspections, Building and Safety, Disaster Recovery and Planning and Development services.

The City entered into a contract in January 2021 with 4Leaf to assist with building inspections and also providing plan check support for an interim period due to a staff vacancy. The funds from the prior agreement have been expended therefore staff is requesting this contract amendment.

DISCUSSION:

The Building Department is staffed only with a Permit Technician and Building Official. All building inspections are done by the Building Official, Mr. Henry. Therefore when Mr. Henry is not in the office for extended periods, the City is not able to provide full customer service in this area. In order to maintain excellence in customer service, the City desires to have contract staff support. Should the Building Department also need

support with plan check to keep up with high permit activity, the scope of services would also provide for this service to the City.

Additionally, 4Leaf provides contract planners to assist with entitlement processing and this scope of work would also allow for contract planning assistance with planning applications.

GOAL:

Miscellaneous/Other

DOCUMENTS ATTACHMENTS:

Resolution- STH Contract FY2021-47 Building and Planning Services 9-24-2024
St Helena Contract 1.19.2021 - No Term Fully Executed
STH Contract FY2021-47- 4LEAF Consulting Services amendment #1 combined

CITY OF ST. HELENA

RESOLUTION NO 2024-

RESOLUTION OF THE COUNCIL OF THE CITY OF ST. HELENA AUTHORIZING AMENDMENT #1 FOR PROFESSIONAL SERVICES AGREEMENT WITH 4LEAF, INC; STH CONTRACT NO: 2021-047 PERTIANING TO CONTRACT STAFF BUILDING AND PLANNING SERVICES FOR AN ADDITIONAL $40,000 FOR A TOTAL AMOUNT NOT-TO-EXCEED $65,000.

RECITALS

A. On January 19, 2021, The City of St. Helena and 4LEAF, Inc. entered into an agreement to provide building and planning services to support the Community Development Department with permits and application processing for an amount not to exceed $25,000; and

B. The City of St. Helena desires to continue utiziling 4LEAF, Inc. to continue to assist the City through FY 2024-2025 on an as-needed basis in accordance with the established scope and billing rates (Exhibit A); and

C. Expected services include on call support to the Building Department for inspections and plan review and contract planner assistance with processing a variety of discretionary planning applications, including site plan review and comment, inter-department coordination, staff reports and presentations to the Planning Commission; and

D. The City of St. Helena and Interwest now desire to amend the Agreement for an additional $40,000 for a total amount not-to-exceed $65,000.

RESOLUTION

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

1. Authorizes the City Manager to execute Amendment No. 1 to STH Contract: FY2021-047 in the amount of $40,000 with 4LEAF, Inc. for a total contract amount not-to-exceed $65,000.

2. Funding is as follows:

Funding Details	Fund	GL Account	Amount
Previously Authorized in FY 2024-25 Operating Budget in GL Account 101-41-00-21-45	General Fund	101-45-00-21-45	$40,000
AMENDMENT NO. 1 TOTAL			**$40,000**

Approved at a Regular Meeting of the St. Helena City Council on September 24, 2024, by the following vote:

Mayor Dohring: _____

Vice Mayor Hall: _____

Councilmember Chouteau: _____

Councilmember Summers: _____

Councilmember Kenealy: _____

APPROVED: ATTEST:

_____ _____

Paul Jamison Dohring, Mayor Cindy Tzafopoulos, City Clerk

STH Contract: FY2021-047

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, made and entered into on January 19, 2021 by and between the City of St. Helena, located in the County of Napa, State of California (City), and 4Leaf, Inc. (Consultant).

RECITALS:

A. City desires to employ Consultant to furnish professional services in connection with the project described as Assistance with Planning and Development Review.

B. Consultant has represented that Consultant has the necessary expertise, experience, and qualifications to perform the required duties.

NOW, THEREFORE, in consideration of the mutual premises, covenants, and conditions herein contained, the parties agree as follows:

SECTION 1 – BASIC SERVICES

Consultant agrees to perform the services set forth in **Exhibit A, "Scope of Services"** and made part of this Agreement.

SECTION 2 – ADDITIONAL SERVICES

Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to or outside of those set forth in this Agreement or **Exhibit A, "Scope of Services"** (the "Services"), unless such additional Services and compensation are authorized in advance and in writing by the City Council or City Manager of the City.

SECTION 3 – TIME FOR COMPLETION

The time for completion of Services shall be as identified in **Exhibit A, "Scope of Services"**. The parties expressly agree that time is of the essence in the performance of this Agreement.

SECTION 4 – COMPENSATION AND METHOD OF PAYMENT

A. Subject to any limitations set forth in this Agreement, City agrees to pay consultant the amount specified in **Exhibit B, "Compensation"** attached hereto and made a part hereof. Total compensation shall not exceed $25,000 unless additional compensation is approved in accordance with Section 2.

B. Consultant shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month. The invoice shall detail charges by the following categories if applicable: labor (by sub-category), travel, materials, equipment, supplies, subconsultant contracts, and miscellaneous expenses. Each original invoice furnished shall include the expenses incurred during the preceding month, the cumulative Agreement amount,

and the amount remaining on the Agreement. City shall independently review each invoice submitted to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. If no charges or expenses are disputed, the invoice shall be approved, and City will use its best efforts to cause Consultant to be paid within 30 days of receipt of invoice. If the City disputes any charges or expenses, the City will return the original invoice to Consultant for correction and resubmission. If the City reasonably determines, in its sole judgment, that the invoiced charges and expenses exceed the value of the Services performed to date and that it is probable that the Agreement will not be completed satisfactorily within the contract price, City may retain the disputed invoiced charges and expenses. Within thirty (30) days of satisfactory completion of the project, City shall pay the retained amount, if any, to Consultant.

C. Payment to the Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

SECTION 5 – STANDARD OF PERFORMANCE

A. Consultant represents and warrants that it has the qualifications, experience and facilities necessary to properly perform the Services required under this Agreement in a thorough, competent and professional manner. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all Services described herein. In meeting its obligations under this Agreement, Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons in the same or similar geographical area engaged in providing Services similar to those required of Consultant under this Agreement.

B. In order to induce City to enter into this Agreement, Consultant represents that it is duly organized, existing and in good standing under applicable state law; Consultant is licensed to perform all aspects of the Services; Consultant will employ only persons and Subconsultants with all required licenses and certifications; that Consultant is duly qualified to conduct business in the State; that Consultant has duly authorized the execution, delivery and performance of this Agreement and the Services to be performed herein; and that the Agreement does not violate or create a default under any instrument, agreement, order or decree binding on Consultant.

SECTION 6 – INSPECTION AND FINAL ACCEPTANCE

City may inspect and accept or reject any of Consultant's work under this Agreement, either during performance or when completed. City shall reject or finally accept Consultant's work within sixty (60) days after submitted to City, unless the parties mutually agree to extend such deadline. City shall reject work by a timely written explanation, otherwise Consultant's work shall be deemed to have been accepted. City's acceptance shall be conclusive as to such work except with respect to latent defects and fraud. Acceptance of any of Consultant's work by City shall not constitute a waiver of any of the provisions of this Agreement including, but not limited to, the sections pertaining to indemnification and insurance.

SECTION 7 – INSURANCE REQUIRED

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees, as indicated:

A. Minimum Scope of Insurance. Coverage shall be at least as broad as:
   1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
   2. Insurance Services Office form number CA 0001 (Ed. 1/87) covering Automobile Liability, code 1 (any auto).
   3. Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.

B. Minimum Limits of Insurance. Consultant shall maintain limits no less than:
   1. General Liability: $1,000,000 per occurrence for bodily injury, personal injury and property damage including operations, products and completed operations, as applicable. If Commercial General Liability Insurance or other form with a General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
   2. Automobile Liability: $1,000,000 per accident for bodily injury and property damage.
   3. Employer's Liability: $1,000,000 per accident for bodily injury or disease.

C. Professional Liability Insurance. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, environmental engineer or other professional engineer, or land surveyor ("design professional"), Consultant shall maintain at least $2,000,000 of professional liability insurance. When Consultant is not a design professional, Consultant shall maintain at least $1,000,000 of professional liability insurance combined single limit for each occurrence, insuring against professional errors and omissions in the Services performed by Consultant under this Agreement, including, without limitation, claims for negligence and inaccurate advise arising out of, resulting from, or in connection with Services performed by Consultant under this Agreement.

D. Excess Limits. If Consultant maintains higher limits than the minimums shown above, City requires and shall be entitled to coverage for the higher limits maintained by Consultant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

E. Primary Coverage. For any claims related to this contract the Consultants insurance coverage shall be primary insurance as respects to City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, or volunteers shall be excess of Consultants insurance and shall not contribute with it.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured

retentions of $50,000 or greater must be declared to and approved by the City.

G. Other Insurance Provisions. The commercial general liability and automobile liability policies are to contain, or be endorsed to contain, the following provisions:

1. The City, its agent, officers, officials, employees, and volunteers are to be covered as additional insured as respects: liability arising out of work or operations performed by the Consultant or Consultant's subconsultants; or automobile owned, leased, hired or borrowed by the Consultant.
2. For any claims related to Consultant's conduct while performing the work of this project, the Consultant's insurance coverage shall be primary insurance as respects the City, its agents, officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its agents, officers, officials, employees or volunteers shall be excess of the Consultant's insurance and shall not contribute with it.
3. Each insurance policy required by this clause shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. Coverage shall not extend to any indemnity coverage for the active negligence of the additional insured in any case where an agreement to indemnify the additional insured would be invalid under Subsection (b) of Section 2782 of the Civil Code.

H. Waiver of Subrogation. Consultant's commercial general liability, automobile liability, workers' compensation, and employer's liability policies shall be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its agents, officers, officials, employees and volunteers for losses paid under the terms of this policy which arises from the work performed by the named insured for the City.

I. The Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the City.

J. Verification of Coverage. Consultant shall furnish the City with original certificates and amendatory endorsements effecting coverage required by this clause. The endorsements should be on forms provided by the City or on forms that conform to City requirements. All certificates and endorsements are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, including endorsements affecting the coverage required by these specifications at any time.

SECTION 8 – INDEMNIFICATION

A. To the fullest extent allowed by law (including without limitation California Civil Code Sections 2782 and 2782.8), as may be applicable, Consultant shall indemnify, defend, and hold harmless City, its agents, officers, officials, employees, representatives, and volunteers from any and all claims, demands, suits, loss, damages, injury, and/or liability (including any and all costs and expenses in connection therewith, including legal fees and expert witness costs) (collectively, "Liabilities"), incurred by reason of any negligent or otherwise wrongful act or

omission of Consultant, its officers, agents, employees, subconsultants, and subcontractors, or any of them, under or in connection with this Agreement; and Consultant agrees at its own cost, expense and risk to defend any and all claims, actions, suits, or other legal proceedings brought or instituted against City, its agents, officers, officials, employees and volunteers, or any of them, arising out of, pertaining to, or relating to such negligent or otherwise wrongful act or omission, and to pay and satisfy any resulting judgments.

B. When Consultant under this Agreement is duly licensed under California Business and Professions Code as an architect, landscape architect, professional engineer, or land surveyor (i.e., a "design professional," pursuant to Civil Code § 2782.8(c)), the provisions of this section regarding Consultant's duty to defend and indemnify apply only to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Consultant.

C. If any action or proceeding is brought against Indemnitees by reason of any of the matters against which Consultant has agreed to indemnify Indemnitees as provided above, Consultant, upon notice from City, shall defend Indemnitees at Consultant's expense. Indemnitees need not have first paid for any of the matters to which Indemnitees are entitled to Indemnification in order to be so indemnified. The insurance required to be maintained by Consultant shall ensure Consultant's obligations under this section, but the limits of such insurance shall not limit the liability of Consultant hereunder. The provisions of this section shall survive the expiration or earlier termination of this Agreement.

D. The provisions of this section do not apply to claims to the extent occurring as a result of the City's, its agents, officers, officials, employees and volunteers sole negligence, active negligence, or willful acts or misconduct.

E. Duty to Cooperate. Each party shall notify the other party immediately in writing of any claim or damage related to activities or Services performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of all Liabilities arising out of the activities or Services under this Agreement.

F. In the event that Consultant executes any subconsulting agreements in connection with the Services performed under this Agreement, Consultant shall place in all such subconsulting agreements, and cause its subconsultants to agree to, the indemnity and insurance obligations in favor of City and other Indemnitees, as provided herein, in the exact form and substance of those contained in this Agreement.

G. Further, Consultant will defend and indemnify City, and hold it harmless, from any claim, demand or liability that is related to, or results from an assertion that as a result of providing services to City, a Consultant employee or a person performing work pursuant to this Agreement is entitled to benefits from, or is covered by, the Social Security retirement system or the California Public Employee Retirement Systems. Notwithstanding the foregoing, however, Consultant's obligation for any payments to such a claimant shall be limited to those payments which the City may be required to pay. This indemnity obligation shall survive the termination or expiration of this Agreement.

SECTION 9 – INDEPENDENT CONTRACTOR STATUS

A. Consultant is and shall at all times remain a wholly independent contractor and not an officer, employee or agent of City. Consultant shall have no authority to bind City in any manner or to incur an obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City.

B. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall have control over the conduct of Consultant or any of Consultant's officers, employees or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees or agents are in any manner officials, officers, employees or agents of City.

C. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Consultant expressly waives any claim Consultant may have to any such rights.

SECTION 10 – CONFLICTS OF INTEREST AND ANTI-FRAUD AND ANTI-CORRUPTION POLICIES

A. Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Consultant's performance of Services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent, or subcontractor without the express written consent of the City Manager. Consultant agrees to at all times avoid conflicts with the interests of City in the performance of this Agreement.

B. City understands and acknowledges that Consultant is, as of the date of execution of this Agreement, independently involved in the performance of non-related Services for other governmental agencies and private parties. Consultant is aware of any stated position of City relative to such projects. Any future position of City on such projects shall not be considered a conflict of interest for purposes of this section.

C. Consultant understands and acknowledges City maintains an anti-fraud and anti-corruption policy to protect the City, its operations, and its employees from and against financial risks, operational breaches, and unethical, fraudulent and corrupt activities. Consultant represents and warrants that Consultant, its subcontractor(s) / subconsultant(s) and their respective employees providing Services pursuant to the Agreement are (1) in good standing; (2) have not been previously investigated, convicted, or debarred for fraudulent or corrupt activities; (3) will not participate in fraudulent or corrupt activities, and (4) will take steps to ensure that its employees and subcontractor(s) / subconsultant(s) employees do not participate in any fraudulent or corrupt activities. Consultant acknowledges and agrees further that it has a duty to and will report to City any information or incident(s) about possible fraudulent or corrupt activities

Consultant may discover, and will cooperate in any fraud or corruption investigation conducted, with respect to Consultant's service provided pursuant to this Agreement.

SECTION 11 – OWNERSHIP OF DOCUMENTS

A. All original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents prepared, developed or discovered by Consultant in the course of providing any Services pursuant to this Agreement shall become the sole property of City and may be used, reused or otherwise disposed of by City without the permission of the Consultant. When requested by City, but no later than three years after project completion, Consultant shall deliver to City all such original maps, models, designs, drawings, photographs, studies, surveys, reports, data, notes, computer files, files and other documents.

B. All copyrights, patents, trade secrets, or other intellectual property rights associated with any ideas, concepts, techniques, inventions, processes, improvements, developments, works of authorship, or other products developed or created by Consultant during the course of providing Services (collectively the "Work Product") shall belong exclusively to City. The Work Product shall be considered a "work made for hire" within the meaning of Title 17 of the United States Code. Without reservation, limitation, or condition, Consultant hereby assigns, at the time of creation of the Work Products, without any requirement of further consideration, exclusively and perpetually, any and all right, title, and interest Consultant may have in the Work Product throughout the world, including without limitation any copyrights, patents, trade secrets, or other intellectual property rights, all rights of reproduction, all rights to create derivative works, and the right to secure registrations, renewals, reissues, and extensions thereof.

SECTION 12 – CONFIDENTIAL INFORMATION; RELEASE OF INFORMATION

A. All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the City Manager, except as may be required by law.

B. Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the City Manager or unless requested by the City Attorney of City, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided consultant gives City notice of such court order or subpoena.

C. If Consultant, or any officer, employee, agent or subcontractor of Consultant, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorneys' fees, caused by or incurred as a result of Consultant's conduct.

D. Consultant shall promptly notify City should Consultant, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery

request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. City retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite such response.

SECTION 13 – SUSPENSION OF WORK

City may, at any time, by ten (10) days written notice suspend further performance by Consultant. All suspensions shall extend the time schedule for performance in a mutually satisfactory manner and Consultant shall be paid for Services performed and reimbursable expenses incurred prior to the suspension date.

SECTION 14 – COMPLIANCE WITH LAW

Consultant shall keep itself informed of and comply with all applicable federal, state and local laws, statutes, codes, ordinances, regulations and rules in effect during the term of this Agreement. Consultant shall obtain any and all licenses, permits and authorizations necessary to perform the Services set forth in this Agreement. Neither City, nor any elected or appointed boards, officers, officials, employees or agents of City, shall be liable, at law or in equity, as a result of any failure of Consultant to comply with this section.

SECTION 15 – COMPLIANCE WITH CIVIL RIGHTS

During the performance of this contract, Consultant agrees as follows:

A. Equal Employment Opportunity. In connection with the execution of this Agreement, Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, ancestry, age, sexual orientation, gender, gender identity and gender expression as protected categories specifically and expressively in that category, physical handicap, medical condition, marital status, sex, or national origin. Such actions shall include, but not be limited to, the following: employment, promotion, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rate of pay or other forms of compensation; and selection for training including apprenticeship.

B. Nondiscrimination Civil Rights Act of l964. Consultant will comply with all federal regulations relative to nondiscrimination to federally-assisted programs.

C. Solicitations for Subcontractors including Procurement of Materials and Equipment. In all solicitations, either by competitive bidding or negotiations, made by Consultant for work to be performed under a subcontract, including procurement of materials or leases of equipment, each potential subcontractor, supplier, or lessor shall be notified by Consultant of Consultant's obligations under this Agreement and the regulations relative to nondiscrimination.

SECTION 16 – COMPLIANCE WITH CALIFORNIA LABOR CODE REQUIREMENTS

A. Consultant is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects ("Prevailing Wage Laws"). If the services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. It shall be mandatory upon the Consultant and all subconsultants to comply with all California Labor Code provisions, which include but are not limited to prevailing wages (Labor Code Sections 1771, 1774 and 1775), employment of apprentices (Labor Code Section 1777.5), certified payroll records (Labor Code Sections 1771.4 and 1776), hours of labor (Labor Code Sections 1813 and 1815) and debarment of contractors and subcontractors (Labor Code Section 1777.1). The requirement to submit certified payroll records directly to the Labor Commissioner under Labor Code section 1771.4 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Section 1771.4.

B. If the services are being performed as part of an applicable "public works" or "maintenance" project, then pursuant to Labor Code Sections 1725.5 and 1771.1, the Consultant and all subconsultants performing such services must be registered with the Department of Industrial Relations. Consultant shall maintain registration for the duration of the Project and require the same of any subconsultants, as applicable. Notwithstanding the foregoing, the contractor registration requirements mandated by Labor Code Sections 1725.5 and 1771.1 shall not apply to work performed on a public works project that is exempt pursuant to the small project exemption specified in Labor Code Sections 1725.5 and 1771.1.

C. This Agreement may also be subject to compliance monitoring and enforcement by the Department of Industrial Relations. It shall be Consultant's sole responsibility to comply with all applicable registration and labor compliance requirements. Any stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor that affect Consultant's performance of services, including any delay, shall be Consultant's sole responsibility. Any delay arising out of or resulting from such stop orders shall be considered Consultant caused delay and shall not be compensable by the City. Consultant shall defend, indemnify and hold the City, its officials, officers, employees and agents free and harmless from any claim or liability arising out of stop orders issued by the Department of Industrial Relations against Consultant or any subcontractor.

SECTION 17 – AUDIT AND INSPECTION OF RECORDS

A. Records of Consultant's direct labor costs, payroll costs, and reimbursable expenses pertaining to this project covered by this Agreement will be kept on a generally recognized accounting basis and made available to City if and when required for a period of up to 3 years from the date of Consultant's final invoice.

B. Consultant shall maintain all documents and records prepared by or furnished to Consultant during the course of performing the Services for at least three (3) years following completion of the Services. Such records include, but are not limited to, correspondence,

internal memoranda, technical reports and investigations, calculations, books and accounts, accounting records documenting its work under its Agreement, and invoices, payrolls, records and all other data related to matters covered by this Agreement.

C. Consultant shall permit City to audit, examine and make copies, excerpts and transcripts from such records, and the Consultant shall in no event dispose of, destroy, alter, or mutilate said books, records, accounts, and data in any matter whatsoever for three (3) years after City makes the final or last payment or within three (3) years after any pending issues between City and Consultant with respect to this Agreement are closed, whichever is later.

SECTION 18 – LIMITATION OF LIABILITY

A. Consultant agrees that any liability of City arising in connection with this Agreement shall be limited exclusively to the City-entity identified as the "City" under this Contract. Under no circumstance shall any other City-entity be liable to Consultant under any theory, whether in contract, tort, or otherwise, and Consultant waives unconditionally any such claims. Consultant hereby waives and release other City-entites from any liability under this Agreement.

B. Notwithstanding any other provision of this Agreement, in no event shall City be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed hereunder.

SECTION 19 – COOPERATION BY CITY

All public information, data, reports, records, and maps as are existing and available to City as public records, and which are necessary for carrying out the work as outlined in the Exhibit A, "Scope of Services", shall be furnished to Consultant in every reasonable way to facilitate, without undue delay, the work to be performed under this Agreement.

SECTION 20 – NOTICES

All notices required or permitted to be given under this Agreement shall be in writing and shall be personally delivered, emailed, sent by facsimile, or first class mail, addressed as follows:

To City:
City Manager
1572 Railroad Avenue
St. Helena, California 94574

To Consultant:
4Leaf, Inc.
Attn: Raylee Glasser, CBO
Director of Jurisdictional Services
2216 Rheem Drive
Pleasanton, CA 94588
rglasser@4leafinc.com

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile, email, or, if mailed, three (3) days after deposit in the custody of the U.S. Postal Service.

SECTION 21 – TERMINATION

A. City may terminate this Agreement, with or without cause, at any time by giving ten (10) days written notice of termination to Consultant. If such notice is given, Consultant shall cease immediately all work in progress.

B. If either Consultant or City fail to perform any material obligation under this Agreement, then, in addition to any other remedies, either Consultant, or City may terminate this Agreement immediately upon written notice.

C. Upon termination of this Agreement by either Consultant or City, all property belonging to City which is in Consultant's possession shall be delivered to City. Consultant shall furnish to City a final invoice for work performed and expenses incurred by Consultant, prepared as set forth in this Agreement, which shall be paid to Consultant within thirty (30) days of termination or receipt of said invoice, whichever occurs first.

SECTION 22 – ATTORNEYS' FEES

If litigation or other proceeding is required to enforce or interpret any provision of this Agreement, the prevailing party in such litigation or other proceeding shall be entitled to an award of reasonable attorneys' fees, costs and expenses, in addition to any other relief to which it may be entitled. In addition, any legal fees, costs and expenses incurred to enforce the provisions of this Agreement shall be reimbursed to the prevailing party.

SECTION 23 – ENTIRE AGREEMENT

This Agreement, including the attached Exhibits, is the entire, complete, final and exclusive expression of the parties with respect to the matters addressed therein and supersedes all other agreements or understandings, whether oral or written, or entered into between Consultant and City prior to the execution of this Agreement. No statements, representations or other agreements, whether oral or written, made by any party which are not embodied herein shall be valid and binding unless in writing duly executed by the parties or their authorized representatives.

SECTION 24 – SUCCESSORS AND ASSIGNS

This Agreement shall be binding on the heirs, executors, administrators, successors and assigns of the parties. However, this Agreement shall not be assigned by Consultant without written consent of the City.

SECTION 25 – CONTINUITY OF PERSONNEL

Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant's staff assigned to perform the Services required under this Agreement. Consultant shall notify City of any changes in Consultant's staff assigned to perform the Services required under this Agreement, prior to any such performance.

SECTION 26 – DEFAULT

In the event that Consultant is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default and may terminate this Agreement immediately by written notice to Consultant.

SECTION 27 – WAIVER

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision, or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or Services by Consultant shall not constitute a waiver of any of the provisions of this Agreement.

SECTION 28 – LAW TO GOVERN; VENUE

This Agreement shall be interpreted, construed and governed according to the laws of the State of California. In the event of litigation between the parties, venue in state trial courts shall lie exclusively in the County of Napa. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Northern District of California, in San Francisco.

SECTION 29 – SEVERABILITY

If any term, condition or covenant of this Agreement is declared or determined by any court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions of this Agreement shall not be affected thereby and the Agreement shall be read and construed without the invalid, void or unenforceable provision(s).

SECTION 30 – THIRD PARTY BENEFICIARIES

Consultant's subconsultants shall agree to be bound to the terms of the Agreement to the extent of their scope of Services, including but not limited to, terms regarding indemnity and dispute resolution, and shall agree that City is deemed an express third party beneficiary of their subconsultant agreements. Nothing contained in this Agreement, however, shall operate to confer such or similar rights or benefits on persons or entities not party to this Agreement.

SECTION 31 – STATUTES OF LIMITATION

As between the parties to this Agreement, any applicable statute of limitations for action arising out of, pertaining to, or relating to any act or failure to act in connection with this Agreement shall commence to run on the date of City's issuance of the final Certificate for

Payment, or termination of this Agreement, whichever is earlier, except for latent defects and/or deficiencies, for which the applicable statute of limitation shall begin to run upon discovery of the defect and/or deficiency and its cause.

SECTION 32 – SPECIAL PROVISIONS

This Agreement is subject to the following special provisions: none.

IN WITNESS WHEREOF, the parties hereto have accepted, made, and executed this Agreement upon the terms, conditions, and provisions above stated, the day and year first above written.

Consultant:

By: Kevin J. Duggan Digitally signed by Kevin J. Duggan Date: 2021.01.15 16:28:25 -08'00'

Name: Kevin J. Duggan
Title: President

City:

By: Mark T. Prestwich Digitally signed by Mark T. Prestwich Date: 2021.01.19 08:58:56 -08'00'

Name: Mark T. Prestwich
Title: City Manager

Approved as to Form:

By: ethan.walsh@bbklaw.com Digitally signed by: ethan.walsh@bbklaw.com DN: CN = ethan.walsh@bbklaw.com Date: 2021.01.24 13:51:40 -08'00'

Name: Ethan Walsh
Title: City Attorney

EXHIBIT A
SCOPE OF SERVICES

Consultant has 2 key tasks:

1. Provide On-Call personnel to the Public Works and/or Building Department including construction inspectors, building inspectors, building officials, permit technicians, on-site plans examiners/engineers, civil engineers, code enforcement personnel, and other positions as listed in Exhibit B on an as-needed basis

2. Provide Building and/or Civil Plan Review as-needed.

Services

1. **Provide On-Call Building Department & Public Works Support Staff (As-needed)**

    - 4LEAF will provide Public Works and/or Building Department support staff to include construction inspectors, building inspectors, permit technicians, on-site plans examiners/engineers, code enforcement personnel, etc. on an on-call basis for the City of St. Helena.

    - 4LEAF will provide interim staff within one business day and full-time staff within two business days. 4LEAF will provide staff from their database of qualified personnel. For requests made with less than 24 hours notice, 4LEAF will make every effort possible to secure suitable candidates.

    - These positions vary from full-time staff, idle staff (temporarily in-between assignments), and pre-qualified staff which include personnel who are available subject to client demand.

2. **Plan Review Services**

    - The Consultant shall review all plans and supporting documents submitted for projects for which a Building Permit is requested. If, after the initial review the documents are found to be in substantial compliance with the State Building Codes and local ordinances, the plans and documents shall be stamped as reviewed and acceptable for construction. If corrections are found to be needed a report shall be prepared by the Consultant specifying the needed corrections and transmitted to the applicant. When plans and supporting documents are deemed acceptable for permit issuance, the applicant shall deliver the Building Permit application and all supporting documents to the Consultant (or City Hall) for permit processing.

    - City shall collect direct from the applicant costs for plan review at time of submittal of plans and documents. Building permit fees shall be paid prior to issuance of the Building Permit. City shall mark/stamp permits PAID upon receipt of funds by applicant.

    - Plan Reviews will be subject to the following turn-around times (Turn-Around Times may vary with the complexity and magnitude of the projects):

EXHIBIT A
SCOPE OF SERVICES

Residential…….Up to 10 Days
Multi-Family……...Up to 10 Days
Commercial……...Up to 10 Days
Industrial…….Up to 10 Days

Plan Review is generally performed at the Consultant's corporate headquarters in Pleasanton, CA and an employed courier is available at all times for pick-up and delivery for plan review services. If for any reason site technical support is required, Consultant is capable of complying on an as-needed basis for all aspects of this support. All plan review requests can be made by emailing pickup@4leafinc.com

- All on-call requests should be made directly to 4LEAF management. 4LEAF's recruiting manager, will handle the placement of all 4LEAF staff. 4LEAF's designated managers are :

Raylee Glasser, Project Manager
2126 Rheem Drive
Pleasanton, CA 94588
(925) 462-5959 – Office
(925) 462-5958 – Fax
(925) 708-4209 – Cell
rglasser@4leafinc.com

Mike Leontiades, Project Manager
2126 Rheem Drive
Pleasanton, CA 94588
(925) 462-5959 – Office
(925) 462-5958 – Fax
(925) 681-8842 – Cell
mleontiades@4leafinc.com

4LEAF, INC.
ENGINEERING • CONSTRUCTION MANAGEMENT
BUILDING INSPECTION • PLAN CHECK

Task Order: Permit Technician Services

DATE: 01/14/21
4LEAF JOB No.: TBD
4LEAF PM: Raylee Glasser, CBO
ASSIGNMENT: **Senior Permit Technician Services**
PERSONNEL: TBD

ITEM: I Permit Technician Services	Date	Estimated Hours	UNIT PRICE	ESTIMATED TOTAL
Senior Permit Technician	1/14/2021	332	$75	$24,900
Preliminary Sub-Total of Services provided by 4LEAF				***$24,900***

Preliminary Estimated Fees	***$24,900***
Project Management Mark-up N/A	***$0***
Total Preliminary Estimated Fees Not to Exceed	***$24,900***

Estimate is seeking a task order to perform Permit Technician Services. 4LEAF is proposing a Senior Permit Technician for this role.
Services include personnel to work on-site and off-site on a schedule provided by the client.
This is a straight time estimate. 4LEAF will bill on a time and materials basis Per the Terms and Conditions of this proposal.
Should overtime be required by client, 4LEAF will bill 1.5 X the hourly rate for Overtime work, upon request. Staff subject to change with approval from client.
All work will be performed per the terms and conditions provided in the Professional Services Agreement including exhibits A and B.
Staff to be approved by City Building Official or responsible City Management. This is a Not to Exceed Task Order Proposal without permission from City Management.

EXHIBIT B
Fee Schedule

2020-2023 FEE SCHEDULE & BASIS OF CHARGES

For the City of St. Helena

NATURE OF SERVICES	COST STRUCTURE
As-Needed Building, Planning, and Fire Services Plan Review	Plan Review Percentage Cost: 60% *Fee includes initial review and two (2) rechecks. Plan Review Hourly Cost: $110 Non-Structural Review, $130 Structural Review CASp Review: $155/hour

Fee Structure for Building Personnel

Building Official.....$135/hour
Senior Combination Building Inspector (Building Inspector III).....$110/hour
Commercial Building Inspector (Building Inspector II) $95/hour
Residential Building Inspector (Building Inspector I).....$80/hour
Training Building Inspector.....$68/hour
Code Enforcement.....$80/hour
CASp Review.....$155/hour
Plans Examiner (Structural) $130/hour
Plans Examiner (Non-Structural) $110/hour
Senior Permit Technician.....$75/hour
Permit Technician $68/hour
Clerk/Administrator.....$60/hour
Public Works Inspector.....$147/hour
CASp Inspection $155/hour
Project Inspector / Inspector of Record $125/hour
OSHPD Inspector $135/hour
Off-Site Project Manager.....$160/hour
Principal-in-Charge $185/hour
Hourly overtime charge per inspector.....1.5 x hourly rate
Mileage (for inspections performed within the City) .....IRS Rate + 20%

Fee Structure for Fire Personnel

Project Manager $175/hour
Fire Protection Engineer (FPE).....$155/hour
Fire Plans Examiner $110/hour
Fire Inspector.....$105/hour
Hazardous Materials Inspector.....$130/hour
Fire Chief.....$175/hour
Fire Marshal.....$155/hour
Fire Prevention Officer $130/hour

EXHIBIT B
Fee Schedule

4LEAF Fee Structure for Planning Personnel

Planning Director	$180/hour
Principal/Planning Manager	$150/hour
Senior Planner	$140/hour
Associate Planner	$120/hour
Assistant Planner	$100/hour
Senior Planning Technician	$75/hour
Planning Technician	$65/hour

Basis of Charges

Rates are inclusive of "tools of the trade" such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 2x the hourly rates listed.
- All plan review services will be subject to 2-hour minimum fee.
- 4LEAF assumes that these rates reflect the 2021-2022 contract period. 3% escalation for 2023 and 2024 is negotiable per market conditions.
- Overtime and Premium time will be charged as follows:
  - *Regular time (work begun after 5AM or before 4PM) .....1 x hourly rate*
  - *Nighttime (work begun after 4PM or before 5AM).....1.125 x hourly rate*
  - *Overtime (over 8 hours M-F or Saturdays).....1.5 x hourly rate*
  - *Overtime (over 8 hours Sat or 1st 8 hours Sun).....2 x hourly rate*
  - *Overtime (over 8 hours Sun or Holidays).....3 x hourly rate*
- Overtime will only be billed with prior authorization of the designated City personnel.
- All work with less than 8 hours' rest between shifts will be charged the appropriate overtime rate.
- Mileage, driven during the course of inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF's liability will be limited to the value of services provided.

AMENDMENT #1
FOR PROFESSIONAL SERVICES AGREEMENT WITH 4LEAF INC.; STH CONTRACT NO: 2021-047 PERTIANING TO CONTRACT STAFF BUILDING AND PLANNING SERVICES FOR AN ADDITIONAL $40,000 FOR A TOTAL AMOUNT NOT-TO-EXCEED $65,000.

This First Amendment to Professional Services Agreement with 4LEAF, STH Contract: FY 2021-047 dated January 19, 2021 ("Agreement") is made as of this ____ day of _____, 2024 by and between the City of St. Helena and 4LEAF, Inc.

RECITALS

A. On January 19, 2021, The City of St. Helena and 4LEAF, Inc. entered into an agreement to provide building and planning services to support the Community Development Department with permits and application processing for an amount not to exceed $25,000; and

B. The City of St. Helena desires to continue utiziling 4LEAF, Inc. to continue to assist the City through FY 2024-2025 on an as-needed basis in accordance with the established scope and billing rates (Exhibit A); and

C. Expected services include on call support to the Building Department for inspections and plan review and contract planner assistance with processing a variety of discretionary planning applications, including site plan review and comment, inter-department coordination, staff reports and presentations to the Planning Commission; and

D. The City of St. Helena and Interwest now desire to amend the Agreement for an additional $40,000 for a total amount not-to-exceed $65,000

AGREEMENT

NOW, THEREFORE, in consideration of the promises and of the mutual covenants and agreements herein contained, for good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

1. Section 4.A. Compensation, is amended to read as follows:

   "Total compensation shall not exceed $65,000…"

All other terms of the Agreement shall remain in full force and effect.

Entered as of the day and year first above stated.

CONSULTANT:

Signatures of Authorized Persons:

By: _____

Print Name:_____

Title: _____

CITY OF ST. HELENA
a Municipal Corporation

By:_____

Print Name: Anil Comelo

Title: City Manager

APPROVED AS TO FORM:

_____
Ethan Walsh, City Attorney

4LEAF, INC.
CONSTRUCTION MANAGEMENT · PLAN CHECK
INSPECTION · PLANNING · CODE ENFORCEMENT

Exhibit A

SCOPE OF SERVICES

4LEAF understands that we have two (2) key tasks:

1. Provide On-Call personnel to the Public Works and/or Building Department including construction inspectors, building inspectors, building officials, permit technicians, on-site plans examiner/engineers and civil engineers.
2. Provide Planning Services.

Plan Review Services

4LEAF will provide Plan Review for any and all types of structures to ensure compliance with all adopted codes, local ordinances (including Tier 1 of Cal Green, if required) and State and federal laws that pertain to Building and Safety, and for compliance with the adopted International Code Council (ICC) Building, Plumbing, Electrical, Mechanical, National Fire Protection codes and standards, and the Accessibility and Noise and Energy Conservation requirements as mandated by the State of California Title 24, State of California Water Efficient Landscape Ordinance, the State of California Certified Access Specialist (CASp) compliance, and all other applicable ordinances. We provide these services for project types including Single-Family Dwellings, large Multi-Family Mixed-Use Dwelling Units, Commercial, and Industrial.

Approach

We understand that the specific building plan review responsibilities will include, but are not limited to:

- Examining plans, drawings, specifications, computations documents, soils reports, and additional data;
- Ascertaining whether projects are in accordance with applicable building and fire codes, and City ordinances, including but not limited to Title 24 and Title 25;
- Performing such reviews as structural, MEP, green building, fire and life safety, grading and drainage;
- Reviewing plans to ensure conformity to the required strengths, stresses, strains, loads, and stability as per the applicable laws;
- Reviewing plans to ensure conformity with use and occupancy classification, general building heights and areas, types of construction, fire resistance construction and protection systems, means of egress, accessibility, structural design, soils and foundations; and masonry;
- Providing additional plan review services as requested by the City;
- Conducting all plan review at the City Department or at a site mutually agreed upon in writing and;
- Supplying all plan review staff with all code books and other basic professional references.

On- and Off-Site Review

4LEAF can supply Registered Professional Engineers to the City to work on-site performing structural plan review and non-structural reviews at the jurisdiction's discretion. Our experience includes checking for compliance with the structural, life-safety, accessibility, plumbing, mechanical, electrical, fire, and local codes/ordinances.

4LEAF's EZPlan Review

EZPlan Review is our in-house tracking software that acts as a communication tool between 4LEAF and the jurisdictions we work with. The use of EZPlan makes communication easy. This web portal allows users to visualize project due dates, notes, and status updates so that projects can be followed from start to finish. Additionally, 4LEAF provides electronically stamped and uploaded copies of approved project plans, a value which saves clients time and resources. With the use of EZPlan, 4LEAF hopes to provide a level of ease and transparency during the off-site plan review process.

QA/QC Review Process

Task 1 – Project Tracking Set-up

The first step of our process will be to set up the project in our system to enable both 4LEAF and the City to track the progress of the review. Our plan tracking procedures are designed to track each submittal throughout the review process and maintain accurate and comprehensive records for each submittal.

Task 2 - Complete Submittal Review

Upon receiving the plans from the City, 4LEAF will triage (preliminary plan review performed by 4LEAF plan review project lead) the submittal to verify that the submittal received is complete (i.e., all pertinent plans, calculations, reports, and other related documents) in order that we can begin our review. If the submitted package is incomplete, we will communicate with the City to discuss the deficient documents needed to proceed with our review.

Task 3 - Plan Review Assignment

After the triage process is performed and a complete package is verified, the project will be assigned to the most qualified Plans Examiner and a turnaround time will be established. We will log each application into our database the same day the plans are received to assure that they are routed in a timely manner and to allow for daily project tracking.

Task 4 - Plan Review

4LEAF will provide the project contact (Developer, Contractor, Architect, or Engineer) desired by the City with a list of any items needing correction and clarification to comply with applicable building codes, ordinances, and regulations. A correction list will be created based on the missing codes and ordinances.

Task 5 - Quality Control

Prior to submitting the plan review correction list to the City, the designated plan review project lead will review the correction list for adherence to applicable codes and ordinances as well as for accuracy and completeness. After completion of our quality control review a correction list will be e-mailed to a designated staff member at the City or as directed by the City. The correction list and a 4LEAF transmittal form will include the following information: a description of the work, type of construction, occupancy group, square footage, number of floors, and sprinkler requirements.

Task 6 - Plan Review Rechecks

Plans received for rechecks will be reviewed for conformance. Our goal is to actively work with the designers to resolve all unresolved issues after our second review. If it appears that there are complicated issues that might cause a project to go beyond our second review, we will communicate directly with the designer to resolve these concerns.

Task 7 - Project Approval

Once the final plan reviews are completed and ready for approval, 4LEAF will organize the plans and supporting documents per the City processing requirements and return them to the City, along with our letter of completion.

Turn-Around Times

4LEAF has a tremendous reputation for completing projects on-time and under budget. 4LEAF's plan review team is widely recognized for quick turn-around times and prompt service. Off-site plan reviews are performed at our office, with plans transmitted by personal delivery or overnight service. The standard turn-around time is within 10 business days for residential plan reviews and within 10 days for commercial/industrial plan reviews; however, these timeframes are negotiable based on your needs. **4LEAF also provides Fire Plan Review services**.

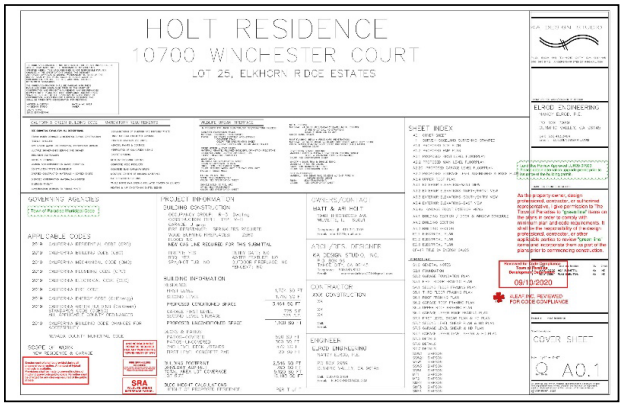
Type of Plans	Transportation	Initial Review	Resubmittal Review	Resubmittal Review #2	Expedited Review	Expedited Resubmittal
*Residential	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
**Multi-Family	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
Commercial	< 24 Hours (pick up & delivery)	< 10 Days	< 5 Days	< 5 Days	< 5 Days	< 3 Days
***Large Commercial > 15,000 s.f.	< 24 Hours (pick up & delivery)	Negotiable	Negotiable	Negotiable	Negotiable	Negotiable

***Larger complex plan reviews can be negotiated to achieve the best possible pricing. 4LEAF has a proven track record of working with municipalities to provide expedited reviews with special discounted pricing.**

Pick-up of all plans will be performed by 4LEAF staff within 24 hours of the City's phone call or e-mail. 4LEAF prefers to pick-up and deliver the plans in person to communicate information that may be pertinent to the project and maintain consistent communication. At no additional cost, 4LEAF staff will transport the plans to and from the City upon a phone call to the 4LEAF office or simply e-mail pickupsocal@4leafinc.com.

Document Control

When plans and documents are received for review, 4LEAF's Plan Review Manager and Document Control Technician analyzes the project, creates a job number, and completes a Job Setup Sheet. This form highlights both the jurisdiction, applicable contact information, and all project specific design criteria and notes. Jobs are then transmitted through 4LEAF's easily accessed EZPlan Review Portal which tracks initial and subsequent reviews and is open for view by the client. The City and their customers can view 4LEAF's plan review control log through 4LEAF's EZPlan Review Portal.


HOLT RESIDENCE
10700 WINCHESTER COURT
LOT 25, ELKHORN RIDGE ESTATES

Plans then get distributed for review to a 4LEAF team consisting of Plan Review Engineers, Architect (a licensed state professional), and/or an ICC Certified Plans Examiner, as applicable. Our staff then performs his or her

function of analyzing the plans and documentation for effective conformance to the state codes, referenced construction standards, and City amendments. 4LEAF's code review methodology is "The Effective Use of the Codes" reinforced through proprietary and jurisdictional checklists. When complete, the Plan Review Manager overviews the project for quality control purposes and forwards comments or approvals to the client's pre-designated contacts.

Off-Site Electronic Plan Review

Digital plan review allows 4LEAF the ability to review, markup and transport plans of any size electronically. We strongly encourage this service for our clients. This process delivers a high degree of cost effectiveness, time efficiency and a "green" and environmentally friendly system. Through our strong focus on utilizing this digital capability, we offer full access to all 4LEAF engineers and plans examiners company-wide, from any of our office locations. A protected online portal will be established to allow property owners, contractors, developers, businesses, designers, and stakeholders to submit plans electronically for review. Access to the online portal will be given to City staff for immediate access to information regarding project status during the review process.

4LEAF has successfully implemented and used Bluebeam for electronic review of files to help eliminate the use of paper and take the plan review workflow to a whole new level. 4LEAF's offices are equipped with large scale monitors for easy review of plans. Bluebeam Revu combines powerful PDF editing, markup, and collaboration technology with reliable file creation. Bluebeam integrates flawlessly with our Green Line approach for electronic and timely turnarounds resulting in permit issuance within 5-7 business days.

Process Mapping

4LEAF aims to bring departmental processes together by identifying and eliminating obstacles to streamline processes. Our subject-matter experts visit each department within a jurisdiction to conduct an analysis of existing processes, identify how best to streamline separate departmental processes to improve workflow, and provide guidance and recommendations on an improved work plan. 4LEAF implementation staff work both on- and off-site during this process and offer extensive training to existing municipal staff members on the use of a jurisdiction's preferred permitting software.

Additional Technologies

Having served more than 400 jurisdictions, 4LEAF and our staff are knowledgeable and have experience working with a variety of different technologies for Electronic Plan Review, Permit Tracking, and Building Inspections. 4LEAF's experience with tracking technologies includes, but is not limited to:

Building Department Services

4LEAF has a proven track record of providing Permit Technician/Counter staff and Building Officials to jurisdictions. 4LEAF can deploy such staff on short notice and offer training programs for department staff, if required. Our staff encompasses the right combination of experience, education, and certifications.

Permit Technician

4LEAF Permit Technician Staff must be experienced and dedicated to serving the public at the Planning and Building Department counter. 4LEAF has numerous Permit/Counter Technicians on staff, many who are currently assigned to Building Departments throughout the state. All staff will have the materials, resources, tools, and training required to perform the job. Typical Permit Technician duties include:

- Accepting plans for plan check
- Verification that plans are accurate and complete
- Calculating permit fees
- Explaining ordinances and procedures to owners, contractors, developers, architects, and general public
- Assisting with preparation of permit applications
- Receiving plans for Planning and Building permits and route to various agencies (if requested)
- Accepting complaints on code violations, process, and record complaints
- Answering phone calls for field and office staff
- Processing inspection requests
- Maintaining files for building permits
- Operating the Building Department's computerized information system
- Inputting a variety of information, including building permits and inspections
- Completing related duties and responsibilities as assigned by Building Official and Senior staff members

Building Official

The 4LEAF Interim Building Official can provide in-house plan reviews to the City, limiting the amount of projects distributed to outside consultants and helping the City achieve significant cost savings. The Building Official will act as an adjunct staff member to the City and work with City personnel and various departments to perform professional building services including but not limited to plan review, permit technician, building inspection, and code enforcement.

Staff qualifications for this role include evaluating and documenting projects for compliance with applicable building standards and housing codes, on- and off-site plan review, staff augmentation, and other building department related tasks. Proposed staff for this role will be appropriately trained and certified for all work.

Placement Schedule

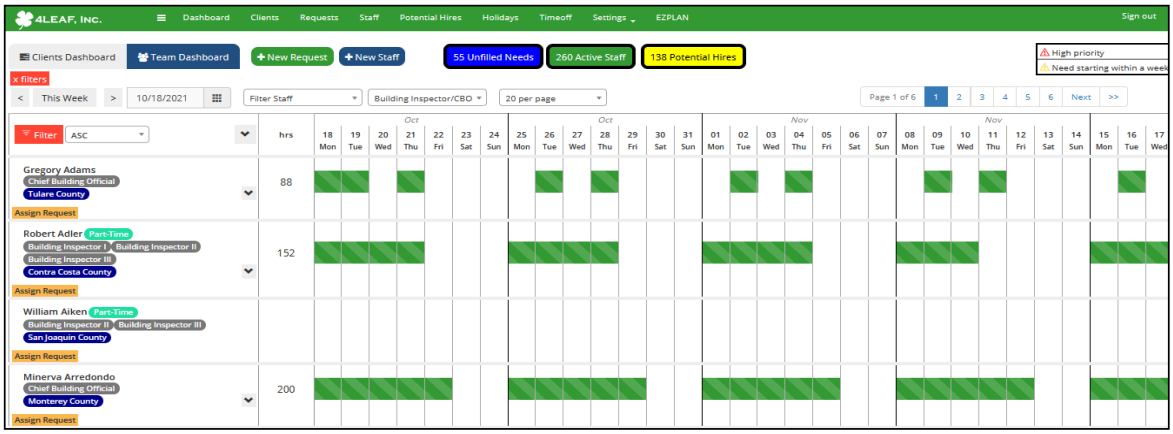
Building Department Staff	Interim	Full-Time
Permit Technician (ICC Certified)	< 2 Days	< 5 Days
Assistant Permit Technician/ Counter Staff	< 2 Days	< 5 Days
Building Official	< 2 Days	< 15 Days

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Inspection Services

4LEAF has a team of more than 200 ICC Certified Building Inspectors, OSHPD/DSA Inspectors of Record, Fire Personnel, and Construction Inspectors working on various contracts. 4LEAF has a team committed to work throughout California who will remain for the duration of projects to ensure we capture the goals and performance that have made our inspection system successful.

We maintain the largest database of qualified inspectors of varied qualifications. Inspectors vary from current full-time inspection staff, idle staff (temporarily between assignments), and pre-qualified staff which include inspectors who are available subject to client demand. 4LEAF's inspectors are all ICC Certified and experienced working within a municipal work environment. 4LEAF will provide inspectors with all the necessary tools, equipment, and current code books sufficient to facilitate all required inspections. **4LEAF can provide interim or full-time inspectors same-day or within one business day—**simply call, email, or text our assigned Project Manager for an immediate response. Our on-call database is utilized for all our clients for as-needed requests.



Periodic Inspection Services → Available Next Day

4LEAF can fulfill inspection requests immediately upon request including same day. 4LEAF has a wealth of local and available inspectors ready to serve the City. In addition, 4LEAF has a proven track record of providing such services to a number of different building departments.

Part-Time Inspection Services → Available Next Day

4LEAF will provide the City with part-time inspectors upon request. 4LEAF can provide part-time staff within 24 hours of request for any duration of time. 4LEAF's Project Manager will work closely with the department to identify the right personnel and determine the appropriate work schedule.

Full-Time Inspection Services → Available Two Days or Less

4LEAF can provide full-time inspectors upon request. 4LEAF provides this service regularly to many clients throughout Southern California, Northern California, the Central Valley, Central Coast, Sacramento Valley, Peninsula/South Bay, East Bay, and North Bay.

Project Specific Inspection Services → Available Two Days or Less

4LEAF is often tasked with providing inspection services to large projects on behalf of municipalities. 4LEAF currently handles large-scale projects for such clients as the City of Palo Alto, City of Cupertino, etc. These projects are developer funded into a separate City account which is distributed to 4LEAF using a separate invoice and contract number. This is particularly helpful to fast paced projects looking for continuous inspection services over a short period of time (i.e. 6 - 36 Months).

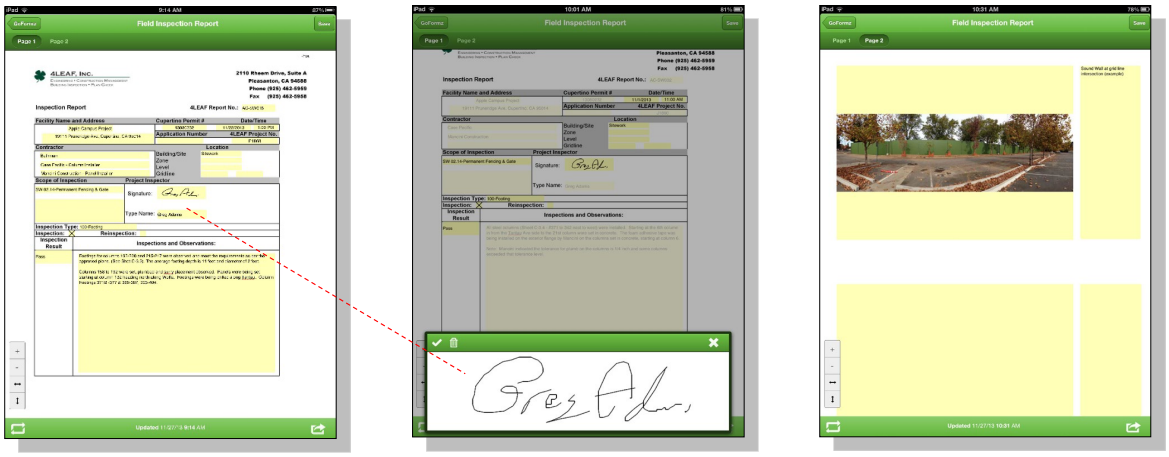
GoFormz

4LEAF will implement the GoFormz software for inspection requests. With licenses owned by the City, 4LEAF's Administration team will prepare inspection requests and inspection results documenting construction activity. In addition, 4LEAF will be able to extract information and provide detailed monthly reports detailing the construction activity. The reports will be detailed to identify contractors, subcontractors, work progress, pictures, and a detailed explanation of the field activities.



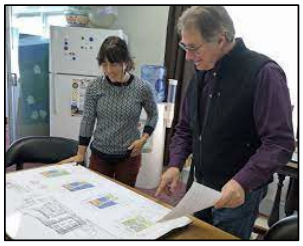
GoFormz allows every piece of information collected on a project to be accessible by all staff as every form is stored securely and safely in the Cloud. The information can be accessed through a user's web account where they can view any inspection report and run reports on project data. The information can be accessed through a user's web account where they can view any inspection report and run reports on project data.

The inspector will be able to leave detailed notes under the inspections and observations box and instantaneously attach pictures to the report to show the item inspected. The inspector will also be able to sign the report by hand on the iPad through the mobile signature block and pictures taken from the iPad are stored on the inspection document.



Planning Services

Our Planners possess the technical writing and report preparation abilities needed to convey the greatest detail in a manner that is easy to understand with solid recommendations of findings rooted in the plans, policies, and codes that reinforce the City's vision. We are dedicated to understanding the vision of a community and rigorously working towards that vision. We utilize application checklists as the foundation of our review and translate policies and regulations as they apply to planning development applications. We transpose our findings into informative, concise, and simple to understand staff reports and environmental compliance documentation. These endeavors cannot be accomplished in a vacuum and our staff are well-versed in project management and will work diligently with other City departments and agencies, including regional agencies, to ensure that the highest levels of review and feedback are achieved.



4LEAF Planners will arrive on-site with a positive attitude and will make every attempt to move projects forward to achieve successful outcomes. We are creative in our approach and can develop alternative methods to achieve the best outcome for the communities, agencies, and applicants. The Planning Division at 4LEAF is responsible for integrating staff into Local and State jurisdictions where we are routinely called upon to supplement vacancies and staff shortages. We also provide staff augmentation services when projects require focused processing and management of a variety of land use applications for compliance with land development codes and general, adopted area, and specific plans.

Current Planning (Counter Intake and Project Review)

4LEAF's Planning duties include ensuring the project team quickly and effectively becomes familiar with City regulations. This approach minimizes the time needed for our Planning Team to become effective answering questions at the Planning Counter regarding Planning application and Environmental Review requirements as well as conducting Project review. This approach ensures cost and time effectiveness of our provision of services to the City and is a foundational principle in our Planning Team's approach as detailed below.

Long-Range Planning

Our long-range Planning team helps cities draft plans, policies, and programs designed to guide their physical design and development. We have over 30 years of experience preparing housing elements, general plans, specific and area plans, and environmental documents in various types of ecological, land use, and socioeconomic settings. Our mission is to provide our clients with high-level professional expertise, leveraging our local experience and diverse team of experts to create a plan that is contextual and implementable, and meets the requirements and needs of the community. Our approach to every project is centered upon the design and development of innovative solutions that respond to our clients' specific needs in a cost-effective manner.

Housing and Related Planning

In addition to providing on-call planning services, 4LEAF is currently managing the Napa-Sonoma Collaborative, an ABAG subregional planning effort for the 16 jurisdictions of Napa and Sonoma Counties. Our collaborative work

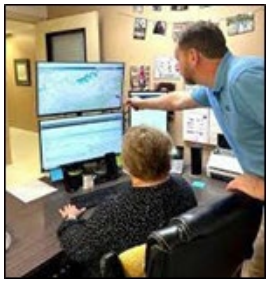
addresses the many planning challenges facing the region including housing, equity, infill, and VMT reduction. As a part of this work, 4LEAF staff provide professional planning TA (Technical Assistance) on an as-needed basis to each of our 16 jurisdiction members. 4LEAF has also provided Housing Elements to the Cities of San Marino, Santa Clarita, Cotati, Cloverdale, Cupertino, Sebastopol, and Gonzales. **We are experienced in working with the California Department of Housing & Community Development (HCD) providing RHNA number appeal services.**

Environmental Review Services

Our team evaluates the General Plan, Zoning, Subdivision regulations consistency and environmental impacts of private and public development proposals and coordinates with other divisions to ensure that standards for Public Works engineering for infrastructure systems and building & safety requirements are appropriately addressed with new development.

Project Application Processing

The Counter Planning Technician is an important and vital member of the Planning Team. They will be the first person most applicants of the public will encounter at the Planning Counter and will be professional, informative, and able to be appropriately empathetic with applicants in the regulatory compliance context. They will be responsible for application intake and project file creation, establishing the project review calendar, including completeness review pursuant to the Permit Streamlining Act (Government Code § 65920 et seq.).



Our team will use the existing submittal forms and advise the City potential need for updates to keep pace with the many recent changes to Planning and Housing regulations. The Planning Technician will work with the City and 4LEAF management and planners to ensure staff assignments are confirmed for all Planning applications received. Our Planning Technician has confidence in coming up to speed quickly and providing information over the phone, via email, and assisting with project updates to the City website. Being diligent to, taking in and reviewing project applications for applicant notification of commencement of environmental review or a need for additional materials to be submitted for the City to determine the application complete.

The 4LEAF Planning and Environmental team is composed of experienced Supervisors and Senior level project managers, Associate and Assistant Planners, and Planning Technicians. Our Project Case Planners are assigned cases by the Supervisor or Project Manager in coordination with City staff. Project review assignments will be made to our Planning team depending on the complexity of the project and the applicable experience of the Planner assigned. Our project management approach serves to maximize team ability to process applications effectively from compliance and environmental review to design review and decision-maker hearings. This approach also ensures that our Planning Team is assigned the appropriate number of projects suited to their experience and qualifications, thereby realizing cost and time effective management as part of our approach.

Planning Review Process

Our Planning team members will come to the City informed by our prior experience processing a range of project types: from mixed use commercial and residential projects, hotels, commercial, industrial uses, energy permitting and environmental. Our housing project review experience includes new, rebuilding, and temporary housing. Our planners understand compliance with a range of new legislation adopted by the Governor since 2017 aimed at addressing the statewide housing shortage at the local level. Our Planning Team provides project review such as:

- 4LEAF will conduct preliminary review of applications during the 30-days of application completeness review pursuant to the Permit Streamlining Act (Government Code Sections 65920, et seq.).
- Provide responses to public inquiries via telephone, email, mail or in person regarding applications.
- Applicants will be notified of any additional information or studies required to ensure a complete project description is provided prior to the application being deemed complete.
- During initiation of project level environmental review, outreach will be conducted to adjacent local and responsible agencies for air quality, water quality, transportation planning, and tribal consultation as warranted.
- Peer review services will be provided by qualified 4LEAF staff and entail reviewing applicant prepared technical studies and tribal consultation letters submitted with project applications when needed. Depending on the environmental review scope, 4LEAF will partner with qualified experts to provide as needed technical studies.
- 4LEAF will provide ministerial review and usher entitlement reviews through discretionary review by decision makers. This review assesses project applications for the appropriate permits and plan amendments for compliance with the City's General Plan and Housing Element, the Zoning Code, State housing requirements, the Subdivision Map Act, Design Guidelines, and applicable objective design guidelines or specific plan requirements.
- Confer with and provide information to property owners, contractors, developers, engineers, architects, and the public regarding conformance to standards, plans, specifications, and codes.
- Prepare staff reports, resolutions, ordinances, and conditions of approval and give oral presentations to the Planning Commission, City Council, and various committees and commissions, and attend evening meetings as required.
- Analyze data for economic, social, environmental, and physical factors affecting land use and prepare environmental documents for public review and adoption.
- Perform project management duties including the maintenance of the development database and tracking of deadlines, application submittal requirements, and workload while maintaining quality work products, meeting timelines, and staying within budget.
- Process and review City permits, Plan Checks, Zoning Clearances, Master Sign Programs, Administrative Permits, Minor and Major Use Permits, Design and Site Review, Variances, Tree Removal Permits, Tentative Maps, Zoning Map Amendments, and General Plan and Development Code Amendments.

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FY2024-2025 FEE SCHEDULE & BASIS OF CHARGES

FOR THE CITY OF ST. HELENA

All Rates are Subject to Basis of Charges

PLAN REVIEW COST STRUCTURE	NOTES
Plan Review Percentage: 60% of City Fee Hourly: $115 Non-Structural Review $132 Structural Review Hourly: $155 CASp Review	Fee includes: ➢ Initial review and two (2) rechecks. Hourly charges apply after three (3) or more rechecks. ➢ Shipping, courier, and electronic service.

Building

Chief Building Official $138/hour
Structural Plan Review Engineer $132/hour
Non-Structural Plans Examiner $115/hour
Certified Access Specialist (CASp) Inspector $160/hour
Certified Access Specialist (CASp) Plans Examiner $160/hour
Senior Combination Building Inspector (Building Inspector III) $113/hour
Commercial Building Inspector (Building Inspector II) $98/hour
Residential Building Inspector (Building Inspector I) $82/hour
Senior Permit Technician $78/hour
Permit Technician $70/hour
Clerk/Administrator $62/hour
Public Works Inspector $150/hour
Inspector of Record $130/hour
OSHPD Inspector $140/hour
Code Enforcement $85/hour
Off-Site Project Manager $165/hour
Principal-in-Charge $190/hour
GoFormz Software ..... $50/user monthly

Fire

Fire Protection Engineer (FPE) $155/hour
Fire Prevention Officer $130/hour
Fire Plans Examiner $110/hour
Fire Inspector $105/hour
Hazardous Materials Inspector $130/hour
Fire Chief $175/hour
Fire Marshal $155/hour

Planning

Planning Director	$180/hour
Principal/Planning Manager	$150/hour
Senior Planner	$140/hour
Associate Planner	$120/hour
Assistant Planner	$100/hour
Senior Planning Technician	$75/hour
Planning Technician	$65/hour

BASIS OF CHARGES

Rates are inclusive of "tools of the trade" such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.
- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 2x the plan review fee listed in the fee schedule. Return time will be within five (5) days of receipt of the plans from the City.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed.
- All plan review services will be subject to a $240.00 minimum fee if percentage-based fee or 2-hour minimum charge if hourly rates apply.
- Larger complex plan reviews can be negotiated to achieve the best possible pricing.
- All plan review services will be subject to 2-hour minimum fee.
- All plan review services are billed on a percentage basis and includes the initial review and 2 rechecks.
    - Plan reviews will be billed on an hourly basis only after the initial review and 2 rechecks unless otherwise agreed upon on a case-by-case basis.
    - Fire and Civil Reviews are billed on an hourly basis and are not included in our plan review percentage.
- 4LEAF assumes that these rates reflect the FY2024-2025 contract period. There will be a 3% escalation for FY2025-2026, FY2026-2027.
- Overtime and Premium time will be charged as follows:
    - *Regular time (work begun after 5AM or before 4PM)* — *1 x hourly rate*
    - *Nighttime (work begun after 4PM or before 5AM)* — *1.125 x hourly rate*
    - *Overtime (over 8-hour M-F or Saturdays)* — *1.5 x hourly rate*
    - *Overtime (over 8 hours Sat or 1st 8-hour Sun)* — *2 x hourly rate*
    - *Overtime (over 8 hours Sun or Holidays)* — *3 x hourly rate*
- Overtime will only be billed with prior authorization from the Chief Building Official or other designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.

- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF's liability will be limited to the value of services provided.
- In accordance with California's Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF's non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.

Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Planning

DATE:	September 24, 2024
FROM:	Maya DeRosa, Community Development Director
SUBJECT:	Consideration and proposed approval of a Resolution authorizing the City Manager to execute Amendment No. 4 to STH Contract: FY 2021-046 in the amount of $40,000 with Interwest for a total contract amount not-to-exceed $180,000 for Contract Planning Services.
RECOMMENDED ACTION:	Staff recommends City Council adopt the attached resolution.
PREVIOUS COUNCIL ACTION:	On November 22, 2022 the City Council approved amendment number 3 to the PSA.
STATEMENT OF THE PURPOSE:	To approve a contract amendment to facilitate the continued use of contract planning staff for development review.
FINANCIAL IMPACT:	The estimated fiscal impact of this contract amendment is $40,000 for a not-to-exceed amount of $180,000. The Adopted FY 2024-25 operating budget includes $40,000 for contract planning services utilizing General Fund (Fund 101).

BACKGROUND:

On January 9, 2021, the City and Interwest Consultants entered into a Professional Services Agreement STH Contract:FY2021-046 to provide Planning staffing support for a not-to-exceed amount of $25,000. In April 2021, the first amendment to that contract was approved by City Council for an amount $15,000 to allow the planning support to continue to the end of the fiscal year. The professional services included part-time general planning support for a variety of development applications the City may receive. On June 8, 2021, the City Council approved Amendment No. 2 to the agreement with Interwest increasing the contract amount by $50,000 to allow support work on processing development review applications. Subsequently, on November 22, 2022, the City Council approved Amendment No. 3 to the agreement with Interwest increasing the contract amount by $50,000 to continue to allow support work in current planning. Based on the work occurred to date, the funds in that account are nearly expended which is the basis for the requested PSA amendment.

DISCUSSION:

There remain currently active projects that Interwest planners are processing and, with the recent announcement of Senior Planner Hecock's resignation coupled with the vacant Associate Planner position, it is expected that their services will continue to be

necessary on an ongoing basis. Interwest is currently assisting with current planning applications. The firm also has Senior Planner level contract staff which may be utilized to backfill certain projects needing a more experienced planner. Based on the department, staff recommends approval of Amendment No. 4 to Interwest's professional services agreement.

GOAL:

Miscellaneous/Other

DOCUMENTS ATTACHMENTS:

Resolution- STH Contract FY2021-046 01A Interwest Planning Services 9-24-2024
STH Contract FY2022-046- Interwest Planning Services amendment #4

CITY OF ST. HELENA

RESOLUTION NO 2024-

RESOLUTION OF THE COUNCIL OF THE CITY OF ST. HELENA AUTHORIZING AMENDMENT #4 FOR PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST; STH CONTRACT NO: 2021-046 PERTIANING TO CONTRACT STAFF PLANNING SERVICES FOR AN ADDITIONAL $40,000 FOR A TOTAL AMOUNT NOT-TO-EXCEED $180,000.

RECITALS

A. On January 19, 2021, The City of St. Helena and Interwest entered into an agreement to provide contract planning services to support the Planning Department with development review application processing; and

B. On April 27, 2021, the City Council authorized Amendment #1 for an additional $15,000 for a total not-to-exceed amount of $40,000; and

C. On June 8, 2021, the City Council authorized Amendment #2 to STH Contract FY 2021-046 to continue to assist the City on an as-needed basis for an additional $50,000 for a total not-to-exceed amount of $90,000; and

D. On November 22, 2022, the City Council authorized Amendment #3 to STH Contract FY 2021-046 to continue to assist the City on an as-needed basis for an additional $40,000 for a total not-to-exceed amount of $140,000; and

E. The City of St. Helena desires to continue utiziling Interwest to continue to assist the City through FY 2022-2023 on an as-needed basis in accordance with the established billing rates (Exhibit A); and

F. Expected services include processing a variety of discretionary planning applications, including site plan review and comment, inter-department coordination, staff reports and presentations to the Planning Commission; and

F. The City of St. Helena and Interwest now desire to amend the Agreement for an additional $40,000 for a total amount not-to-exceed $180,000.

RESOLUTION

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

1. Authorizes the City Manager to execute Amendment No. 4 to STH Contract: FY2021-046 in the amount of $40,000 with Interwest for a total contract amount not-to-exceed $180,000.

2. Funding is as follows:

Funding Details	**Fund**	**GL Account**	**Amount**
Previously Authorized in FY 2024-25 Operating Budget	General Fund	101-45-00-21-45	$40,000
AMENDMENT NO. 4 TOTAL			**$40,000**

Approved at a Regular Meeting of the St. Helena City Council on September 24, 2024, by the following vote:

Mayor Dohring: _____

Vice Mayor Hall: _____

Councilmember Chouteau: _____

Councilmember Summers: _____

Councilmember Kenealy: _____

APPROVED: ATTEST:

_____ _____

Paul Jamison Dohring, Mayor Cindy Tzafopoulos, City Clerk

AMENDMENT #4
FOR PROFESSIONAL SERVICES AGREEMENT WITH INTERWEST; STH CONTRACT NO: 2021-046 PERTIANING TO CONTRACT STAFF PLANNING SERVICES FOR AN ADDITIONAL $40,000 FOR A TOTAL AMOUNT NOT-TO-EXCEED $180,000.

This Fourth Amendment to Professional Services Agreement with Interwest STH Contract: FY 2021-046 dated November 7 , 2022 ("Agreement") is made as of this ____ day of _____, 2024 by and between the City of St. Helena and Interwest, Inc.

RECITALS

A. On January 19, 2021, The City of St. Helena and Interwest entered into a Professional Services Agreement to provide contract planning services to support the Planning Department with development review application processing; and

B. The City of St. Helena desires to continue utiziling Interwest to continue to assist the City on an as-needed basis in accordance with the established billing rates (Exhibit A); and

C. Expected services include continued processing a variety of discretionary planning applications, including site plan review and comment, inter-department coordination, staff reports and presentations to the Planning Commission; and

D. On April 22, 2021, the City Council authorized Amendment #1 to STH Contract FY 2021-046 to continue to assist the City on an as-needed basis for an additional $15,000 for a total not-to-exceed amount of $40,000; and

E. On June 22, 2021, the City Council authorized Amendment #2 to STH Contract FY 2021-046 to continue to assist the City on an as-needed basis for an additional $50,000 for a total not-to-exceed amount of $90,000; and

F. On November 22, 2022, the City Council authorized Amendment #3 to STH Contract FY 2021-046 to continue to assist the City on an as-needed basis for an additional $50,000 for a total not-to-exceed amount of $140,000; and

G. The City of St. Helena and Interwest now desire to amend the Agreement for FY 2021-046 for an additional $40,000 for a total amount not-to-exceed $180,000.

AGREEMENT

NOW, THEREFORE, in consideration of the promises and of the mutual covenants and agreements herein contained, for good and valuable consideration, the adequacy of which is hereby acknowledged, the parties agree to amend the Agreement as follows:

1. Section 4.A. Compensation, is amended to read as follows:

   “Total compensation shall not exceed $180,000…”

All other terms of the Agreement shall remain in full force and effect.

Entered as of the day and year first above stated.

CONSULTANT:

Signatures of Authorized Persons:

By: _____

Print Name:_____

Title: _____

CITY OF ST. HELENA
a Municipal Corporation

By:_____

Print Name: Anil Comelo

Title: City Manager

APPROVED AS TO FORM:

_____
Ethan Walsh, City Attorney

Exhibit A

Billing Rates

Effective July 1, 2024

Beginning on the 1st anniversary of the Effective Date of the Agreement and annually thereafter, the hourly rates listed below shall be automatically increased based upon the annual increase in the Department of Labor, Bureau of Labor Statistics or successor thereof, Consumer Price Index (United States City Average, All Items (CPI-U), Not Seasonally adjusted, All Urban Consumers, referred to herein as the "CPI"). Such increase shall not exceed 4% per annum. The increase will become effective upon publication of the applicable CPI data. If the index decreases, the rates listed shall remain unchanged.

Classification	Hourly Billing Rate
Planning Services	
Community Development Director	$225
Planning Manager	200
Project Manager	200
Principal Planner	180
Senior Planner	165
Associate Planner	135
Assistant Planner	110
Planning Technician	90
Grant Writing	
Grant Manager	165
Grant Writer	155

Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works

DATE:	September 24, 2024
FROM:	Ian Dale, Environmental Services Tech
SUBJECT:	Water Supply and Forecasting - August 2024
RECOMMENDED ACTION:	Receive and file.
PREVIOUS COUNCIL ACTION:	Monthly Receive and File reports to City Council.
STATEMENT OF THE PURPOSE:	To provide monthly updates of the amount of water produced at the Louis Stralla Water Treatment Plant, the Stonebridge Potable Water Wells, and potable water delivered from the City of Napa.
FINANCIAL IMPACT:	None.

BACKGROUND:

The City of St. Helena publishes a monthly water report on the City website (www.cityofsthelena.org/publicworks/page/water-reports). The report includes the amount of water produced at the Louis Stralla Water Treatment Plant and the Stonebridge Potable Water Wells, and potable water delivered from the City of Napa. In addition to presenting data on the amount delivered monthly, the report includes year-to-date information and prior year data. Water elevation and capacity at the Bell Canyon Reservoir is included as well as information on rain and temperatures.

At the City Council meeting of May 9, 2023, the City Council adopted Resolution 2023-46 adopting City Council goals for FY 2023-24. Five new City Council Goals for FY 2023-24 which include Goal 1: Financial Sustainability, Goal 2: Infrastructure and Environmental Sustainability, Goal 3: Water Security, Goal 4: Community Information and Engagement, and Goal 5: Quality of Life. City Council has the responsibility of establishing broad goals and the City's leadership has the responsibility to develop a work plan to achieve them.

DISCUSSION:

In connection with City Council Goal 2, City staff has developed a forecasting tool to facilitate its ability to optimize water use and track water availability. Included as Attachment 1 is the Monthly Water Report for August 2024. The water produced for August 2024 is down by -32% when compared to August 2023 and is down by -49% compared to the average of August 2018-2020. Below is a chart summarizing the water produced per source:

Water Produced per Source

Source	Average (2018 - 2020) (Acre-Feet)	August 2023 (Acre-Feet)	August 2024 (Acre-Feet)
Bell Canyon	86	44.54	18.82
Stonebridge Wells	50	52.19	28.76
Napa Water	61	52.77	53.96
Total	**197**	**149.5**	**101.54**

- Percent change from August 2023: -32%
- Percent change from average of August 2018 - 2020: -49%

Bell Canyon Reservoir

The City is no longer in water emergency conditions based upon the Phase I Water Emergency measures being terminated by City Council adopting Resolution No. 2023-94 on July 25, 2023. Bell Canyon Reservoir has adequate water to support the City's needs through this calendar year. The storage in Bell Canyon graph (Attachment 2) has been revised to include historic reservoir supply levels since July 2021. It also shows the water availability forecast through June 2026 based on the highest water usage during a non-drought year (FY 2019/20) and 10 inches of rainfall (lowest recorded).

As of September 1, 2024, Bell Canyon Reservoir elevation was at 417.20 feet representing approximately 2,025.94 acre feet (AF) and 85% capacity. Bell Canyon spillway level is 422 feet representing 2,383.69 acre feet in water supply volume. Below is a chart comparing Bell Canyon elevation levels, water supply availability in acre feet, and percent capacity of the reservoir on September 1st in 2022, 2023, and 2024.

Year	**2022**	**2023**	**2024**
Bell Canyon Elevation Level	412.27 Ft.	418.55 Ft.	417.20 Ft.
Acre Feet	1,680 AF	2,124.92 AF	2,025.94 AF
Percent Capacity	70.5%	89.14%	85%

As a follow up to the May 24, 2022, City Council meeting, staff developed a graph (Attachment 3) highlighting the relationship between the reservoir elevation level and water supply availability in acre feet. The graph shows the current status of the reservoir. Furthermore, the graph also displays the points where City Council decided to declare Phase I and Phase II Water Emergencies in 2020.

Continued Water Conservation

California experienced two consecutive dry years 2020 and 2021. Due to the combination of warmer-than-average temperatures and minimal precipitation in the state, the Department of Water Resources (DWR) declared 2021 as the fourth-driest year on record statewide. The record-breaking dry period in January and February 2022, and the absence of significant rains in March 2022, required DWR to reduce anticipated deliveries from the State Water Project (SWP). However, the reduction at the time did not affect St. Helena as the City has multiple robust water sources not

affected by the executive order. Water availability from the Bell Canyon reservoir is based on the City's State Water Rights permit and not the SWP. The City has not received any curtailment order from DWR nor does the City anticipate receiving one.

It should be noted that on July 25, 2023, the City Council adopted Resolution No. 2023-94 to formally end the Phase I Water Emergency. The projected demand on the system versus the anticipated rainfall over the next year reflects an available supply in Bell Canyon approximately 1,895 acre-feet, significantly above the 1,481 acre-feet standard for declaration of a Phase I Water Emergency. Staff will monitor State-wide and local drought conditions, weather conditions, and provide updates on a monthly basis. The corresponding staff report provided a variety of data to reflect the disposition of the water supply at that time in relation to the Council-adopted Safe Yield Policy.

City of Napa Water Supply
Normal operations continue at Rutherford Pump Station (RPS) and the City is taking delivery of the allotment purchased from City of Napa. During the month of August 2024, Rutherford Pump Station was producing an average of 0.56 MG/day for a total of 53.96 acre feet (AF) for the month.

ENVIRONMENTAL REVIEW: Not applicable.

GOAL:

Goal 3: Pursue Water Security & Sustainable Management of Water Resources
Goal 4: Provide Effective Community Information & Opportunities for Engagement

DOCUMENTS ATTACHMENTS:

MWR August 1-31 2024
Attachment 2 - Bell Canyon Water Storage Forecast
Attachment 3 - Bell Canyon Reservoir Storage Phase I II

CITY OF ST. HELENA
MONTHLY WATER REPORT

CC: CC __X__ PC__X__ FILE _____
RECEIVED: _____ BY: __

August 1-31, 2024

	LOUIS STRALLA WATER PLANT	STONEBRIDGE POTABLE WELLS	SBW IRRIGATION WATER	NAPA WATER	TK #1 & #2 ADJUST
AMOUNT PRODUCED in AF	18.82	28.76	0.80	53.96	-0.44
AMOUNT PRODUCED in MG	6.13	9.37	0.26	17.58	-0.14
PERCENT	**18.6%**	**28.4%**		**53.4%**	-0.4%

WATER PRODUCED ~~DELIVERY~~ (AGGREGATE)

	THIS YEAR	LAST YEAR
TOTAL PRODUCED THIS PERIOD	33.07 **MG**	48.70 **MG**
MAXIMUM DAILY PRODUCED	n/a **MG**	n/a **MG**
MINIMUM DAILY PRODUCED	n/a **MG**	n/a **MG**
AVERAGE DAILY PRODUCED	1.06 **MG**	1.57 **MG**

WATER YEAR TOTALS

	THIS FISCAL YEAR	%	LAST FISCAL YEAR	%
LOUIS STRALLA WATER PLANT	96.71 **AF**	36.2%	84.79 **AF**	29.0%
	31.50 **MG**		27.62 **MG**	
NAPA WATER	104.61 **AF**	39.2%	103.85 **AF**	35.5%
	34.07 **MG**		33.83 **MG**	
STONEBRIDGE POTABLE WELLS	65.58 **AF**	24.6%	103.61 **AF**	35.5%
	21.36 **MG**		33.75 **MG**	
TOTAL WATER PRODUCED ~~DELIVERY~~ (ALL)	**266.90 AF**	**100.0%**	**292.25 AF**	**100.0%**

SBW IRRIGATION WATER

	THIS MONTH	THIS MONTH, LAST YR.
STONEBRIDGE APARTMENTS	0.17 **MG/Aug. 1 -31**	0.25 **MG/Aug. 1-31**
NAPA VALLEY COLLEGE	0.09 **MG/Aug. 1 -31**	0.08 **MG/Aug. 1-31**

WATER ELEVATION, CAPACITY & RAINFALL

	THIS FISCAL YEAR	LAST FISCAL YEAR
ELEVATION BELL CANYON RESERVOIR	417.20 **FT.**	418.55 **FT.**
MONTHLY RISE OR DROP	-1.36 **FT.**	-1.15 **FT.**
CAPACITY AT END OF PERIOD	2025.94 **AF**	2124.92 **AF**
PERCENT OF FULL CAPACITY	85.0 **%**	89.1 **%**
RAINFALL IN THIS PERIOD	0.10 **IN**	0.00 **IN**
TOTAL RAINFALL SEASON TO DATE	0.1 **IN**	0.00 **IN**

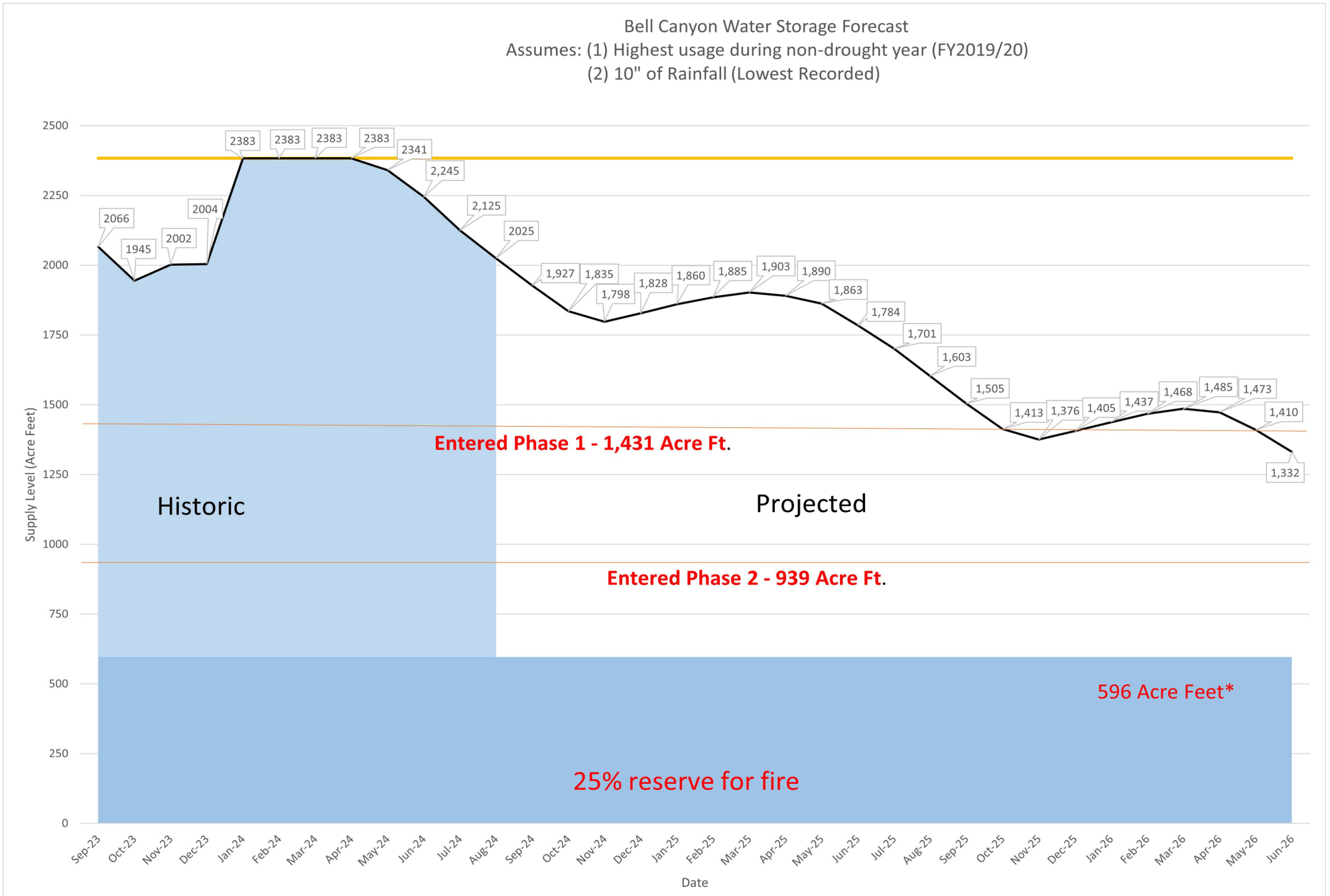
TEMPERATURES

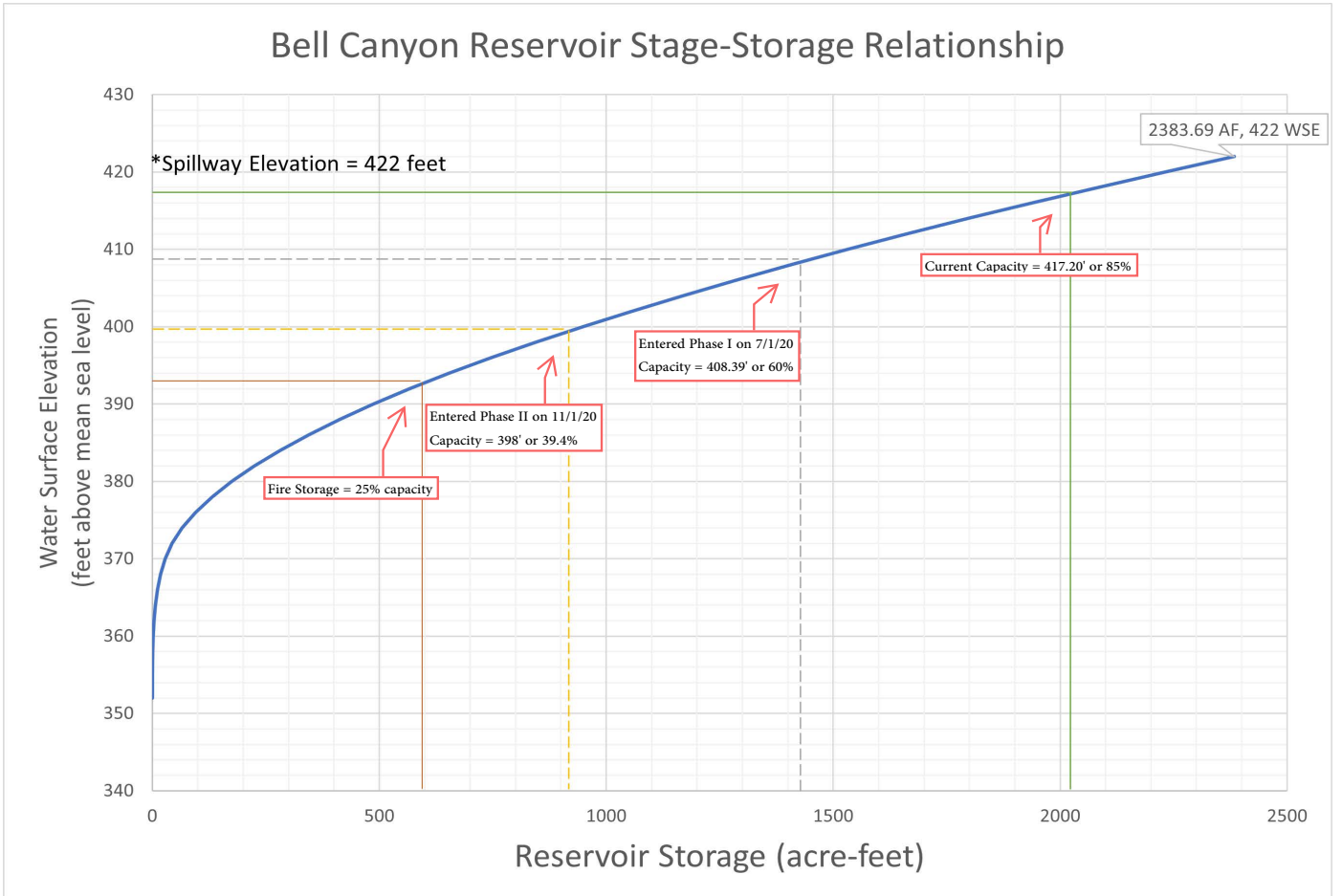
	THIS MONTH, THIS YEAR	THIS MONTH, LAST YR.
DEGREES IN FAHRENHEIT	53.6-97.9	57.6-99.7
AVERAGE	75	78.65

REMARKS

City of Napa Water Delivery: RPS producing an average of 0.56 MG/day during August 2024.

DISCLAIMER: The data presented in this report is approximate and for informational purposes only. Updates will be provided if any errors are identified.


Bell Canyon Water Storage Forecast
Assumes: (1) Highest usage during non-drought year (FY2019/20)
(2) 10" of Rainfall (Lowest Recorded)
Supply Level (Acre Feet)
Date
2500
2250
2000
1750
1500
1250
1000
750
500
250
0
2066
1945
2002
2004
2383
2383
2383
2383
2341
2,245
2,125
2025
1,927
1,835
1,798
1,828
1,860
1,885
1,903
1,890
1,863
1,784
1,701
1,603
1,505
1,413
1,376
1,405
1,437
1,468
1,485
1,473
1,410
1,332
Entered Phase 1 - 1,431 Acre Ft.
Entered Phase 2 - 939 Acre Ft.
Historic
Projected
596 Acre Feet*
25% reserve for fire
Sep-23
Oct-23
Nov-23
Dec-23
Jan-24
Feb-24
Mar-24
Apr-24
May-24
Jun-24
Jul-24
Aug-24
Sep-24
Oct-24
Nov-24
Dec-24
Jan-25
Feb-25
Mar-25
Apr-25
May-25
Jun-25
Jul-25
Aug-25
Sep-25
Oct-25
Nov-25
Dec-25
Jan-26
Feb-26
Mar-26
Apr-26
May-26
Jun-26


Bell Canyon Reservoir Stage-Storage Relationship
*Spillway Elevation = 422 feet
2383.69 AF, 422 WSE
Current Capacity = 417.20' or 85%
Entered Phase I on 7/1/20
Capacity = 408.39' or 60%
Entered Phase II on 11/1/20
Capacity = 398' or 39.4%
Fire Storage = 25% capacity
Water Surface Elevation
(feet above mean sea level)
430
420
410
400
390
380
370
360
350
340
0
500
1000
1500
2000
2500
Reservoir Storage (acre-feet)

Agenda Report to the City Council

Agenda Section: PUBLIC HEARINGS

Department: Public Works

DATE:	September 24, 2024
FROM:	Rebecca White, Administrative Assistant
SUBJECT:	Consideration and proposed approval of a Resolution approving the annexation of the property known as 1582 Sulphur Springs Ave, St. Helena, CA (APN 009-362-021), into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 150.
RECOMMENDED ACTION:	Staff recommends the City Council adopt a Resolution approving the annexation of the territory into the St. Helena Municipal Sewer District No. 1 MSD.
PREVIOUS COUNCIL ACTION:	City Council approved Resolution 2024-120 on August 13, 2024, requesting to set a public hearing for September 24, 2024, to consider objections to the proposed annexation, as required by state law.
STATEMENT OF THE PURPOSE:	Commence a public hearing to consider objections to the proposed annexation into the St. Helena Municipal Sewer District No.1. Consideration and approval of a Resolution approving the proposed annexation if the proposed annexation is found to beneficial to the property.
FINANCIAL IMPACT:	None.

BACKGROUND:

Any property that wishes to connect and utilize the sanitary sewer system in the City of St. Helena must be annexed into the Municipal Sewer District No. 1. All applications for annexations shall be approved by the City Council pursuant to the requirements of state law (SHMC § 13.20.040). State law details the requirements in Health and Safety Code Section 4600. City Council approval of the annexation is the formal administrative process to change the property's tax rate area code from septic to sanitary sewer. The process for a property to be annexed requires that a resolution be adopted ordering a public hearing by an affirmative vote of at least two-thirds of all the members of the City Council (HSC § 4643). The resolution is required to contain the following information and finding:

(a) Describe the boundaries of the territory proposed to be annexed.
(b) Designate the proposed annexation by an appropriate number.
(c) Declare that the area to be annexed to the district will be benefited by such annexation.

(d) Name the time and place for the hearing of objections by any person interested in the proposed annexation, to the inclusion in the district of any land described in the resolution.

Once adopted, the resolution, together with the names of the members of the City Council voting for and against it, must be published for two successive weeks in a newspaper of general circulation and published in the City. The first publication shall not be more than 60 days nor less than 30 days prior to the date fixed for the hearing.

At the time established for the public hearing, the City Council will hear and consider any objections to the annexation and exclude any territory which in the Council's opinion will not be benefited by the annexation. After making changes to the boundaries of the area to be annexed, if any, the City Council may then adopt a resolution approving the annexation of the Property into the District which will require at least four affirmative votes. Upon a determination by the Council that the Property will be benefited by the annexation; certified copies of the resolution will then be recorded and filed in the manner and with the same force and effect as provided in Section 4613. Upon recordation of the resolution, the Property annexed becomes a part of the District and is subject to all the liabilities and entitled to all the benefits of the District.

If the City Council approves the resolution following the public hearing on September 24, 2024, City staff will then process the annexation with Napa County and the State Board of Equalization to change the tax rate area code for the property. Staff will work with the applicant to collect outstanding fees and obtain required permits.

DISCUSSION:
The public hearing notices to consider objections to the proposed annexation on September 24, 2024, were first published in the Napa Valley Register on August 22, 2024, and the second on August 29, 2024. Additionally, notices of the public hearing and the Resolution were distributed within the area to be annexed not earlier than the 60th day or later than the 30th day prior to the hearing.

At the time established for the hearing, City Council will hear and consider any objections to the annexation and exclude any territory which in the Council's opinion will not be benefited by the annexation. After making changes to the boundaries of the area to be annexed, if any, the City Council may then adopt a Resolution approving the annexation of the property into the District, which will require at least four affirmative votes. Upon a determination by the Council that the property will be benefited by the annexation, certified copies of the Resolution will then be recorded (HSC § 4613). Upon recordation of the Resolution the property annexed becomes a part of the District and is subject to all the liabilities and entitled to all the benefits of the District (HSC § 4648).

City Council is requested to consider the annexation from the following parties into the District:

1582 Sulphur Springs Avenue, St. Helena, CA (APN 009-362-021), MSD Annexation No. 150

Parcel map and legal description for the property are attached. Staff request City Council to consider the applicant's annexation request and consider a Resolution approving the annexation. If the City Council approves the Resolution following the hearing, City staff will then process the annexation with Napa County and the State Board of Equalization to change the tax rate area code for the property. Properties will then become eligible to connect to the City's sanitary sewer system.

ENVIRONMENTAL REVIEW: Not applicable.

GOAL:

Goal 2: Improve Infrastructure & Further Environmental Sustainability
Goal 3: Pursue Water Security & Sustainable Management of Water Resources
Goal 5: Enhance Quality of Life

DOCUMENTS ATTACHMENTS:

1582 Sulphur Springs Parcel Map
1582 Sulphur Springs Legal Description
Resolution

9-36

1" = 100'

Tax Area Code
3000
3002

1.	R=20.00'	L=16.30'
2.	R=20.00'	L=31.42'
3.	R=20.00'	L=31.11'
4.	N43°08'15"W	2.28'

KENNEDY COURT

LA QUINTA WAY

EL BONITA AVENUE

361

362

35

43

3000

3002

R.M. 9-59

R.M. 68-6

LLA 17-30
26
10.46 Ac.±

LLA 17-30
27
5.20 Ac.±

5RS85-1

47RS30

27PM99-4

27PM99-3

27PM99-2

27PM99-1

1' STRIP PARCEL "A"

1' STRIP PARCEL "B"

PTN. 45RS75-1

PTN. 45RS75-1 45RS75-2

NOTE: This Map Was Prepared For Assessment Purposes Only , No Liability Is Assumed For The Accuracy Of The Data Delineated Hereon.

	3-17-89
PTN 362-24,25 RS	2-17-05
362-15 & 16 RS	9-23-16
362-26 & 27 LLA	12-27-17
362-21 RS	6-14-18
362-28THRU31 PM	12-19-18
REVISION	DATE

1960-61

SULPHUR SPRINGS AVE.

PTN. RANCHO CARNE HUMANA, R.M. BK. D OF PATENTS, PG. 127
LUGO PARK UNIT NO. 1, R.M. BK. 9, PG. 59

BK.27 52

BK.27 56

9-36

JACKSON AND ASSOCIATES
LAND SURVEYORS

Exhibit "A"

LEGAL DESCRIPTION FOR SEWER ANNEXATION

Being the Lands of Robert Woodward Inch, Jr. and Jane Stanley Inch, trustees of the Inch Revocable Trust, as described in Deed Document no. 2017-0011524, Napa County Records, a recital of which is:

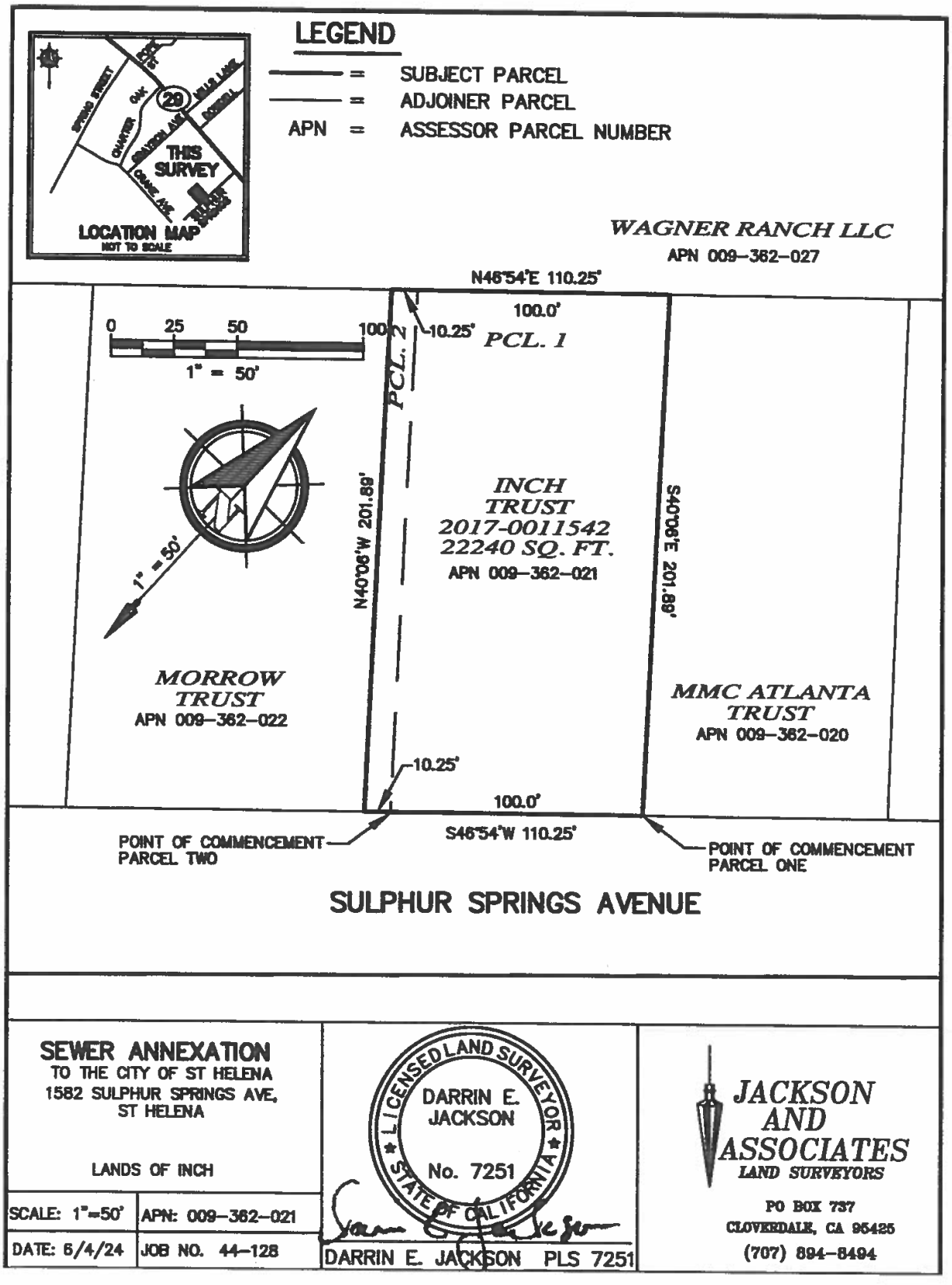
PARCEL ONE:
Commencing at a point on the southeastern boundary of the City of St. Helena, said boundary being further described as the northwestern line of Sulphur Springs Avenue, distant thereon South 46°54' West 1468.34 feet from the monument marking the intersection thereof with the monumented center line of Main Street, and running thence along said city boundary line, South 46°54' West 100.0 feet; thence North 40°06' West 201.89 feet; thence North 46°54' East 100.0 feet; thence South 40°06' East 201.89 feet to the point of commencement.

PARCEL TWO:
Commending at a point on the northwesterly line of Sulphur Springs Avenue at the most southern corner of the 0.906 acre parcel of land described in the Deed to Frank S. Mitchell et ux, recorded March 5,1951 in Book 359 of Official Records, page 582, Napa County Records; thence southwesterly along said line of Sulphur Springs Avenue 10.25 feet to a point half way between the point of commencement and the most eastern corner of the 1.0 acre parcel of land described in the Deed to Albert H. Carlson et ux, recorded January 3, 1951 in Book 355 of Official Records at page 274, Napa County Records; thence North 40°06' West 201.89 feet; thence North 46°54' East 10.25 feet to the most western corner of said 0.906 acre parcel; thence South 40°06' East along the southwesterly line of said 0.906 acre parcel 201.89 feet to the point of commencement.

LICENSED LAND SURVEYOR
DARRIN E. JACKSON
No. 7251
STATE OF CALIFORNIA

Darrin E. Jackson PLS 7251

Jackson & Associates PO Box 737, Cloverdale, Ca 95425 (707) 894-8494
email: pete@jacksonlandsurveys.com



SEWER ANNEXATION
TO THE CITY OF ST HELENA
1582 SULPHUR SPRINGS AVE,
ST HELENA

LANDS OF INCH

SCALE: 1"=50'	APN: 009-362-021
DATE: 6/4/24	JOB NO. 44-128

LICENSED LAND SURVEYOR
DARRIN E. JACKSON
No. 7251
STATE OF CALIFORNIA

DARRIN E. JACKSON PLS 7251

JACKSON AND ASSOCIATES
LAND SURVEYORS
PO BOX 737
CLOVERDALE, CA 95425
(707) 894-8494

CITY OF ST. HELENA

RESOLUTION NO. 2024-

CONSIDERATION AND PROPOSED APPROVAL OF A RESOLUTION APPROVING THE ANNEXATION OF THE PROPERTY KNOWN AS 1582 SULPHUR SPRINGS AVENUE, ST. HELENA, CA (APN 009-362-021), IN THE ST. HELENA MUNICIPAL SEWER DISTRICT NO. 1, ANNEXATION NO. 150.

RECITALS

A. The property at 1582 Sulphur Springs Avenue, St. Helena, CA (APN 009-362-021), will benefit from annexation into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 150; and

B. A public hearing regarding this proposed annexation was ordered on August 13, 2024, and held on September 24, 2024, at a regular meeting of the City Council of the City of St. Helena; and

C. All annexation fees have been paid; and

D. The City has complied with all laws applicable to these annexation proceedings, including without limitation Health & Safety Code Section 4641.

RESOLUTION

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

1. The territory described in the attached parcel map, commonly known as 1582 Sulphur Springs Avenue, St. Helena, CA (APN 009-362-021), is hereby ordered annexed.
2. The City Clerk shall cause a certified copy of this Resolution to be recorded with the official records of the County of Napa, pursuant to section 4647 of the Health & Safety Code.

Approved at a Regular Meeting if the St. Helena City Council on September 24, 2024, by the following vote:

Mayor Paul Dohring: _____
Vice Mayor Eric Hall: _____
Council Member Anna Chouteau: _____
Council Member Patrick Kenealy: _____
Council Member Billy Summers: _____

APPROVED: ATTEST:

_____ _____
Paul Jamison Dohring, Mayor Cindy Tzafopoulos, City Clerk

City Council
September 24, 2024
Agenda Item ---
Public Hearing – Sewer Annexation

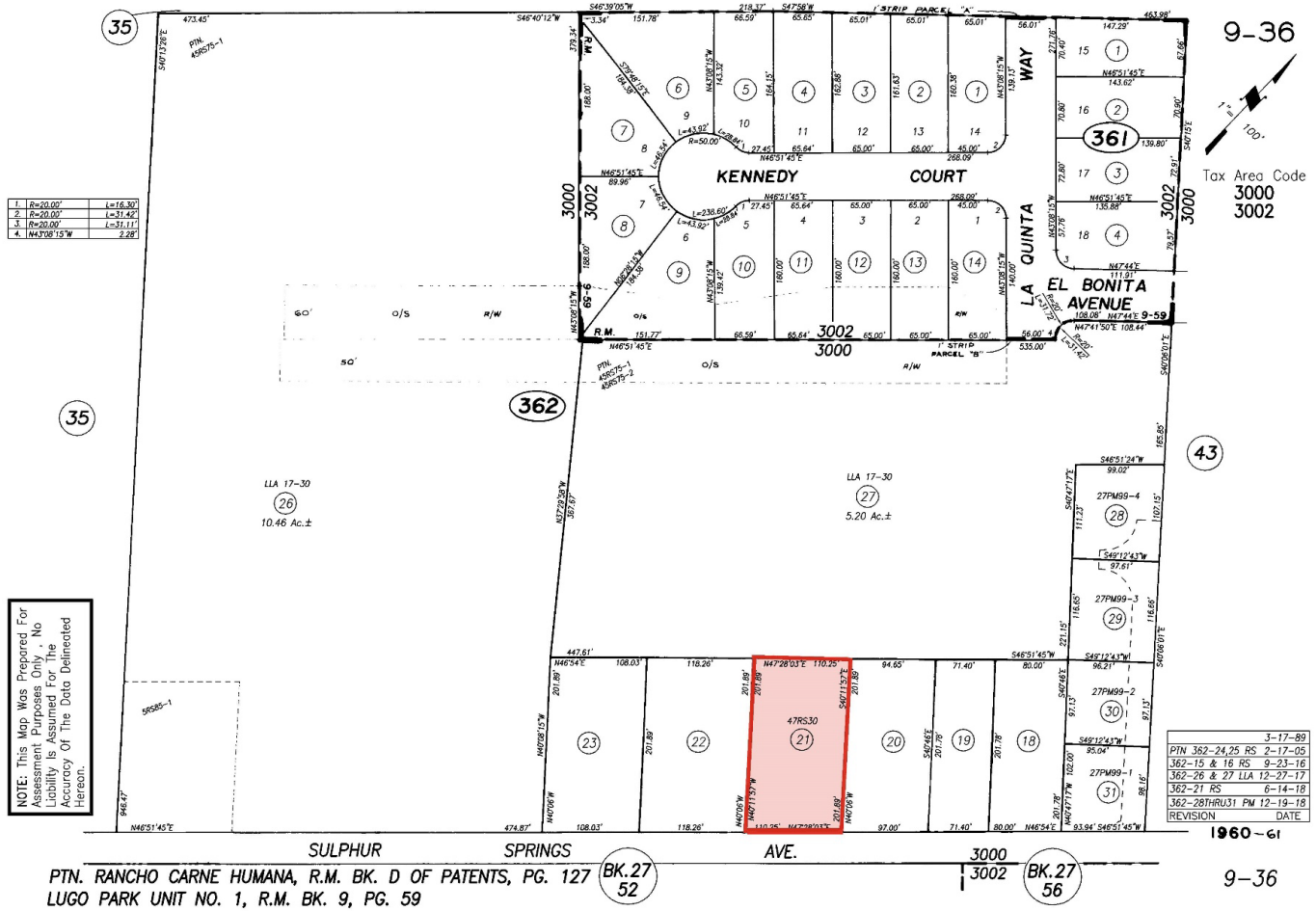
1582 Sulphur Springs Ave

Joe Leach, PE, Director of Public Works

Scope of Action

- Public Hearing for the purposes of annexing parcels into the St Helena Municipal Sewer District No. 1.
- Consistent with St Helena Municipal Code 13.20.040
- Once approved, filing with Napa County and State Board of Equalization
- Initial step to connect to sewer system
  - applicants responsible for all connection costs
  - may be eligible for reimbursement for mainline extension
  - may be required to reimburse another property owner for previous mainline extension.

1582 Sulphur Springs Avenue



Recommended Action

Adopt Resolution of the City Council of the City of St. Helena to approve the annexation of the property known as:

- 1582 Sulphur Springs Avenue, St. Helena, CA (APN 009-362-021), into the St. Helena Municipal Sewer District No. 1, MSD Annexation No. 150.

Agenda Report to the City Council

Agenda Section: PUBLIC HEARINGS

Department: Public Works

DATE:	September 24, 2024
FROM:	Jose Calderon, Engineering Technician II
SUBJECT:	Introduction and first reading of an ordinance amending Section 15.36.050(A)(3) of the St. Helena Municipal Code to allow for certain traffic calming measures, including speed cushions under the approval of the Fire Chief.
RECOMMENDED ACTION:	City Council to introduce and waive first reading of an Ordinance of amending section 15.36.050(A)(3) of the St. Helena Municipal Code to allow for various traffic calming measures on public streets in the City of St Helena subject to the approval of the Fire Chief.
PREVIOUS COUNCIL ACTION:	Per Council direction during the prior Introduction of this matter on August 13, 2024, Council directed staff to revisit Raised Crosswalks and other items as additional Traffic Calming measures to be added in the amendment.
STATEMENT OF THE PURPOSE:	To adopt amendments to Section 15.36.050 of the St. Helena Municipal Code to allow traffic calming devices, including speed cushions, with the approval of the City of St Helena Fire Chief.
FINANCIAL IMPACT:	None.

BACKGROUND:
Staff presented to City Council on August 13, 2024 to ask council members to allow the Amendment of Section 15.36.050. The proposed amendment was to add Speed Cushions with cutouts for Emergency vehicle access. In addition, the Fire Chief would have final say on placement and location of the speed cushions.

During the Council meeting, there was discussion about adding raised crosswalks and other measures suggested by the Napa County Bike Coalition.

DISCUSSION:
Staff has considered the comments presented by the Napa Valley Bicycle Coalition and Council discussions.

After review, Staff have revised the Ordinance expanding the list of traffic calming measures permissible within the City to include those that rely on vertical deflection. The Fire Chief retains authority to review and approve the use of these traffic calming measures on a case-by-case basis.

Staff greatly appreciates, the Napa County Bike Coalition concern and appreciation for the safety of our community.

ENVIRONMENTAL REVIEW: This is not CEQA project.

GOAL:

Goal 5: Enhance Quality of Life

DOCUMENTS ATTACHMENTS:

ORDINANCE.St. Helena_ Ordinance re Rescission of Speed Hump Prohibition.REV 1-c1 (1) (2) (1)
Section 503.4.1 Traffic Calming Devices amendment (1)
Exhibit A
Exhibit B

ORDINANCE NO. _____

ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ST. HELENA AMENDING SECTION 15.36.050(A)(3) OF THE ST. HELENA MUNICIPAL CODE TO ALLOW FOR THE USE OF CERTAIN TRAFFIC CALMING MEASURES ON PUBLIC STREETS IN THE CITY OF ST. HELENA

WHEREAS, Title 15 (Buildings and Construction) of the City of St. Helena's (City) Municipal Code contains regulations amending the California Fire Code; and

WHEREAS, Section 15.36.050 of Title 15 of the City's Municipal Code amends California Fire Code Section 503.4.1 and prohibits traffic calming measures including speed humps, speed tables and similar structures within the City of St. Helena; and

WHEREAS, the City Council desires to allow the use of certain traffic calming measures permissible under California Fire Code Section 503.4.1 but prohibited by St. Helena's Municipal Code Section 15.36.050.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF ST. HELENA, CALIFORNIA DOES ORDAIN AS FOLLOWS:

SECTION 1. Recitals: This Ordinance incorporates, and by this reference makes a part hereof, the aforementioned recitals;

SECTION 2. Amendment to Municipal Code Section 15.36.050(A)(3) of the City's Municipal Code is hereby amended as follows:

"3. Section 503.4.1, Traffic calming devices, California Fire Code 2022, Chapter 5, is amended to read as follows:

"Traffic calming measures that cause vertical deflection across the full width of the vehicle travel lanes shall be allowed in public or private roadways, driveways or fire apparatus access routes with the approval of the Fire Chief for the City of St. Helena.

Traffic calming devices such as speed cushions, when installed discontinuous across the travel lane or when wheel channels are provided, are permissible within the public right of way with the approval of the Fire Chief for the City of St. Helena.

Traffic calming measures which narrow travel lanes such as curb extensions, raised medians and "bulb-outs" are permissible. Traffic calming measures that provide an audible signal to the driver such as pavement texture are also permissible."

SECTION 3. CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section

15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

SECTION 4. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this ordinance, or any part thereof, is for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared unconstitutional. If for any reason any portion of this ordinance is found to be invalid by a court of competent jurisdiction, the balance of this ordinance shall not be affected.

SECTION 5. Effective Date. This ordinance shall take effect and be in force thirty (30) days after its adoption, and a summary of this ordinance shall be published once with the names of the members of the Council voting for and against the ordinance in the St. Helena Star, a newspaper of general circulation published in the City of St. Helena.

THE FOREGOING ORDINANCE was introduced at a regular meeting of the St. Helena City Council on the _____ day of _____, 2024, and was adopted at a regular meeting of the St. Helena City Council on the _____ day of _____, 2024, by the following vote:

Mayor Dohring:	_____
Vice Mayor Hall:	_____
Councilmember Chouteau:	_____
Councilmember Kenealy:	_____
Councilmember Summers:	_____

APPROVED:

_____
Paul Jamison Dohring, Mayor

ATTEST:

CITY OF ST. HELENA

_____
Cindy Tzafopoulos, City Clerk

I, CINDY TZAFOPOULOS, CITY CLERK of the City of St. Helena, California, do hereby certify that the foregoing Ordinance was regularly introduced and placed upon its first reading at a regular meeting of the City Council on the _____ day of _____, 2024. That thereafter said Ordinance was duly adopted and passed at a regular meeting of the City Council on the _____ day of _____, 2024, by the following vote:

Mayor Dohring:	_____
Vice Mayor Hall:	_____
Councilmember Chouteau:	_____
Councilmember Kenealy:	_____
Councilmember Summers:	_____

Section 503.4.1, Traffic calming devices, California Fire Code 2022, Chapter 5, is amended to read as follows:

Traffic calming measures that cause vertical deflection across the full width of the vehicle travel lanes shall be allowed in public or private roadways, driveways or fire apparatus access routes with the approval of the Fire Chief for the City of St. Helena.

Traffic calming devices ~~including, but not limited to, speed bumps, speed humps, speed tables, speed depressions, shall not be allowed on public or private roadways, driveways or fire apparatus access routes~~ such as speed cushions, when installed discontinuous across the travel lane or when wheel channels are provided, are permissible within the public right of way with the approval of the Fire Chief for the City of St. Helena.

Traffic calming measures which narrow travel lanes such as curb extensions, raised medians and “bulb-outs” are permissible. Traffic calming measures that provide an audible signal to the driver such as pavement texture are also permissible.”


2242 Grant St
Calistoga, California

March 15, 2023

Mr. Derek Rayner, PE
Public Works Department
414 Washington Street
Calistoga, CA 94515

Grant Street Speed Cushion Effectiveness Evaluation

Dear Mr. Rayner;

As requested, W-Trans has completed an evaluation of the potential effectiveness of speed cushions at calming traffic on Grant Street in the City of Calistoga. The purpose of this letter is to summarize the procedure that was used to test the speed cushions and the results of the analysis.

Procedure

1. Average Daily Traffic (ADT) counts with speed data were obtained for a period of one week on Grant Street between Wednesday September 28, 2022, and Tuesday October 4, 2022, to document conditions and travel speeds prior to installation of the speed cushions. This data collection effort was scheduled to occur during clear weather and typical traffic conditions while local schools were in session.
2. A field visit of the study area and a brief speed survey was conducted using a pocket radar device to validate the larger speed survey dataset.
3. Three speed cushions were installed by City staff with two different spacing distances to test not only the effect that speed cushions have on reducing travel speeds, but also the effect that travel distance between cushions may have on the effectiveness of the devices.
4. Once the devices were in place for a period of two weeks to allow motorists sufficient time to modify their behavior based on the new conditions, another round of ADT counts with speed measurements were collected for a period of one week between each set of cushions from Wednesday November 16, 2022, through Tuesday November 22, 2022.
5. Various speed metrics were calculated to document "after" conditions and compared to conditions before installation of the speed cushions to determine the extent to which the speed cushions had reduced vehicle travel speeds. Additionally, the speed calculations for the two different spacing distances were compared.

Setting

Grant Street is classified as an arterial roadway in the City's General Plan and has a paved roadway width that varies between 22 and 24 feet depending on the presence of bike facilities and on-street parking. The segment between Garnett Creek Court and Mora Avenue has limited pedestrian facilities and a Class II bicycle lane in only the eastbound direction. The roadway is classified as a Bicycle Route and has a posted speed limit of 25 miles per hour (mph).

Before Conditions

Based on speed data collected over a period of seven days between Wednesday, September 28, 2022, and Tuesday, October 4, 2022, prior to installation of the speed cushions, the roadway had an average travel speed of 25 mph in both directions with an 85th percentile speed (the speed at or below which 85 percent of motorists travel) of 31 mph in the eastbound direction and 29 mph westbound. The 85th percentile speed is of particular importance because this is the current metric used to establish legal radar enforceable speed limits in the state of California, though recent changes to state law will allow for greater flexibility setting speed limits when the changes take effect within the next two to three years. The 95th percentile speeds were measured at 35 mph eastbound and 34 mph westbound, with high speeds in the range of 45 to 49 mph in both directions. All speed metrics were generally found to be slightly higher in the eastbound direction than westbound, likely because

motorists traveling eastbound are coming from a higher speed setting with a posted speed limit of 35 mph within the County of Napa. The speed data metrics on Grant Street collected prior to the installation of speed cushions are summarized in Table 1.

Table 1 – Summary of Grant Street Speed Data Before Installation of Speed Cushions

Direction	15th pctl	50th pctl	Average	85th pctl	95th pctl	High Speed
Eastbound	20	26	25	31	35	45-49
Westbound	20	25	25	29	34	45-49

Notes: All speed values are in miles per hour (mph); pctl = percentile

A brief speed survey of 20 vehicles in each direction was collected using a pocket radar device in an effort to validate the larger weeklong dataset. The pocket radar survey resulted in an average travel speed of 26 mph in the eastbound direction and 25 mph in the westbound direction which was consistent with the results of the larger dataset.

After Conditions

Three speed cushions were installed by City staff in October and November 2022 between Redwood Avenue and approximately 200 feet west of Mora Avenue. The western and middle speed cushions were installed approximately 500 feet apart, while the middle and eastern speed cushions were installed approximately 250 feet apart. After all three speed cushions were in place for two weeks, a second round of speed data was collected for a period of one week from Wednesday, November 16, 2022, through Tuesday, November 22, 2022, at the approximate mid-point between each set of cushions. Plate 1 shows conditions before and after installation of a speed cushion looking east near Redwood Avenue. An exhibit showing the locations of all three speed cushions overlaid on an aerial map is enclosed for reference.



Before **After**

Plate 1 Grant Street Looking East Before and After Installation of a Speed Cushion

A comparison of the post-installation speed data to the data collected prior to installation of the traffic calming devices revealed that average travel speeds had dropped from 25 mph to 22 mph eastbound and to 20 mph westbound on the segment with 500-foot spacing between speed cushions. The average travel speed in the eastbound direction dropped another one mph to 21 mph on the segment with 250-foot spacing. The speed cushions had similar effects on 85th percentile speeds as this metric dropped from 31 mph in the eastbound direction pre-installation to 28 mph with 500-foot spacing and to 25 mph with 250-foot spacing. The 85th percentile speed in the westbound direction dropped from 29 mph pre-installation to 25 mph with 500-foot spacing and to 24 mph with 250-foot spacing. The highest speed recorded dropped by an increment of 5 mph in

the eastbound direction and 10 mph in the westbound direction on the segment with 500-foot spacing compared to data before installation. On the segment with 250-foot spacing between cushions, the highest travel speed recorded dropped by an increment of 10 mph in the eastbound direction and 15 mph in the westbound direction. A summary of the speed data metrics on Grant Street collected after installation of speed cushions is shown in Table 2.

Table 2 – Summary of Grant Street Speed Data After Installation of Speed Cushions

Spacing Distance Direction	15th pctl	50th pctl	Average	85th pctl	95th pctl	High Speed
500 Feet						
Eastbound	17	22	22	28	30	40-44
Westbound	17	21	20	25	28	35-39
250 Feet						
Eastbound	17	21	21	25	28	35-39
Westbound	14	19	20	24	26	30-34

Notes: All speed values are in miles per hour (mph); pctl = percentile

In addition to decreasing the 85th percentile speeds, the speed cushions also appear to have resulted in more consistent travel speeds overall. The pre-installation 85th percentile speeds varied by as much as three mph between days, while the data varied by no more than one mph between days after installation. Plates 2 and 3 indicate the 85th percentile speeds on Grant Street by day of week for conditions prior to installation of the traffic calming devices and afterwards.

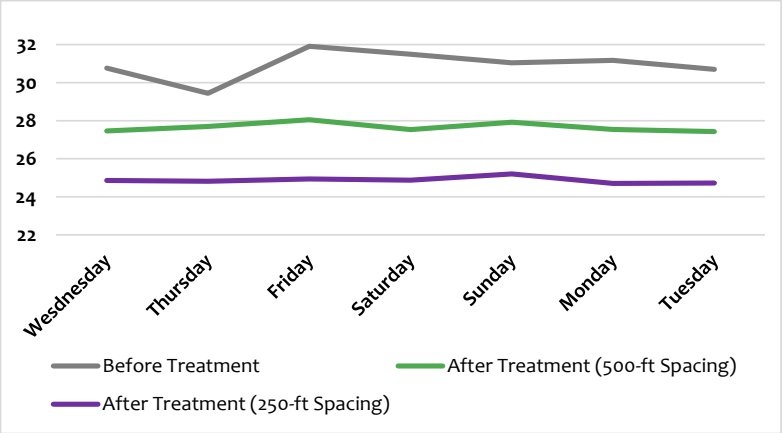


Plate 2 Grant Street Eastbound 85th Percentile Travel Speeds (mph)

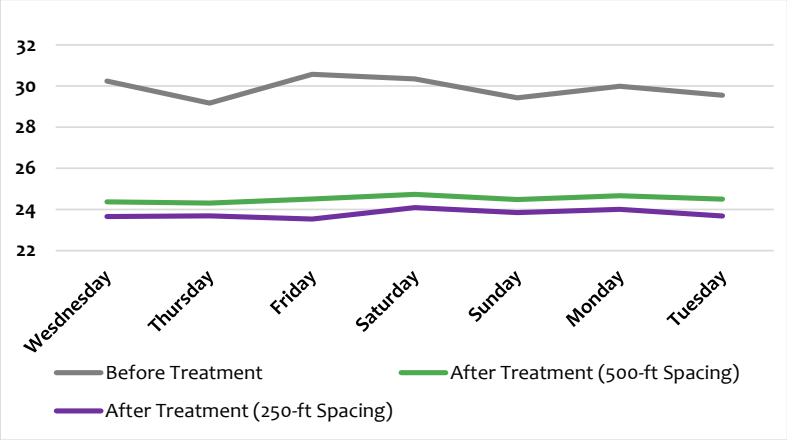


Plate 3 Grant Street Westbound 85th Percentile Travel Speeds (mph)

Key Findings

- Prior to installation of speed cushions, Grant Street had an average travel speed of 25 mph in both directions with 85th percentile speeds of 31 mph in the eastbound direction and 29 mph westbound.
- The speed cushions were effective at reducing all speed parameters calculated with the shorter 250-foot spacing between cushions resulting in a greater speed reduction than the 500-foot spacing.
- With 500-foot spacing between cushions, average travel speeds dropped from 25 mph to 22 mph in the eastbound direction and to 20 mph westbound. The 85th percentile speeds dropped from 31 mph in the eastbound direction to 28 mph and from 29 mph in the westbound direction to 25 mph. The highest travel speed recorded dropped by an increment of 5 mph in the eastbound direction and 10 mph in the westbound direction.
- With 250-foot spacing between cushions, average travel speeds dropped from 25 mph to 21 mph in the eastbound direction and to 20 mph westbound. The 85th percentile speeds dropped from 31 mph in the eastbound direction to 25 mph and from 29 mph in the westbound direction to 24 mph. The highest travel speed recorded dropped by an increment of 10 mph in the eastbound direction and 15 mph in the westbound direction.
- The speed cushions appear to have resulted in not only lower travel speeds, but more consistent travel speeds between days.
- All speed metrics were generally found to be slightly higher in the eastbound direction than westbound, likely due to the more rural character of the roadway to the west of the study segment.

Thank you for giving W-Trans the opportunity to provide these services. Please call if you have any questions.

Sincerely,

Cameron Nye, EIT
Associate Engineer

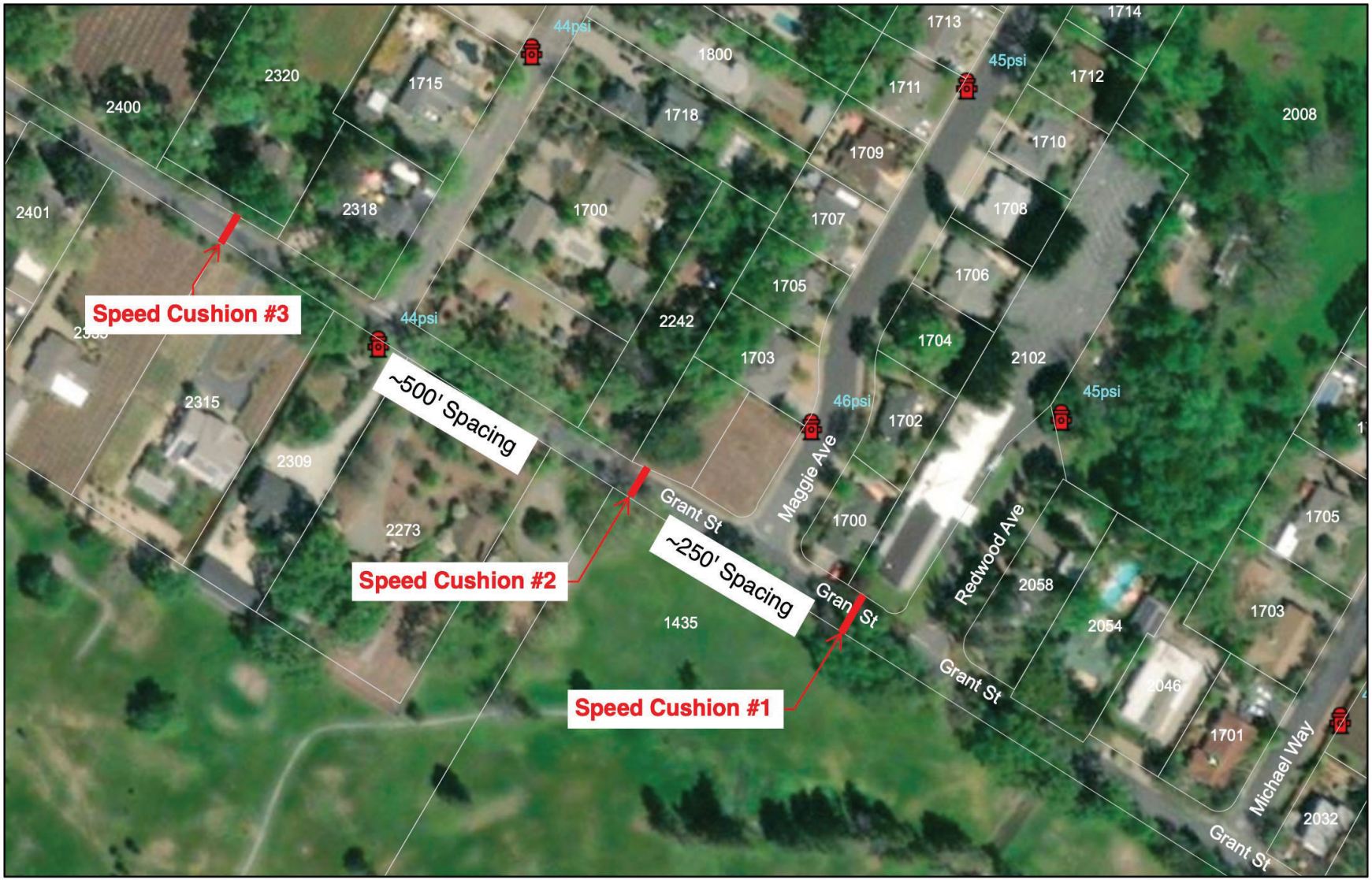
Enclosure: Speed Cushion Layout

REGISTERED PROFESSIONAL ENGINEER
DALENE J. WHITLOCK
TR001552
TRAFFIC
STATE OF CALIFORNIA

Dalene J. Whitlock, PE, PTOE
Senior Principal

DJW/cn/CAL059.L1

Speed Cushion Layout



7/22/2022, 1:46:52 PM

Current Parcels

City_Limits

Calistoga Utilities 2019 - W_Hydrant

Calistoga Utilities 2019 - Roads

1:2,257

0 80 160 320 ft

0 25 50 100 m

Maxar, Microsoft

NAPA COUNTY BICYCLE COALITION

August 12, 2024

Re: Agenda Item 11.1 - St. Helena Municipal Code to allow for certain traffic calming measures

Dear Mayor Dohring and Council Members,

The Napa County Bicycle Coalition (NCBC) represents over 2,000 members and supporters throughout Napa County in advocating to make riding a bicycle in our communities safe, convenient, and accessible for riders of all ages and abilities. For over 15 years, NCBC has worked with local organizations, businesses, elected officials, and the public to align our transportation infrastructure with the needs of cyclists and other active transportation users.

We thank the City of St. Helena for considering updating its municipal code to allow for more traffic calming measures. Traffic calming reduces speeding, and over one-third of California's traffic fatalities are speeding-related.

However, we are concerned that the update as currently written will unnecessarily take useful traffic calming tools off the table. This would require already taxed city staff to prepare an ordinance amendment down the road should the City decide it wants to expand its toolbox. We ask that Council amend this current draft in a manner that does not preclude the use of raised crosswalks, raised intersections, and speed tables—in other words, "measures that cause vertical deflection across the full width of the vehicle travel lanes."

According to US Department of Transportation data, pedestrian fatalities are at their highest level in 40 years. They have increased by 68% since 2011. This is not just a national problem; it's a local problem as well. The latest data from California's Office of Traffic Safety **ranks the City of St. Helena as the second worst in the state for pedestrian fatalities and serious injuries**, compared to the 76 cities of similar size throughout California. There is only one year in the past five years where St. Helena has not ranked within the 7 worst cities of its size. Given the historic high numbers of pedestrians who are killed on roads, it is important to balance the potential benefit of traffic calming measures with the benefit of emergency service response times.

The Federal Highway Administration cites a study that indicates raised crosswalks slow response times by 3 seconds. We do understand that some traffic calming may come with trade-offs about which Fire Departments have valid concerns. However, we are asking that traffic deaths be considered alongside emergency response times in any analysis of benefits for the public good.

The change to the draft language we are proposing (see below) would keep ultimate approval of traffic calming measures in the Fire Department's hands; the change would simply ensure the right tools are there if and when the City needs them, without putting an undue burden on staff to revise an ordinance once again.

P.O. Box 5157 | Napa, CA 94581 | (707) 258-6318 | www.napabike.org

The City of Napa recently completed an overhaul of its neighborhood traffic calming program, and "measures that cause vertical deflection across the full width of the vehicle travel lanes," like raised crosswalks and speed tables, **are included** in their traffic calming toolbox. Napa County's recently completed Vision Zero plan also includes raised crosswalks and intersections, and speed tables. This does not mean they will be implemented. It means that if and when these life-saving measures are deemed to be the best solution, local jurisdictions will have the ability to implement them.



A Raised Crosswalk

Having a full traffic calming toolbox is especially important now as our country is beginning to recognize traffic fatalities and serious injuries as a preventable public health crisis. There are also many ancillary negative health impacts that come with dangerous streets—walking and riding to school decreases, along with rates of other active transportation use, which in turns lowers rates of physical activity and increases greenhouse gas emissions.

Should council members or City staff have any questions about our comments, please do not hesitate to reach out to me at (707) 258-6318 or kvernor@napabike.org. Thank you for your time and consideration.

Sincerely,

Kara Vernor
Executive Director
Napa County Bicycle Coalition


A Speed Table

Full requested change to the draft:

"Traffic calming devices such as speed cushions are permissible within the public right of way with the approval of the Fire Chief for the City of St. Helena. Traffic calming measures which narrow travel lanes such as curb extensions, raised medians and "bulb-outs" are permissible. Traffic calming measures that provide an audible signal to the driver such as pavement texture are also permissible."

Agenda Report to the City Council

Agenda Section: NEW BUSINESS

Department: Public Works

DATE:	September 24, 2024
FROM:	Ian Dale, Environmental Services Tech
SUBJECT:	Introduction of Proposed Water Filtration Device Rebate Program.
RECOMMENDED ACTION:	Provide direction regarding implementing the rebate program.
PREVIOUS COUNCIL ACTION:	None.
STATEMENT OF THE PURPOSE:	To propose a new rebate program for water filtration devices to be offered to residential and commercial utility customers of the City of St. Helena potable water system.
FINANCIAL IMPACT:	The overall fiscal impact is unknown at this time. However, at a future meeting, staff will recommend an initial pilot program budget of $50,000 utilizing Water Operations funds (Fund 561).

BACKGROUND:

Recently the community experienced water quality issues. To address these issues and promote the use of water filtration systems, staff proposes a rebate program. The goal is to alleviate water quality fluctuations and minimize risk to public health as the City makes improvements to the water treatment and distribution infrastructure.

DISCUSSION:

Rebate Program:

Staff is proposing a one-time rebate of $150 that would be available to each residential utility customer address with proof of the purchase of a water filtration device or replacement filter.

Similarly, a one-time rebate of $300 would be available to commercial and industrial utility customers who provide proof of purchase of a water filtration device or replacement filter. Rebate funds would be made available on a first come first serve basis.

- Residential Properties: up to $150 rebate per utility customer
- Commercial Properties: up to $300 rebate per utility customer

Program Details:

1. **Eligibility**:

- Residential and commercial utility customers for the St. Helena potable water system (i.e. both inside and outside of the City Limits).
- Proof of purchase and installation of an approved water filtration device is required.

2. **Application Process**:
   - Submit a completed online application form along with proof of purchase and proof of residency for residential applicants.
   - Pictures of the installation of the water filtration device.
   - Rebate claims will be processed within 30 days of receipt.

3. **Disclaimer**:
   - The water filtration devices covered by this rebate program have not been independently tested or certified by any third-party organization. The city does not endorse or guarantee the effectiveness of any water filtration devices.

ENVIRONMENTAL REVIEW: This is not a CEQA project.

GOAL:

Goal 3: Pursue Water Security & Sustainable Management of Water Resources
Goal 4: Provide Effective Community Information & Opportunities for Engagement
Goal 5: Enhance Quality of Life

DOCUMENTS ATTACHMENTS:

Proposed Water Filtration Device Rebate Program 2024

Proposed Water Filtration Device Rebate Program

City of St. Helena

September 24, 2024

Presented by Public Works Director Joseph Leach

Introduction

To propose a new rebate program for water filtration devices to be offered to residential and commercial utilities customers in St. Helena.

Rebate Amounts:

Residential Properties: up to $150

Commercial Properties: up to $300

Eligibility & Application Process

Eligibility:

•Must be current St. Helena utility customer

•Proof of purchase and installment required

Application Steps:

1.Complete online application form

2.Submit proof of purchase, proof of utility account for applicants and installation

Processing Time: Within 30 days

Benefits & Disclaimer

Benefits:

- Address community concerns about water quality
- Potential health improvements
- Financial incentive to adopt filtration systems

Disclaimer:

- Devices have not been independently tested or certified
- No endorsement or guarantee of effectiveness by the City



Water Filtration Examples

- **Under Sink Filtration Examples**

Aquasana - $124.99

Hydroviv - $199.99

Brio Water - $129

Amazon - $49.29

- **Whole Property Filtration Examples**

Aquasana - $999

Kind Water Systems - $928



Budget Impact

Budget:

Staff is recommending a budget of $50,000 for the rebate program.



Questions & Discussion

Proposed Water Filtration Device Rebate Program

City of St. Helena

September 24, 2024

Presented by Public Works Director Joseph Leach

Introduction

To propose a new rebate program for water filtration devices to be offered to residential and commercial utilities customers in St. Helena.

Rebate Amounts:

Residential Properties: up to $150

Commercial Properties: up to $300

Eligibility & Application Process

Eligibility:

•Must be current St. Helena utility customer

•Proof of purchase and installment required

Application Steps:

1.Complete online application form

2.Submit proof of purchase, proof of utility account for applicants and installation

Processing Time: Within 30 days

Benefits & Disclaimer

Benefits:

- Address community concerns about water quality
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Water Filtration Examples

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Budget Impact

Budget:

Staff is recommending a budget of $50,000 for the rebate program.



Questions & Discussion

Agenda Report to the City Council

Agenda Section: NEW BUSINESS

Department: Public Works

DATE:	September 24, 2024
FROM:	Stephanie Killingsworth, Public Works Financial Analyst
SUBJECT:	Consideration and Proposed Approval of a Resolution Adopting the Five-Year Capital Improvement Program for Fiscal Years 2024-25 to 2028-29.
RECOMMENDED ACTION:	Staff recommends City Council approve the attached Resolution.
PREVIOUS COUNCIL ACTION:	None.
STATEMENT OF THE PURPOSE:	To approve a resolution approving the City of St. Helena Five-Year Capital Improvement Program for Fiscal Years 2024-25 to 2028-29; with $13.8 million budgeted for FY2024-25.
FINANCIAL IMPACT:	The City's FY2025-2029 CIP consists of 106 Projects in five divisions totaling approximately $66.2 million over a five-year period with $13.8 million of the projects appropriated for FY2024-25. All funds and expenditures beyond Fiscal Year 2024-25 have no direct fiscal impact because the CIP is not a financial commitment by City Council, but rather a planning and forecasting tool. It should be noted that while projects are scheduled to be completed during FY25, there may be projects that span beyond the current fiscal year due to a variety of variables including, but not limited to, revenue collection timing and available of project funding (i.e. "cashflow"), development schedule of design/permitting/procurement of professional consultant services, etc.

BACKGROUND:

The proposed City of St Helena Capital Improvement Program (CIP) is a five-year planning tool that identifies anticipated capital improvements and their funding sources for fiscal years 2024-25 through 2028-29. The adoption of the CIP only appropriates funding for the current fiscal year. The subsequent fiscal years and projected expenses/funding serve as a budgeting and planning tool.

DISCUSSION:
This staff report summarizes the five-year funding strategy to deliver capital improvements to City infrastructure and facilities. The expenditures shown for the first two years of the CIP in Civic, Streets, Water, Wastewater and Stormwater are consistent with the operating budget in fiscal year 2024-25. The subsequent years are subject to change due to more detailed engineering analysis becoming available, City Council direction on project priorities, updates to revenues, and changes in project costs. These variables are the basis of annual update to the Five-Year CIP.

CIP programs and projects are dedicated to maintaining and improving City infrastructure in the five divisions noted above. The attached program (**Attachment 2**) details the project funding by division for the Five-Year CIP. California Government Code Section 65401 requires that the Planning Commission find that the proposed CIP is consistent with the City's General Plan prior to City Council adoption of the CIP. The Planning Commission made this finding and adopted the corresponding Planning Commission Resolution at its meeting on September 17, 2024.

Throughout the years, many of the projects on the CIP list have been "rolled over" without receiving any updates to costs or project scope. Utilizing the information from the below sources, and other unfunded CIP needs, staff has compiled the proposed CIP.

1. Facilities Condition and Needs Assessment (2017)
2. St. Helena Assets Planning Engagement (SHAPE) Committee (2018)
3. Financing Civic Infrastructure Task Force (2020)
4. Integrated Utility Master Plan (2021)
5. General Obligation Bond Projects (2022)
6. Water/Wastewater Rate Study (2023)
7. Council Adopted Pavement Program (2023)
8. Water Bonds (2024)

The intent of the report is to demonstrate the vast infrastructure needs of the City. The basis of prioritization is based upon project priorities and risk management delineated in related studies (e.g. Integrated Utility Master Plan) and then further modified based upon funding options (e.g. public sentiment towards significant rate increases, grant funding availability, etc.)

It should be noted that part of the Council goals is to provide a biennial update to the 30-year CIP list. It is anticipated the update would occur in the first quarter of 2025.

ENVIRONMENTAL REVIEW:
Exempt. Adoption of a plan is not subject to CEQA. It is expected that each project would be subject to CEQA evaluation during project development.

GOAL:

Goal 1: Strengthen Financial Sustainability
Goal 2: Improve Infrastructure & Further Environmental Sustainability
Goal 3: Pursue Water Security & Sustainable Management of Water Resources
Goal 5: Enhance Quality of Life
Goal 8: Implement Capital Improvement Plans (CIP) Projects Miscellaneous/Other

DOCUMENTS ATTACHMENTS:

Attachment 1_2024-25 Five-Year CIP Resolution
Attachment 2_2024-25 Five-Year CIP Document_091924

CITY OF ST. HELENA

RESOLUTION NO. 2024-

ADOPTING THE FIVE-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2024-25 TO 2028-29; WITH $13.8 MILLION PROGRAMMED FOR FY2024-25.

RECITALS

A. The City of St Helena has prepared a Five-Year Capital Improvement Program (CIP) which sets forth a funding strategy for proposed capital projects; and

B. The CIP is a planning tool that identifies anticipated capital improvements for Fiscal Years 2024-25 to 2028-29; and

C. The CIP also identifies the funding sources to finance the capital improvements proposed to be undertaken in the next five fiscal years and includes recommended time schedules and cost estimates of the various capital improvement projects; and

D. The expenditures shown for the first year of the CIP comprise the Capital Budget starting in Fiscal Year 2024-25, a total of $13.8 million. Subsequent years are also included in the CIP, although these “future years” are subject to change due to more detailed engineering analysis becoming available, possible changes in project priorities, updates or revisions to anticipated revenues, and/or changes in cost and funding projections; and

E. The CIP is anticipated to be updated annually, as a whole, and amendments can be considered by the City Council at any time; and

F. City Council of the City of St Helena has designated the City Planning Commission as the planning agency for the City of St Helena; and

G. State Law requires that designated planning agencies review their agency’s capital improvement plan to ensure compliance with the adopted General Plan; and

H. On September 17, 2024, the Planning Commission, during a regularly scheduled meeting, considered the projects and programs for Fiscal Year 2024-25 in the City’s Capital Improvement Program and their conformity to the adopted City General Plan; and

I. A majority of the fiscal impact to the CIP have been transferred in prior years and any additional funds have been identified in the adopted budget for Fiscal Year 2024-25. Additional funding required for the proposed FY 2024-25 Capital Improvement Program that was not identified in the adopted budget for Fiscal Year 2024-25 is included in Exhibit A.

RESOLUTION

The City Council of the City of St. Helena hereby resolves as follows:

1. The Five-Year Capital Improvement Program for Fiscal Years 2024-25 to 2028-29; with $13.8 million slated for FY2024-25 is hereby adopted.
2. Approve the additional transfers required for the proposed FY 2024-25 Capital Improvement Program that was not identified in the adopted budget for Fiscal Year 2024-25 in Exhibit A.

Approved at a Regular Meeting of the St. Helena City Council on September 24, 2024, by the following vote:

Mayor Dohring:

Vice Mayor Hall:

Council Member Chouteau:

Council Member Kenealy:

Council Member Summers:

APPROVED:

_____
Paul Jamison Dohring, Mayor

ATTEST:

_____
Cindy Tzafopoulos, City Clerk

EXHIBIT A

ADJUSTMENT TO SCHEDULE OF TRANSFERS
Fiscal Year 2024/2025

From:	To:	Description	FY 2024/25 Adopted Budget	FY 2024/25 Adjusted Budget	% Change
FROM: HIGHWAY USERS TAX AND ROAD MAINTENANCE & REHABILITATION ACT					
225	741	Streets CIP	36,147	69,291	91.7%
226	741	Streets CIP	21,506	41,929	95.0%
228	741	Streets CIP	2,020	16,867	735.0%
229	741	Streets CIP	54,858	254,642	364.2%
230	741	Streets CIP	136,172	238,607	75.2%
TOTAL			**250,703**	**621,336**	**147.8%**
FROM: MEASURE T					
240	741	Streets CIP	1,232,500	2,343,011	90.01%
TOTAL			**1,232,500**	**2,046,011**	**66.0%**
FROM: FLOOD CONTROL FUND					
700	741	Streets CIP	15,000	25,000	66.7%
TOTAL			**15,000**	**25,000**	**66.7%**
FROM: 2022 GO BOND FUND					
421	763	Water CIP	-	315,706	100.0%
721	773	Wastewater CIP	-	327,026	100.0%
TOTAL			**-**	**642,732**	**100.0%**
FROM: WATER IMPACT FEE FUND					
764	763	Water CIP	-	10,000	100.0%
TOTAL			**-**	**10,000**	**100.0%**

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

FY 2024-25 to FY 2028-29

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Global Summary Report

City of St. Helena FY2024-25 to FY2028-29

		Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
PROJECT CATEGORY EXPENDITURES									
1	Civic	1,899,045	836,557	105,500		100,000			2,941,102
2	Streets	4,253,840	3,749,614	3,956,536	2,213,500	1,391,800	1,471,000	1,555,300	18,591,590
3	Water	2,329,846	6,876,563	8,102,165	22,079,553	5,606,378	2,640,086	11,844,030	59,478,621
4	Wastewater	18,426,804	7,165,930	600,819	415,600	1,435,699	1,375,600		29,420,452
5	Stormwater	467,716	120,786	1,054,000	190,200				1,832,702
TOTALS		27,377,251	18,749,450	13,819,020	24,898,853	8,533,877	5,486,686	13,399,330	112,264,467
PROJECT FUNDING SOURCES									
101	General Fund	1,898,063				87,639			1,985,702
101	General Fund - Measure T/RMRA MOE	693,889		379,189	487,200				1,560,278
101	General Fund - Measure T/RMRA MOE (Prior Year)	254,033	331,171						585,204
225 - 229	Gas Tax			382,729					382,729
230	Gas Tax	241,950		238,607					480,557
230	Gas Tax - RMRA/SB1	230,427	147,000						377,427
240	Measure T	2,167,916	2,294,144	2,343,011	1,303,500	1,381,800	1,461,000	1,545,300	12,496,671
420	Go Bonds					12,361			12,361
421	Go Bonds	385,058	3,979,601	1,681,732	797,702	1,164,189	969,011		8,977,293
571	Wastewater Cash Operations Fund Balance	1,301,350	1,894,215						3,195,565
592	Equipment Replacement Fund	169,472							169,472
700	Flood Control Funds	94,420	5,786	25,000	10,000	10,000	10,000	10,000	165,206
733	Prop 68 Grant		170,000						170,000
733	Civic CIP		55,177						55,177
733	Civic CIP HMGP Funds	77,417	222,527						299,944
734	Park Impact Fees	318,593	333,676	105,500					757,769
740	Traffic Mitigation Impact Fees	6,772	223,174						229,946
741	Streets Capital Improvement - Grant OBAG III			603,000	603,000				1,206,000
741	LMR Cost Share		104,200						104,200
741	Streets Capital Improvement - NVTA	75,200							75,200
741	Streets Capital Improvement	28,953	619,925						648,878
741	Streets Capital Improvement - Grant TDA III	50,000							50,000
742	Storm Drain Impact Fees	313,496							313,496
763	Water Capital Improvement - Bond	731,501	3,939,675	6,159,959	21,081,851	194,801		1,287,571	33,395,358
763	Water Capital Improvement	1,560,744	2,404,989	436,500		4,200,388	2,291,075	10,556,459	21,450,155
763	Water Capital Improvement - Grant/Interagency Fund		420,000	1,180,000	200,000	667,000			2,467,000
764	Water Impact Fees	102,550		10,000					112,550
773	Wastewater Capital Improvement - HMGP Funds	895,902	955,684						1,851,586
773	Wastewater Capital Improvement	2,329,143	648,506	273,793	415,600	815,699	755,600		5,238,341
773	Wastewater Capital Improvement - Debt	12,739,496							12,739,496
774	Wastewater Impact Fees	710,906							710,906

Global Summary Report

City of St. Helena FY2024-25 to FY2028-29

	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
TOTALS	27,377,251	18,749,450	13,819,020	24,898,853	8,533,877	5,486,686	13,399,330	112,264,467

Category Summary Report
FY2024-25 to FY2028-29
1 - Civic

		Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
PROJECT TITLE									
C19-03	Crane Park Lighting Improvements	297,269							297,269
C20-02	Repaint Fire Station # 1					100,000			100,000
C20-04	Baldwin Park Fence & Pathway Repair	7,750	72,250						80,000
C22-01	City Hall Relocation - Tenant Improvements	1,503,035							1,503,035
C22-02	Replace Playground Equipment and Fence at Crane Park		250,000						250,000
C22-03	Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation	13,574	6,426	105,500					125,500
C23-01	Emergency Back-Up Power - Corp Yard & Crinella Pump Station	77,417	332,881						410,298
C24-01	Parks & Recreation Master Plan		125,000						125,000
C24-02	Trails & Open Space Amenities - Phase 1		50,000						50,000
		1,899,045	836,557	105,500		100,000			2,941,102
PROJECT FUNDING SOURCES									
101	General Fund	1,333,563				87,639			1,421,202
420	Go Bonds					12,361			12,361
592	Equipment Replacement Fund	169,472							169,472
733	Prop 68 Grant		170,000						170,000
733	Civic CIP		55,177						55,177
733	Civic CIP HMGP Funds	77,417	222,527						299,944
734	Park Impact Fees	318,593	333,676	105,500					757,769
773	Wastewater Capital Improvement		55,177						55,177
		1,899,045	836,557	105,500		100,000			2,941,102

Crane Park Lighting Improvements

Project No: C19-03

Category Civic

Project Location: 360 Crane Avenue

Responsible Department: Public Works,Community Services



PROJECT PURPOSE & DESCRIPTION: Retrofit existing park light fixtures to LED and upgrade electrical equipment.

NOTES: Resolution 2018-167 - Establishing C19-03 with a budget of $30,000
Resolution 2019-57 Revising Scope to include a light study for Tennis Courts
Estimated Construction FY 21 for Bocce, Skatepark, volleyball, and pathway lighting only.
FY 23 - Per P&R Commission - put together a break out group to work with Eric J. and Dave J. to look in more details to make a determination if they would like to recommend going forward with the tennis court lighting. Subcommittee - Chris W. and Tye T. - potentially look at grant funding for LED upgrades. Per P&R Commission - keep project on CIP project list at full cost.
FY24 - remaining lights to retrofit: Tennis Courts, Bocce Courts & bollard lighting; construction award per Reso 2024-004 on 01/23/24; NOC per Reso 2024-085 on 06/11/24.

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract	297,269							297,269
EXPENDITURE TOTALS	297,269							297,269
FUNDING SOURCES								
223-Skate Park Lighting Fund								0
734-Park Impact Fees	297,269							297,269
FUNDING TOTALS	297,269							297,269

Repaint Fire Station # 1

Project No: **C20-02**

Category **Civic**

Project Location: **1480 Main Street**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Repaint Fire Station # 1.
Original Date: FY 21, deferred until FY 22

NOTES: FY23 - per PW, non-priority project
FY25 - shifted design/construction budgets; updated source of funding to 420 - GO Bonds from available balance of 2006 bonds.

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design					10,000			10,000
3160 - Construction Contract					90,000			90,000
EXPENDITURE TOTALS					100,000			100,000
FUNDING SOURCES								
101-General Fund					87,639			87,639
420-Go Bonds					12,361			12,361
FUNDING TOTALS					100,000			100,000

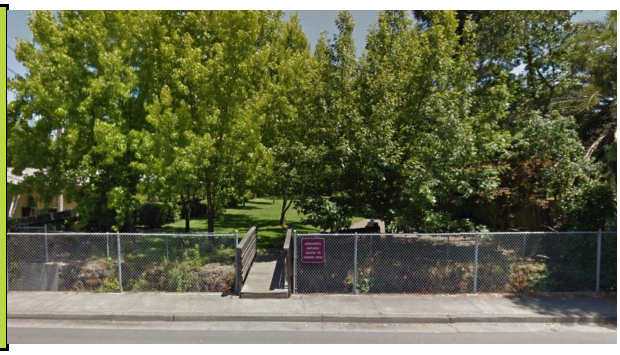
Baldwin Park Fence & Pathway Repair

Project No: **C20-04**

Category **Civic**

Project Location: **1591 Spring Street**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Remove and replace fence bordering, pathway repair, and minor modifications to entrance.

NOTES: FY 23 Update - Outstanding project items are the portions of the fencing where the neighbors do not want to cost share.
P&R Commission Direction - (1) move forward with replacement of all fencing where the portion adjacent to non -cost share properties would have a bump out
P&R - subcommittee will meet and make a recommendation at next P&R Commission meeting with recommendations. Retain current budget and Ad Hoc Committee make recommendations
FY24 - update to include Baldwin Park entry improvements
FY25 - project continued from FY24

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract	7,750	72,250						80,000
EXPENDITURE TOTALS	7,750	72,250						80,000
FUNDING SOURCES								
734-Park Impact Fees	7,750	72,250						80,000
FUNDING TOTALS	7,750	72,250						80,000

City Hall Relocation - Tenant Improvements

Project No: **C22-01**

Category **Civic**

Project Location: **1088 College Avenue**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Tenant Improvements for City Hall and Police Department Relocation to Napa Valley College, St. Helena campus.

NOTES: FY24 - project accepted per Reso 2023-167 on 12/12/23 and authorized filing of NOC.

EXPENDITURE ACCOUNTS: **Fund:** 101 **Dept:** 4000

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design								0
3120 - Environmental/Planning								0
3150 - Construction Management								0
3160 - Construction Contract	1,503,035							1,503,035
3170 - Contingency								0
EXPENDITURE TOTALS	1,503,035							1,503,035
FUNDING SOURCES								
101-General Fund	1,333,563							1,333,563
592-Equipment Replacement Fund	169,472							169,472
FUNDING TOTALS	1,503,035							1,503,035

Replace Playground Equipment and Fence at Crane Park

Project No: **C22-02**

Category **Civic**

Project Location: **Crane Park**

Responsible Department: **Public Works,Community Services**



PROJECT PURPOSE & DESCRIPTION: Replacement playground equipment and fence at Crane Park

NOTES: FY 23 update - grant application has been approved. PW currently preparing RFP. Per Grant guidelines, project must be completed on or before 6/30/24
FY24 - RFP issued May 23; deliver by end of FY24
FY25 - Project on hold pending repurposing $$ to another site.

EXPENDITURE ACCOUNTS: **Fund:** 733 **Dept:** 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design								0
3160 - Construction Contract		230,000						230,000
3170 - Contingency		20,000						20,000
EXPENDITURE TOTALS		250,000						250,000
FUNDING SOURCES								
733-Prop 68 Grant		170,000						170,000
734-Park Impact Fees		80,000						80,000
FUNDING TOTALS		250,000						250,000

Jacob Meily Park Drainage Site Survey and Installation of New Turf and Upgrade Irrigation

Project No: **C22-03**

Category **Civic**

Project Location: **Jacob Meily Park St. Helena**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: FY 23 conduct a site survey to address drainage and FY 24 install new turf and upgrade irrigation.
Moved out 1 year due to Water Emergency

NOTES: FY23 - P&R Commission Direction - (1) proceed with design in FY 23 and construction in FY 24; Add to scope for design - Astroturf vs. grass.
FY24 - change budget for design; keep overall budget but increase construction; assume consultant to develop topographic survey and grading/irrigation design.
FY25 - authorize to bid per Reso 2024-095 on 06/25/24; project to bid FY25Q1, Construction FY25Q2.

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	13,574	6,426						20,000
3160 - Construction Contract			105,500					105,500
3170 - Contingency								0
EXPENDITURE TOTALS	13,574	6,426	105,500					125,500
FUNDING SOURCES								
734-Park Impact Fees	13,574	6,426	105,500					125,500
FUNDING TOTALS	13,574	6,426	105,500					125,500

Emergency Back-Up Power - Corp Yard & Crinella Pump Station

Project No: C23-01

Category Civic

Project Location: Corporation Yard and Crinella Pump Station

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: This project will replace existing emergency generators and related equipment at the City's Corporation Yard and Crinella Pump Station. These upgrades increase generator capacities and update aging equipment. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency Services.

NOTES: FY25 - awarded construction contract per Reso 2023-093 on 07/25/23; construction expected FY25Q3 w/ CIP No. S23-02; requested additional HMGP funds to address bid overage of $29,825.

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract	77,417	295,581						372,998
3170 - Contingency		37,300						37,300
EXPENDITURE TOTALS	77,417	332,881						410,298
FUNDING SOURCES								
733-Civic CIP		55,177						55,177
733-Civic CIP HMGP Funds	77,417	222,527						299,944
773-Wastewater Capital Improvement		55,177						55,177
FUNDING TOTALS	77,417	332,881						410,298

Parks & Recreation Master Plan

Project No: **C24-01**

Category **Civic**

Project Location: **Citywide**

Responsible Department: **Public Works,Community Services**

PROJECT PURPOSE & DESCRIPTION: Develop parks and recreation master plan consistent with the 2019 General Plan, Ch 12.

NOTES: FY24 - includes parks, programming for civic facilities and recreation services.
FY25 - project continued.

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		125,000						125,000
EXPENDITURE TOTALS		125,000						125,000
FUNDING SOURCES								
734-Park Impact Fees		125,000						125,000
FUNDING TOTALS		125,000						125,000

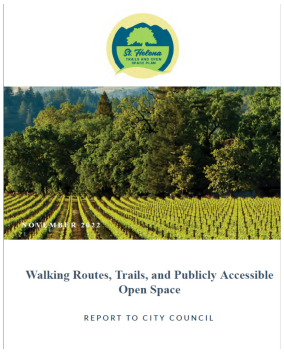
Trails & Open Space Amenities - Phase 1

Project No: C24-02

Category Civic

Project Location: Citywide

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: The Parks & Recreation Commission Ad Hoc subcommittee on Walking Routes, Trails, and Publicly Accessible Open Space developed findings/recommendations for Council consideration. Phase 1 of project deliver is for recommended projects that do not require additional study, processing, permitting or stakeholder engagement.

NOTES: FY24 - preliminary budget to provide signage, fencing, gates and trail amenities such as benches to be installed by City Staff.
FY25 - project continued.

EXPENDITURE ACCOUNTS: **Fund**: 733 **Dept**: 5010

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract		50,000						50,000
EXPENDITURE TOTALS		50,000						50,000
FUNDING SOURCES								
734-Park Impact Fees		50,000						50,000
FUNDING TOTALS		50,000						50,000

Category Summary Report
FY2024-25 to FY2028-29
2 - Streets

		Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
PROJECT TITLE									
R18-81	Downtown Sidewalk Improvements	740,151	802,296	900,000	900,000				3,342,447
R19-04	Sulphur Creek Sediment Removal			10,000	10,000	10,000	10,000	10,000	50,000
R19-05	Grayson and South Crane Rehab	206,373	11,116	212,511					430,000
R21-01	Silverado Trail Overlay								
R21-02	Crosswalk Improvements on Main Street/Highway 29 at Pratt Avenue and Elmhurst Avenue	113,471							113,471
R21-04	Pope Street Crosswalk Improvements at College Avenue	80,584							80,584
R22-79	Pavement Restoration FY22 Design/FY 23 Construction	1,405,683							1,405,683
R23-01	Signalization Dowdell Lane and Hwy 29		200,000						200,000
R23-02	"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak		200,000						200,000
R23-79	Pavement Restoration FY23 Design/FY 24 Construction	1,500,939	499,061						2,000,000
R24-01	Streets Master Plan	6,772	223,174						229,946
R24-02	Oak Avenue Rehabilitation	94,019	75,981	1,000,525					1,170,525
R24-79	Pavement Restoration FY24 Design/FY 25 Construction	105,848	1,737,986	1,102,500					2,946,334
R25-79	Pavement Restoration FY 25 Design/FY 26 Construction			130,000	1,167,000				1,297,000
R25-81	Downtown Sidewalk Paver Rehabilitation Project			601,000					601,000
R26-79	Pavement Restoration FY 26 Design/FY 27 Construction				136,500	1,236,500			1,373,000
R27-79	Pavement Restoration FY 27 Design/FY 28 Construction					145,300	1,307,300		1,452,600
R28-79	Pavement Restoration FY 28 Design/FY 29 Construction						153,700	1,383,300	1,537,000
R29-79	Pavement Restoration FY 29 Design/FY 30 Construction							162,000	162,000
		4,253,840	3,749,614	3,956,536	2,213,500	1,391,800	1,471,000	1,555,300	18,591,590
PROJECT FUNDING SOURCES									
101	General Fund	564,500							564,500
101	General Fund - Measure T/RMRA MOE	634,089		379,189	297,000				1,310,278
101	General Fund - Measure T/RMRA MOE (Prior Year)	254,033	331,171						585,204
225-229	Gas Tax			382,729					382,729
230	Gas Tax	241,950		238,607					480,557
230	Gas Tax - RMRA/SB1	230,427	147,000						377,427
240	Measure T	2,167,916	2,294,144	2,343,011	1,303,500	1,381,800	1,461,000	1,545,300	12,496,671
421	Go Bonds		20,000						20,000
700	Flood Control Funds			10,000	10,000	10,000	10,000	10,000	50,000
740	Traffic Mitigation Impact Fees	6,772	223,174						229,946

Category Summary Report
FY2024-25 to FY2028-29
2 - Streets

		Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
741	LMR Cost Share		104,200						104,200
741	Streets Capital Improvement - Grant OBAG III			603,000	603,000				1,206,000
741	Streets Capital Improvement - NVTA	75,200							75,200
741	Streets Capital Improvement	28,953	619,925						648,878
741	Streets Capital Improvement - Grant TDA III	50,000							50,000
773	Wastewater Capital Improvement		10,000						10,000
		4,253,840	3,749,614	3,956,536	2,213,500	1,391,800	1,471,000	1,555,300	18,591,590

Downtown Sidewalk Improvements

Project No:	**R18-81**
Category	**Streets**
Project Location:	**St. Helena, CA 94574**
Responsible Department:	**Public Works**



PROJECT PURPOSE & DESCRIPTION: This is a sidewalk improvement project funded by the One Bay Area Grant II program and local funds. The project will replace sidewalks, trees, and implement traffic calming devices on Main Street between Mitchell Drive and Pine Street. Approximately 3,609 linear feet of sidewalk and 17 ADA curb ramps will be replaced.
Phase I construction (1480 Main Street to Adams Street) is anticipated to begin in FY 24 and complete in FY 25.
Phase II and III construction is anticipated for FY 30 and 31.

NOTES: Resolution 2018-176 - PSA with BKF for $529,000, budget increase of $234,000 to design with funding allocated from FY 20 SB1 and Gas Tax Funds
January 28, 2020 City Council - updated project costs:
Phase I - $3.6 million (partially funded) - 1/28/20 initial estimates included a $1.4 million loan from the General Fund (Pre COVID-19), possibility to get a short term capital loan.
Phase II - $3.1 million (unfunded)
Phase III - $8.4 million (unfunded)
FY21 - removed $100,000 allocated for R19-04 and reallocated to R18-81
FY23 - funding for design includes Phase II and III design
FY23 - per PW - Phase II and III will be 5 years out as noted in the project purpose and description.
FY24 - budget includes Ph1a (Pine to Adams) design/construction & Ph1b (Adams to Mitchell) design.
FY24 - adopted Reso 2023-26 (03/28/23) & Reso 2023-87 (07/25/23) to add funds to design scope; adopted Reso 2023-126 (09/12/23) to correct prior actions and total design budget.
FY25 - anticipate bid FY25Q2-Q3 subject to Caltrans approval; created CIP No. R25-81 as a result of adoption of Reso 2024-088 (06/11/24) authorizing bid for Phase 1b paver repair project.

EXPENDITURE ACCOUNTS: Fund: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	737,651	127,982						865,633
3130 - Land & Easements		25,000						25,000
3140 - Legal Services		2,314						2,314
3150 - Construction Management	2,500		75,000	75,000				152,500
3160 - Construction Contract		647,000	750,000	750,000				2,147,000
3170 - Contingency			75,000	75,000				150,000
EXPENDITURE TOTALS	740,151	802,296	900,000	900,000				3,342,447
FUNDING SOURCES								
101-General Fund	64,500							64,500
101-General Fund - Measure T/RMRA MOE				297,000				297,000
101-General Fund - Measure T/RMRA MOE (Prior Year)	254,033	331,171						585,204
230-Gas Tax	132,039							132,039
230-Gas Tax - RMRA/SB1	108,000	147,000						255,000
240-Measure T	181,579		297,000					478,579
741-Streets Capital Improvement		324,125						324,125
741-Streets Capital Improvement - Grant OBAG III			603,000	603,000				1,206,000
FUNDING TOTALS	740,151	802,296	900,000	900,000				3,342,447

Sulphur Creek Sediment Removal

Project No:	**R19-04**
Category	**Streets**
Project Location:	**Sulphur Creek beneath bridge structure at Valley View**
Responsible Department:	**Public Works**



PROJECT PURPOSE & DESCRIPTION: This project will remove sediment build-up in Sulphur Creek beneath the bridge structure at Valley View and the City owned creek section in front of the City Public Works Corporation Yard on Charter Oak. The City plans to coordinate permitting and work efforts with private landowners along Sulphur Creek between the Valley View bridge and the City Corporation Yard.

Project Deferred to FY 22

NOTES: FY25 - annual project reinstated in CIP to track materials/contracts related to sediment management in this area.

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract			10,000	10,000	10,000	10,000	10,000	50,000
EXPENDITURE TOTALS			10,000	10,000	10,000	10,000	10,000	50,000
FUNDING SOURCES								
700-Flood Control Funds			10,000	10,000	10,000	10,000	10,000	50,000
FUNDING TOTALS			10,000	10,000	10,000	10,000	10,000	50,000

Grayson and South Crane Rehab

Project No: **R19-05**

Category **Streets**

Project Location: **Grayson and South Crane**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: This project will reconstruct Grayson and South Crane Avenues. Accessibility improvements to sidewalks and curb ramps will be included as part of the project whenever applicable.

NOTES: Resolution 2020-36 - PSA with BKF for design for $175,139
FY23 - Per PW, push to FY24
FY24 - transferred Grayson to R23-79; revised design budget to $30k & construction to $400k; Reso 2023-166 (12/12/23) added design scope/fee; Reso 2024-112 (07/23/24) accepted Grayson improvements.
FY25 - S Crane construction scheduled for FY25Q3

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	206,373	11,116						217,489
3160 - Construction Contract			200,000					200,000
3170 - Contingency			12,511					12,511
EXPENDITURE TOTALS	206,373	11,116	212,511					430,000
FUNDING SOURCES								
240-Measure T	206,373	11,116	212,511					430,000
FUNDING TOTALS	206,373	11,116	212,511					430,000

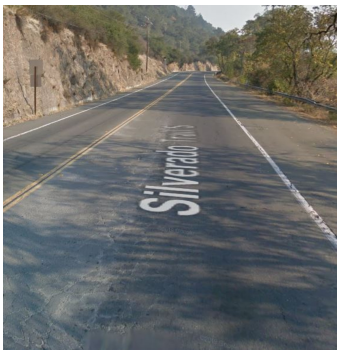
Silverado Trail Overlay

Project No: **R21-01**

Category **Streets**

Project Location: **Silverado Trail - City Limits**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Pavement overlay of Silverado Trail within City Limits

NOTES: FY25 - project included in CIP No. R23-79 and funding was transferred; Council authorized filing NOC per Reso 2024-112 on 07/23/24

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract								0
EXPENDITURE TOTALS								0
FUNDING SOURCES								
230-Gas Tax - RMRA/SB1								0
240-Measure T								0
FUNDING TOTALS								0

Crosswalk Improvements on Main Street/Highway 29 at Pratt Avenue and Elmhurst Avenue

Project No: **R21-02**

Category **Streets**

Project Location: **Main Street/Highway 29**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: This project will upgrade curb ramps as well as improvement crosswalk markings and signage at Pratt and Elmhurst intersections.

NOTES: FY23 - Per PW - project delayed, increase construction to $200,000 with 10% contingency. Construction in FY23
FY24 - project should be completed by Aug 23; no new $$ requested.
FY24 - Resolution 2023-97 (08/08/23) awarded for construction and included in R23-79.
FY25 - Council authorized filing NOC per Reso 2024-112 on 07/23/24

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	24,321							24,321
3160 - Construction Contract	89,150							89,150
EXPENDITURE TOTALS	113,471							113,471
FUNDING SOURCES								
240-Measure T	39,150							39,150
741-Streets Capital Improvement	24,321							24,321
741-Streets Capital Improvement - Grant TDA III	50,000							50,000
FUNDING TOTALS	113,471							113,471

Pope Street Crosswalk Improvements at College Avenue

Project No: R21-04

Category Streets

Project Location: Pope Street at College Avenue

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Installation of a rectangular rapid flashing beacon system (or equivalent) located on Pope Street at College Avenue, four ADA compliant curb ramps, and continental crosswalk markings on Pope Street and College Avenue.

Installation of the rapid flashing beacon (or equivalent) will provide greater visibility of pedestrians within the crosswalks as vehicles approach. Upgrading curb ramps will improve pedestrian mobility by upgrading curb ramps when crossing Pope Street or College Avenue.

NOTES: The City received a grant of $94,000 from NVTA with a 20% match requirement.
FY24 - project should be completed by Aug 23; no new $$ requested.
FY25 - combined with project R22-79; authorization to file NOC per Reso 2024-001 on 01/09/24.

EXPENDITURE ACCOUNTS: Fund: 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	25,595							25,595
3160 - Construction Contract	54,989							54,989
EXPENDITURE TOTALS	80,584							80,584
FUNDING SOURCES								
230-Gas Tax	752							752
741-Streets Capital Improvement	4,632							4,632
741-Streets Capital Improvement - NVTA	75,200							75,200
FUNDING TOTALS	80,584							80,584

Pavement Restoration FY22 Design/FY 23 Construction

Project No: **R22-79**

Category **Streets**

Project Location: **St. Helena, CA 94574**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.
Design FY 22
Construction FY 23

NOTES: FY25 - includes Pope/College Int Improvements (CIP No. R21-04); authorization to file NOC per Reso 2024-001 on 01/09/24.

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	61,534							61,534
3160 - Construction Contract	1,344,149							1,344,149
EXPENDITURE TOTALS	1,405,683							1,405,683
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE	467,378							467,378
230-Gas Tax	109,159							109,159
230-Gas Tax - RMRA/SB1	122,427							122,427
240-Measure T	706,719							706,719
FUNDING TOTALS	1,405,683							1,405,683

Signalization Dowdell Lane and Hwy 29

Project No: R23-01

Category Streets

Project Location: Dowdell Lane and Hwy 29

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Manage movement of traffic for the Long Meadow Ranch Project at 1000 Mills Lane, Condition of approval No. 66

NOTES: Farmstead will cost share 23.3% of total project costs
FY23 - Design only.
FY24 - design budget moved from FY23 to FY24
FY25 - project delayed due to LMR project delay.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		200,000						200,000
EXPENDITURE TOTALS		200,000						200,000
FUNDING SOURCES								
741-LMR Cost Share		46,600						46,600
741-Streets Capital Improvement		153,400						153,400
FUNDING TOTALS		200,000						200,000

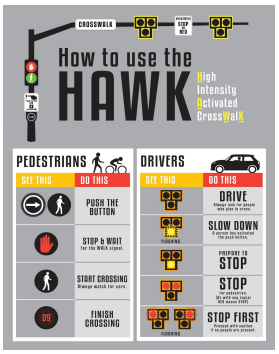
"HAWK" Pedestrian Hybrid Flashing Beacon for Hwy 29 at Charter Oak

Project No: R23-02

Category Streets

Project Location: Hwy 29 at Charter Oak

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Mitigate pedestrian hazards for the Long Meadow Ranch Project at 738 Main Street.

NOTES: Resolution #2020-101, Item #48
LMR Cost Share 28.8%
FY23 - Design Only
FY24 - moved budget from FY23 to FY24
FY25 - project delayed due to LMR project delay

EXPENDITURE ACCOUNTS: Fund: 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		200,000						200,000
EXPENDITURE TOTALS		200,000						200,000
FUNDING SOURCES								
741-LMR Cost Share		57,600						57,600
741-Streets Capital Improvement		142,400						142,400
FUNDING TOTALS		200,000						200,000

Pavement Restoration FY23 Design/FY 24 Construction

Project No: R23-79

Category Streets

Project Location: St. Helena, CA 94574

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.
Design FY 23
Construction FY 24

NOTES: FY24 - added $300k; added Grayson to scope (from CIP No. R19-05), Silverado Trail (CIP No. R21-01) & Pratt & Elmhurst Int Improvements (CIP No. R21-02); additional $500k added from Fund 741 per Council action at mid-year
FY25 - authorized construction contract per Reso 2023-97 (08/08/23); authorized filing NOC per Reso 2024-112 (07/23/24)

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	2,455	17,545						20,000
3150 - Construction Management		140,000						140,000
3160 - Construction Contract	1,498,484	201,516						1,700,000
3170 - Contingency		140,000						140,000
EXPENDITURE TOTALS	1,500,939	499,061						2,000,000
FUNDING SOURCES								
101-General Fund	500,000							500,000
101-General Fund - Measure T/RMRA MOE	166,711							166,711
240-Measure T	834,228	499,061						1,333,289
FUNDING TOTALS	1,500,939	499,061						2,000,000

Streets Master Plan

Project No: **R24-01**

Category **Streets**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Develop Streets Master Plan

NOTES: FY24 - not only incorporates a number of previously developed documents (e.g. General Plan Circulation Element, Active Transportation/Safe Routes to School Plan, Walking Audit, Parking Study, etc.) but includes updated speed survey; policy direction on traffic calming including Complete Streets options; and development of growth-related Capital Improvement Program as a precursor for Development Impact Fee update.
FY24 - Resolution 2024-028 - Adopted March 12, 2024 - Added Funds to Scope
FY25 - anticipate completion FY25Q3

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	6,772	223,174						229,946
EXPENDITURE TOTALS	6,772	223,174						229,946
FUNDING SOURCES								
740-Traffic Mitigation Impact Fees	6,772	223,174						229,946
FUNDING TOTALS	6,772	223,174						229,946

Oak Avenue Rehabilitation

Project No: R24-02

Category Streets

Project Location: Oak Avenue - Madrona to Mitchell

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Rehabilitate underground utilities, pavement, curb/gutter/sidewalk including collaboration with various stakeholders including School District, NVTA/Vine Trail, etc.

NOTES: FY24 - resurrect 2008 project per Reso 2023-133 (10/10/23); scope includes completing design for project and starting the permitting process to outfall to Sulphur Creek; portion of storm drain rehab funded through CIP No. D24-01; portion of sanitary sewer rehab funded thru CIP No. S24-02
FY25 - Complete design in FY25Q3; issue bids FY25Q4 for phased project; budget to be updated w/ engineer estimate; utilize available GF MOE & Gas Tax.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	94,019	75,981						170,000
3150 - Construction Management			70,525					70,525
3160 - Construction Contract			850,000					850,000
3170 - Contingency			80,000					80,000
EXPENDITURE TOTALS	94,019	75,981	1,000,525					1,170,525
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE			379,189					379,189
225-229-Gas Tax			382,729					382,729
230-Gas Tax			238,607					238,607
240-Measure T	94,019	45,981						140,000
421-Go Bonds		20,000						20,000
773-Wastewater Capital Improvement		10,000						10,000
FUNDING TOTALS	94,019	75,981	1,000,525					1,170,525

Pavement Restoration FY24 Design/FY 25 Construction

Project No: **R24-79**

Category **Streets**

Project Location: **St. Helena, CA 94574**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.
Design FY 24
Construction FY 25

NOTES: FY24 - new 5-year list to be adopted by Council in Fall 2023 after completion of updated Pavement Management Plan; budget based upon Measure T projection.
FY24 - Resolution 2024-075 - Adopted May 28, 2024 - Added Funds to Scope & authorized construction contract

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	105,848	26,452						132,300
3150 - Construction Management								0
3160 - Construction Contract		1,440,049	1,102,500					2,542,549
3170 - Contingency		271,485						271,485
EXPENDITURE TOTALS	105,848	1,737,986	1,102,500					2,946,334
FUNDING SOURCES								
240-Measure T	105,848	1,737,986	1,102,500					2,946,334
FUNDING TOTALS	105,848	1,737,986	1,102,500					2,946,334

Pavement Restoration FY 25 Design/FY 26 Construction

Project No: **R25-79**

Category **Streets**

Project Location: **Select Streets**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.
Design FY 25
Construction FY 26

NOTES: FY24 - new 5-year list to be adopted by Council in Fall 2023 after completion of updated Pavement Management Plan; budget based upon Measure T projection.
FY25 - Council adopted updated streets list per Reso 2023-163 on 12/12/23; anticipate design FY25Q2, bid FY25Q3, construction FY26Q1.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			130,000					130,000
3150 - Construction Management				130,000				130,000
3160 - Construction Contract				947,000				947,000
3170 - Contingency				90,000				90,000
EXPENDITURE TOTALS			130,000	1,167,000				1,297,000
FUNDING SOURCES								
240-Measure T			130,000	1,167,000				1,297,000
FUNDING TOTALS			130,000	1,167,000				1,297,000

Downtown Sidewalk Paver Rehabilitation Project

Project No: **R25-81**

Category **Streets**

Project Location: **Main St., Between Adams St. & Mitchell Dr.**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Rehabilitate select locations of pavers, curb/gutter, trees, etc. to eliminate trip hazards.

NOTES: FY25 - project added per Council direction at the 4/09/24 City Council meeting; authorized to bid per Reso 2024-088 on June 11, 2024; anticipate construction FY25Q2

EXPENDITURE ACCOUNTS:

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			10,000					10,000
3150 - Construction Management			50,000					50,000
3160 - Construction Contract			490,000					490,000
3170 - Contingency			51,000					51,000
EXPENDITURE TOTALS			601,000					601,000
FUNDING SOURCES								
240-Measure T			601,000					601,000
FUNDING TOTALS			601,000					601,000

Pavement Restoration FY 26 Design/FY 27 Construction

Project No: **R26-79**

Category **Streets**

Project Location: **Select Streets**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.
Design FY 26
Construction FY 27

NOTES: FY24 - new 5-year list to be adopted by Council in Fall 2023 after completion of updated Pavement Management Plan; budget based upon Measure T projection.
FY25 - Council adopted updated streets list per Reso 2023-163 on 12/12/23; anticipate design FY26Q2, bid FY26Q3, construction FY27Q1.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design				136,500				136,500
3150 - Construction Management					136,500			136,500
3160 - Construction Contract					1,000,000			1,000,000
3170 - Contingency					100,000			100,000
EXPENDITURE TOTALS				136,500	1,236,500			1,373,000
FUNDING SOURCES								
240-Measure T				136,500	1,236,500			1,373,000
FUNDING TOTALS				136,500	1,236,500			1,373,000

Pavement Restoration FY 27 Design/FY 28 Construction

Project No: **R27-79**

Category **Streets**

Project Location: **Select Streets**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed. Council approved a five-year list of streets on February 13, 2018.
Design FY 27
Construction FY 28

NOTES: FY24 - streets may change but funding projection remains.
FY25 - Council adopted updated streets list per Reso 2023-163 on 12/12/23; anticipate design FY27Q2, bid FY27Q3, construction FY28Q1.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design					145,300			145,300
3150 - Construction Management						145,300		145,300
3160 - Construction Contract						1,060,000		1,060,000
3170 - Contingency						102,000		102,000
EXPENDITURE TOTALS					145,300	1,307,300		1,452,600
FUNDING SOURCES								
240-Measure T					145,300	1,307,300		1,452,600
FUNDING TOTALS					145,300	1,307,300		1,452,600

Pavement Restoration FY 28 Design/FY 29 Construction

Project No: **R28-79**

Category **Streets**

Project Location: **Select Streets**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed.

NOTES: FY25 - Council adopted updated streets list per Reso 2023-163 on 12/12/23; anticipate design FY28Q2, bid FY28Q3, construction FY29Q1.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design						153,700		153,700
3150 - Construction Management							153,700	153,700
3160 - Construction Contract							1,122,010	1,122,010
3170 - Contingency							107,590	107,590
EXPENDITURE TOTALS						153,700	1,383,300	1,537,000
FUNDING SOURCES								
240-Measure T						153,700	1,383,300	1,537,000
FUNDING TOTALS						153,700	1,383,300	1,537,000

Pavement Restoration FY 29 Design/FY 30 Construction

Project No: **R29-79**

Category **Streets**

Project Location: **Select Streets**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Rehabilitate streets throughout the City with various surface treatments (i.e. slurry seal, micro-surface, and overlay). Curb ramp upgrades may be part of projects as needed.

NOTES: FY25 - Council adopted updated streets list per Reso 2023-163 on 12/12/23; anticipate design FY29Q2, bid FY29Q3, construction FY30Q1; FY30 budgets = CM ($162k), Constr ($1,190k) & Conting ($112k)

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design							162,000	162,000
3150 - Construction Management								0
3160 - Construction Contract								0
3170 - Contingency								0
EXPENDITURE TOTALS							162,000	162,000
FUNDING SOURCES								
240-Measure T							162,000	162,000
FUNDING TOTALS							162,000	162,000

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

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

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

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

Tank 2 Rehabilitation

Project No: W-101

Category Water

Project Location: APN 022-420-019

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Rehabilitate Tank 2 at Lower Reservoir. Rehabilitation includes sandblasting, coating of interior, and sanitization of tank.

NOTES: FY24 - included in proposed Rate Study w/ proposed schedule for project delivery.
FY25 - issue PSA for Tank 2 Rehab FY25Q1 for construction in FY25Q2-Q3; project budget updated based upon escalated values in Rate Study. YTD Includes design work from original project FY16-FY22

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	58,809	94,000	24,000					176,809
3150 - Construction Management		94,000	24,000					118,000
3160 - Construction Contract		658,000	28,000					686,000
3170 - Contingency		94,000	-29,000					65,000
EXPENDITURE TOTALS	58,809	940,000	47,000					1,045,809
FUNDING SOURCES								
763-Water Capital Improvement	58,809	940,000	47,000					1,045,809
763-Water Capital Improvement - Bond								0
FUNDING TOTALS	58,809	940,000	47,000					1,045,809

Lower Reservoir Rehab

Project No: **W-108**

Category **Water**

Project Location: **APN 009-131-013**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Rehab Lower York Creek Dam as required by the Division of Dam Safety. Repair 12" diameter gate in the outlet tower, repair 24" diameter spillway gate, geotechnical investigation and stability analysis, seismic stability analysis of intake tower and survey and rehab 12 " diameter low level outlet pipe.

NOTES: Resolution 2019-149 - Amendment #1 with Mead and Hunt for $27,000

FY24 - included in GO Bond for $620k total
- W-85 Bell House Valve Replacement ($470k) - Tranche 2 (FY27)
- W18-120 Bell Canyon Phreatic Surface Monitoring ($100k) - Tranche 1 (FY24)
- W-108 Lower Reservoir Rehab ($50k) - Tranche 2 (FY27)

FY25 - added budget in FY25 to address DSOD letter requiring action/analysis

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	221,603		25,000					246,603
3160 - Construction Contract					45,000			45,000
3170 - Contingency					5,000			5,000
EXPENDITURE TOTALS	221,603		25,000		50,000			296,603
FUNDING SOURCES								
421-Go Bonds					50,000			50,000
763-Water Capital Improvement	221,603		25,000					246,603
FUNDING TOTALS	221,603		25,000		50,000			296,603

Bell Canyon Intake Tower Replacement

Project No: W-109

Category Water

Project Location: Bell Canyon Reservoir (APN 021-420-019)

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Immediate repairs slated are required to be in compliance. Non compliance constitutes a violation of the City's Division of Dam Safety permitted use of Bell Canyon is grounds for enforcement action, for permit termination, revocation and reissuance, or modification; or denial of a permit renewal application by the State of California Department of Water Resources Division of Dam Safety.

NOTES: PW - marked project at a Priority
Anticipated will take out debt for project, will include in Utility Rate Study
FY24 - included in proposed Rate Study w/ proposed schedule for project delivery
FY25 - Resolution 2024-089 - Adopted 6/11/24 - Added Funds to Scope & authorized design PSA (project developed with CIP No. W-85). Increase total project budget from $3.3M to $6.0M excluding prior to 6/30/2024.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	290,168	126,323	695,599					1,112,090
3120 - Environmental/Planning		200,000						200,000
3150 - Construction Management				509,145				509,145
3160 - Construction Contract				4,000,000				4,000,000
3170 - Contingency			18,289	490,855				509,144
EXPENDITURE TOTALS	290,168	326,323	713,888	5,000,000				6,330,379
FUNDING SOURCES								
763-Water Capital Improvement	290,168							290,168
763-Water Capital Improvement - Bond		326,323	713,888	5,000,000				6,040,211
FUNDING TOTALS	290,168	326,323	713,888	5,000,000				6,330,379

Bell Canyon Reservoir Improvements

Project No: **W-35**

Category **Water**

Project Location: **410 Crystal Springs Rd. (APN 021-420-019)**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Dredging of Bell Canyon Reservoir will return the storage capacity to design limits.

NOTES: FY24 - perform bathymetric survey and analyze volume of accumulated sediment
FY25 - completed survey 6/2024; schedule to complete capacity analysis/report in FY25Q3

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		100,000						100,000
EXPENDITURE TOTALS		100,000						100,000
FUNDING SOURCES								
763-Water Capital Improvement		100,000						100,000
FUNDING TOTALS		100,000						100,000

Dwyer Road Booster (Pump Station)

Project No: W-80

Category Water

Project Location: Between St. Helena, Napa, and Calistoga: Dwyer Rd.

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: This is a shared facility between St. Helena, Napa, and Calistoga for moving water up valley. The project will improve system reliability and increase pressure in the southern end of the system.
The City of Napa will conduct the work on this project with a 10% cost share by the City of St. Helena. Total project cost is estimated at $6,000,000.

NOTES: - City of Napa Agreement C2009 119 dated 9/22/09 - City of St. Helena Resolution 2009-109. Agreement to fund preliminary analysis and design of the Dwyer Pump Station. Costs split 33.3% each between Napa, St. Helena, and Calistoga.
- City of Napa Agreement C2011 215 dated 10/4/11 - Agreement for design. Napa is the administrator of the initial scope of services and St. Helena and Calistoga agree to support this effort and reimburse Napa according to the cost share allocation included in this Agreement. Total obligation shall not exceed $270,000 ($90,000 each) unless modified in writing. Costs for design is split into thirds - 33.3% each.
- City of St. Helena Resolution 2014-23 - Authorizing the City of Napa to file a grant/loan application on behalf of Napa, St. Helena, and Calistoga for the reconstruction of the Dwyer Pump Station.
- A cost share agreement for the construction is not in place. 5/18/22 PW states the estimated cost is $7,000,000 with a 10% cost share by the City of St. Helena. Additionally, Napa has applied for a grant which, if awarded, would lower the St. Helena contribution.
- FY24 - contribution estimated at $900k; budgeted for FY25
FY25 - budget continued.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
1234 - Placeholder		900,000						900,000
3110 - Design								0
EXPENDITURE TOTALS		900,000						900,000
FUNDING SOURCES								
763-Water Capital Improvement - Bond		900,000						900,000
FUNDING TOTALS		900,000						900,000

Bell House Valve Replacement

Project No: W-85

Category Water

Project Location: APN 021-420-019

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Required by the Division of Safety of Dams (DSOD), replacement is necessary for emergency operation. In the event of an emergency and by order of DSOD that we release water from the reservoir, there is significant risk that the City would not be able to close the valve and stop the water, resulting in draining all of Bell Canyon.

NOTES: Project to be bid at same time as intake tower. Estimated bid FY 22 with Construction in FY 22
5/17/22 - PW Update - priority project
*$49,029.88 is shown in Project Management; however, those costs were incurred prior to FY 13 and are shown as recorded labor in Springbrook. The previous costs are not included in the new budget.
FY24 - included in GO Bond for $620k total
- W-85 Bell House Valve Replacement ($470k) - Tranche 2 (FY27)
- W18-120 Bell Canyon Phreatic Surface Monitoring ($100k) - Tranche 1 (FY24)
- W-108 Lower Reservoir Rehab ($50k) - Tranche 2 (FY27)
FY25 - added funds & executed PSA per Reso 2024-089 adopted 6/11/24 (project developed with CIP No. W-109); Shifted project delivery from FY27 to FY26

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design				125,610				125,610
3150 - Construction Management				30,000				30,000
3160 - Construction Contract				390,000				390,000
3170 - Contingency				30,000				30,000
EXPENDITURE TOTALS				575,610				575,610
FUNDING SOURCES								
421-Go Bonds				470,000				470,000
763-Water Capital Improvement - Bond				105,610				105,610
FUNDING TOTALS				575,610				575,610

Spring Mountain Pressure Zone Improvements (Holmes Tank Upgrade)

Project No: **W-86**

Category **Water**

Project Location: **APN 009-131-029 & 019**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Upgrade and integrate Holmes and Elmhurst water delivery systems.

NOTES: Funding not available. City submitted a MMGP application; however, it was withdrawn due to the project not being eligible.
FY24 - included in proposed Rate Study w/ proposed schedule for project delivery.
FY25 - project budget updated based upon escalated values in rate study; need for project to be validated with results of Hydraulic Model, CIP No. W24-10.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	138,073			346,470				484,543
3150 - Construction Management					154,500	280,500		435,000
3160 - Construction Contract					1,300,000	1,200,000		2,500,000
3170 - Contingency					154,505	179,993		334,498
EXPENDITURE TOTALS	138,073			346,470	1,609,005	1,660,493		3,754,041
FUNDING SOURCES								
763-Water Capital Improvement	138,073				1,609,005	1,660,493		3,407,571
763-Water Capital Improvement - Bond				346,470				346,470
FUNDING TOTALS	138,073			346,470	1,609,005	1,660,493		3,754,041

Bell Canyon Creek Flow Measurement

Project No: W-91

Category Water

Project Location: APN 021-420-019 & 012

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Required for measurement of flow into the reservoir to instantaneously release same amount downstream of reservoir. Project to design, permit and construct structure in the creek, includes mitigation. Necessary to achieve compliance with current regulations.

NOTES: FY25 - reinstated inactive project that was never completed; per requirement of DSOD; design/construction in FY25Q4

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			10,000					10,000
3160 - Construction Contract			40,000					40,000
EXPENDITURE TOTALS			50,000					50,000
FUNDING SOURCES								
763-Water Capital Improvement			50,000					50,000
763-Water Capital Improvement - Bond								0
FUNDING TOTALS			50,000					50,000

WTP Condition Assessment

Project No: W18-111

Category Water

Project Location: Louis Stralla Water Treatment Plant (APN 021-420-019)

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: This is an assessment to develop short and long term needs of the Louis Stralla Water Treatment Plant.

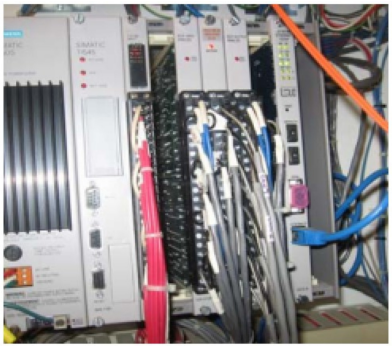
NOTES: FY24 - included in proposed Rate Study w/ proposed schedule for project delivery; Award of PSA & additional funds via Reso 2023-146 on 11/14/23
FY25 - expect completion of Report in FY25Q3

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	69,800	197,628						267,428
EXPENDITURE TOTALS	69,800	197,628						267,428
FUNDING SOURCES								
763-Water Capital Improvement	69,800	197,628						267,428
763-Water Capital Improvement - Bond								0
FUNDING TOTALS	69,800	197,628						267,428

Water System SCADA Improvements

Project No: W18-113
Category Water
Project Location: Citywide
Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: This project will apply power and instrumentation upgrades to integrate the City's water pump stations into Supervisory Control and Data Acquisition System (SCADA). SCADA is utilized to monitor and control a plant and/or equipment.

NOTES: FY23 - Name updated from SCADA Improvements - Rutherford & Holmes to Water System SCADA Improvements
FY24 - included in proposed Rate Study w/ proposed schedule for project delivery; Authorized $154,366 via Reso 2023-154 on 11/28/23 & $227,578 via Reso 2024-099 on 6/25/24.
FY25 - expect improvements to be completed FY25Q3

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design				20,000				20,000
3150 - Construction Management				15,000				15,000
3160 - Construction Contract		381,944		440,000				821,944
3170 - Contingency				58,327				58,327
EXPENDITURE TOTALS		381,944		533,327				915,271
FUNDING SOURCES								
763-Water Capital Improvement		381,944						381,944
763-Water Capital Improvement - Bond				533,327				533,327
FUNDING TOTALS		381,944		533,327				915,271

Replace Mains <6" in Diameter

Project No: W18-118

Category Water

Project Location: Various locations in St. Helena

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: This annual project will begin the replacement of City water mains. It is anticipated that there will be one project per year based on the completed Integrated Utility Master Plan.

NOTES: FY24 - included in proposed Rate Study w/ proposed schedule for project delivery; Years 1 - 5 replacement per Integrated Utility Master Plan; GO Bond Tranche 2 (FY27) & Tranche 3 (FY30) @ $720k/tranche

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			37,885	39,324	40,583	41,881		159,673
3150 - Construction Management			37,885	39,324	40,583	41,881		159,673
3160 - Construction Contract			208,365	216,284	223,204	230,348		878,201
3170 - Contingency			31,571	32,770	33,819	34,901		133,061
EXPENDITURE TOTALS			315,706	327,702	338,189	349,011		1,330,608
FUNDING SOURCES								
421-Go Bonds			315,706	327,702	338,189	349,011		1,330,608
FUNDING TOTALS			315,706	327,702	338,189	349,011		1,330,608

Bell Canyon Phreatic Surface Monitoring & Assessment

Project No: W18-120

Category Water

Project Location: APN 021-420-019

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: The Bell Canyon Phreatic Surface Monitoring and Assessment is a new requirement of the Division of Dam Safety as a direct result of the 2017 Oroville Dam incident.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	51,202	48,798						100,000
EXPENDITURE TOTALS	51,202	48,798						100,000
FUNDING SOURCES								
421-Go Bonds	51,202	48,798						100,000
FUNDING TOTALS	51,202	48,798						100,000

Kearney and Andrea Water Main Replacement

Project No: W21-01

Category Water

Project Location: Kearney and Andrea

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: The 4" water main on Kearney between Hillview Place and Adams Street needs to be replaced as well as the main on Andrea from Kearney to Oak Avenue.

NOTES: This project has been on hold since February 2021. Final Plan was completed. Green Valley Engineering contract includes construction management, design, and specifications. STH Contract: FY2021-013. The project consulting budget appears to have been exhausted and this is the reason that project design was halted.
FY 23 - per PW, push project construction to FY24. PW has requested a construction estimate from Green Valley. The construction estimate in the project has been rolled over from the previous estimate, with an approximate 10% increase to construction.
FY24 - included in rate study to be delivered in FY24
FY25 - awarded construction per Reso 2024-030 on 3/12/24; anticipate council authorize NOC in FY25Q2

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	50,910	2,486	110,339					163,735
3150 - Construction Management			110,339					110,339
3160 - Construction Contract	711,874	28,398	606,863					1,347,135
3170 - Contingency		111,027	91,949					202,976
EXPENDITURE TOTALS	762,784	141,911	919,490					1,824,185
FUNDING SOURCES								
763-Water Capital Improvement	46,283							46,283
763-Water Capital Improvement - Bond	716,501	141,911	919,490					1,777,902
FUNDING TOTALS	762,784	141,911	919,490					1,824,185

Water Distribution Fire Flow Improvements

Project No: **W24-01**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Replace smaller diameter (6" or less) pipelines with larger diameter pipes; in total, 4,900 linear feet (0.9 miles) of fire flow improvements are recommended per 2021 Integrated Utility Master Plan.

NOTES: FY24 - $1.5M included in GO Bond funding (totals below from IUMP have $572,000 unaccounted of $1.5M)
Tranche 1 (FY23/24): PWFF-3 Vintage Ave Loop ($20k), PWFF-6 Crane ($142k), PWFF-8 Pine St ($65k), PWFF-9 Fulton ($85k); in-house design
Tranche 2 (FY26/27): PWFF-4 El Bonita ($50k), PWFF-5 Charter Oak ($76k), PWFF-10 6" Hydrant laterals ($15k), PWFF-11 4" Hydrant laterals ($15k)
Tranche 3 (FY29/30): PWFF-1 Zinfandel ($144k), PWFF-2 Inglewood Ave ($55k), PWFF-7 Spring St ($261k)
FY25 - authorized "Tranche 1 projects" design PSA per Reso 2024-037 on 3/26/24

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept:** 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	1,399	52,601			2,000			56,000
3150 - Construction Management		15,000			5,000			20,000
3160 - Construction Contract		213,000			141,000			354,000
3170 - Contingency		30,000			8,000			38,000
EXPENDITURE TOTALS	1,399	310,601			156,000			468,000
FUNDING SOURCES								
421-Go Bonds	1,399	310,601			156,000			468,000
FUNDING TOTALS	1,399	310,601			156,000			468,000

Napa Intertie Pump Station (Rutherford) Replacement

Project No: W24-02

Category Water

Project Location: Rutherford Pump Station, 1851 St Helena Hwy.

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Replace current pump station "temporary structure" with permanent facility.

NOTES: FY24 - design/construction of permanent pump station for this critical water supply facility.
- FY29 budget: CM $300k, Constr $8,740k, Contig $960k = $13.1M total project.
- awarded $1.5M DWR Grant via Sen Dodd
FY25 - budget updated to include escalated values per Rate Study & Water Bond funding; Reinstate 50% PG&E to final design & execute updated PSA FY25Q2

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		420,000	2,102,780					2,522,780
3150 - Construction Management							637,220	637,220
3160 - Construction Contract							9,000,000	9,000,000
3170 - Contingency							960,000	960,000
EXPENDITURE TOTALS		420,000	2,102,780				10,597,220	13,120,000
FUNDING SOURCES								
763-Water Capital Improvement							9,309,649	9,309,649
763-Water Capital Improvement - Bond			1,022,780				1,287,571	2,310,351
763-Water Capital Improvement - Grant/Interagency Fund		420,000	1,080,000					1,500,000
FUNDING TOTALS		420,000	2,102,780				10,597,220	13,120,000

ArcGIS Infrastructure Development

Project No: **W24-03**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: ArcGIS Purchase & Setup and data acquisition

NOTES: FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Sewer's S24-03
FY25 - budgets updated to reflect escalation per Rate Study.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	4,973	30,027	18,193					53,193
EXPENDITURE TOTALS	4,973	30,027	18,193					53,193
FUNDING SOURCES								
763-Water Capital Improvement	4,973	30,027						35,000
763-Water Capital Improvement - Bond			18,193					18,193
FUNDING TOTALS	4,973	30,027	18,193					53,193

Retrofit/Deploy SMART water meters

Project No: **W24-04**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Update all water meters to all customers to SMART meter technology.

NOTES: FY24 - updates all meters with current SMART meter technology so City can insure efficient meter operation AND customers can monitor usage in real-time.
FY25 - authorized design per Reso 2024-056 on 5/14/24 and purchase of meters per Reso 2024-100 on 6/25/24; issuance of RFB for install per RESO 2024-101 on 6/25/24; updated budgets per Rate Study escalation; schedule award FY25Q2 with construction on FY25Q3-FY26Q1; Accelerated schedule from original rate study & bond finance schedule due to significant water loss (e.g. 24% in FY24) & Re-Reads (i.e. 1000 in July 2024)

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		406,000						406,000
3160 - Construction Contract		1,056,966	720,000					1,776,966
3170 - Contingency			70,889					70,889
EXPENDITURE TOTALS		1,462,966	790,889					2,253,855
FUNDING SOURCES								
763-Water Capital Improvement - Bond		1,462,966	790,889					2,253,855
FUNDING TOTALS		1,462,966	790,889					2,253,855

PFAS Sampling Project

Project No: **W24-05**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Monitor drinking water for PFAS chemicals (i.e. Teflon® and similar chemicals) and report findings to the State of California.

NOTES: FY24 - as part of the Unregulated Contaminants Monitoring Rule (UCMR 5), the City was notified by the EPA to participate in PFAS monitoring over a 12-month period between 2023 and 2025. Sampling has begun. Uncertain if additional costs might be incurred.
FY25 - sampling/reporting complete during FY24; no additional action required.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design								0
3160 - Construction Contract								0
EXPENDITURE TOTALS								0
FUNDING SOURCES								
763-Water Capital Improvement								0
FUNDING TOTALS								0

Risk and Resilience Assessment Report Implementation

Project No: W24-06
Category Water
Project Location: Citywide
Responsible Department: Public Works

PROJECT PURPOSE & DESCRIPTION: Implement recommendations from 2022 Report

NOTES: FY24 - The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022 and provides a number of recommendations for reducing risk and enhancing resiliency. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address. FY25 - project budget updated to match escalation per Rate Study.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			160,965					160,965
3160 - Construction Contract								0
EXPENDITURE TOTALS			160,965					160,965
FUNDING SOURCES								
763-Water Capital Improvement - Bond			160,965					160,965
FUNDING TOTALS			160,965					160,965

Cyber-Security Implementation

Project No: **W24-07**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Implement recommendations from 2022 Risk and Resilience Assessment Report for the Water Utility

NOTES: FY24 - The Risk and Resilience Assessment Report for the Water Utility was completed in January 2022. Appendix A, Cyber Security Report provides a number of recommendations for reducing susceptibility to a cyber attack. This project provides a preliminary budget to investigate details of recommendations and develop projects/CIP to address.
FY25 - updated budget per escalation in Rate Study.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		10,000						10,000
3160 - Construction Contract		15,000	28,655					43,655
EXPENDITURE TOTALS		25,000	28,655					53,655
FUNDING SOURCES								
763-Water Capital Improvement - Bond		25,000	28,655					53,655
FUNDING TOTALS		25,000	28,655					53,655

Safe Yield Policy & Water Neutrality Policy Update

Project No: **W24-08**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Review Safe Yield analysis and Water Neutrality Policy and update according to current climate projections and development standards

NOTES: FY24 - The Safe Yield analysis was completed over 10 years ago. The policy/process for declaration of various stages of water emergencies needs to be updated to reflect current climate projections, proposed rates and supply sustainability. The Water Neutrality Policy was most recently updated in 2016. The update is required to address current development trends and to provide a more practical application to address a neutral impact to the City's water supply.
FY25 - executed PSA per Reso 2023-061 on 6/6/23

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	80,650	69,350						150,000
EXPENDITURE TOTALS	80,650	69,350						150,000
FUNDING SOURCES								
763-Water Capital Improvement	80,650	69,350						150,000
FUNDING TOTALS	80,650	69,350						150,000

Emergency Repairs to Water Infrastructure to address discolored water

Project No: **W24-09**

Category **Water**

Project Location: **Louis Stralla Water Treatment Plant (APN 021-420-019)**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Project added per Council action RESO 2023-016 on 8/22/23 to declare emergency to address repairs at LSWTP

NOTES: FY24 - costs are preliminary based upon quotes received prior to 8/22/23; some quotes are incomplete based upon needing to assess equipment once removed from operation; scope includes rehab of Clear Well & Tank 1A, filter bed surveillance/rehab, Clear Well/Tank supply line investigation/cleaning, Clear Well pump/motor rehab; updated budget per 9/26/23 council action RESO 2023-130; updated budget per 10/24/23 council action RESO 2024-003; Adopted on 1/9/24 reduced total budget RESO 2023-140

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	3,937	52,794						56,731
3160 - Construction Contract	646,448	633,246						1,279,694
EXPENDITURE TOTALS	650,385	686,040						1,336,425
FUNDING SOURCES								
763-Water Capital Improvement	650,385	686,040						1,336,425
FUNDING TOTALS	650,385	686,040						1,336,425

Water System Hydraulic Model Update

Project No: W24-10
Category Water
Project Location: Citywide
Responsible Department: Public Works

PROJECT PURPOSE & DESCRIPTION: Update the existing hydraulic model developed during the 2021 Integrated Utility Master Plan process to include a calibration/verification process to insure the model accurately reflects system operations/dynamics.

NOTES: FY24 - scope/fee to develop calibrated hydraulic model of potable water system including sources (Water Treatment Plant, Stonebridge Wells and Napa Intertie) and distribution system dynamics per Council Action on 3/12/24.
FY25 - authorized execution of PSA per RESO 2024-032 on 3/12/24; added funds per rate study

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		192,200	20,000					212,200
3170 - Contingency								0
EXPENDITURE TOTALS		192,200	20,000					212,200
FUNDING SOURCES								
763-Water Capital Improvement - Bond		192,200	20,000					212,200
FUNDING TOTALS		192,200	20,000					212,200

Bell Canyon Dam DSOD Analysis/Improvements

Project No: **W24-11**

Category **Water**

Project Location: **Bell Canyon Reservoir (APN 021-420-019)**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Perform required geotechnical investigation/reporting for compliance with Division of Safety of Dams regulations AND construct improvements to mitigate seepage.

NOTES: FY24 - project added via Council action on 5/28/24;
FY25 - original proposal presented at 5/28/24 council meeting was for a total design budget of $860k, Council authorized $175k for preliminary assessment/coord. w/ DSOD; included in Bond Financing; per resolution 2024 -073 on 5/28/24

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		175,000	665,000	144,000				984,000
3160 - Construction Contract				1,315,000	700,000			2,015,000
3170 - Contingency				145,091	73,896			218,987
EXPENDITURE TOTALS		175,000	665,000	1,604,091	773,896			3,217,987
FUNDING SOURCES								
763-Water Capital Improvement					773,896			773,896
763-Water Capital Improvement - Bond		175,000	665,000	1,604,091				2,444,091
FUNDING TOTALS		175,000	665,000	1,604,091	773,896			3,217,987

Disinfection By Products Project

Project No: **W24-12**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Develop strategy & implement measures to conform to regulatory requirements associated with these continuants.

NOTES: FY25 - created new project w/ budget values based upon escalated Rate Study.

EXPENDITURE ACCOUNTS: **Fund:** 763 D**ept:** 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			52,500		90,000			142,500
3150 - Construction Management					30,000	60,000		90,000
3160 - Construction Contract					230,000	310,000		540,000
3170 - Contingency					29,288	21,425		50,713
EXPENDITURE TOTALS			52,500		379,288	391,425		823,213
FUNDING SOURCES								
763-Water Capital Improvement			52,500		184,487	391,425		628,412
763-Water Capital Improvement - Bond					194,801			194,801
FUNDING TOTALS			52,500		379,288	391,425		823,213

Napa Intertie Pipeline Replacement

Project No: **W25-01**

Category **Water**

Project Location: **SR29 (Mee Lane to Mitchell Dr)**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Replace 19,700 lineal feet of 12-inch pipeline per 2021 Integrated Utility Master Plan.

NOTES: FY24 - Per Integrated Utility Master Plan, Appendix A, Project PWTM-1, replace the 12-inch pipeline from the Rutherford Pump Station to the connection at the intersection of SR29/Dowdell Ln.
FY25 - executed design PSA per Reso 2024-062 on 5/14/24 to include replacement design to SR29/Charter Oak by consulting firm developing the Vine Trail project; subsequent investigation yield pipeline was replaced from RPS to Mee Lane in 2010; modifying limits to Mitchell/Main intersection.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		446,200						446,200
3150 - Construction Management				592,269				592,269
3160 - Construction Contract				5,000,000				5,000,000
3170 - Contingency				500,000				500,000
EXPENDITURE TOTALS		446,200		6,092,269				6,538,469
FUNDING SOURCES								
763-Water Capital Improvement - Bond		446,200		6,092,269				6,538,469
FUNDING TOTALS		446,200		6,092,269				6,538,469

Water Treatment Plant Transmission Main Replacement

Project No: W25-02

Category Water

Project Location: Citywide

Responsible Department: Public Works

PROJECT PURPOSE & DESCRIPTION: Replace 16,300 lineal feet of 14-inch, 18-inch & 24-inch pipeline per 2021 Integrated Utility Master Plan.

NOTES: FY24 - Per Integrated Utility Master Plan, Appendix B, Project PWTM-2, replace the pipeline from the inline booster station downstream from Tank 1 to tee near 589 Pratt Avenue.
FY25 - seeking proposals for design/build procurement model; revised funding/delivery schedule for construction FY26; escalated costs per Rate Study.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			1,000,000					1,000,000
3150 - Construction Management			700,000	300,000				1,000,000
3160 - Construction Contract				6,450,000				6,450,000
3170 - Contingency				650,084				650,084
EXPENDITURE TOTALS			1,700,000	7,400,084				9,100,084
FUNDING SOURCES								
763-Water Capital Improvement - Bond			1,700,000	7,400,084				9,100,084
FUNDING TOTALS			1,700,000	7,400,084				9,100,084

Water Management Plan

Project No: **W25-03**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Develop a Water Management Plan that provides strategy for management of water portfolio (including groundwater, surface water, recycled water, etc.), comparable to an Urban Water Management Plan for larger water purveyors.

NOTES: FY25 - new project; includes budget for two consultants: one for overall plan ($232k), another for detailed review of new well opportunities/constraints ($50k); seeking Council authorization to execute 2-PSAs on 10/08/24.

EXPENDITURE ACCOUNTS: **Fund:** 763 **Dept:** 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			232,000					232,000
3110 - Design			50,000					50,000
EXPENDITURE TOTALS			282,000					282,000
FUNDING SOURCES								
763-Water Capital Improvement			262,000					262,000
763-Water Capital Improvement - Bond			10,000					10,000
764-Water Impact Fees			10,000					10,000
FUNDING TOTALS			282,000					282,000

Water Treatment Plant Microgrid/SCADA Upgrades

Project No: W26-01

Category Water

Project Location: (APN 021-420-019)

Responsible Department: Public Works

PROJECT PURPOSE & DESCRIPTION: Develop Microgrid System, including Solar Panels and Energy Storage, and associated WTP Scada upgrades necessary monitor/operate.

NOTES: FY25 - system to assist with offsetting energy demand, PSPS and bolster resiliency during wildfire events; received notice of grant award via Thompson; seeking proposal to develop opinion of probable construction costs & develop bridging docs for design/build project delivery.

EXPENDITURE ACCOUNTS: **Fund:** 763 **Dept:** 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design			100,000	200,000				300,000
3150 - Construction Management					210,000			210,000
3160 - Construction Contract					1,900,000			1,900,000
3170 - Contingency					190,000			190,000
EXPENDITURE TOTALS			100,000	200,000	2,300,000			2,600,000
FUNDING SOURCES								
763-Water Capital Improvement					1,633,000			1,633,000
763-Water Capital Improvement - Grant/Interagency Fund			100,000	200,000	667,000			967,000
FUNDING TOTALS			100,000	200,000	2,300,000			2,600,000

Asset Management & Computerized Maintenance & Management System Development/Implementation

Project No: **W26-02**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup

NOTES: FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Sewer's S26-02
FY25 - advanced project to FY25 from FY26; per Reso 2024-054 (05/14/24) authorized execution of multi-year agreement to develop & maintain system.

EXPENDITURE ACCOUNTS: **Fund**: 763 **Dept**: 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		22,575	110,099					132,674
EXPENDITURE TOTALS		22,575	110,099					132,674
FUNDING SOURCES								
763-Water Capital Improvement - Bond		22,575	110,099					132,674
FUNDING TOTALS		22,575	110,099					132,674

Water Treatment Plant (Water Treatment Plant Rehabilitation)

Project No: **W29-01**

Category **Water**

Project Location: **Louis Stralla Water Treatment Plant (APN 021-420-019)**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Implementation of CIP that results from Water Treatment Plant Condition Assessment, CIP No. W18-111 to be adopted FY25Q2; included in 2023 Rate Study Long Term Forecast

NOTES: FY25 - placeholder budget pending completion/adoption of Condition Assessment report; $8.4M = $1.0M Design (FY29) + $1.0M CM + $5.8M Constr + $0.6M Cntgncy (FY30)

EXPENDITURE ACCOUNTS: **Fund:** 763 **Dept:** 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design							1,000,000	1,000,000
3150 - Construction Management								0
3160 - Construction Contract								0
3170 - Contingency								0
EXPENDITURE TOTALS							1,000,000	1,000,000
FUNDING SOURCES								
763-Water Capital Improvement							1,000,000	1,000,000
FUNDING TOTALS							1,000,000	1,000,000

PWRR-1 yr 6-10 Water Main Annual Replacement Program Allowance

Project No: **W29-02**

Category **Water**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Replace systemwide pipelines on an annual basis as recommended per 2021 Integrated Utility Master Plan.

NOTES: FY25 - added project with budgets for FY28 & FY29; based upon escalated budgets from 2023 Rate Study

EXPENDITURE ACCOUNTS: **Fund:** 763 **Dept:** 5030

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design						20,000	22,000	42,000
3150 - Construction Management						15,000	15,000	30,000
3160 - Construction Contract						190,000	195,000	385,000
3170 - Contingency						14,157	14,810	28,967
EXPENDITURE TOTALS						239,157	246,810	485,967
FUNDING SOURCES								
763-Water Capital Improvement						239,157	246,810	485,967
FUNDING TOTALS						239,157	246,810	485,967

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

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

WWTP Phase 1 Upgrades

Project No: S-52

Category Wastewater

Project Location: 1 Chaix Ln

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Per the State Cease and Desist Order, upgrade the plant to meet compliance requirements by 2021. In addition, to compliance requirements, levee repairs and sludge removal will be incorporated into construction of this project.
Merged into S-52: S-53, S-62, S-66, S18-79.

NOTES: Resolution 2019-40 - PSA with HydroScience for $440,000 for Owner`s Representative of the WWTRP project
Resolution 2020-28 - Amendment #1 with HydroScience for $255,380 for a not-to-exceed amount of $695,380
Additional costs for Legal Services includes Private Placement Debt Issuance
FY24 - includes projected balance for project completion in late'23/early'24.
FY25 - numerous delays; expect project acceptance FY25Q3

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	1,944,611							1,944,611
3120 - Environmental/Planning	145,550							145,550
3140 - Legal Services	85,000							85,000
3150 - Construction Management	1,683,817							1,683,817
3160 - Construction Contract	13,062,634	1,825,956						14,888,590
3170 - Contingency		68,259						68,259
EXPENDITURE TOTALS	16,921,612	1,894,215						18,815,827
FUNDING SOURCES								
571-Wastewater Cash Operations Fund Balance	1,301,350	1,894,215						3,195,565
773-Wastewater Capital Improvement	2,169,860							2,169,860
773-Wastewater Capital Improvement - Debt	12,739,496							12,739,496
774-Wastewater Impact Fees	710,906							710,906
FUNDING TOTALS	16,921,612	1,894,215						18,815,827

Replace 1% of Sewer Mains Annually

Project No: **S18-70**

Category **Wastewater**

Project Location: **Various**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: This annual project will begin the replacement of City sewer mains. It is anticipated there will be one project per year.

NOTES: FY24 - included in GO Bond Tranche 3 = $1.240M beginning in FY27
Excludes "High Priority Areas" within proximity to bodies of water.
FY25 - project projected commencement in FY27

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	1,445				50,000	50,000		101,445
3150 - Construction Management					50,000	50,000		100,000
3160 - Construction Contract	21,082				470,000	470,000		961,082
3170 - Contingency					50,000	50,000		100,000
EXPENDITURE TOTALS	22,527				620,000	620,000		1,262,527
FUNDING SOURCES								
421-Go Bonds					620,000	620,000		1,240,000
773-Wastewater Capital Improvement	22,527							22,527
FUNDING TOTALS	22,527				620,000	620,000		1,262,527

Crinella Pump Station Upgrades

Project No: **S18-71**

Category **Wastewater**

Project Location: **Crinella Neighborhood**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: The Crinella Pump Station is located within the Crinella residential neighborhood. It pumps raw wastewater out of Crinella to a gravity sewer main on Railroad Avenue which then goes to the City's wastewater treatment plant. This project will update the structure and pumping systems. It will also include construction of a filter system to control odors.
Construction deferred until FY 22

NOTES: FY24 - included in GO Bond scope; Upgrade the structure and pumping systems as well as including an air filtration system to control odors; Reimburse for Design and Construction; total budget per GO Bond; breakdown not validated.
FY24 - authorized bid per Reso 2023-122 on 09/12/23.
FY25 - Notice of award per Reso 2024-xxx on 09/24/24.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	141,742	7,288	12,000					161,030
3150 - Construction Management		40,000	-15,000					25,000
3160 - Construction Contract		950,000	250,022					1,200,022
3170 - Contingency		100,000	80,004					180,004
EXPENDITURE TOTALS	141,742	1,097,288	327,026					1,566,056
FUNDING SOURCES								
421-Go Bonds	42,712	1,097,288	327,026					1,467,026
773-Wastewater Capital Improvement	99,030							99,030
FUNDING TOTALS	141,742	1,097,288	327,026					1,566,056

WWTP Recycled Pipeline and Pump Station

Project No: **S21-01**

Category **Wastewater**

Project Location: **1 Chaix Ln St. Helena**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: Provide pump station to distribute recycled water to the WWTP spray fields and provide recycled water to City customers via mainline connection

NOTES: Have a contract with Hydroscience. $96,153 expended through May 18, 2022. Last invoice was paid on 1/11/22
FY24 - included $1.719M in GO Bond; see S23-01 for additional design $ to Crane Park; see S24-04 RW Master Plan
FY25 - pending execution of contract amendment with Hydroscience for design of pump station/storage tank(s) per Council action FY25Q2.

EXPENDITURE ACCOUNTS: **Fund:** 773 **Dept:** 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	102,550	264,654						367,204
3160 - Construction Contract	22,847	1,396,153						1,419,000
3170 - Contingency		19,500						19,500
EXPENDITURE TOTALS	125,397	1,680,307						1,805,704
FUNDING SOURCES								
421-Go Bonds	22,847	1,680,307						1,703,154
764-Water Impact Fees	102,550							102,550
774-Wastewater Impact Fees								0
FUNDING TOTALS	125,397	1,680,307						1,805,704

Recycled Water - Crane Park Irrigation Infrastructure

Project No: **S23-01**

Category **Wastewater**

Project Location: **WWTP to Crane Park**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Installation of necessary piping such that the Recycled Water Pipe is delivering recycled water to Crane Park's irrigation infrastructure.

NOTES: Per LMR Development Agreement
FY24 - RW main exists in Grayson from SR29 to Crane/Valley View; budget included in Rate Study; use for design/construction to connect to Crane Park irrigation if viable per S24-04 RW Master Plan
FY25 - pipeline from Grayson/Valley View intersection to future irrigation connection at Crane Park (south entrance) was constructed with RS23-79 and authorized filing NOC per Reso 2024-112 (07/23/24).

EXPENDITURE ACCOUNTS: **Fund:** 773 **Dept:** 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract		61,200						61,200
3170 - Contingency		9,180						9,180
EXPENDITURE TOTALS		70,380						70,380
FUNDING SOURCES								
773-Wastewater Capital Improvement		70,380						70,380
FUNDING TOTALS		70,380						70,380

Emergency Back-Up Power - WWTP

Project No: **S23-02**

Category **Wastewater**

Project Location: **1 Chaix Ln St. Helena**

Responsible Department: **Public Works**



PROJECT PURPOSE & DESCRIPTION: This project will replace the existing emergency generator and related equipment at the Wastewater Treatment Plant. The upgrades increase generator capacities, update aging equipment, and will allow the City to provide backup power to an essential City facility during a disaster. This project is funded in part by Hazard Mitigation Grant Program (HMGP) funds secured from FEMA and California Office of Emergency Services.

NOTES: FY25 - awarded construction contract per Reso 2023-093 on 07/25/23; construction expected FY25Q3 w/ CIP No. C23-01; requested additional HMGP funds to address bid overage of $602,390/

EXPENDITURE ACCOUNTS: **Fund:** 773 **Dept:** 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3160 - Construction Contract	895,902	798,320						1,694,222
3170 - Contingency		157,364						157,364
EXPENDITURE TOTALS	895,902	955,684						1,851,586
FUNDING SOURCES								
773-Wastewater Capital Improvement - HMGP Funds	895,902	955,684						1,851,586
FUNDING TOTALS	895,902	955,684						1,851,586

Closed-Circuit Television (CCTV) Inspection Program, Phase I

Project No: **S24-01**

Category **Wastewater**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: CCTV inspection of approximately 63,000-feet of the gravity sewers to help identify sewers that are in poor condition and/or potential sources of high inflow and infiltration (I/I). Project to include defect rating and development of CIP. Differentiate between High Priority pipes (within proximity to water bodies) vs. non-High Priority. (Integrated Utility Master Plan WWRR-1).

NOTES: FY24 - included in GO Bond Tranche 1
FY24 - Resolution 2023-99 - Adopted August 8, 2023 - Added Funds to Scope and executed contract for CCTV inspection services for entire collections system.
FY25 - anticipate project acceptance FY25Q3

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	264,698	54,002						318,700
3170 - Contingency		47,805						47,805
EXPENDITURE TOTALS	264,698	101,807						366,505
FUNDING SOURCES								
421-Go Bonds	264,698	101,807						366,505
FUNDING TOTALS	264,698	101,807						366,505

High Priority Pipeline Replacement

Project No: **S24-02**

Category **Wastewater**

Project Location: **Various**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: This annual project includes the rehabilitation or replacement of pipelines that are in poor condition within proximity (200') of bodies of water. This program consists of approximately 9,500 feet of gravity sewers.

NOTES: FY24 - funding from rates = $1,278,000/5yr = $255,600/yr
FY25 - evaluation of pipelines pending completion of CCTV project (CIP No. S24-01); anticipate execution of PSA FY25Q3 to evaluate defective pipelines/manholes.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		15,000	15,000	15,000	15,000	15,000		75,000
3150 - Construction Management		15,000	15,000	15,000	15,000	15,000		75,000
3160 - Construction Contract		205,000	205,000	205,000	205,000	205,000		1,025,000
3170 - Contingency		20,600	20,600	20,600	20,600	20,600		103,000
EXPENDITURE TOTALS		255,600	255,600	255,600	255,600	255,600		1,278,000
FUNDING SOURCES								
773-Wastewater Capital Improvement		255,600	255,600	255,600	255,600	255,600		1,278,000
FUNDING TOTALS		255,600	255,600	255,600	255,600	255,600		1,278,000

ArcGIS Infrastructure Development

Project No: **S24-03**

Category **Wastewater**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: ArcGIS Purchase & Setup and data acquisition

NOTES: FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Water's W24-03
FY25 - budgets updated to match escalated values in W24-03.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	1,219	33,781	18,193					53,193
EXPENDITURE TOTALS	1,219	33,781	18,193					53,193
FUNDING SOURCES								
773-Wastewater Capital Improvement	1,219	33,781	18,193					53,193
FUNDING TOTALS	1,219	33,781	18,193					53,193

Recycled Water System Master Plan Update

Project No: **S24-04**

Category **Wastewater**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Develop detailed recycled water system master plan including capital improvement program to implement based upon stakeholder engagement

NOTES: FY24 - authorized PSA per Reso 2023-62 on June 16, 2023
FY25 - project being coordinated w/ CIP No. 24-08 to develop projects for Water Neutrality in-lieu fee.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	51,507	448,493						500,000
EXPENDITURE TOTALS	51,507	448,493						500,000
FUNDING SOURCES								
763-Water Capital Improvement - Bond	15,000	247,500						262,500
773-Wastewater Capital Improvement	36,507	200,993						237,500
FUNDING TOTALS	51,507	448,493						500,000

Del Campo Court Gravity Main Improvements

Project No: **S24-05**

Category **Wastewater**

Project Location: **Del Campo Court**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: This project includes the replacement of approximately 450 feet of 15-inch and 18-inch diameter pipeline along Del Campo Court, between Hunt Avenue and Paseo Grand Drive; and 910 feet of 18-inch diameter pipeline along Paseo Grand Drive, between Del Campo Court and Los Robles Ct. (Integrated Utility Master Plan WWGM-6).

NOTES: FY24 - procure during FY24 using GO Bond Tranche 1 funding.
FY25 - authorized design/cm services per Reso 2024-057 (05/14/24); commencement of design pending completion of CCTV project, S24-01.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	2,200	182,896						185,096
3150 - Construction Management		54,000						54,000
3160 - Construction Contract		318,904						318,904
3170 - Contingency		50,000						50,000
EXPENDITURE TOTALS	2,200	605,800						608,000
FUNDING SOURCES								
421-Go Bonds	2,200	605,800						608,000
FUNDING TOTALS	2,200	605,800						608,000

Flow Monitoring Program

Project No: **S25-01**

Category **Wastewater**

Project Location: **Various**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Conduct a temporary flow monitoring program to help quantify inflow and infiltration (I/I) rates throughout the system. This data will be used to help prioritize gravity sewer projects.

NOTES: FY24 - from Integrated Utility Master Plan project WWRR-2 and included in rate study.
FY25 - deferred project to FY26 in concert with CIP No. S26-01 Model Update.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design				60,000				60,000
3160 - Construction Contract								0
EXPENDITURE TOTALS				60,000				60,000
FUNDING SOURCES								
773-Wastewater Capital Improvement				60,000				60,000
FUNDING TOTALS				60,000				60,000

Model Update and System Analysis

Project No: **S26-01**

Category **Wastewater**

Project Location: **Various**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Update the City's existing wastewater collection system hydraulic model based on the proposed flow monitoring program. The model update will consist of a model calibration and system analysis.

NOTES: FY24 - from Integrated Utility Master Plan project WWRR-4 and included in rate study.
FY25 - develop project in conjunction with CIP No. S24-03 Flow Monitoring.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design				50,000				50,000
EXPENDITURE TOTALS				50,000				50,000
FUNDING SOURCES								
773-Wastewater Capital Improvement				50,000				50,000
FUNDING TOTALS				50,000				50,000

Asset Management & Computerized Maintenance & Management System Development/Implementation

Project No: **S26-02**

Category **Wastewater**

Project Location: **Citywide**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Asset Management Software Assessment & Optimization planning, Asset Management Program Development, CMMS Purchase & Setup

NOTES: FY24 - included in Integrated Utility Master Plan, Chapter 7 & Appendix C recommendations; split w/ Water's W26-02
FY25 - keep project delivery in FY26 & FY27 due to cashflow; per Reso 2024-054 (05/14/24) authorized execution of multi-year agreement to develop & maintain system.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		22,575		50,000	60,099			132,674
EXPENDITURE TOTALS		22,575		50,000	60,099			132,674
FUNDING SOURCES								
773-Wastewater Capital Improvement		22,575		50,000	60,099			132,674
FUNDING TOTALS		22,575		50,000	60,099			132,674

WWTP Pond Cleaning, Decommissioning, and Repurpose

Project No: S27-01

Category Wastewater

Project Location: 1 Chaix Lane

Responsible Department: Public Works

PROJECT PURPOSE & DESCRIPTION: With the completion of the upgrades to the Wastewater Treatment Facility in FY24, the treatment ponds will need to be decommissioned, including processing/removing existing sludge and permitting through the State Water Board.

NOTES: FY24 - included in rate study.
FY25 - project may be delayed pending operational review of WWTP Upgrades Project (CIP No. S-52) FYQ3 and needing ponds for management of influent I/I & recycled water discharge management.

EXPENDITURE ACCOUNTS: **Fund**: 773 **Dept**: 5059

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design					150,000	10,000		160,000
3150 - Construction Management					20,000	50,000		70,000
3160 - Construction Contract					300,000	400,000		700,000
3170 - Contingency					30,000	40,000		70,000
EXPENDITURE TOTALS					500,000	500,000		1,000,000
FUNDING SOURCES								
773-Wastewater Capital Improvement					500,000	500,000		1,000,000
FUNDING TOTALS					500,000	500,000		1,000,000

Category Summary Report
FY2024-25 to FY2028-29
5 - Stormwater

		Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	TOTALS
PROJECT TITLE									
D24-01	Oak Avenue Storm Drain Rehab		115,000	1,039,000					1,154,000
R19-03	Sulphur Creek Erosion Repair	94,420	5,786	15,000					115,206
R20-01	Mitchell Drive to Sulphur Creek Storm Drain	59,800			190,200				250,000
R20-02	Mills Lane Storm Drain Project	313,496							313,496
		467,716	120,786	1,054,000	190,200				1,832,702
PROJECT FUNDING SOURCES									
101	General Fund - Measure T/RMRA MOE	59,800			190,200				250,000
421	Go Bonds		115,000	1,039,000					1,154,000
700	Flood Control Funds	94,420	5,786	15,000					115,206
742	Storm Drain Impact Fees	313,496							313,496
		467,716	120,786	1,054,000	190,200				1,832,702

Oak Avenue Storm Drain Rehab

Project No: **D24-01**

Category **Stormwater**

Project Location: **Oak Ave from Spring St. to Madrona Ave.**

Responsible Department: **Public Works**

PROJECT PURPOSE & DESCRIPTION: Upsize the storm drain system in Oak Avenue per 2021 Integrated Utility Master Plan

NOTES: FY24 - IUMP Project No. SD-1A, upsize approximately 30-inch, 1,880 lineal feet; project developed in conjunction with CIP No. R24-02; resurrect 2008 project per Reso 2023-133 (10/10/23); scope includes completing design for project and starting the permitting process to outfall to Sulphur Creek.
FY25 - Complete design in FY25Q3; issue bids FY25Q4 for phased project; budget to be updated w/ engineer estimate.

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design		115,000						115,000
3150 - Construction Management			115,000					115,000
3160 - Construction Contract			809,000					809,000
3170 - Contingency			115,000					115,000
EXPENDITURE TOTALS		115,000	1,039,000					1,154,000
FUNDING SOURCES								
421-Go Bonds		115,000	1,039,000					1,154,000
FUNDING TOTALS		115,000	1,039,000					1,154,000

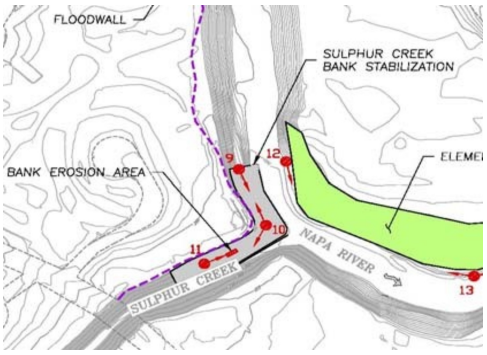
Sulphur Creek Erosion Repair

Project No: R19-03

Category Stormwater

Project Location: St. Helena, CA 94574

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: This project will implement bank repairs that were caused during the 16/17 storm year and identified in the 2017 Flood Control Project post-construction monitoring and reporting year. The repairs will be made utilizing funds from the Flood Control Project adaptive management program. The area is located at the base of a mature valley oak, approximately 100 feet upstream of the confluence with the Napa River.

NOTES: FY23 - per PW, project is completed, waiting for final which should be in FY23
FY24 - budget required to monitor and report to regulatory agencies
FY25 - budget extended subject to completion of monitoring period and project closeout.

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	53,491	5,786	15,000					74,277
3150 - Construction Management	551							551
3160 - Construction Contract	40,378							40,378
EXPENDITURE TOTALS	94,420	5,786	15,000					115,206
FUNDING SOURCES								
700-Flood Control Funds	94,420	5,786	15,000					115,206
FUNDING TOTALS	94,420	5,786	15,000					115,206

Mitchell Drive to Sulphur Creek Storm Drain

Project No: R20-01

Category Stormwater

Project Location: Mitchell Drive to Sulphur Creek

Responsible Department: Public Works



PROJECT PURPOSE & DESCRIPTION: Replace storm drain pipe on Mitchell Drive and slip-line portion of pipe from Mitchell Drive to Sulphur Creek.

NOTES: FY25 - develop project in conjunction with D24-01/R24-02.

EXPENDITURE ACCOUNTS: **Fund**: 741 **Dept**: 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design				25,000				25,000
3160 - Construction Contract	59,800			165,200				225,000
EXPENDITURE TOTALS	59,800			190,200				250,000
FUNDING SOURCES								
101-General Fund - Measure T/RMRA MOE	59,800			190,200				250,000
FUNDING TOTALS	59,800			190,200				250,000

Mills Lane Storm Drain Project

Project No:	**R20-02**
Category	**Stormwater**
Project Location:	**Mills Lane from State Highway 29 east to the Napa River**
Responsible Department:	**Public Works**



PROJECT PURPOSE & DESCRIPTION: The Mills Lane Storm Drain improvement project was originally identified by the City and a portion designed in 1974. It was also considered in the City's 2000 Master Plan of Drainage, identified in the City's Storm Drain Impact Fees, as well as the 2005 Highway 29 Specific Plan and the specific plan's program environmental impact report (EIR) prepared in 2003 (SCH #2001082017). The storm drain will be constructed along Mills Lane, which is a City street for most of its length, from its intersection with State Highway 29 east to the Napa River.

NOTES: Resolution 2020-26 - Establishment of Project and initial project budget of $200,000
Resolution 2020-92 - Increase budget by $57,357
Resolution 2021-21 - Increase budget by $25,139
Resolution 2021-59 - Increase budget by $27,444
In 2020, the City entered into a Development Agreement with LMR Destinations LLC (LMR) and, as part of the Agreement, the following is in place:
1. Storm Drain improvements shall be designed by the City in accordance with the City's longstanding plan as contained in the City's Storm Drain Master Plan dated September 2000.
2. The City shall be responsible for permitting required for the Storm Drain project.
3. LMR is required to construct certain storm drain improvements necessary to extend the storm drain along Mills Lane to serve properties on Mills Lane, La Fata Street, Fountain Street, Grayson Avenue, Main Street (to Charter Oak Avenue), and Vidovich Avenue.
4. The City will reimburse LMR 82% of construction costs in an amount equal to 50% of the TOT received by the City from LMR until the construction costs in excess of the Developer's share of the Public Improvements have been reimbursed to the Developer in full. The Agreement includes the option to reimburse with other funding sources other than TOT revenues such as grant funds, if secured.
Expenditures included in CIP R20-02 do not include construction cost share as the reimbursement will...??
(FY24 - this is a "legacy comment" from prior CIP)
FY24 - No budget has been appropriated to this project but the project remains "open" pending submission of improvement plans by the developer.
FY25 - project on hold pending progress of the Farmstead development.

EXPENDITURE ACCOUNTS: **Fund:** 741 **Dept:** 5014

EXPENDITURES	Total as of 06/30/24	Rollover to FY25	2024-25	2025-26	2026-27	2027-28	2028-29	PROJECT TOTAL
3110 - Design	255,015							255,015
3120 - Environmental/Planning	58,481							58,481
EXPENDITURE TOTALS	313,496							313,496
FUNDING SOURCES								
742-Storm Drain Impact Fees	313,496							313,496
FUNDING TOTALS	313,496							313,496

City of St. Helena 5-Year Capital Improvement Program Adoption FY24/25 – FY28/29

September 24, 2024

Public Works Department

By: Joe Leach, PE

Director of Public Works

City of St. Helena 5-Year CIP

- Purpose of Capital Improvement Program
- Source of Projects
- Process of Prioritization
- Breakdown of Projects
- Program Highlights
- Strategies to Deliver

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

FY 2024-25 to FY 2028-29



City of St. Helena 5-Year CIP

Purpose of the Capital Improvement Program

- Operationalize Studies & Needs
- Designate funding sources, when known
- Illuminate needs and lack of funding
- Strategy to deliver projects when funding does materialize



Check the Status of CIP Projects on the Transparency Dashboard

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



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

City of St. Helena 5-Year CIP

Source of Projects

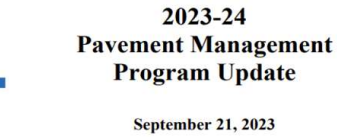
- 2017 Facilities Condition and Needs Assessment
- 2018 SHAPE Committee
- 2020 Financing Civic Infrastructure Task Force
- 2021 Integrated Utility Master Plan
- 2022 General Obligation Bond Projects
- 2023 Water/Wastewater Rate Study
- 2023 Council Adopted Pavement Program
- 2024 Water Bond Projects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



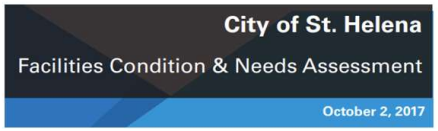














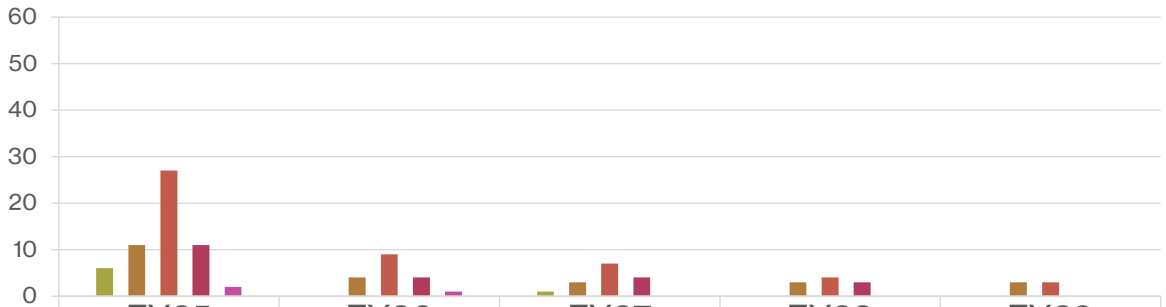
City of St. Helena 5-Year CIP

Process of Prioritization

- Review Studies (e.g. IUMP) and recommendations
- Review synergy between projects (e.g. underground projects + pavement rehabilitation)
- Determine risk associated with DELAYED delivery of project
- Determine availability of funding
- Develop PRELIMINARY delivery schedule
- Assess project level funding availability (i.e. “cash flow”) throughout FY and adjust according
- Conduct a comprehensive review of funding for the entire CIP program

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Count by Number

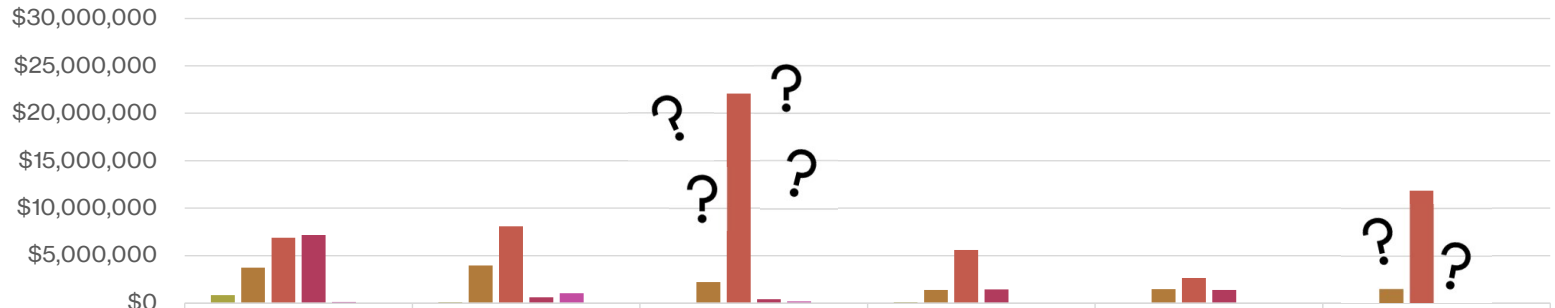


	FY25	FY26	FY27	FY28	FY29
Civic	6	0	1	0	0
Streets	11	4	3	3	3
Water	27	9	7	4	3
Wastewater	11	4	4	3	0
Stormwater	2	1	0	0	0
Total	57	18	15	10	6

Total Projects 5-Year CIP	
Total:	106

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Budget by Fiscal Year



	Rollover FY24 ?	FY25	FY26	FY27	FY28	FY29
Civic	$836,557	$105,500	$0	$100,000	$0	$0
Streets	$3,749,614	$3,956,536	$2,213,500	$1,391,800	$1,471,000	$1,555,300
Water	$6,876,563	$8,102,165	$22,079,553	$5,606,378	$2,640,086	$11,844,030
Wastewater	$7,165,930	$600,819	$415,600	$1,435,699	$1,375,600	$0
Stormwater	$120,786	$1,054,000	$190,200	$0	$0	$0
Total	$18,749,450	$13,819,020	$24,898,853	$8,533,877	$5,486,686	$13,399,330

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Budget by Fiscal Year

FY2024 Rollover Projects

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

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

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

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

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

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

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

FY2026 Water Projects

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

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

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

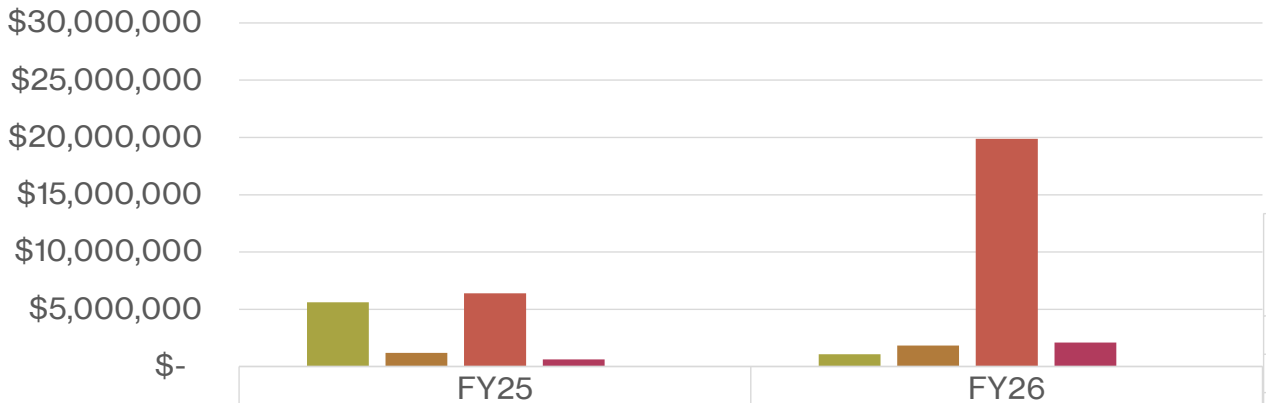
W25-02 | Water Treatment Plant Transmission Main Replacement ($7.4M)

FY2029 Water Projects

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

City of St. Helena 5-Year CIP

Breakdown of Projects – FY25 & FY26

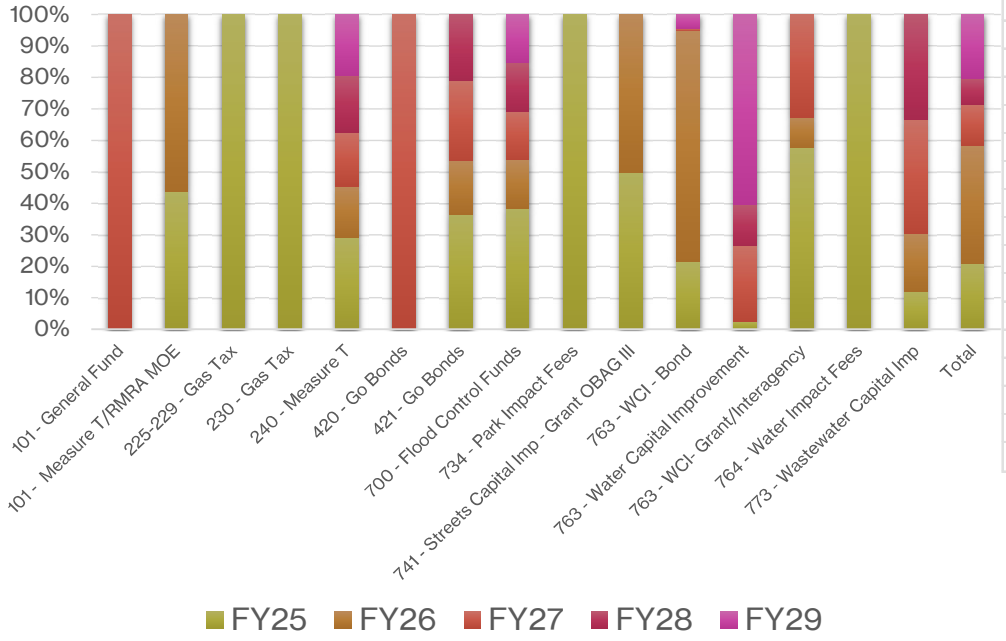


	FY25	FY26
Design	$5,614,553	$1,075,404
Const. Mgmt	$1,182,749	$1,842,238
Construction	$6,403,905	$19,888,484
Contingency	$617,813	$2,092,727
Total	$13,819,020	$24,898,853

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

City of St. Helena 5-Year CIP

Breakdown of Projects – Funding Sources



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

City of St. Helena 5-Year CIP

Program Highlights

Initiating 10 projects in FY25

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

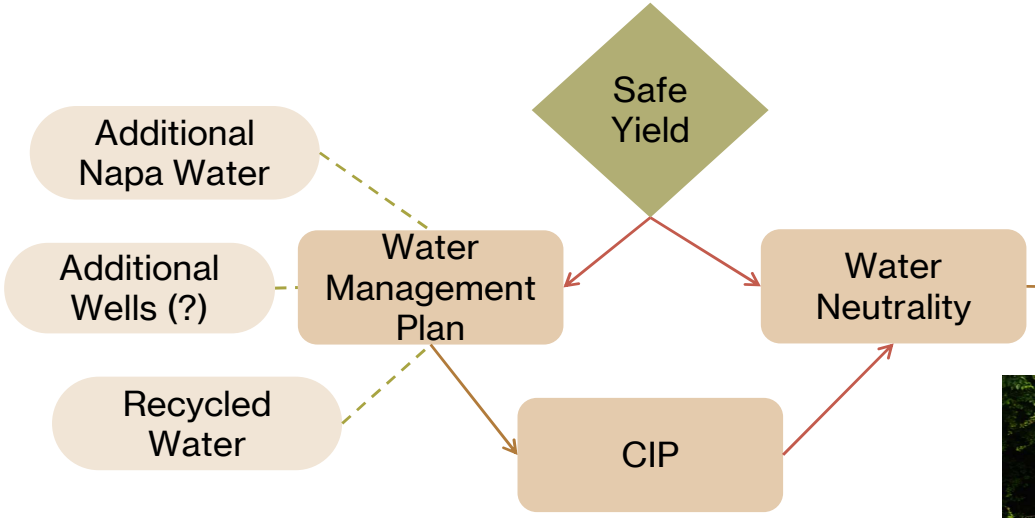
Initiating 4 projects in FY26

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

City of St. Helena 5-Year CIP



Program Highlights – Safe Yield & Water Neutrality





City of St. Helena 5-Year CIP

Program Highlights – Projects Fast-Tracked

- W-109 | Bell Canyon Intake Tower Replacement ($6.3M)
- W18-113 | Water System SCADA Improvements ($915K)
- W18-118 | Replace Mains <6” in Diameter ($1.3M)
- W24-02 | Napa Intertie Pump Station (Rutherford) Replacement (Design) ($2.5M)
- W24-04 | Retrofit/Deploy SMART Water Meters ($2.3M)



City of St. Helena 5-Year CIP

Program Highlights – Oak Avenue Rehab

R24-02 | Oak Avenue Rehabilitation

Added $1.0M in FY25 as part of Gas Tas & Measure T Maintenance of Effort (MOE)

D24-01 | Oak Avenue Storm Drain Rehab

$1.5M in FY25 – Go Bond Funded

Expecting to Start Phases of construction summer of 2025

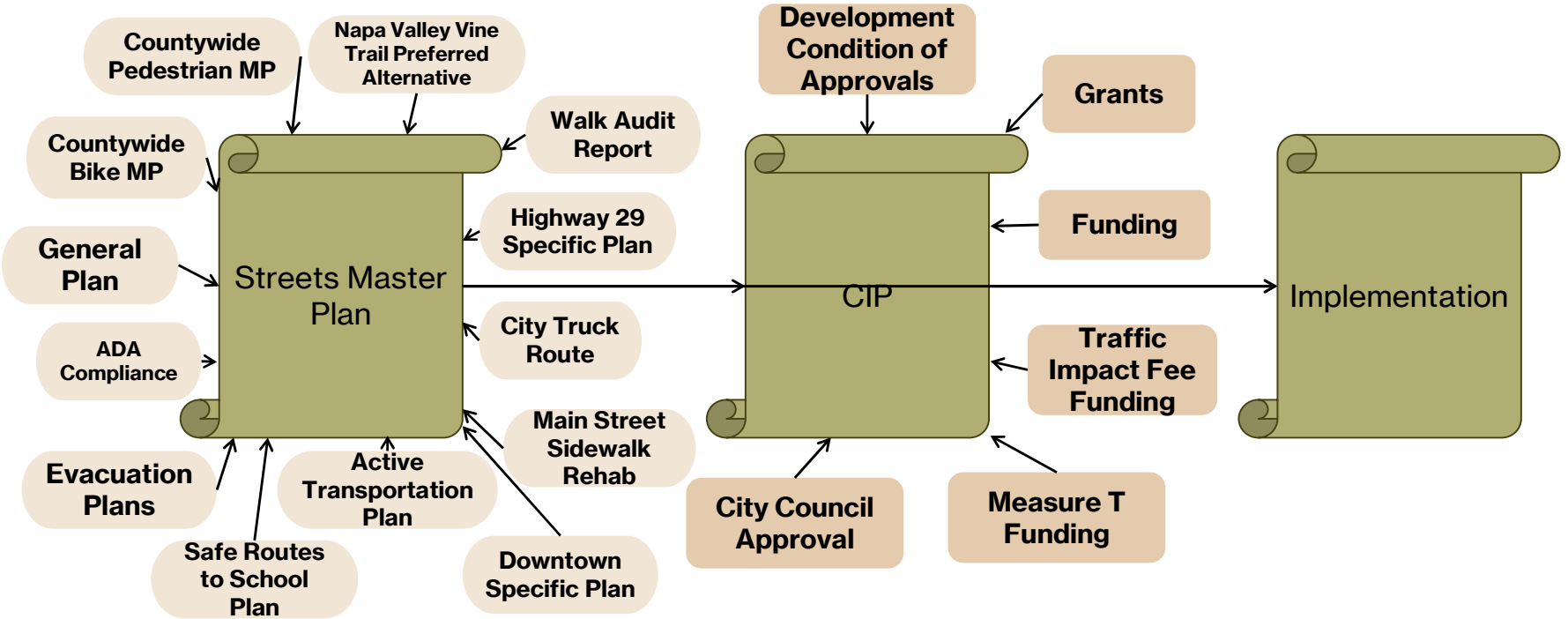
Go to bid in FY2025 Q4 for the first portion of the project.

Additional funding source to be determined for Water Main/Services rehab and Sewer Main/Laterals rehab



City of St. Helena 5-Year CIP

Program Highlights – Streets Safety



City of St. Helena 5-Year CIP

Program Highlights – Streets Master Plan

Streets Master Plan

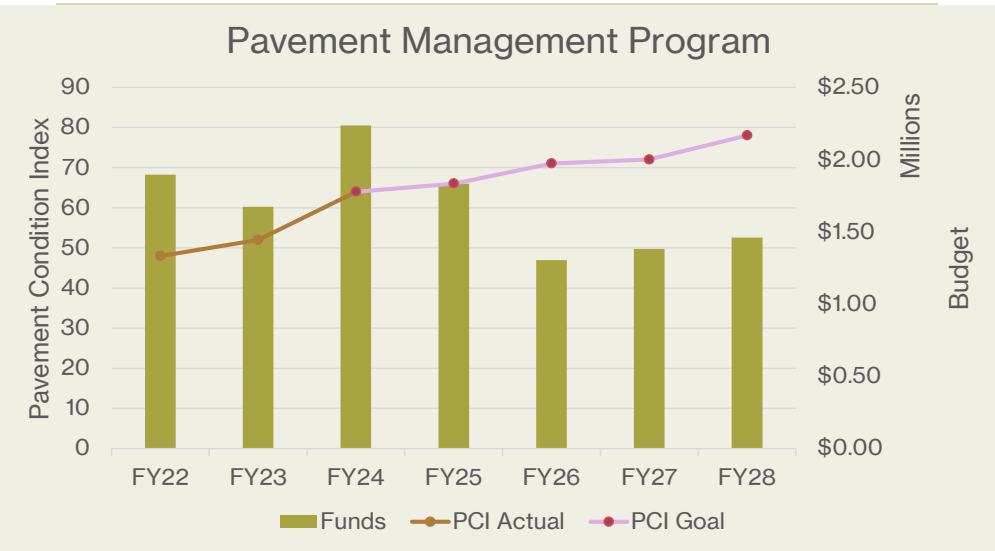
Downtown Specific Plan

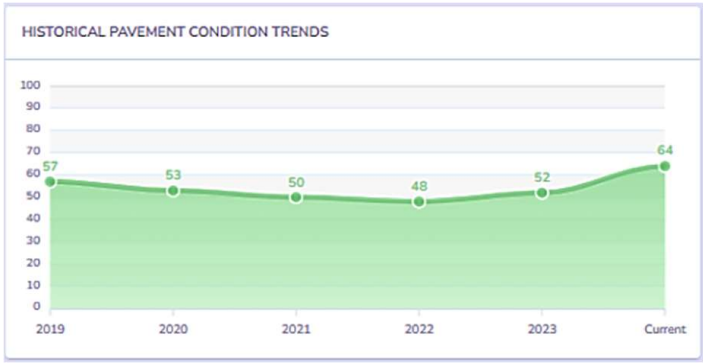
The Streets Master Plan Development is intended to run in parallel to the City's Downtown Specific Plan. While the Streets Master Plan is City Wide the Downtown Specific Plan incorporates the downtown area only.



City of St. Helena 5-Year CIP

Program Highlights







City of St. Helena 5-Year CIP

Program Highlights – Bike Safety Projects Completed

Refreshed Existing Bike Lane on Grayson Ave. & Installed and Expanded 750ft. Of New Class 2 Bike Lane.

Refreshed Bike Facilities on Pope St. Bridge, & Valley View.



City of St. Helena 5-Year CIP

Program Highlights – Bike Safety Current/Future Projects

Continued Implementation of the Napa Countywide Bicycle Plan. Which Includes installing Bicycle Facilities on the following streets:

- South Crane
- Spring Street
- Birch Avenue
- Edwards Street
- Hunt Avenue
- Pratt Avenue
- Sylvaner Avenue
- Allyn Avenue



City of St. Helena 5-Year CIP

Program Highlights – Pedestrian Safety Completed Projects

Sulphur Creek Pedestrian Bridge:	• Completed in partnership with Napa Valley Railroad enhancing pedestrian crossing.
Pavement Restoration 2023:	• New Surfaces and ADA Improvements on Key Streets.
College Pedestrian Crossing:	• Reconfiguration completed with a $100,000 grant.
Pratt & Elmhurt Pedestrian Crossings:	• Upgraded crossings supported by $50,000 grants.
Grayson Ave Restoration:	• Repaved with Bike Facilities.
Kearney & Andrea Watermain Project	• 11 Curb Ramps Replaced with new ADA Compliant Curb Ramps.
Pavement Restoration 2024:	• Installed 20 new ADA Curb Ramps and Redesign Pedestrian Crossings.



City of St. Helena 5-Year CIP

Program Highlights - Pedestrian Safety Current/Future Projects

Safe Routes to School Continued Implementation:	• Updated Crosswalk and Warnings at Seven Crossings.
Crane Avenue:	• Resurfacing to include Bike Lanes
Streets Master Plan:	• Guiding future development, incorporating active transportation and bike plans.
Spring St. Crossing Highway 29:	• $500,000 grant for crossing redevelopment.
Pedestrian Safety 2026:	• Pedestrian crossings at Edwards & North Crane.
Oak Avenue Design:	• New Sidewalk Curb & Gutter, Curb Ramps throughout



City of St. Helena 5-Year CIP

Program Highlights – Wastewater Treatment Plant

- This week beginning biological seeding of MBR.
- Staff is being trained.
- Addressing punch list items.
- Generator Installation January 2025.



City of St. Helena 5-Year CIP

Strategies to Deliver

- Continue Recruitment efforts for key positions
- Utilize “on call” consultants for development of projects AND staff augmentation for “owners representative” services
- Understand the project delivery times are estimated
- Develop detailed schedule for each project
- Update schedule based upon “cash flow”, i.e. timing when funding is available.
- Ongoing efforts to apply/secure grants



City of St. Helena 5-Year CIP

Summary

Sufficient funding for current priorities for water infrastructure

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

Lacking funding for deferred maintenance of facilities

Lacking sufficient funding for Wastewater collections deferred maintenance

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

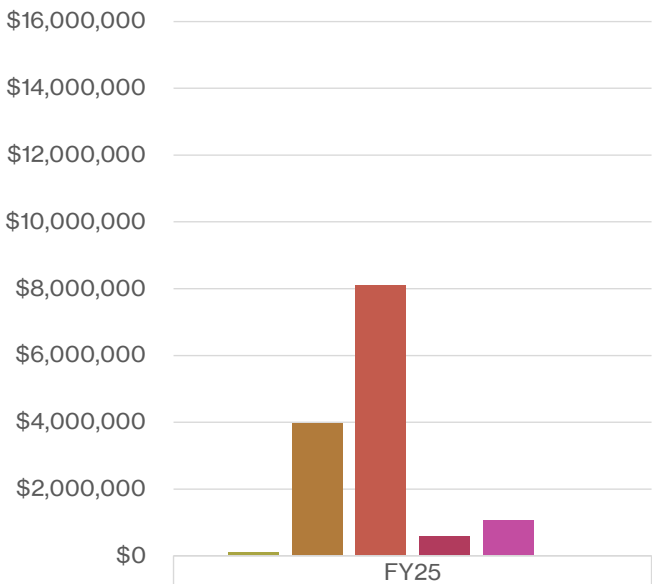
FY 2024-25 to FY 2028-29

City of St. Helena 5-Year CIP

CIP Adoption

Recommended Action:

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



	FY25
Civic	$105,500
Streets	$3,956,536
Water	$8,102,165
Wastewater	$600,819
Stormwater	$1,054,000
Total	$13,819,020

City of St. Helena 5-Year CIP

Questions?

