



City of St. Helena
Regular City Council Meeting
Tuesday, October 28, 2025 @ 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 "Public Forum" portion of the agenda may do so, but please observe the time limit of four minutes.

The City Council meeting will be live-streamed on Comcast Channel 28 and on the City's website.

Public comment for City Council meetings will be accepted via email to publiccomment@cityofsthelelena.gov. 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 City Council agenda.

Simultaneous Spanish interpretation services during meetings can be scheduled upon request. To ensure interpreters are available, requests must be made at least 72 hours in advance by calling the Office of the City Clerk at (707) 968-2640 or emailing cityclerk@cityofsthelelena.gov.

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

Servicios de interpretación en español durante la reunión pueden ser solicitados por el público. Para asegurar que los intérpretes estén disponibles, los servicios tienen que ser solicitados al menos 72 horas antes de la reunión llamando a la oficina de la Secretaria de la Ciudad al (707) 968-2640 o por correo electrónico a cityclerk@cityofsthelelena.gov.

El horario de las reuniones publicadas y próximas puede ser localizado en el sitio de web de la Ciudad en <https://sthelelena.civicweb.net/portal/>.

Page

1. CALL TO ORDER
2. ROLL CALL
Mayor: Paul Dohring, Vice Mayor: Michelle Deasy, City Council Members:
Aaron Barak, Kate Spadarotto, 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 October 14, 2025 7 - 13
[Regular City Council - 14 Oct 2025 - 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.

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|------|---|---------|
| 6.1. | Public Comment - Mark Smithers
Public Comment - Joshua Parke | 15 - 21 |
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| 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. | |
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Estimated start time: 6:20 p.m.

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| 8. | PRESENTATIONS AND PUBLIC RECOGNITIONS | |
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Estimated start time: 6:25 p.m.

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| 8.1. | Proclaiming October as National Domestic Violence Awareness Month
Proclamation | 23 - 24 |
| 8.2. | Proclamation Recognizing the 75th Anniversary of the Kiwanis Club of St. Helena
Proclamation | 25 |
| 8.3. | Active Transportation Plan Presentation by Napa Valley Transportation Authority

CEQA Determination: Exempt
Prepared By: Eric Janzen, Assistant Public Works Director, Rebecca White, Administrative Assistant
Recommendation:
Receive presentation.
Staff Report - Active Transportation Plan Presentation by NVRTA - Pdf Presentation
Public Comment - Chris Warner
Public Comment - Chris Warner (2) | 27 - 71 |
| 8.4. | Report from City Representative of the Groundwater Sustainability Technical Advisory Group
Presentation | 73 - 76 |
| 8.5. | St. Helena Historical Society Presentation
Handout - How St. Helena was Founded and Named | 77 - 78 |

- | | | |
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| 9. | STAFF BRIEFING | |
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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: 7:05 p.m.

- 10.1. September 2025 Review and Forecasting of City Water Supply Availability 79 - 84

CEQA Determination: Not a CEQA project
Prepared By: Rebecca White, Administrative Assistant
Recommendation:
Receive and file.

[Staff Report - Water Supply and Forecasting - September 2025 - Pdf](#)

- 10.2. Consideration and Proposed Adoption of a Resolution Accepting the Work and Directing the Filing of the Notice of Completion for the S18-71 Crinella Pump Station Upgrades Project. 85 - 89

CEQA Determination: Exempt
Prepared By: Mario Traverso, Project Manager, Stephanie Killingsworth, Public Works Financial Analyst
Recommendation:
Staff Recommends Approval of the attached Resolution.

[Staff Report - NOC - S18-71 Crinella Pump Station Upgrades - Pdf](#)

- 10.3. Consideration and proposed adoption of a Resolution (1) Awarding the Oak Avenue Utility Rehabilitation Project to Argonaut Constructors in the amount of \$2,833,095; (2) Authorizing the City Manager to execute the Construction Contract with Argonaut Constructors; (3) Authorizing the Director of Public Works to approve Change Orders not-to-exceed 25% of the Contract price; and (4) Authorize the Recommended Budget Amendments/Transfers. 91 - 100

CEQA Determination: Class I Categorical Exemption under Section 15301 of CEQA

Prepared By: Mario Traverso, Project Manager, Stephanie Killingsworth, Public Works Financial Analyst
Recommendation:

Staff recommends approval of the attached resolution.

[Staff Report - Oak Avenue Utilities Rehabilitation Contract Award - Pdf](#)

- 10.4. Approval of a Resolution authorizing the City Manager to enter into an Agreement in a form approved by the City Attorney with Savant Solutions to provide Precision AI Network Security Subscription in an amount not-to-exceed \$17,156. 101 - 105

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

11. PUBLIC HEARINGS

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

Estimated Start Time: 7:05 p.m.

- 13.1. Authorizing the City Manager to execute a Professional Services Agreement, with Raftelis in an amount not to exceed \$16,500 for the provision of team building services and facilitation. 107 - 137

CEQA Determination: Not a CEQA project

Prepared By: Anil Comelo, City Manager

Recommendation:

Authorize the City Manager to execute Professional Services Agreement with Raftelis in an amount not to exceed \$16,500 for the provision of meeting facilitation services.

[Staff Report - City Council Team Building and Facilitation - Pdf](#)

[Public Comment - Kelly Wheaton](#)

[Public Comment - Lana Ivanoff](#)

[Public Comment - Leslie Stanton](#)

[Public Comment - Norman Manzer](#)

[Public Comment - Joshua Parke](#)

[Public Comment - Timothy Hall](#)

14. CITY COUNCIL REPORTS:

- 14.1. A. Association of Bay Area Governments (ABAG) - Executive Board
- B. Association of Bay Area Governments (ABAG) - General Assembly
- C. Napa Valley Tourism Corporation (Umbrella for Napa County)
- D. League of California Cities – North Bay Division
- E. Napa County City Selection Committee
- F. Napa County Flood Control and Water Conservation District
- G. Napa County Local Agency Formation Commission (LAFCO)
- H. Napa Valley Transportation Authority (NVTa)
- I. Napa County Watershed Information Center & Conservancy (WICC)
- J. Upper Valley Waste Management Agency

K. Napa County Groundwater Sustainability Plan Advisory Committee

L. Napa County Regional Climate Action Committee

M. Council Ad Hoc and Standing Committee Reports

15. ADJOURNMENT

The next Regular City Council meeting is scheduled for December 9, 2025 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 October 24, 2025.

Andrew Bradley, 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, October 14, 2025 @ 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: Vice Mayor Michelle Deasy, Council Member Aaron Barak, Council Member Kate Spadarotto, and Council Member Billy Summers (Council Member Summers arrived at 6:19 p.m.)

Absent: Mayor Paul Dohring

1. CALL TO ORDER

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

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

Vice Mayor Deasy led the Pledge of Allegiance.

4. ADOPTION OF THE AGENDA

Acting City Clerk, Erika Opp noted that item 8.1 on the agenda would be postponed.

- 4.1 Council Member Aaron Barak moved to approve the amended agenda. The motion was seconded by Council Member Kate Spadarotto and on voice vote carried by the following vote:

AYES: Vice Mayor Michelle Deasy, Council Member Aaron Barak, and Council Member Kate Spadarotto

NOES: None

ABSENT: Mayor Paul Dohring and Council Member Billy Summers

ABSTAIN: None

RECUSE: None

5. APPROVAL OF MINUTES

- 5.1 Consideration and proposed approval of Regular Meeting Minutes of September 23, 2025.

Council Member Kate Spadarotto moved to approve the Regular Meeting minutes of September 23, 2025. The motion was seconded by Council Member Aaron Barak and on voice vote carried by the following vote:

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AYES: Vice Mayor Michelle Deasy, Council Member Aaron Barak, and Council Member Kate Spadarotto

NOES: None

ABSENT: Mayor Paul Dohring and Council Member Billy Summers

ABSTAIN: None

RECUSE: None

6. PUBLIC FORUM:

Michelle Liu Covell, John Sales, Steve Goldfarb, Cindy Warren, and John Mulner addressed the City Council.

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

Reports from staff were made by Interim Director of Community Services Ashley Sylvester and Assistant City Manager, Joe Leach.

Council Member Summers arrived at the meeting at 6:19 p.m.

Council Members Barak, Spadarotto, and Summers reported on the Cal Cities Conference they attended.

8. PRESENTATIONS AND PUBLIC RECOGNITIONS

8.1 This item was not heard.

~~Proclaiming October as National Domestic Violence Awareness Month.~~

8.2 Presentation by Water/Wastewater Advisory Committee members regarding collaborative efforts to address Water Quality issues.

CEQA Determination: Exempt

Prepared By: Joseph Leach, Assistant City Manager/Director of Public Works/City Engineer

Water and Wastewater Advisory Committee member, Jay Kouba, made a presentation to the Council.

Vice Mayor Deasy opened up public comment; public comment was made by Adrian Signorello, Garry Rose and Michelle Liu Covell

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

9. STAFF BRIEFING AND PRESENTATIONS

9.1 Provide status report of the Fiscal Year 2025-26, 1st Quarter for the City of St. Helena's Capital Improvement Plan (CIP).

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CEQA Determination: Not a CEQA project

Prepared By: Joseph Leach, Assistant City Manager/Director of Public Works/City Engineer, Stephanie Killingsworth, Public Works Financial Analyst

Recommendation:

Receive the report and provide direction as appropriate. No Council action is required.

Assistant City Manager/Director of Public Works, Joe Leach, made the presentation.

Vice Mayor Deasy opened up public comment; public comment was made by Jay Kouba and Garry Rose.

The discussion was turned over to the Council during which comments and questions were exchanged.

At 7:25 p.m., Vice Mayor Deasy called for a 5-minute recess.

Council resumed at 7:30 p.m.

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 of Resolution converting a portion of a Red Zone to a Loading Zone located at 1309 Main Street, update the City's List of Red Zones (parking prohibitions) and rescinding Resolution 2024-96.

CEQA Determination: Not a CEQA project

Prepared By: Mario Traverso, Project Manager

Recommendation:

Approve the request to convert a portion of a Red Zone to a Loading Zone in front of St. Helena Hotel, rescind Resolution 2024-96 and adopt a new Resolution documenting the updated curb parking restrictions.

- 10.2 Consideration and Proposed Approval of a Sole Source Professional Services Agreement with ATG Lighting, Inc. for Holiday Decoration Installation and Removal in an Amount Not-to-Exceed \$13,815.

CEQA Determination: Not a CEQA project

Prepared By: Rebecca White, Administrative Assistant

Recommendation:

Staff recommends approval of the attached Resolution.

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- 10.3 Adopt a Resolution authorizing the City Manager to execute Professional Services Agreements with Haley & Aldrich, Inc. for Owner's Representative Services for Capital Improvement Program projects and Staff Augmentation Services in support of general engineering, operations, capital improvement plan and special support.

CEQA Determination: Not a CEQA project
Prepared By: Rebecca White, Administrative Assistant
Recommendation:
Staff recommends approving the attached resolution.

- 10.4 Consideration and proposed adoption of a Resolution (1) Delegating Authority to the City Manager to award and execute a Professional Services Agreement (PSA) with West Yost for Engineering Design Services for the Wastewater Treatment Plant and Reclamation Plant Effluent Pump Station Upgrades in an amount no-to-exceed \$326,332; (2) Authorizing the Director of Public Works to approve Change Orders not-to-exceed 15% or \$48,950 for a total contractor budget of \$375,282; (3) Establish a new Capital Improvement Plan (CIP) Project S26-04 WWTP Effluent Pump Station; and (4) Complete Budget Amendments to fund the new CIP Project.

CEQA Determination: This project qualifies for a Class 6 Categorical Exemption 'Information Collection' under Section 15306 of CEQA. Any future project will require additional analysis and a formal determination regarding the environmental impacts of that project.
Prepared By: Stephanie Killingsworth, Public Works Financial Analyst
Recommendation:
Staff recommends approval of the attached Resolution.

- 10.5 Consideration and Proposed Approval of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with Land Revision for Pond Levee Weed Control and Upkeep in an amount not-to-exceed \$30,632.

CEQA Determination: This project is deemed exempt from the requirements of CEQA under Section 15301, Existing Facilities; and Section 15061(b) (3), which identifies that a rulemaking activity which does not have the potential for causing a significant effect on the environment is therefore, exempt per the general rule that CEQA applies only to projects which have the potential for causing a significant impact on the environment.
Prepared By: Stephanie Killingsworth, Public Works Financial Analyst
Recommendation:
Staff recommends approval of the attached Resolution.

- 10.6 Authorize the City Manager to execute a professional services agreement with Kleinfelder Associates for preparation and submittal of the Annual Instrumentation Reports for the St. Helena Lower Reservoir Dam for 2025, 2026, and 2027, in an amount not to exceed \$65,229.

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CEQA Determination: Not a CEQA project

Prepared By: Ian Dale, Environmental Services Tech

Recommendation:

Authorize the City Manager to execute a professional services agreement with Kleinfelder Associates for preparation and submittal of the Annual Instrumentation Reports for the St. Helena Lower Reservoir Dam for 2025, 2026, and 2027, in an amount not to exceed \$65,229.

- 10.7 Consideration and proposed adoption of a Resolution approving the project plans for Capital Improvement Project W-101 Tank 2 Rehabilitation and authorizing the advertisement for bids.

CEQA Determination: Not a CEQA project

Prepared By: Mario Traverso, Project Manager

Recommendation:

Approve the Resolution

- 10.8 Waiver of second reading and adoption of an Ordinance approving Zoning Ordinance Amendment (ZOA 25-003) to amend Chapters 17.24.050 B(1) and 17.32, Definition of Terms, Visibility Triangle of Title 17 of the St. Helena Municipal Code regarding vision triangle standards.

CEQA Determination: Exempt from the requirements of CEQA under the "General Rule", Section 15061 (b)(3), in that it can be seen with certainty that the proposed action will have no impact on the environment.

Prepared By: Maya DeRosa, Community Development Director

Recommendation:

Waive the second reading of and adopt the proposed Ordinance to:

1. Find that the proposed changes to Chapter 17.30 of the Zoning Code are exempt from CEQA Guideline 15061 (b)(3); and
2. Approve and adopt Zoning Ordinance Amendment (ZOA 25-003) to amend Chapters 17.24,050 B (1) and 17.32, Definition of Terms, Visibility Triangles of Title 17 of the St. Helena Municipal Code regarding vision triangle standards.

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

AYES: Vice Mayor Michelle Deasy, Council Member Aaron Barak, Council Member Kate Spadarotto, and Council Member Billy Summers

NOES: None

ABSENT: Mayor Paul Dohring

ABSTAIN: None

RECUSE: None

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11. PUBLIC HEARINGS

None.

12. OLD BUSINESS

None.

13. NEW BUSINESS

- 13.1 Approval of Resolution Authorizing Recruitment for an Assistant Public Works Director (Operations), Chief of Police, and Community Services Director.

CEQA Determination: Not a CEQA project

Prepared By: Mandy Kellogg, Administrative Services Director

Recommendation:

Staff recommends approval of the attached resolution.

Administrative Services Director, Mandy Kellogg made brief presentation.

Vice Mayor Deasy opened up public comment; public comment was made by Garry Rose.

Discussion was turned over to the Council. The Council decided to postpone any decisions on Items 13.1 and 13.2 until after the Closed Session meeting scheduled for October 15.

- 13.2 This item was not heard.

~~Resolution Authorizing the City Manager to Execute up to three Professional Services Agreement with up to two Professional Recruiting Firms for up to \$25,000 each and a total not to exceed amount of \$75,000 funded through existing salary savings.~~

CEQA Determination: Not a CEQA project

Prepared By: Mandy Kellogg, Administrative Services Director

Recommendation:

Staff recommends approval of the attached resolution.

14. CITY COUNCIL REPORTS:

Council Member Barak gave brief report on the Finance Committee.

- 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)

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- D. League of California Cities – North Bay Division
- E. Napa County City Selection Committee
- F. Napa County Flood Control and Water Conservation District
- G. Napa County Local Agency Formation Commission (LAFCO)
- H. Napa Valley Transportation Authority (NVTa)
- I. Napa County Watershed Information Center & Conservancy (WICC)
- J. Upper Valley Waste Management Agency
- K. Napa County Groundwater Sustainability Plan Advisory Committee
- L. Napa County Regional Climate Action Committee
- M. Council Ad Hoc and Standing Committee Reports

15. ADJOURNMENT

Vice Mayor Deasy adjourned the meeting at 7:56 p.m.

CHALLENGING DECISIONS OF CITY ENTITIES

APPROVED:

ATTEST:

Paul Jamison Dohring, Mayor

Andrew Bradley, City Clerk

Mark Smithers
1819 Vallejo Street
707 290 4508

To our Mayor and City Council
St Helena, California

Recently our city and city council suspended negotiations to sell our Main Street and Railroad Avenue city owned properties and moved to explore designating the city owned Adams Street property as surplus property and ultimately putting it up for sale. Why? This has come with no explanation or disclosure of any analysis, financial or otherwise. This is especially concerning given repeated revenue concerns, unfunded pension liabilities, and attempts to tax the community. Much time and energy have been spent working with the potential buyer and developer. As a resident of our community for 36 years with 45 years of financial and transactional experience I'll summarize points and concerns I'd like to share. These views do not represent the Finance Committee.

Main Street:

1. Why did we walk away from an apparent sure thing of \$7 million that could be used to pay down the pension liability or further bolster general fund reserves?
2. The potential Main Street hotel is probably the second fastest hotel to TOT revenue and not with over-the-top room rates. It would anchor the north end of town and help downtown merchants.
3. We get affordable housing where it works close to transportation and commercial areas.
4. Much lower financial risk and most likely the city would receive the entire sales price at close of escrow.
5. No need for infrastructure improvements or developer reimbursements.
6. A low likelihood of lawsuits or significant community pushback especially once designs are presented.

Adams Street:

1. It was promised to the community when purchased to avoid private development. Why break the community's trust and dishonor this commitment?
2. This property has been explored ad nauseum; we've already had much public debate: see 2000 community input, 2018 SHAPE report, 2020 voter referendum (only because of a technicality it was advisory and not binding), and recent public workshop.

3. A sale of Adams Street comes with significant financial uncertainty and risks given its potential sale price. Initially we might receive a \$1 million deposit with no guarantee of full payment in the next decade.
4. When would the resort be built and when would TOT revenue begin? The first priority of developers of large expensive projects is to tie up the property. Such large projects have a habit of being delayed for eternity or they flip the land later.
5. What are the required infrastructure reimbursements we will have to make for sewer, water and roads?
6. The risk of lawsuits and community pushback are already apparent and clearly significant given prior community involvement and promises made.
7. Our city will be required to extend Adams Street over the river to Silverado Trail (for safety and traffic) before most, if not all, of property sales funds are received and development begins. How do we fund this approximately \$15 million project before receiving sales proceeds?
8. Our library will need to be moved. A new library is at least \$7 million. Where will the library be built? How will this be funded?
9. A few developer related community members previously suggested the old city hall site for a new library resulting in development next to Lyman Park even though the very same proponents of developing Adams Street are attempting to blur our vision with their "Save Lyman Park" campaign. Just a diversion. It's a fallacy.
10. Where do we build a new city hall if required in the future after we have sold the one parcel large enough to accommodate a city hall, and other community facilities such as a teen center, a permanent home for the historical society, much needed parks and open space?
11. Effective net funds received after city infrastructure and library replacement requirements might be \$3 million. Or maybe zero. Little to nothing to pay down unfunded liabilities.
12. All our additional TOT revenue would be entrusted to one resort-style hotel that may never be built given current foreclosure proceedings against the Stanley Ranch resort and lowering appetites for \$2,500 plus rooms. Mr. Castellucci walks away from his Bank of America site hotel and no Main Street hotel either. No diverse hotel visitors. No help to downtown merchants.
13. What if the developer never develops and never pays any sales proceeds beyond a minimal \$1 million deposit. We have no recourse; property never benefits the community in any way.
14. We don't need or want a community center at Lyman Park. We have Odd Fellows, Churches, Native Sons Hall, Rianda House, Krug, etc. Do we want to put these organizations out of business?

Out of respect for our community I ask our city and city council to please share their analysis and plans with us. We've been told we need more revenue to balance our budget. We've been told we have growing unfunded liabilities. You've asked us to tax ourselves and it appears you are getting ready to ask us again. Please consider why we would vote to tax ourselves if you continue to walk away from revenues and funds that could reduce our liabilities.

With all due respect,

Mark Smithers

10.28.25 9:57am

To all who engaged in outreach regarding facilitating the exit of City Manager Anil Comelo, and any who spoke in support of his continued employment and share a different perspective on the matter.

Please note, the following attached statement was read to the City Council at the Closed Session meeting on October 15, 2025.

"First off I want to make sure all are aware that there is no behind the scenes movement or coordination on this. My wife and I discussed the current state of affairs, met with a few people to hear other opinions and then decided to send out the letter regarding city management. I made sure my name was on it, and I met with each of you on the council prior to sending so that you didn't feel blind sided when the information was obtained.

We live in a small town, a consequence of which is that there are a lot of rumors. Now you don't need to rely on rumors around Anil's leadership, you have some facts, some first hand accounts.

I'm here to publicly own that I reached out to a few people expressing my opinion and asked them to do the same. This wasn't about creating controversy, it was about gathering information. I'm not on social media, or Nextdoor, I didn't reach out to the paper. I sent an email out to about 20 people, most of which are private and although shared my opinion, weren't willing to do so publicly, others who are very private realized the magnitude of the issues, took the time to have a conversation and decided to put their name out, I'm thankful for that.

While I reached out to about 20 and most did not respond openly, I received about 50 public responses and they are on the record now. I've never met the people here who seem to take the time to stay informed and make public comment when they see something happening that could be detrimental. I've never met Kelly Wheaton, but now I've read how Anil feels about her. I can't for the life of me imagine meeting someone for the first time as city manager in a public place and referring to a citizen as a cunt. Terrence Ford certainly does not strike me as the type that would fabricate something like that. This was apparently Anil's reason for why there is so much discord between citizens and city government, Kelly Wheaton.

The city manager represents you as the council, and us as citizens. If he is willing to say something like that in public to a stranger, I can only imagine what his level of decorum is behind closed doors. There's a statement in the file now by Stephanie Smithers, a former employee, that sheds some light on that. It's difficult enough for citizens to speak out regarding interactions with Anil, or to simply express opinions that differ from his. Now we know that doing so places you in a category of lesser than. When the city manager conducts the exit interviews of employees what level of information do you expect to receive?

I have no interest in judging other people's opinions. I am not living their life and I can't know the experiences they've had. I think it's great that some people love Anil, he needs love just like everyone else. My personal opinion of Anil in this is completely irrelevant. I haven't had any personal interactions with him other than asking him a few questions in a group meeting last week of the site 10 sub committee. Site 10 should never have happened and it is one of the biggest financial liabilities the city has ever had. It could easily bankrupt us, and the lawsuit likely isn't coming from the developer. Anil's attitude toward it was effectively that staff has done all it can and if citizens have any better ideas to let him know. He regularly says now that government employees don't, and are not supposed to think creatively.

Critical analysis and decision making within a context of rules, is creativity. Full stop. Accepting a consultant report listing the cemetery as a viable alternative development site while rejecting others because owners might not want to develop them isn't lack of creative thinking, it's negligence. To then put it forth to the council as serious work effort and say you've completed your task therefore your work is done, is insulting at its face.

I like many am raising kids here because I love it and I know its potential. I am now watching before my eyes as generational damage is being done to this place. Not due to outside forces, but due to poor decision making and leadership. I can't imagine reading these statements now on record and proceeding with confidence that Anil is acting in the best interest of our future and can accomplish what needs to be done. When he leaves here he'll likely never come back. When Maya leaves here do you think she'll lament the negative impact of massive developments she orchestrated in direct violation of our general plan, through a failed zoning code that she authored? The answer is no.

Anil is a smart person, and he's been able to help the council to increase fees and boost revenue. However by his own account he's not a creative thinker. The way that the city is approaching the selling of assets is unsophisticated and leaving a massive amount of money on the table. The messaging and framework for public buy in on a tax which may be very necessary is delicate and concise, requires creative thinking, and trust.

Anil is smart enough to have negotiated a great contract, and he's smart enough to know that a drawn out investigation at this point is not in his best interest. The council is smart enough to know that an investigation to fire for cause and the ensuing potential legal battle would be costly in exposure and dollars. My hope is that Anil will think with intent about how he would like his severance to play out and that the council will help him.

Even the most financially conservative among us are wanting for you to simply pay and be done. We'd like to move forward with confidence and transparency in a partnership with a city manager who knows and cares for this place, and its citizens, and their children. The first person I sent the letter to was Anil. I never heard from him. A proper response would have been to simply say "thank you for expressing your opinion as a citizen, I'm looking forward to addressing this with the council. In the meantime time if there's anything specific I can help provide clarity on please let me know"

Can you imagine how much you could get done if you were able to take criticism as an opportunity?

Thank you for all your time volunteering while balancing the needs of family and work.”

Sincerely,

Joshua Parke

City of Saint Helena
PROCLAMATION
Domestic Violence Awareness Month
October 2025

WHEREAS, NEWS, Domestic Violence and Sexual Abuse Services is commemorating 44 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 **"With Survivors Always"** calls on us to explore what it means to be in partnership with survivors toward *safety, support, and solidarity*; 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; and

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.

NOW, THEREFORE LET IT BE RESOLVED THAT I, Paul Jamison Dohring, Mayor, on behalf of the City Council of the City of St. Helena, do hereby proclaim October 2025 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:

Signed _____

Paul Jamison Dohring, Mayor

CITY OF ST. HELENA

**Proclamation Recognizing the 75th Anniversary
of the Kiwanis Club of St. Helena
October 28, 2025**

WHEREAS, Kiwanis International is one of the largest service organizations in the world, with more than 430,000 members of all ages and abilities in more than 80 nations and geographic areas; and

WHEREAS, The 10,000 clubs raise over \$100 million annually for local causes and donate over 18 million hours of community service; and

WHEREAS, In addition to improving the lives of children in St. Helena and in communities around the world, Kiwanis club members promote the development of community leaders, positive role models, intercultural understanding and cooperation, and opportunities for fellowship, personal growth, professional development and community service; and

WHEREAS, The first Kiwanis club started its service in Detroit, Michigan, U.S., in 1915; and the Kiwanis Club of St. Helena was formed in 1950; and

WHEREAS, The service provided by the Kiwanis Club of St. Helena supports community tree planting, holiday flags on main street, awarding scholarships to 4 – 7 graduating high school students each year, and neighborhood clean-up through service projects, as well as donations to other community organizations. Through this continued good work, the Kiwanis Club of St. Helena will continue to have a positive impact on our community and citizens;

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 this November 5th, 2025 as Kiwanis International Day, and hereby call upon all citizens of St. Helena to render support to the members of this organization and to make themselves aware of Kiwanis International, whose members this day are providing meaningful service to our homes, schools and community.

Dated: October 28, 2025

Paul Jamison Dohring, Mayor



Agenda Report to the City Council

Agenda Section: PRESENTATIONS AND PUBLIC RECOGNITIONS

Department: Public Works

DATE:	October 28, 2025
FROM:	Eric Janzen, Assistant Public Works Director, Rebecca White, Administrative Assistant
SUBJECT:	Active Transportation Plan Presentation by Napa Valley Transportation Authority
RECOMMENDED ACTION:	Receive presentation.
PREVIOUS COUNCIL ACTION:	
STATEMENT OF THE PURPOSE:	
FINANCIAL IMPACT:	

GOAL:

Goal 2: Improve Infrastructure & Further Environmental Sustainability

Goal 4: Provide Effective Community Information & Opportunities for Engagement

Goal 5: Enhance Quality of Life

DOCUMENTS ATTACHMENTS:

[NVTA_StHelenaCC_ATPlan_251017](#)



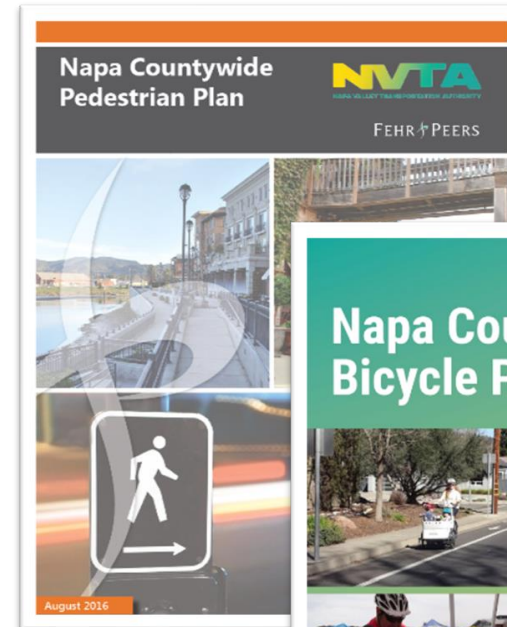
Napa Countywide Active Transportation Plan

St. Helena City Council
October 28, 2025



Why a Countywide AT Plan?

- Consistency across planning efforts
- Update planned active transportation network to reflect best practices
 - Napa Countywide Pedestrian Plan (2016)
 - Napa Countywide Bicycle Plan (2019)
- Maintain eligibility for funding opportunities
- Reflect priorities identified by communities, residents, stakeholders



Project Timeline



AT Plan Status

Complete

Treatment Toolkit

Mapping of existing AT facilities

First round of community engagement

Draft of proposed facilities

Draft of policies and programs

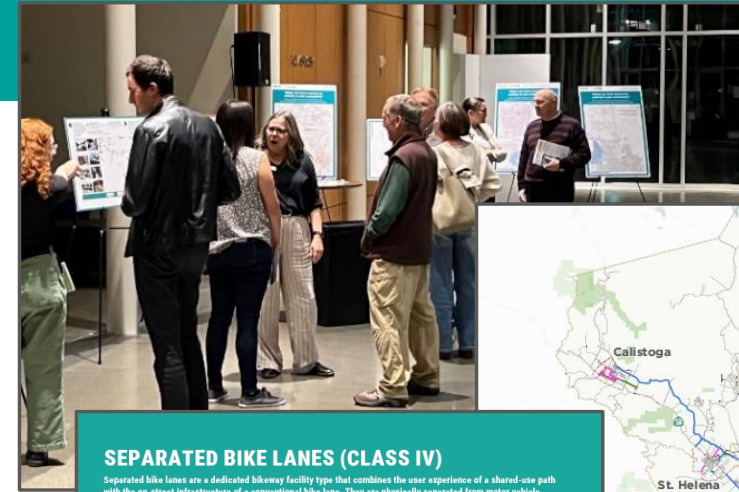
In Progress

Second round of community engagement

Future Demand Assessment

Implementation and Funding Plan

Draft Plan



SEPARATED BIKE LANES (CLASS IV)

Separated bike lanes are a dedicated bikeway facility type that combines the user experience of a shared-use path with the on-street infrastructure of a conventional bike lane. They are physically separated from motor vehicle traffic and distinct from the sidewalk. Separated bike lanes can be constructed at sidewalk grade, roadway grade, or at an intermediate grade between the sidewalk and street. Separated bike lanes can be designed to serve one-way bicyclist traffic or two-way bicyclist traffic.

GUIDANCE

- Separated bike lanes should be considered on any road with one or more of the following characteristics:
 - Traffic lanes: 3 lanes or greater
 - Posted speed limit: 30 mph or more
 - Traffic: 6,000 vehicles per day or greater
 - On-Street parking turnover: frequent
 - Streets that are designated as truck or bus routes
- One-way separated bike lanes should be 5' wide minimum but widths of 7' are preferred to allow for passing.
- Buffer widths may vary depending on type of vertical separation used, but typically is 3' wide. If adjacent to on-street parking, a minimum 3' wide buffer is required.

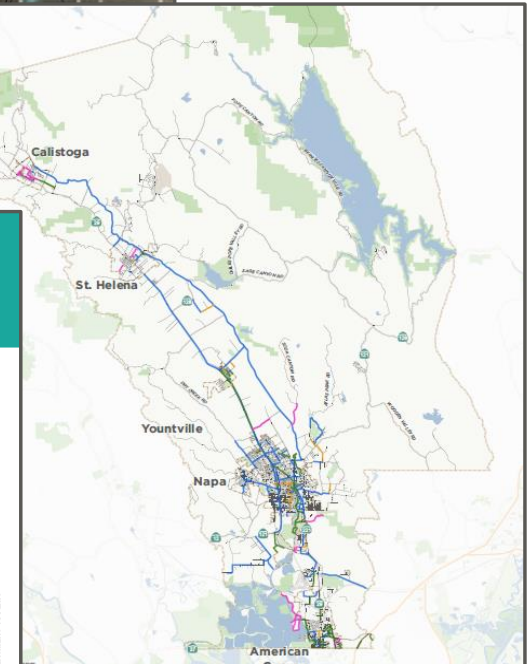
CONSIDERATIONS

- Separated bike lanes are preferred over shared use paths in higher density areas, commercial and mixed-use development, and near major transit stations or locations where pedestrian volumes are anticipated to exceed 200 people per hour on a shared use path.
- Separated bike lanes are more attractive to a wider range of bicyclists than striped bikeways on higher volume and higher speed roads since they are designed to prevent motor vehicles from driving or waiting in the bikeway. They also provide greater comfort to pedestrians by separating them from bicyclists operating at higher speeds.
- Choice of one- or two-way facility should be based on connectivity, bicyclist desire lines, roadway configuration, and potential intersection conflicts. Generally, one-way facilities are preferred.
- The allocation of space can vary from midblock locations to intersection approaches. Providing a larger street buffer at intersections can be achieved by tapering the bike lane toward the sidewalk as it approaches the intersection and narrowing or eliminating the sidewalk buffer.
- See Driveways section in Chapter 5 for details on how to address driveway crossings.

ADDITIONAL: Guide for the Development of Bicycle Facilities, 2010.
California, SB 640: Class IV Bikeway Guidance (Separated Bikeways/ Cycle Tracks), 2022.
California, SB 84: Complete Streets Contextual Design Guidance, 2024.
FHWA, Separated Bike Lane Planning and Design Guide, 2015.
NACTO, Urban Bikeway Design Guide, 2014.

NAPA COUNTY ACTIVE TRANSPORTATION PLAN - TREATMENT TOOLKIT

11



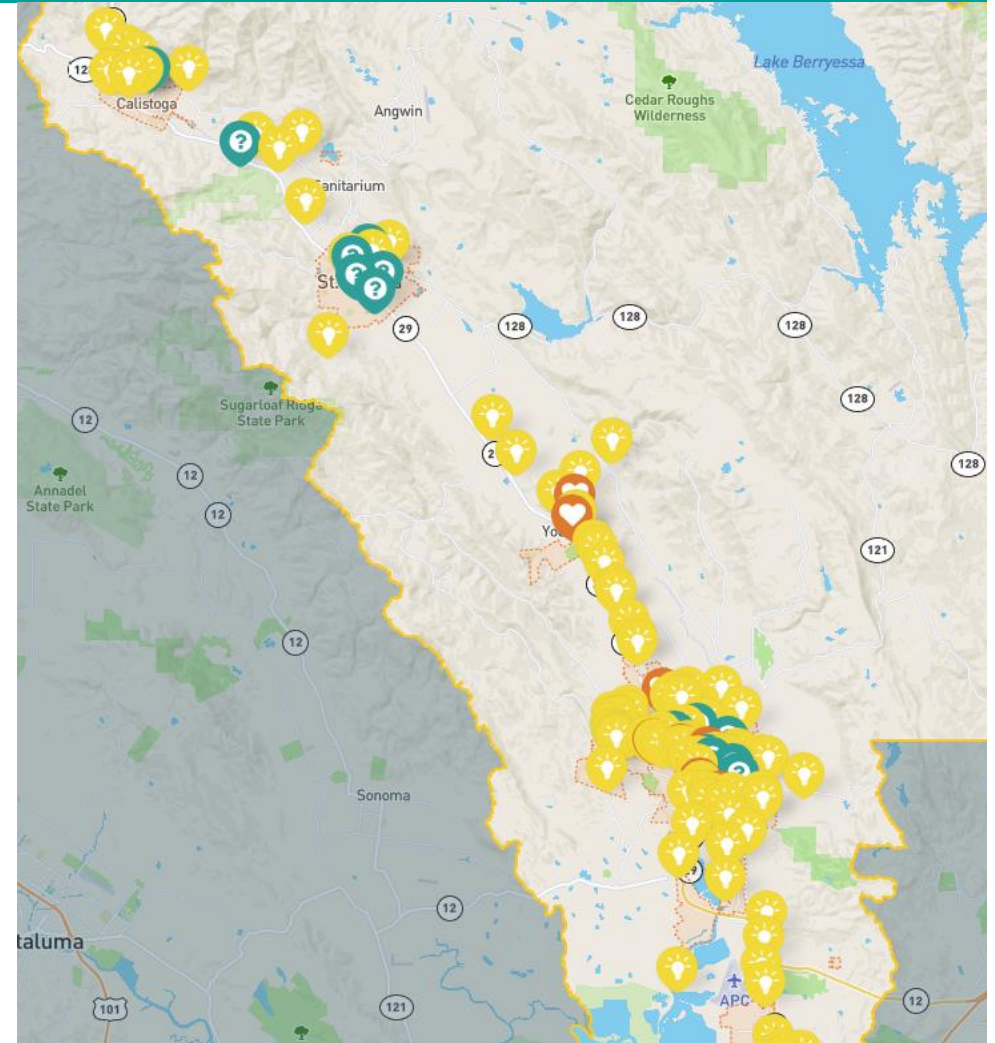
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- Napa Open House: 80+ attendees
- Calistoga Focus Workshop: 15 attendees
- Pop-up events
 - Farmers Markets (Napa, St Helena)
 - School Fairs (American Canyon, Napa)

Online Engagement

- Interactive Map: 143 comments
- Survey: 199 responses



Plan Organization and Goals

Plan Organization

- Countywide goals
- Countywide policy framework
- Individual chapters for each jurisdiction
 - Existing AT conditions
 - Facility recommendations



Safety



Equity and Accessibility



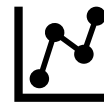
Connectivity



Sustainability

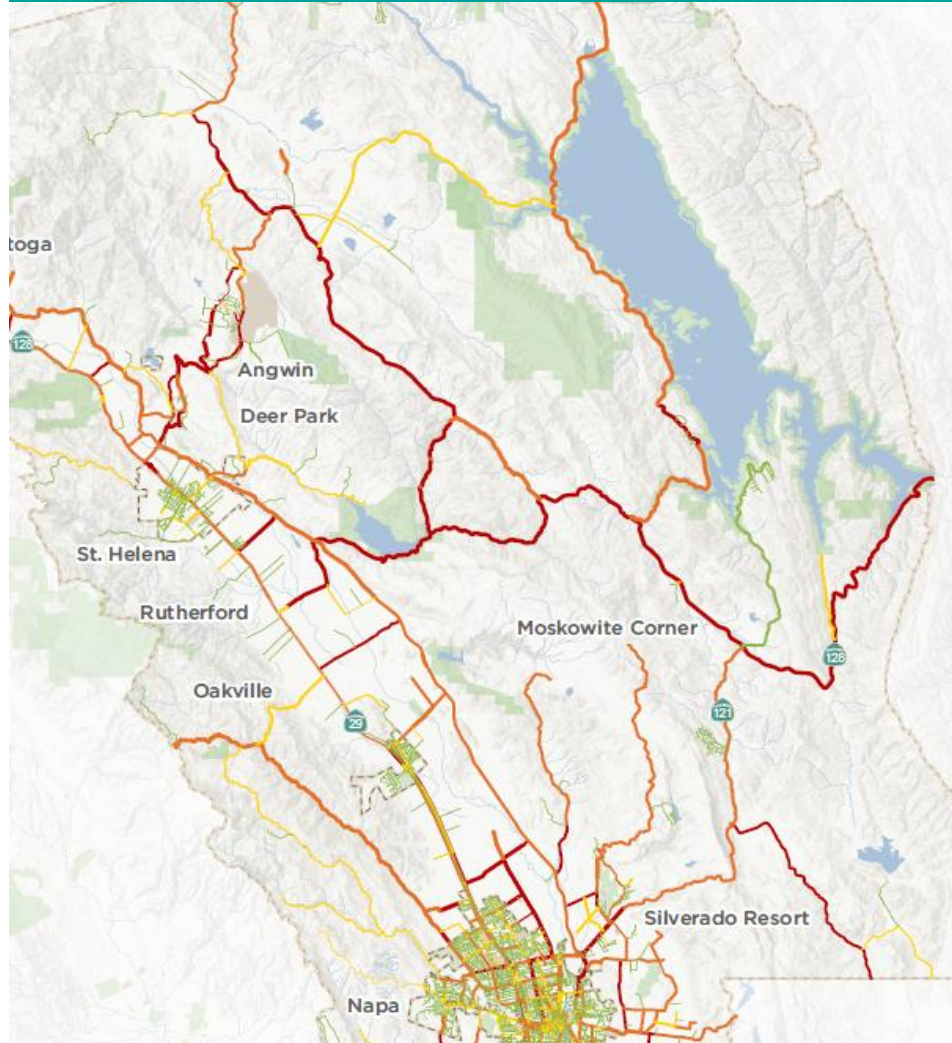


Maintenance



Data/Evaluation

Developing Network Recommendations

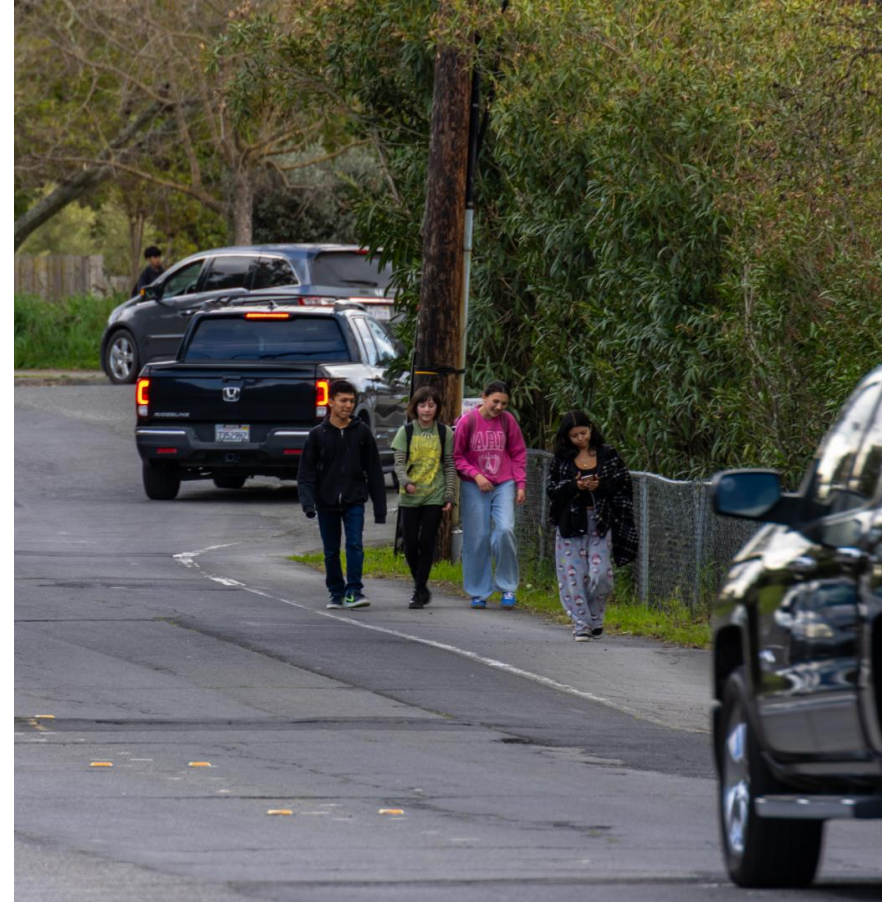


- Informed by prior local & regional planning efforts
- Existing transportation conditions
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- Level of Traffic Stress (LTS) analysis
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Pedestrian Network Gap Closures

Methodology

- Existing Data Collection
 - Countywide Sidewalks & Crosswalks
- Identify Key Destinations
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 - Complete one side of corridor first
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Napa County Bicycle Network

Jurisdiction	2019 Existing Mileage	2019 Proposed Mileage	2019 Total	2025 Existing Mileage	2025 Proposed Mileage	2025 Total
City of Calistoga	6.0	15.0	21.0	7.8	13.4	21.2
City of St. Helena	2.5	25.1	27.6	4.7	26.1	30.7
Town of Yountville	4.2	0.8	5.0	3.5	2.6	6.0
City of Napa	49.0	59.2	108.2	53.1	66.7	119.8
City of American Canyon	13.1	24.1	37.2	18.4	24.9	43.3
Napa County	67.5	323.5	391.0	81.5	293.6	375.1
Total	142.3	447.7	590.0	168.9	427.3	596.2

2025 AT Plan Proposed Bicycle Network

Jurisdiction	Mileage					
	Class I Shared Use Path	Class II Bike Lane	Class III Bicycle Boulevard	Class III Bicycle Route	Unclassified Bicycle Route	Class IV Protected Bike Lane
City of Calistoga	5.6	7.8	2.9	1.0	3.8	0.0
City of St Helena	7.8	7.9	4.1	5.7	2.0	0.0
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City of American Canyon	26.0	8.6	2.6	2.8	1.9	0.7
Unincorporated Napa County	36.8	104.8	4.5	205.8	20.7	2.5
Total	103.7	173.8	47.2	221.9	28.5	4.5

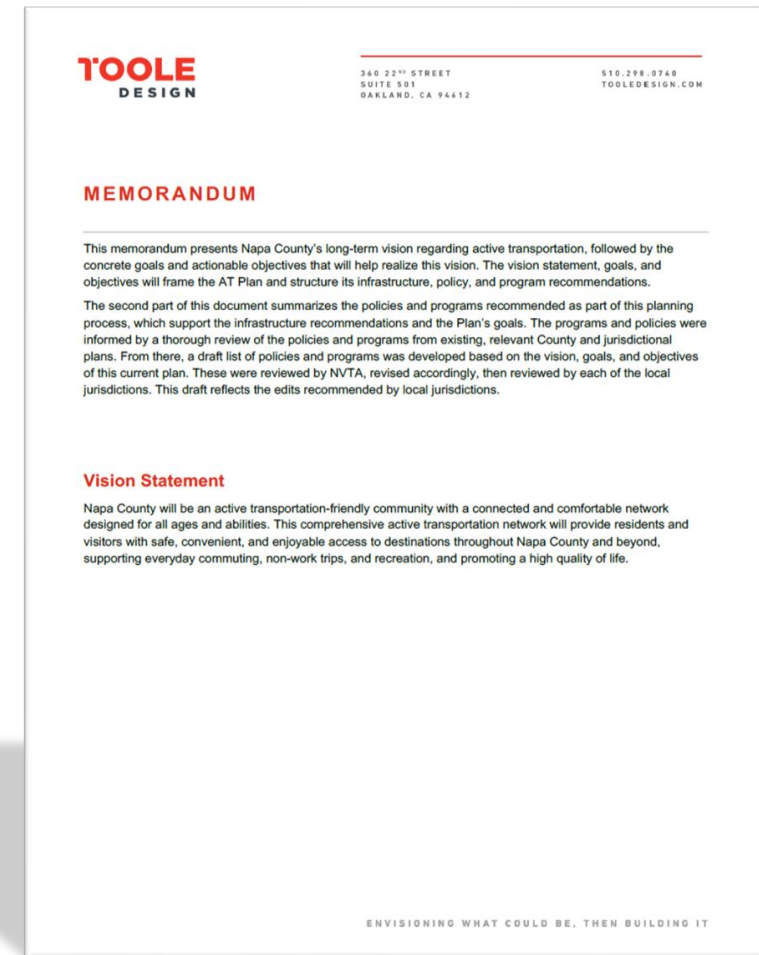
Draft Countywide Policies

Source

- Review Existing policies
- Community identified priorities

Purpose

- Regional cohesion & local context
- Implementation methods
- Countywide improvements not included in the AT Network



Example: Bicycle Parking and End-of-Trip Facilities

Bicycle Parking and End-of-Trip Facilities

Update municipal code to require the provision of long- and short-term bicycle parking in all new or redeveloped multifamily residential, office, public, and commercial buildings. Additionally require employers with 50 or more full-time exempt employees to provide end-of-trip facilities, such as showers and lockers.



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Support local schools in offering age-appropriate Safe Routes to School programming. This may include walking school buses and bike rodeos for elementary students, bike safety and “walk and roll to school” events for all ages, bike repair workshops for middle and high schoolers, and student-led encouragement (through events or affinity groups) for high schoolers.



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Prioritize pedestrian-scale lighting along primary active transportation corridors and at intersections along the High Injury Network. Primary active transportation corridors include Class I, II, and Class IV facilities in urbanized areas and arterials with bicycle facilities and/or sidewalks.



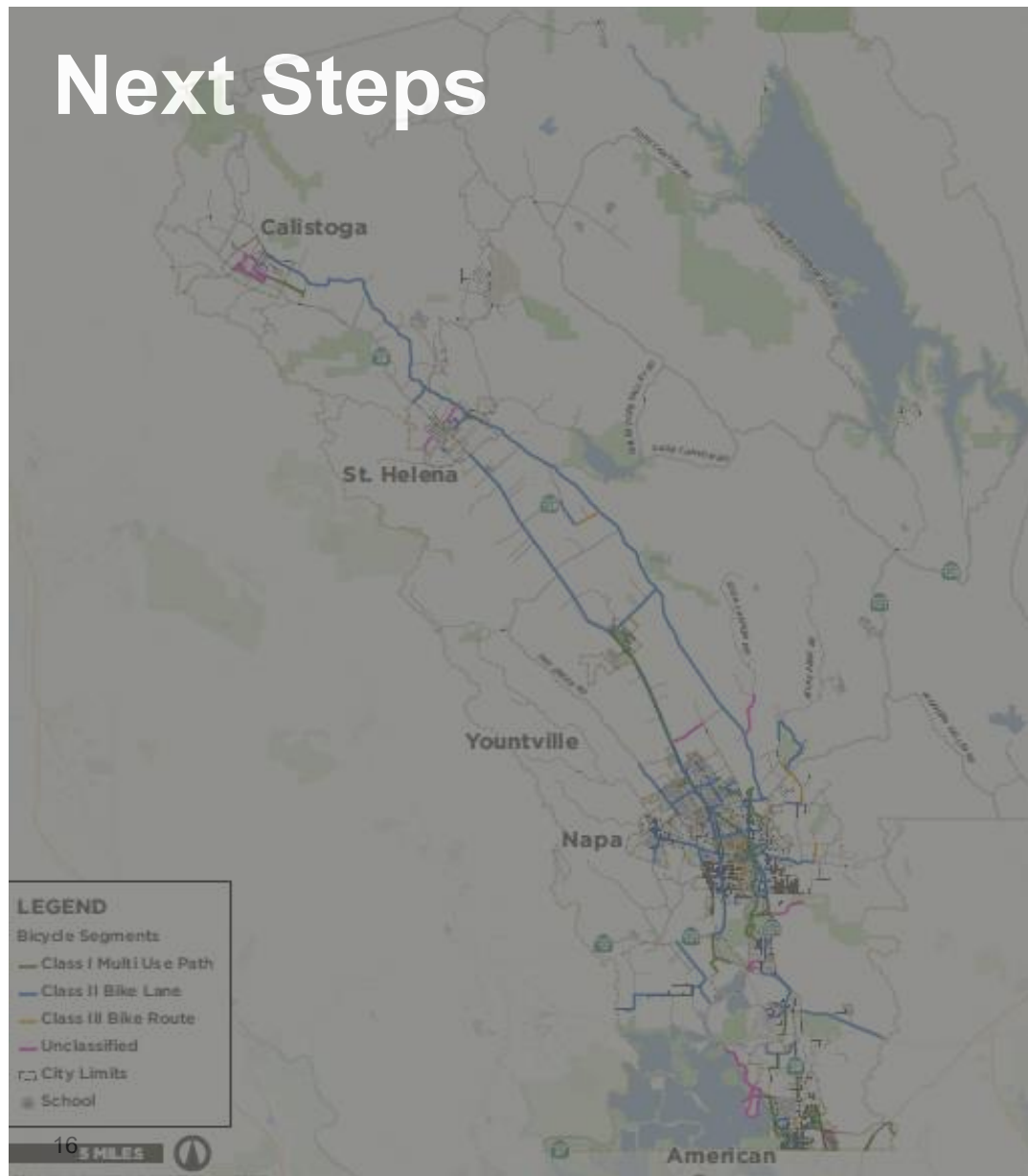
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Provide designated detours with an LTS equivalent to the existing bicycle/pedestrian facility so that construction projects (whether public or private) do not unnecessarily impact active transportation facilities. Develop and enforce guidance for contractors regarding appropriate location of signage to minimize hazards in and around work zones.



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Thank you!

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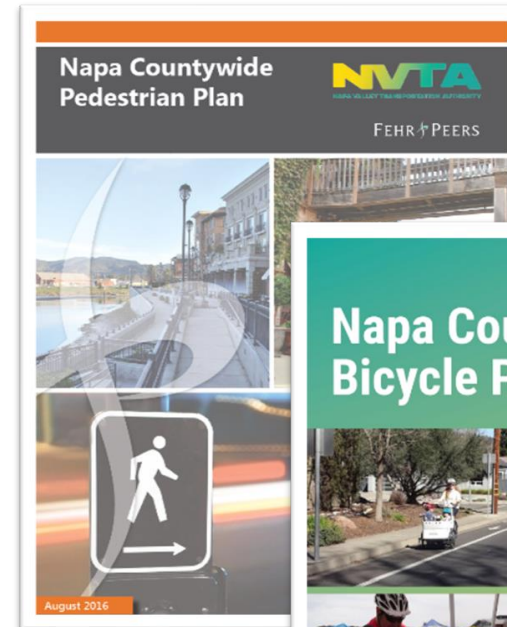
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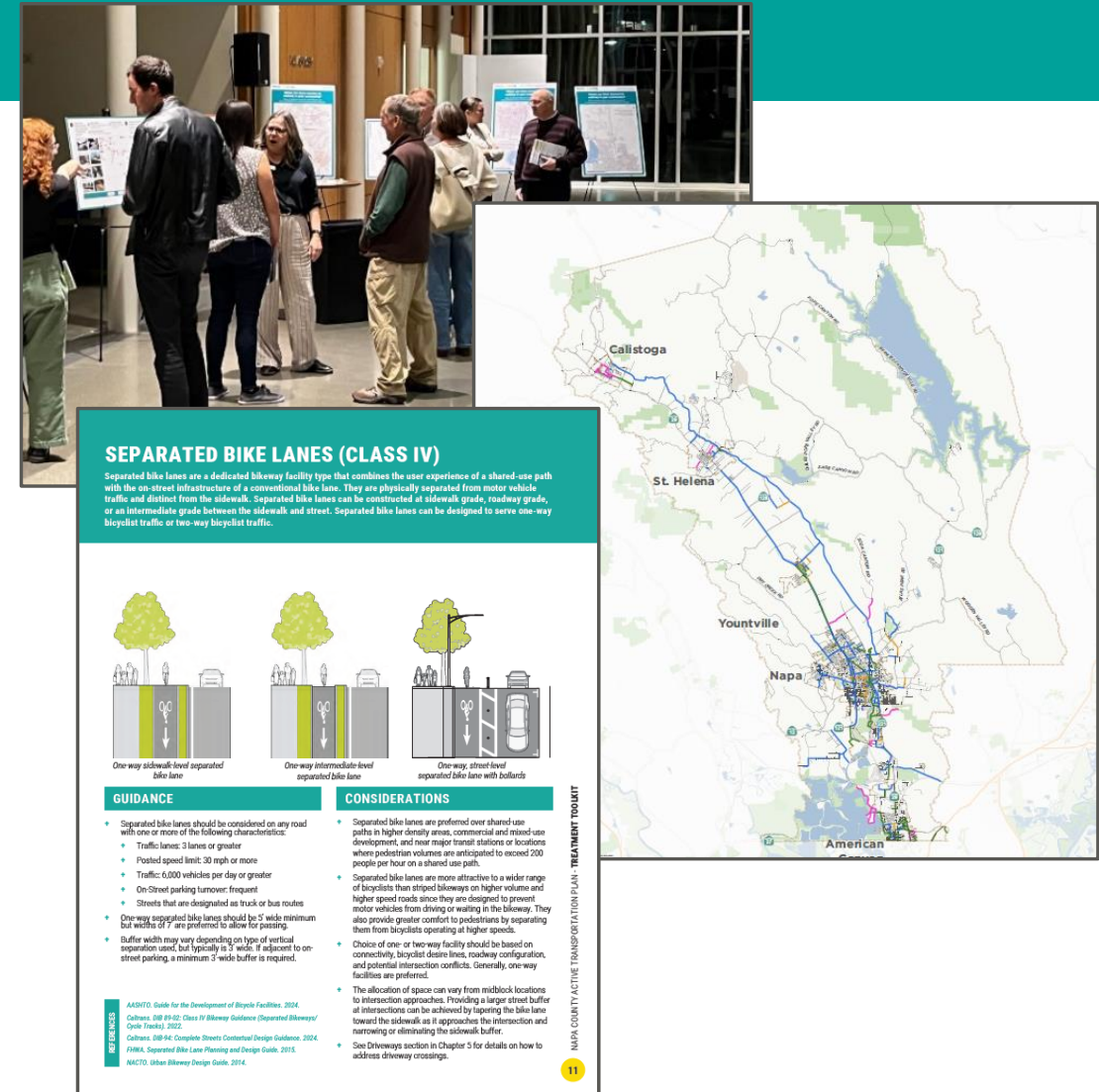
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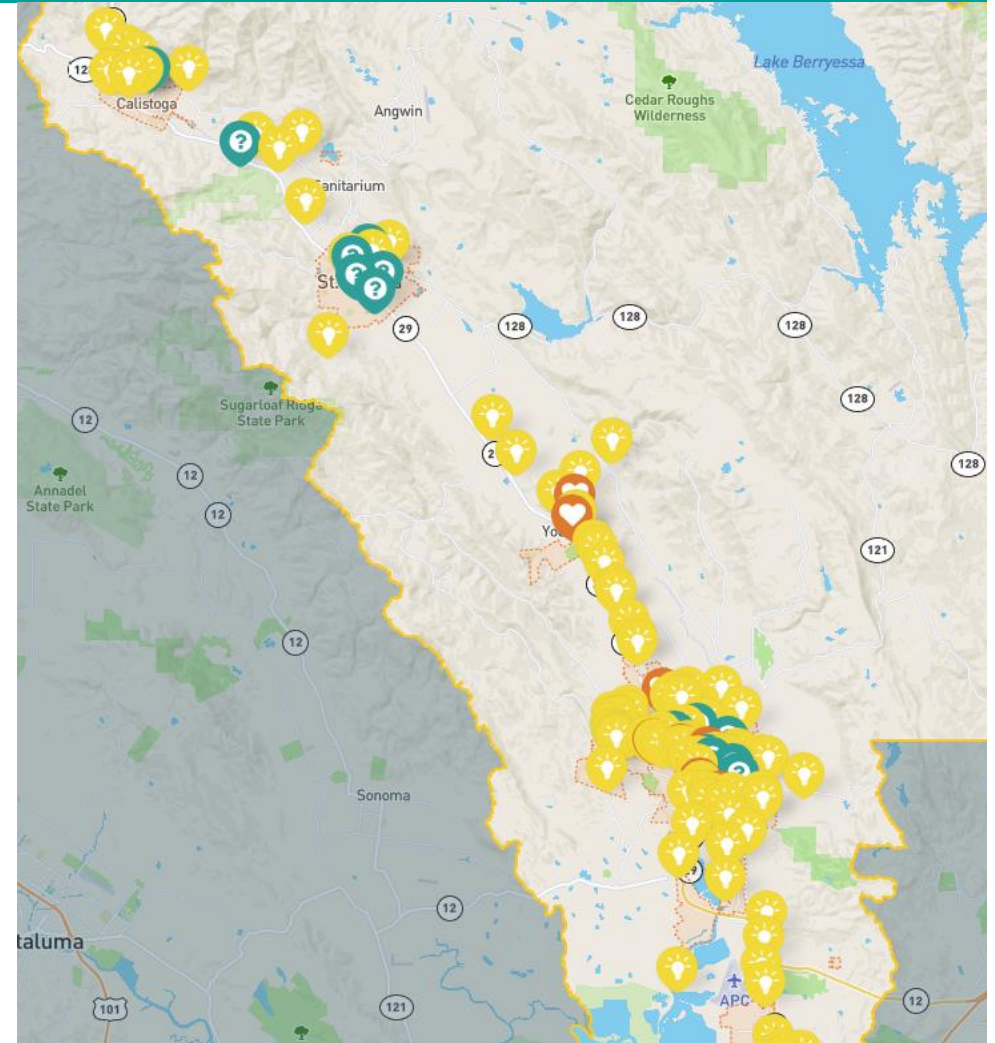
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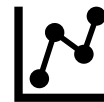
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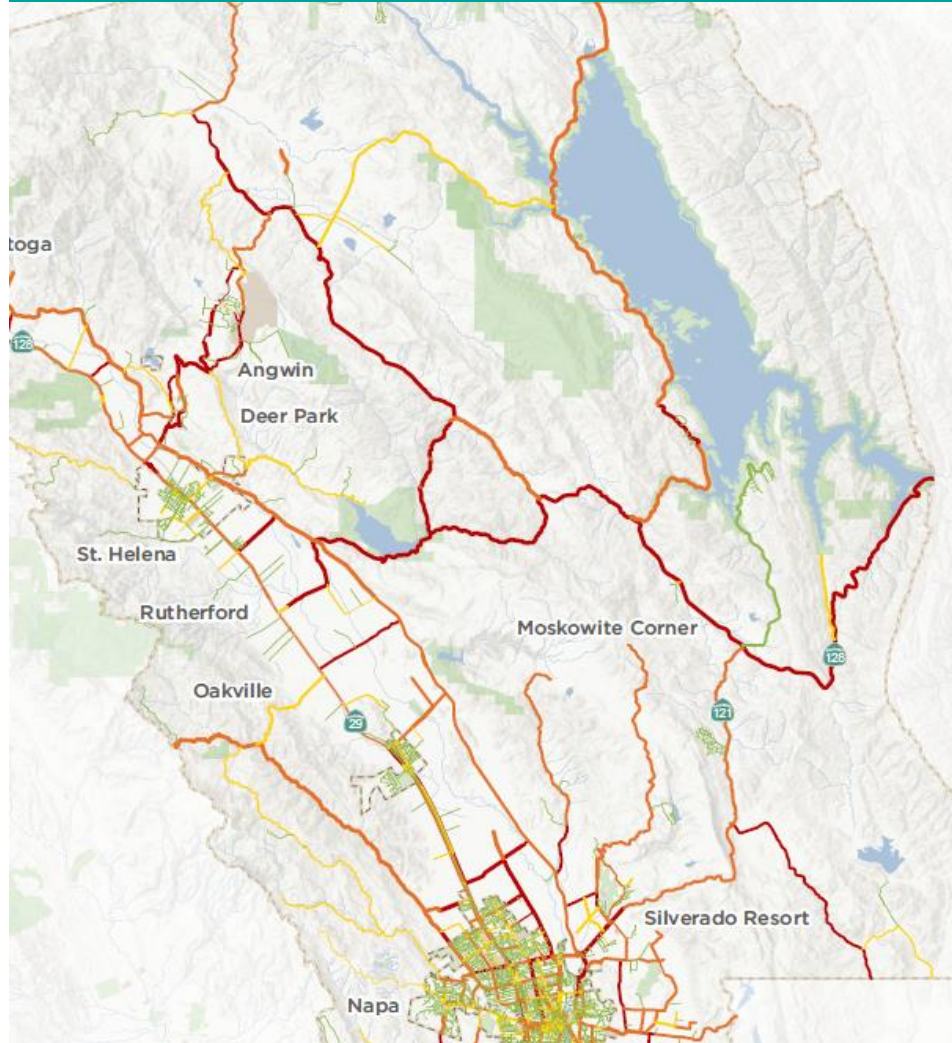


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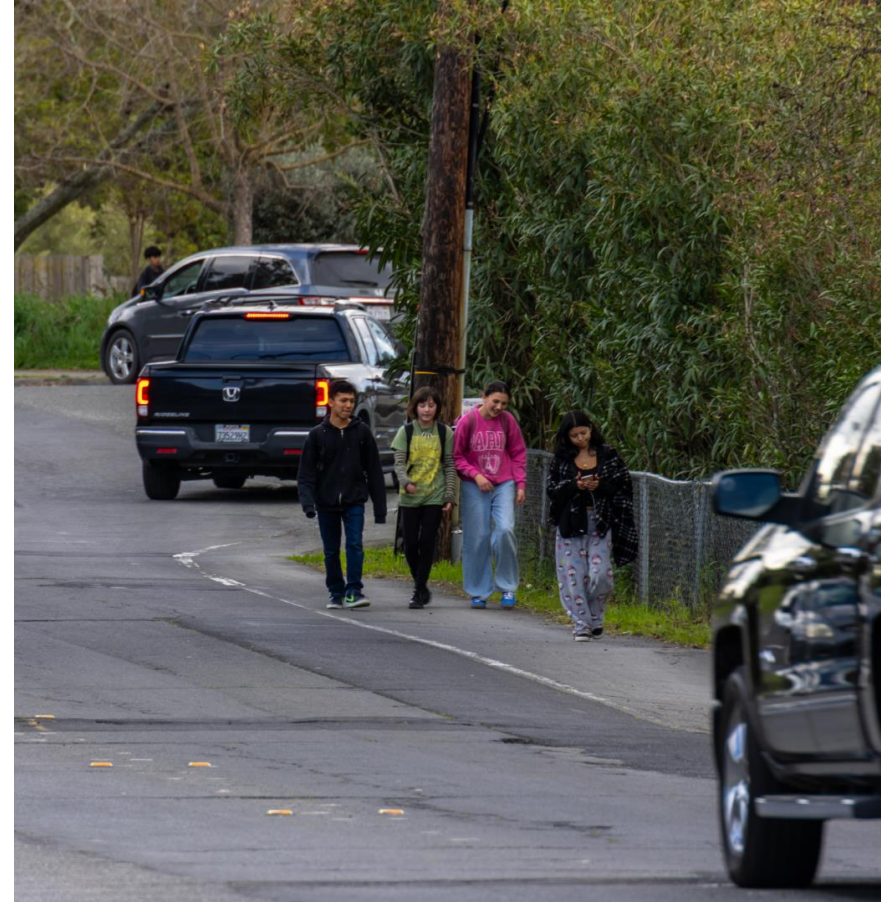


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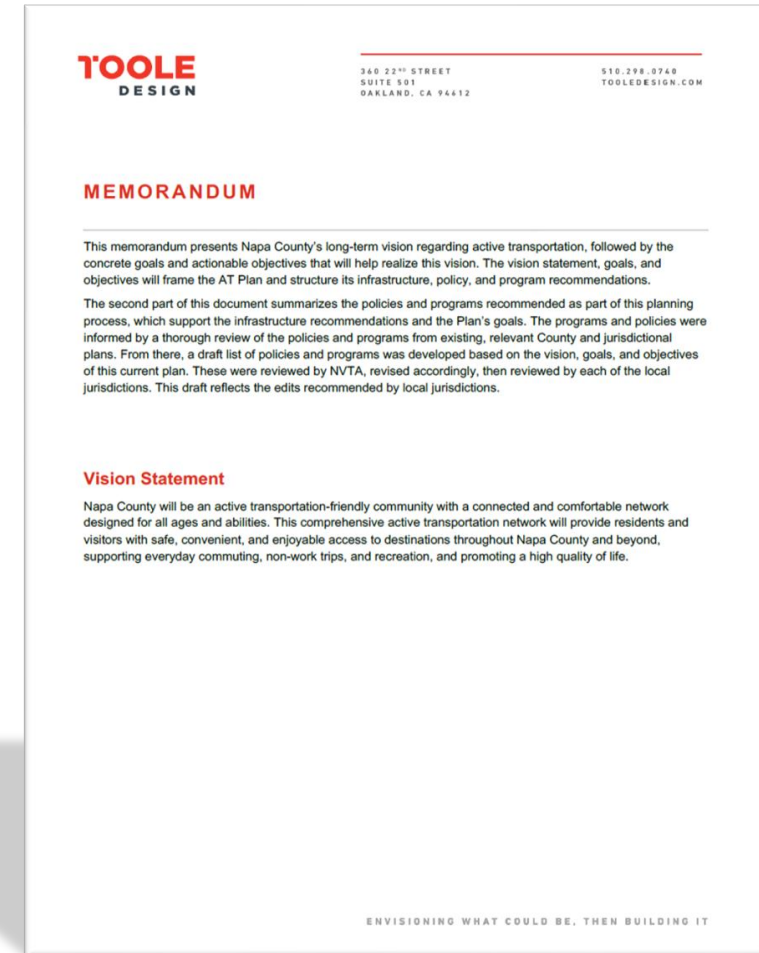
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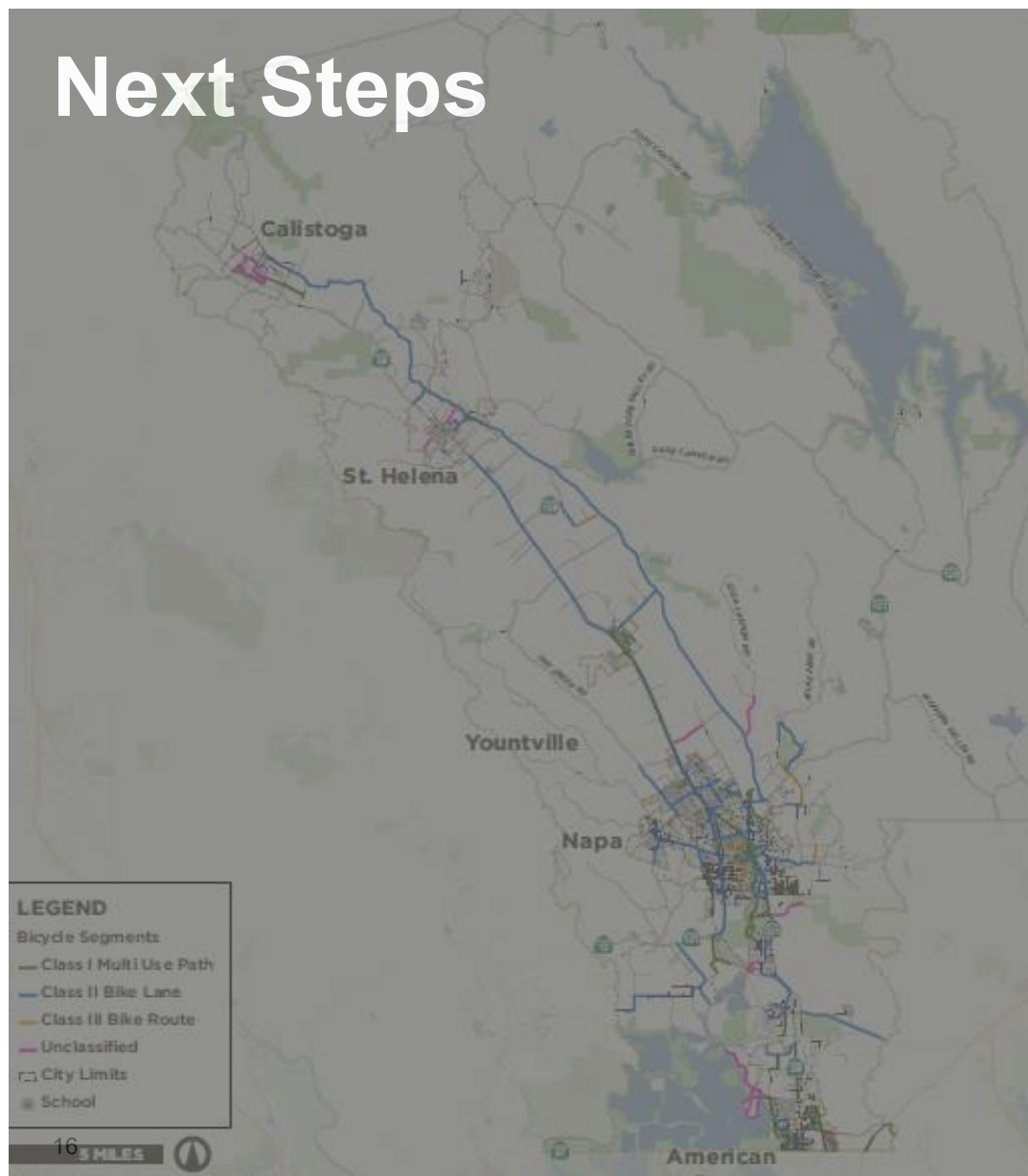
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**Personal Public Comment on City Council Meeting 10.28.25 - Agenda Item 8.3 - Active
Transportation Plan Presentation by NVTa**

From Christopher J Warner <chrisjwarner52@gmail.com>

Date Sun 10/26/2025 12:15 PM

To Public Comment <publiccomment@cityofsthelena.gov>; Erika Opp <eopp@cityofsthelena.gov>

Cc Eric Janzen <ejanzen@cityofsthelena.gov>; Anil Comelo <AComelo@cityofsthelena.gov>; Paul Dohring <pdohring@cityofsthelena.gov>; Michelle Deasy <mdeasy@cityofsthelena.gov>

1 attachment (195 KB)

Draft Climate Action Plan - NVTa Mandatory Rules and Funding Commitments.pdf;

Please include this personal public comment on the above-referenced NVTa presentation (Agenda Item 8.3) on the October 28 City Council agenda. This comment is personal only and not in any official or appointive capacity or representing any third party or other person.

The draft Regional Climate Action and Adaptation Plan (RCAAP) proposed by the staff of the Napa Climate Action Committee recommends adoption and implementation of 30+ mandatory measures and funding commitments for Napa Valley transportation programs and regulations, including many that would restrict travel within Napa County, including to Up Valley destinations such as St. Helena, as well as restrict the availability of public parking for residents, visitors, workers, and tourists who travel, work or live Up Valley. (See attached.)

Most of these proposed transportation measures reference involvement by and partnership with NVTa, including under its Active Transportation Plan or other NVTa programs. However, I have found no indication on either the NVTa website or the Napa Climate Action Committee website that the NVTa staff or board of directors have approved these proposed NVTa-related mandatory transportation measures and funding commitments in the proposed RCAAP.

I recommended the members of the St. Helena City Council ask the representatives of the NVTa during the NVTa presentation whether the NVTa has been consulted, commented or has approved the transportation-related proposed measures in the draft RCAAP, and what involvement if any the NVTa and its staff have had in reviewing or being consulted on the proposed RCAAP measures.

Thank you for your consideration of these comments.

Chris Warner
1434 Grayson Avenue
St. Helena 94574
chrisjwarner52@gmail.com

TR-1-A	Work with NVTA to develop and adopt "transit first" policies for all jurisdictions.	► All	► NVTA	Partnership	2030	2032
TR-1-B	Support expanded analysis of VMT for passenger and commercial vehicle trips.	► All	► NVTA	Partnership	2030	2032
TR-1-C	Implement VMT reduction strategies as part of discretionary land use and community development efforts.	► All	► NVTA	Partnership	TBD	Ongoing
TR-2-A	Identify funding to conduct a study on winery wastewater treatment demands.	► All	► Bay Area Air District	Securing Funding	2029	2030

Action ID ¹	Action Description ²	Applicable Jurisdiction(s)	Potential Partner(s)	Implementation Mechanism	Start	End
TR-2-B	Partner with Napa Green, California Sustainable Winegrowing Alliance, SIP Certified, or other comparable programs to help gather data.	▶ All	▶ California Sustainable Winegrowing Alliance ▶ Napa Green ▶ SIP Certified	Partnership	2029	2030
TR-2-C	Coordinate with the CAC to consider implementation options and/or seek funding for the solution(s) recommended by the study.	▶ All	▶ Bay Area Air District ▶ California Sustainable Winegrowing Alliance ▶ Napa Green ▶ SIP Certified	Evaluate Options / Secure Funding	TBD	Ongoing
TR-2-D	Continue to monitor winery wastewater treatment trends to identify opportunities to reduce hauling VMT.	▶ All	▶ N/A	Research	TBD	Ongoing
TR-3-A	Work with partners and local EV charging programs to identify areas and opportunities to install chargers for medium- and heavy-duty fleets.	▶ All	▶ MTC	Partnership	2026	2028
TR-3-B	Analyze existing private parking lots and educate/incentivize owners to take advantage of funding opportunities such that at least 10 percent of their spaces have EVSE and at least an additional 10 percent are EV-ready.	▶ All	▶ NVTA	Research	2026	2027
TR-3-C	Review requirements every 5 years and update the requirements to increase the percentage of parking lots with EV chargers.	▶ All	▶ NVTA	Research	TBD	Ongoing
TR-4-A	Work with partners to evaluate the need for stations based on the State's forecasted growth of hydrogen vehicles.	▶ All	▶ Hydrogen Fuel Cell Partnership ▶ NVTA	New Program	2031	2035
TR-4-B	Identify locations where hydrogen fueling stations could be built.	▶ All	▶ Hydrogen Fuel Cell Partnership ▶ NVTA	Research	2031	2032

Action ID ¹	Action Description ²	Applicable Jurisdiction(s)	Potential Partner(s)	Implementation Mechanism	Start	End
TR-4-C	Install at least one hydrogen fueling station in the county by 2030.	► All	► Hydrogen Fuel Cell Partnership ► NVTA	Partnership	2031	2035
TR-4-D	Adopt an ordinance that expedites scaled permitting of fuel stations that offer renewable fuels.	► All	► Hydrogen Fuel Cell Partnership ► NVTA	Ordinance	2029	2030
TR-4-E	Require expedited EV charging permitting in all jurisdictions.	► All	► BayREN	Ordinance	2026	2027
TR-4-F	Require 50 percent of parking spaces in new development to be EV-capable by 2030.	► All	► BayREN	Ordinance	2026	2030
TR-4-G	Adopt an EV charging station reach code that establishes minimum EV charging standards for all new residential and non-residential development.	► All	► BayREN	Ordinance	2026	2027
TR-4-H	Provide incentives for new hydrogen fueling installations in the identified locations noted in the short-term actions.	► All	► Hydrogen Fuel Cell Partnership ► NVTA	Incentives	TBD	Ongoing
TR-4-I	Evaluate the feasibility of the ordinance at least once every five years and update, as necessary.	► All	► Hydrogen Fuel Cell Partnership ► NVTA	Monitoring and Updating	TBD	Ongoing
TR-4-J	Review the requirements at least once every five years and make requirements more stringent, as feasible, in accordance with CALGreen voluntary recommendations.	► All	► Hydrogen Fuel Cell Partnership ► NVTA	Monitoring and Updating	TBD	Ongoing
TR-5-A	Adopt a policy to support the requirements of Advanced Clean Fleet regulations as they relate to municipal fleets.	► All	► N/A	Ordinance	2028	2032
TR-5-B	Work with municipal fleet operators across the region to identify and mitigate any barriers that hinder ZEV adoption.	► All	► N/A	Municipal Operations	2028	2029
TR-5-C	Work with partners to pursue funding for EV deployment projects in municipalities.	► All	► Bay Area Air District	Securing Funding	2027	2045

Action ID ¹	Action Description ²	Applicable Jurisdiction(s)	Potential Partner(s)	Implementation Mechanism	Start	End
TR-5-D	Review and address any barriers to achieving the 2030 targets and adjust the targets, as needed.	► All	► Bay Area Air District	Monitoring and Updating	TBD	Ongoing
TR-6-A	Conduct outreach to local commercial fleet operators to provide information on existing incentives, support the retirement of older vehicles, and establish requirements to replace fossil fuel-powered vehicles or engines with ZEV or carbon neutral fuel alternatives.	► All	► Local commercial fleet operators ► Napa Chamber of Commerce ► Napa County Farm Bureau	Education / Outreach	2027	2031
TR-6-B	Educate and provide resources to commercial fleet operators, vehicle manufacturers, or leasing companies regarding available funding for EV rebates from all available sources for both new and used EVs.	► All	► Bay Area Air District ► Local commercial fleet operators	Securing Funding	2028	2030
TR-6-C	Review and address any barriers to achieving the short-term actions and adjust, as needed.	► All	► Bay Area Air District ► Local commercial fleet operators ► Napa Chamber of Commerce ► Napa County Farm Bureau	Monitoring and Updating	TBD	Ongoing
TR-7-A	Partner with Bay Area Air District and others to pursue EV funding/rebates for residents.	► All	► Bay Area Air District	Securing Funding	2028	2030
TR-7-B	Evaluate income limits and consider providing additional incentives for residents	► All	► Bay Area Air District	Incentives	2028	2029
TR-7-C	Continue short-term actions, and evaluate and adjust incentive programs as needed.	► All	► Bay Area Air District	Monitoring and Updating	TBD	Ongoing
TR-8-A	Adopt an ordinance in all jurisdictions that permanently bans or phases out the development of new and existing fossil fuel pumps.	► All	► N/A	Ordinance	2034	2035
TR-8-B	Evaluate the feasibility of the ordinance at least once every five years and update, as needed.	► All	► N/A	Monitoring and Updating	TBD	Ongoing

Action ID ¹	Action Description ²	Applicable Jurisdiction(s)	Potential Partner(s)	Implementation Mechanism	Start	End
TR-9-A	Incentivize the sale of renewable diesel countywide, targeting a minimum of five stations offering R99 or R100 by 2030.	► All	► N/A	Incentives	2028	2032
TR-10-A	Support NVTA's adoption and implementation of the forthcoming NVTA Countywide Active Transportation Plan.	► All	► NVTA	Partnership	2025	2025
TR-10-B	Support NVTA's efforts to secure funding for and consider opportunities to implement projects, programs, and policies of the Countywide Vision Zero Plan, Local Roadway Safety Plans, and other documents that address multimodal safety improvements.	► All	► NVTA	Securing Funding	2028	2029
TR-10-C	Support NVTA's efforts to report annual jurisdiction-level progress toward targets for active transportation infrastructure and policies to advance mode shift.	► All	► NVTA	Partnership	2028	Ongoing
TR-10-D	Update municipal codes to incorporate comprehensive bicycle, e-bike, and micromobility parking and charging standards.	► All	► NVTA	Ordinance	2027	Ongoing
TR-10-E	Support NVTA's efforts to evaluate opportunities and deploy secure bicycle parking in downtowns and key retail and employment destinations.	► All	► NVTA	Research	2027	2028
TR-10-F	Establish (and/or update) and implement policies addressing active transportation facility maintenance and access.	► All	► NVTA	Ordinance	2027	2028
TR-10-G	Support and coordinate with NVTA efforts to develop the Active Transportation Plan, ensure consistency with the Active Transportation Plan in local planning efforts, and avoid unnecessary or duplicative work.	► All	► NVTA	Partnership	2025	2025

Action ID ¹	Action Description ²	Applicable Jurisdiction(s)	Potential Partner(s)	Implementation Mechanism	Start	End
TR-10-H	Encourage cross-agency collaboration between Caltrans, MTC/ABAG, NVTA, and local jurisdictions in the county to identify, prioritize, and secure funding for active transportation projects consistent with local and regional plans	▶ All	▶ Caltrans ▶ MTC/ABAG ▶ NVTA	Partnership	Ongoing	Ongoing
TR-10-I	Continue updating the plans and evaluating the effectiveness of previous strategies and measures in reducing VMT and increasing the shift to active transportation modes.	▶ All	▶ NVTA	Monitoring and Updating	TBD	Ongoing
TR-10-J	Evaluate progress and effectiveness of requirements and modify as necessary to meet policy goals and priorities.	▶ All	▶ NVTA	Monitoring and Updating	TBD	Ongoing
TR-11-A	Support NVTA's efforts to secure additional funding to support existing active transportation mobility incentives and rebate programs.	▶ All	▶ BAY AREA AIR DISTRICT ▶ NVTA	Securing Funding	2028	2029
TR-11-B	Consider increasing funding support to expand current TDM programs.	▶ All	▶ BAY AREA AIR DISTRICT ▶ NVTA	Securing Funding	2028	Ongoing
TR-11-C	Develop and adopt local TDM ordinances in all jurisdictions by 2028.	▶ All	▶ BAY AREA AIR DISTRICT ▶ NVTA	Ordinance	2028	2030
TR-11-D	Support feasibility analysis for MAAS, particularly in urban areas.	▶ American Canyon ▶ Napa	▶ NVTA	Partnership	2028	2030
TR-11-E	Evaluate the progress and effectiveness of the ordinance and TDM program and modify, as needed.	▶ All	▶ NVTA	Monitoring and Updating	TBD	Ongoing

Action ID ¹	Action Description ²	Applicable Jurisdiction(s)	Potential Partner(s)	Implementation Mechanism	Start	End
TR-12-A	Consider funding options to improve local transportation infrastructure (e.g., transient occupancy tax reallocation or expansion, paid parking requirements at wineries or events, road congestion fees, development impact fees).	▶ All	▶ NVRTA	Securing Funding	2027	2029
TR-13-A	Support NVRTA in developing a visitor TDM program that targets recreational trips.	▶ All	▶ NVRTA ▶ Visit Napa Valley	Partnership	2027	2028
TR-14-A	Consider the feasibility of reducing minimum parking standards or establishing maximum parking standards. If determined to be feasible and appropriate, develop and adopt ordinances amending parking standards in local zoning codes.	▶ All	▶ NVRTA	Ordinance	2033	2035
TR-14-B	Implement parking supply-related measures.	▶ All	▶ NVRTA	Ordinance	TBD	Ongoing
TR-14-C	Modify zoning codes to unbundle parking from rent for all new multi-family residential developments with 16 or more units located within ¼ mile of arterials or collectors with fixed route service.	▶ All	▶ NVRTA	Ordinance	TBD	Ongoing
TR-15-A	Market existing transit/transportation options to support mode shift.	▶ All	▶ Napa County Bike Coalition ▶ NVRTA ▶ Visit Napa Valley	Education / Outreach	2028	Ongoing
TR-15-B	Consider bike delivery pilot programs to demonstrate the effectiveness of zero-emission local deliveries.	▶ All	▶ NVRTA	New Program	2028	2030
TR-15-C	Continue to expand awareness, education, and community action.	▶ All	▶ Napa County Bike Coalition ▶ NVRTA ▶ Visit Napa Valley	Education / Outreach	TBD	Ongoing

Subbasin-Wide Groundwater Recharge



Feasibility Study

- Increase groundwater recharge

Currently Planned Recharge Project Scenarios

- **Scenario 1:** Surface water diversion for direct recharge
- **Scenario 2:** Surface water diversion to on-farm pond or reservoir for in-lieu use
- **Scenario 3:** Recharge combined with repurposing (e.g., riparian, recharge basin) for SGMA benefits (e.g., ISW and GDEs)

Assessment of Recharge Opportunities

- Technical
- Economic
- Financial

Demand Reduction Scenarios

Approach

Evaluate impact of 10% decrease in irrigation relative to **Base Period (2005-2014)** and groundwater pumping on lands located within:

- 500 ft of “Significant Streams” → 12,000 irrigated acres
- 1,500 ft of “Significant Streams” → 26,000 irrigated acres
- Entire Groundwater Subbasin → 33,000 irrigated acres

Irrigation Reduction Approach:

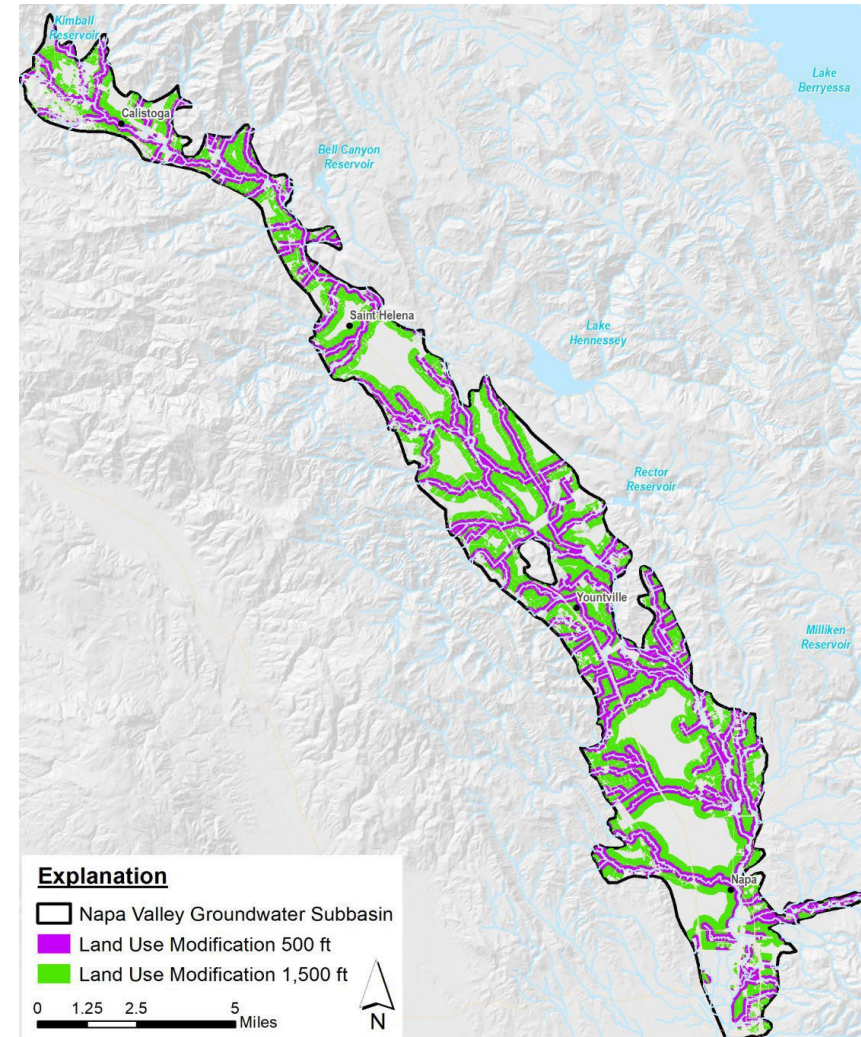
- Adjusted crop coefficient within stream buffers to reduce irrigation demand

Pumping Reduction Approach:

- **Irrigation Pumping (calculated):** Adjusted well capacities in wells within stream buffers
- **Specified Pumping:** Directly reduced pumping specified pumping in municipal & public water supply wells

MA1: Water Conservation
MA2: GW Pumping Reduction

Irrigated Lands within 500 and 1,500 ft of Significant Streams



Demand Reduction Scenarios (2005-2024)

Pumping:

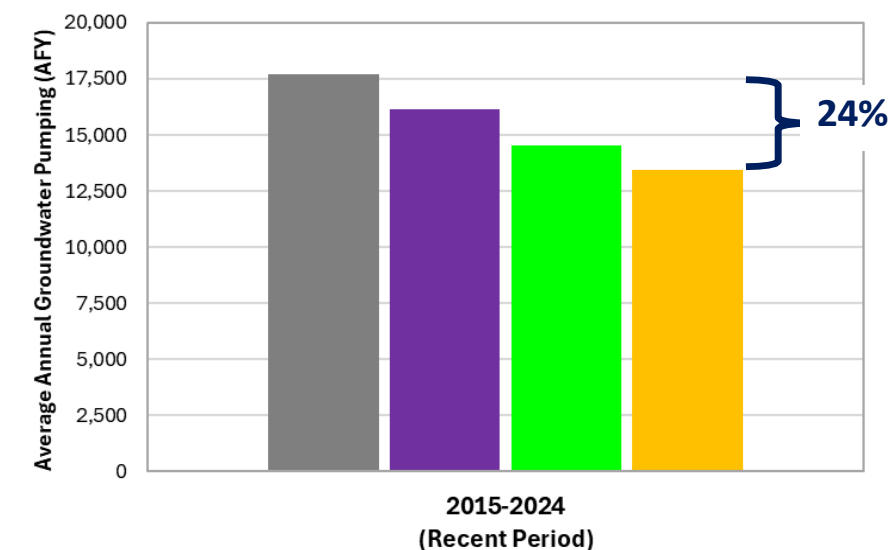
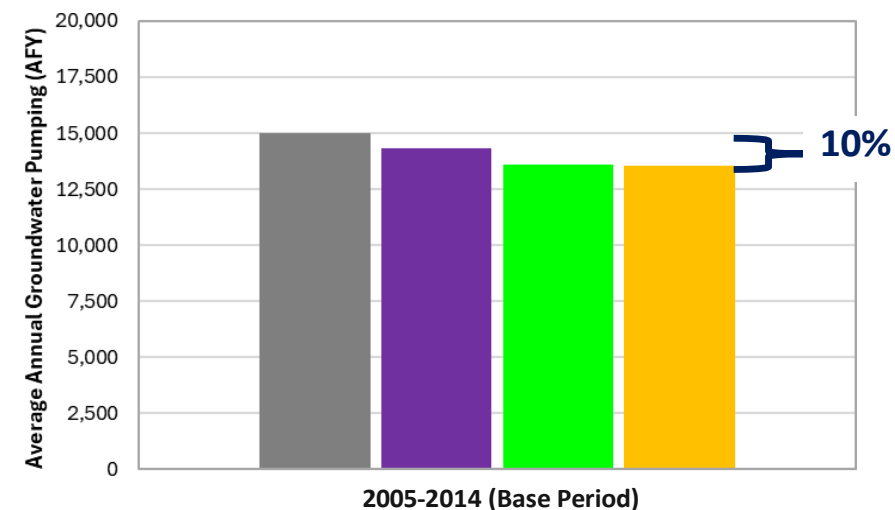
- **Base Period (2005-2014): 15,000 AFY**
- **Recent Period (2015-2024): 17,700 AFY**
- **Sustainability Goal: 13,500 AFY**

Pumping Difference in Buffer Areas Compared to Entire Subbasin (Units AFY)

Period	Buffer (ft)	Within Buffer		Entire Subbasin	
		Original	Reduction	Original	Reduction
Base	500	6,646	600	15,020	718
Base	1,500	12,411	1,244	15,020	1,431
Recent	500	7,837	1,630	17,702	1,557
Recent	1,500	14,647	3,333	17,702	3,190

- Pumping increased significantly in more recent years (2015-2024) due to hotter, drier conditions
- To achieve the Sustainability Goal, such conditions necessitate increased demand management, complemented by supply augmentation where feasible

Total Groundwater Pumping



Scenarios ■ Existing ■ 500 ft Buffer ■ 1500 ft Buffer ■ Entire Subbasin

Demand Reduction Results: Relation to Sustainable Management Criteria

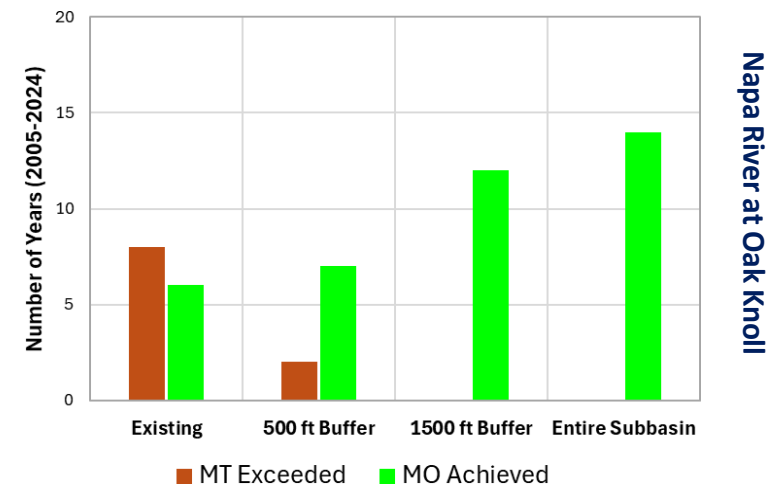
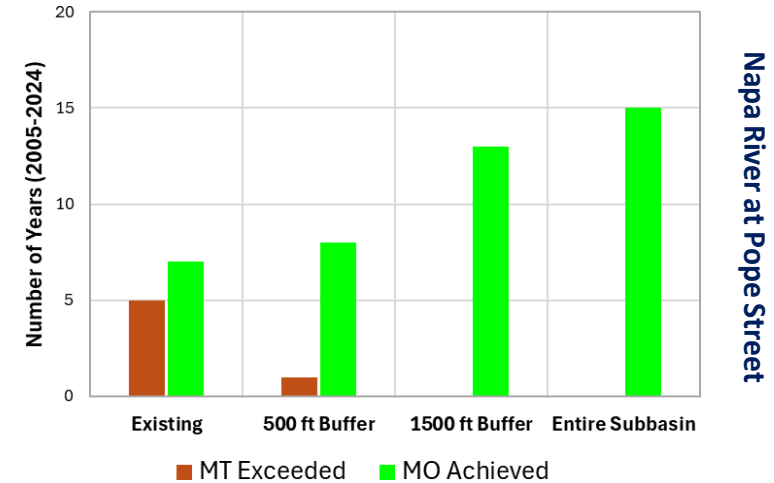
Sustainable Management Criteria for Stream Depletion:

- Calculated as the total volume of stream depletion from June through October determined from *Base Period 2005-2014*.
 - **Pope Street:** MT is 1,400 AF and MO is 1,120 AF
 - **Oak Knoll:** MT is 3,190 AF and MO is 2,370 AF
(MT=Minimum Threshold; MO= Measurable Objective)

Summary of Model Results:

- Demand reduction within only 500 feet of significant streams substantially reduces the number of years where MT is exceeded between 2005-2024
 - **Decreases undesirable results as defined in GSP**
- Demand reduction over more of the Subbasin leads to more years where the GSA achieves the MO between 2005-2024
 - **Moves towards long-term sustainability goal as defined in the GSP**
 - **Scale of the pumping reduction matters**

Summary of Stream Depletion Relative to SMCs



How St. Helena Was Founded and Named

Henry Still, an Englishman, purchased a tract of 126 acres of the Bale Mexican land grant, lying on the west side of what is now Main Street, St. Helena. The deed was filed May 16, 1854. In that year, he built a small split redwood building, which was only a shanty, and put in a stock of goods. He had foresight enough to see that this was in the heart of a rich agricultural section, and he surmised that the time would come when there would be a flourishing town grown up around the nucleus that his store had formed.

To be sure to give the embryonic place a good footing, he made the liberal offer of donating to actual settlers a lot on which to build and start a business. This was in 1855, and among those who accepted the offer was Mr. John Kister, who erected two buildings on the lot near the northwest corner of Spring and Main Street. The Van Tassel Hotel occupied one of the buildings in 1881.

In 1855, Augustus Tainter erected a building just south of Still's store. This was a small one and a half story redwood building that was fenced with wooden stakes. In 1856, Christian Turkelson erected a store building, which was the first building to be erected on the east side of the street. It was a good substantial building. In the fall of 1857, W.A. Elgin erected a small building for a store just opposite the termination of Spring Street.

There are several stories about how St. Helena got its name. One story says that "The infant town was christened St. Helena from the St. Helena Sons of Temperance group" established there about this time in 1856.

Another story says that the town took its name from Mt. St. Helena, the large mountain that can be seen to the north of Napa Valley.

Yet another story says that to Messrs. Henry Still and James Booker belongs the honor of naming the town. During an evening game of horseshoes out in front of the blacksmith shop, the subject of a name for the town came up. The name St. Helena was suggested by those gentlemen, and finally adopted by the entire party. Since then, the name has been St. Helena.

St. Helena was incorporated by a special act of the legislature on March 24, 1876.

**Highlights of Incorporation of the Town of St. Helena
Approved March 24, 1876 by California State Legislature**

The corporate name is **"Town of St. Helena"**, and may have a **common seal**.

Board of Trustees (later called city council) shall **have five members, keep minutes and meetings are public**.

Elective officers: **Treasurer/tax collector; Marshal/Assessor and Recorder**.

Elections are in April and winners' term is one year. Any registered voter may hold office, provided he (women could not vote or hold office) has **lived in town for minimum 30 days**.

Board of Trustees earn **\$1 per year**; Treasurer and Marshal: whatever the Board decides.

At meetings, at least 3 members must be present to conduct business. They may **punish disorderly conduct**.

Marshal, Treasurer, Assessor and Tax Collector shall **post a bond**. Everyone takes an oath.

The board shall **publish all new ordinances in the newspaper**.

Twice a year the Board must **publish income received and expenses paid; it may not operate at a deficit**.

The Board can take actions such as:

To **lay out and maintain streets**, public parks and removing nuisances.

Provide for **gas light, water, sewers and storm drains**.

Collect license taxes

Prohibit gaming and **gambling houses, dance-houses, houses of ill fame and all kinds of vice and immorality**.

Collect annually **property tax not exceeding 15 cents per \$100 of assessed valuation**.

Poll Tax on every male over 21 of \$3 per year and stray dogs \$5.

Ban running around of any domestic animals in town and maintain a Pound.

To charge **penalties for breach of town ordinances not to exceed \$100**.

For collecting **unpaid taxes**, the Town Attorney shall be paid 3% of the amount received.

Town of St. Helena **shall not pay for maintaining streets, sidewalks and sewers**. Such expenses are payable by property fronting on such streets.

Taxes, assessments, fines, salaries, costs and moneys herein provided shall be payable only in gold and silver coin.

Road and Poll Taxes can spent on maintaining the Howell Mountain Road leading from St. Helena to Pope Valley (Pope Street today) between the summit and the town.

The Board may appoint the **Town Attorney, Stovepipe Inspector, Clerk** and other officers needed to carry out this act.



Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works

DATE:	October 28, 2025
FROM:	Rebecca White, Administrative Assistant
SUBJECT:	September 2025 Review and Forecasting of City Water Supply Availability
RECOMMENDED ACTION:	Receive and file.
PREVIOUS COUNCIL ACTION:	
STATEMENT OF THE PURPOSE:	To provide monthly updates of the amount of water produced at the Louis Stralla Water Treatment Plant and the Stonebridge Potable Water Wells, and the 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.cityofstheleena.gov/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, as well as the volume of potable water delivered from the City of Napa. In addition to presenting monthly data on water production and delivery, the report also includes year-to-date totals and comparisons to the previous year. It provides information on water elevation and capacity at the Bell Canyon Reservoir, along with rainfall and temperature data.

In addition to presenting data on the amount of water produced and 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 September 2025. The water produced for September 2025 is down by 8% when compared to September 2024 and is down by 42% compared to the average of September 2018-2020. Below is a chart summarizing the water produced per source:

Water Produced per Source

Source	Average (2018 - 2020) (Acre-Feet)	September 2024 (Acre-Feet)	September 2025 (Acre-Feet)
Bell Canyon	88	25.86	42.48
Stonebridge Wells	44	42.29	16.31
Napa Water	61	51.61	51.55
Total	193	119.76	110.34

- Percent change from September 2024: -8%
- Percent change from average of September 2018 - 2020: -42%

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 August 2026. The storage in Bell Canyon graph (Attachment 2) has been revised to include historic reservoir supply levels since June 2024. It also shows the water availability forecast through June 2027 based on the highest water usage during a non-drought year (FY 2019/20) and 10 inches of rainfall (lowest recorded).

As of October 1, 2025, Bell Canyon Reservoir elevation was at 415.60 feet representing approximately 1757.18 acre-feet (AF) and 73.7% capacity. Bell Canyon spillway level is 422 feet representing 2,383.69 AF 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 October 1st in 2023, 2024, and 2025.

Year	2023	2024	2025
Bell Canyon Elevation Level	417.75 Ft.	415.63 Ft.	413.41 Ft.
Acre Feet	2,066.04 AF	1,912.28 AF	1,757.18 AF
Percent Capacity	86.67%	80.22%	73.7%

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 AF, significantly above the 1,481 AF 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 September 2025, Rutherford Pump Station was producing an average of 0.55 MG/day for a total of 51.55 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 September 1-30 2025](#)

[Attachment 3 - Bell Canyon Reservoir Stage I II](#)

[Attachment 2 -Bell Canyon Water Storage Forecast](#)

CITY OF ST. HELENA
MONTHLY WATER REPORT

CC: CC__X__ PC__X__ FILE _____
 RECEIVED: _____ BY: _____

September 1-30, 2025

	LOUIS STRALLA WATER PLANT	STONEBRIDGE POTABLE WELLS	SBW IRRIGATION WATER	NAPA WATER	TK #1 & #2 ADJUST
AMOUNT PRODUCED in AF	42.48	16.31	0.52	51.55	-0.44
AMOUNT PRODUCED in MG	13.84	5.31	0.17	16.79	-0.14
PERCENT	38.7%	14.8%		46.9%	-0.4%

WATER PRODUCED DELIVERY (AGGREGATE)

	THIS YEAR	LAST YEAR
TOTAL PRODUCED THIS PERIOD	35.94 MG	39.10 MG
MAXIMUM DAILY PRODUCED	n/a MG	n/a MG
MINIMUM DAILY PRODUCED	n/a MG	n/a MG
AVERAGE DAILY PRODUCED	1.19 MG	1.30 MG

WATER YEAR TOTALS

	THIS FISCAL YEAR	%	LAST FISCAL YEAR	%
LOUIS STRALLA WATER PLANT	121.15 AF	34.8%	122.57 AF	31.7%
	39.46 MG		39.93 MG	
NAPA WATER	156.45 AF	44.9%	156.22 AF	40.4%
	50.96 MG		50.89 MG	
STONEBRIDGE POTABLE WELLS	70.74 AF	20.3%	107.87 AF	27.9%
	23.04 MG		35.14 MG	
TOTAL WATER PRODUCED DELIVERY (ALL)	348.34 AF	100.0%	386.66 AF	100.0%

SBW IRRIGATION WATER

	THIS MONTH	THIS MONTH, LAST YR.
STONEBRIDGE APARTMENTS	0.17 MG/Sept. 1-30	0.20 MG/Sept. 1-30
NAPA VALLEY COLLEGE	0.00 MG/Sept. 1-30	0.08 MG/Sept. 1-30

WATER ELEVATION, CAPACITY & RAINFALL

	THIS FISCAL YEAR	LAST FISCAL YEAR
ELEVATION BELL CANYON RESERVOIR	413.41 FT.	415.63 FT.
MONTHLY RISE OR DROP	-2.19 FT.	-1.57 FT.
CAPACITY AT END OF PERIOD	1757.18 AF	1912.28 AF
PERCENT OF FULL CAPACITY	73.7 %	80.2 %
RAINFALL IN THIS PERIOD	0.01 IN	0.00 IN
TOTAL RAINFALL SEASON TO DATE	0.11 IN	0.10 IN

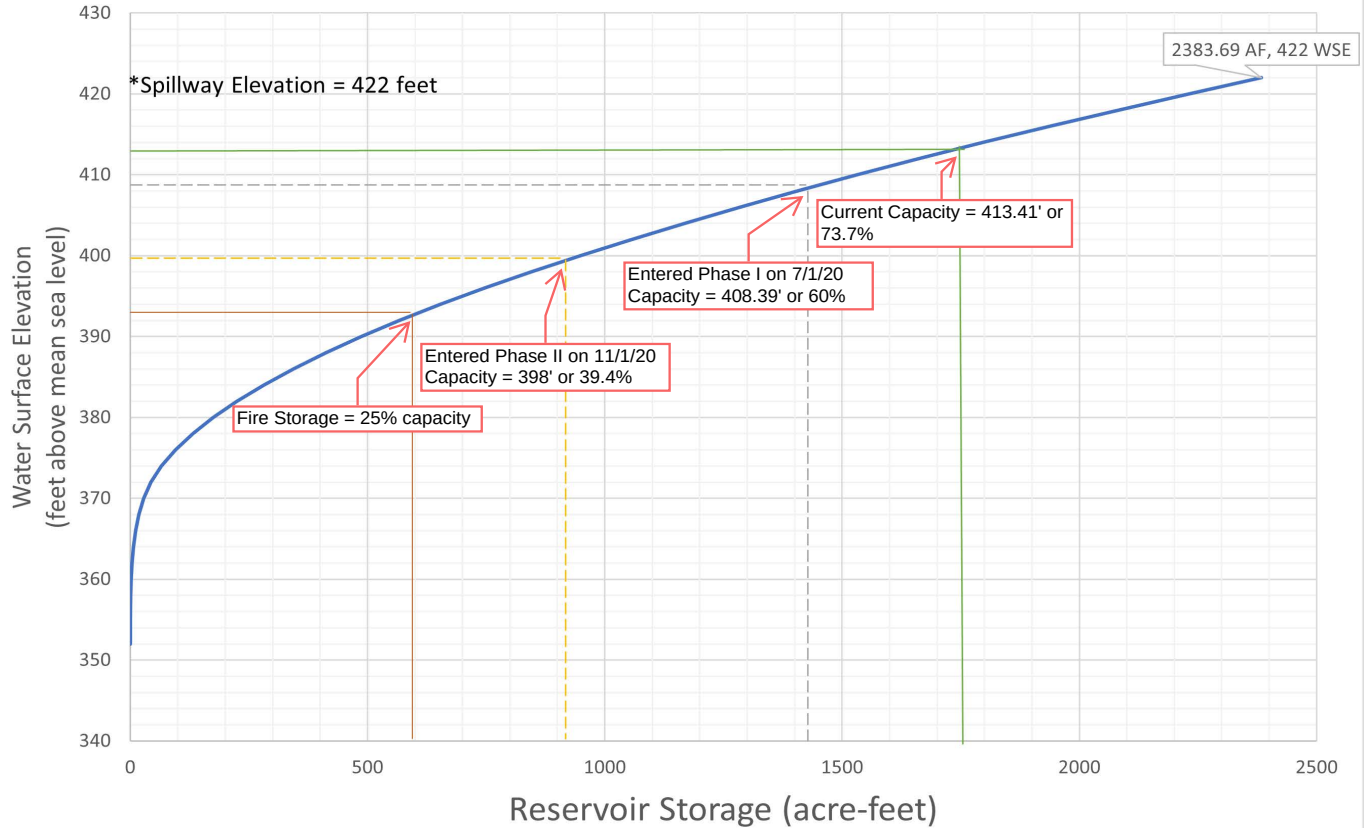
TEMPERATURES

	THIS MONTH, THIS YEAR	THIS MONTH, LAST YR.
DEGREES IN FAHRENHEIT	50.3--97.4	53.8-98.5
AVERAGE	73.85	76

REMARKS

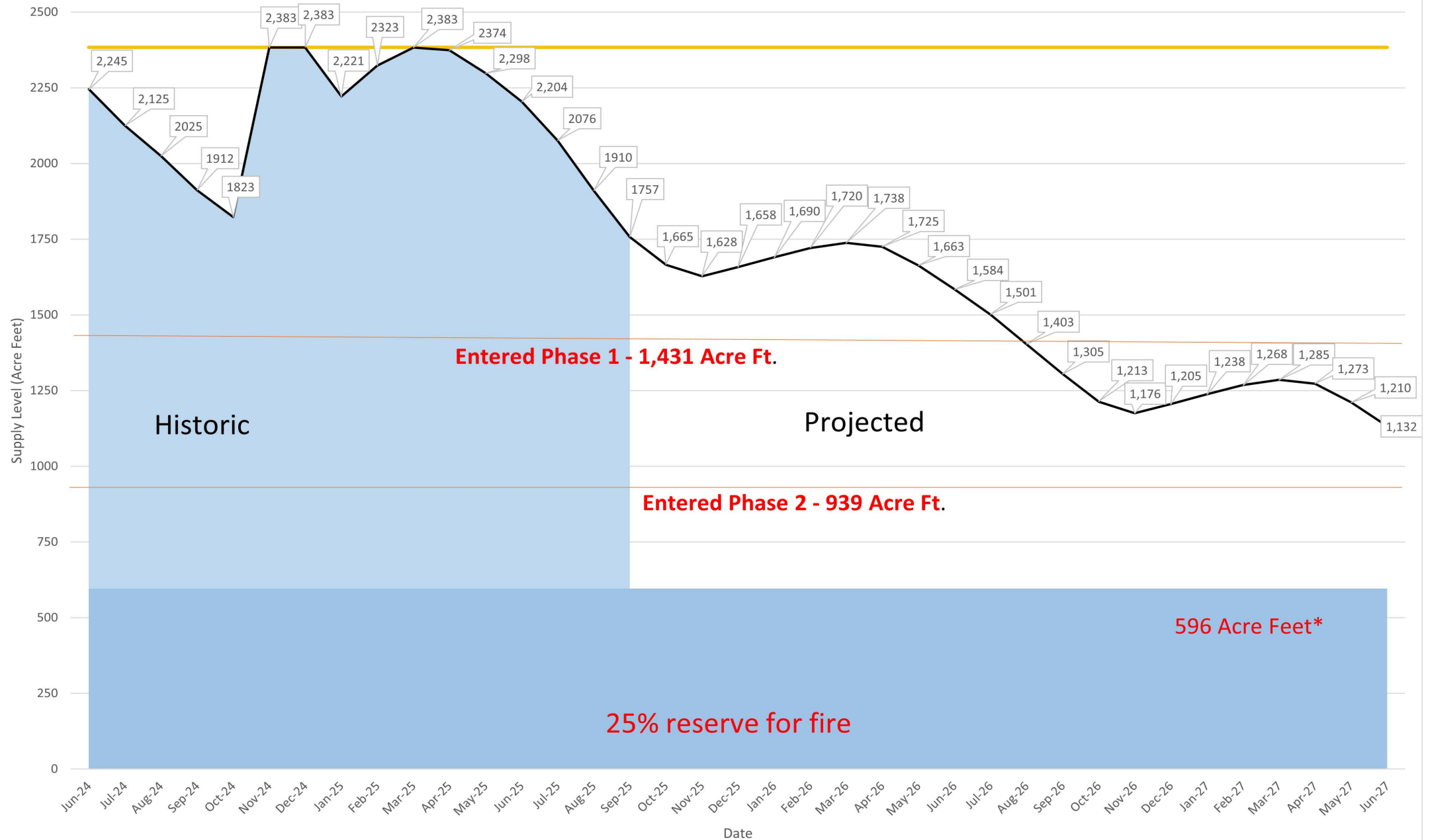
City of Napa Water Delivery: RPS producing an average of 0.55 MG/day during September 2025.
 DISCLAIMER: The data presented in this report is approximate and for informational purposes only.
 Updates will be provided if any errors are identified.

Bell Canyon Reservoir Stage-Storage Relationship



Bell Canyon Water Storage Forecast

Assumes: (1) Highest usage during non-drought year (FY2019/20)
 (2) 10" of Rainfall (Lowest Recorded)





Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works

DATE:	October 28, 2025
FROM:	Mario Traverso, Project Manager, Stephanie Killingsworth, Public Works Financial Analyst
SUBJECT:	Consideration and Proposed Adoption of a Resolution Accepting the Work and Directing the Filing of the Notice of Completion for the S18-71 Crinella Pump Station Upgrades Project.
RECOMMENDED ACTION:	Staff Recommends Approval of the attached Resolution.
PREVIOUS COUNCIL ACTION:	On September 12, 2023 - City Council approved Resolution 2023-122 approving the plans and authorized the advertisement for bids. On September 24, 2024 - City Council approved Resolution 2024-132 awarding the project to Fort Bragg Electric.
STATEMENT OF THE PURPOSE:	Direct the filing of the Notice of Completion for the S18-71 Crinella Pump Station Project.
FINANCIAL IMPACT:	The total financial impact is detailed in the chart included in the Discussion Section. The project was funded through the City's General Obligation Bonds (Fund 421).

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.

The project construction documents were developed by HDR engineering company and compiled by City Staff. The project was posted to the City of St. Helena's website and area construction plan rooms and exchanges on July 25, 2024. Bids were publicly opened on August 29, 2024. The City received four bids for the project. On September 24, 2024, the project was awarded to Fort Bragg Electric of Fort Bragg, California in the amount of \$1,200,022.

DISCUSSION:

The project began in October 2024. The project included installing bypass pumping, demolishing the existing structure, cleaning/rehabilitating the wet well, construction of the new pump house structure and installation of new pumps, piping and controls. During the course of construction, two change orders were issued totaling the amount of \$44,473 which was due to additional labor and materials required to fully rehabilitate the interior concrete walls of the wet well and to include the installation of an engineered concrete foundation for the generator installation.

Expenditure Summary

Expenditures	Award	Actual
Original Contract Items	\$1,200,022	\$1,200,022
Contingency	\$180,004	
Change Orders		\$44,473
Total	\$1,380,026	\$1,244,495

Fort Bragg Electric's final construction contract amount is \$1,244,494.90 including the release of the retention. Upon approval of the resolution accepting the completion of the project, staff will file the appropriate notifications with the County and closeout the project.

ENVIRONMENTAL REVIEW: None

GOAL:

Goal 2: Improve Infrastructure & Further Environmental Sustainability

Goal 5: Enhance Quality of Life

Goal 8: Implement Capital Improvement Plans (CIP) Projects Miscellaneous/Other

DOCUMENTS ATTACHMENTS:

[NOC Resolution](#)

[S18-71 CIP Page](#)

CITY OF ST. HELENA

RESOLUTION NO. 2025-

**RESOLUTION ACCEPTING THE WORK AND DIRECTING THE
FILING OF THE NOTICE OF COMPLETION FOR THE S18-71
CRINELLA PUMP STATION UPGRADES PROJECT.**

RECITALS

- A. 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
- B. On August 29, 2024, four (4) bids were received and opened in accordance with applicable law; and
- C. The lowest responsive and responsible bidder for the Project was Fort Bragg Electric, of Fort Bragg California in the amount of \$1,220,022.00; and
- D. On September 24, 2024 City Council awarded the S18-71 Crinella Pump Station Upgrade project to Fort Bragg Electric in the amount of \$1,220,022.00, authorized the City Manager to execute a construction contract in the amount of \$1,220,022.00 with Fort Bragg Electric for the S18-71 project, and authorized the Director of Public Works to approve change orders not-to-exceed 15% of the contract amount; and
- E. Two change orders were issued totaling \$44,472.90; and
- F. The final construction contract amount is \$1,244,494.90; and
- G. The project has been inspected and commissioned, and Fort Bragg Electric has completed the work in accordance with the contract documents for the project; and
- H. If no liens or claims have been filed within 35 days of filing the Notice of Completion, the retained payment funds, and any amount due will be released to Fort Bragg Electric.

RESOLUTION

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

1. The contract entitled S18-71 Crinella Pump Station Upgrades Project, with the final project construction costs of \$1,244,494.90 is accepted as complete; and
2. The Public Works Director/City Engineer is authorized to release retention and prepare a Notice of Completion and the City Clerk is directed to file a Notice of Completion with the Napa County Recorder; and

Approved at a Regular Meeting of the St. Helena City Council on October 28, 2025, by the following vote:

Mayor Dohring:

Vice Mayor Deasy:

Council Member Barak:

Council Member Spadarotto:

Council Member Summers:

APPROVED:

ATTEST:

Paul Jamison Dohring, Mayor

Andrew Bradley, City Clerk

Crinella Pump Station Upgrades

Project No: S18-71
Category: Wastewater
Project Location: Crinella Neighborhood
Responsible Department: Public Works



EXPENDITURE ACCOUNTS: 773-5059-

STATUS: Stable Operations/Complete

PRIORITY: High

PROJECT PURPOSE & DESCRIPTION:

The Crinella Pump Station Upgrades project is a critical wastewater infrastructure improvement initiative designed to enhance the reliability, efficiency, and environmental performance of the pump station located in the Crinella residential neighborhood. The station pumps raw wastewater to a gravity sewer main on Railroad Avenue, which then directs flow to the City's wastewater treatment plant. A key component includes upgrading the pump station's structure and pumping systems to improve operational efficiency and longevity. This project is a critical investment in the wastewater infrastructure, supporting long-term system reliability and neighborhood quality of life.

PROJECT NOTES:

- FY24 - Project included in GO Bond scope to fund structural and system upgrades.
 - Scope includes reimbursing design and construction costs as part of the bond allocation.
 - Authorized for bidding per Resolution 2023-122 on September 12, 2023.
- FY25 - Notice of award issued per Resolution 2024-132 on September 24, 2024.
- FY26 - anticipate construction completion FY25Q4.
 - NOC presented to City Council on October 28, 2025.

EXPENDITURES								PROJECT TOTAL
	Exp/Enc as of 2/28/2025	Continued Approp.	2025-26	2026-27	2027-28	2028-29	2029-30	
3110 - Design	159,963	1,067						161,030
3150 - Construction Management		25,000						25,000
3160 - Construction Contract	1,200,022							1,200,022
3170 - Contingency	44,473							44,473
EXPENDITURE TOTALS	1,404,458	26,067						1,430,525
FUNDING SOURCES								
421-Go Bonds	1,404,458	26,067						1,430,525
FUNDING TOTALS	1,404,458	26,067						1,430,525



Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Public Works

DATE:	October 28, 2025
FROM:	Mario Traverso, Project Manager, Stephanie Killingsworth, Public Works Financial Analyst
SUBJECT:	Consideration and proposed adoption of a Resolution (1) Awarding the Oak Avenue Utility Rehabilitation Project to Argonaut Constructors in the amount of \$2,833,095; (2) Authorizing the City Manager to execute the Construction Contract with Argonaut Constructors; (3) Authorizing the Director of Public Works to approve Change Orders not-to-exceed 25% of the Contract price; and (4) Authorize the Recommended Budget Amendments/Transfers.
RECOMMENDED ACTION:	Staff recommends approval of the attached resolution.
PREVIOUS COUNCIL ACTION:	Resolution 2025-031 on April 22, 2025 approving the plans and authorizing issuance of Request for Bids.
STATEMENT OF THE PURPOSE:	To award the Oak Avenue Utilities Rehabilitation Project to Argonaut Constructors in accordance with the City's approved Capital Improvement Plan (CIP).
FINANCIAL IMPACT:	The financial impact of this award and construction contract is \$2,833,095 in addition to possible change orders in the amount of \$708,274. A budget adjustment in the amount of \$2,202,369 is required to increase the Streets Capital Budget utilizing General Obligation (GO) Bond funds to fully fund the construction award and associated contingencies. An internal transfer of \$300,000 from R24-02 to D24-01 for sewer construction costs will be transferred for tracking purposes for the underground portion of this project.

BACKGROUND:

The utility infrastructure improvements for Oak Avenue are identified in the 2021 Integrated Utility Master Plan (IUMP) and include sections of water pipeline replacement, sewer pipeline replacement and storm drain pipeline replacement. Historically, these utility infrastructure improvement needs have prevented the City from pursuing significant surface restoration through the corridor, including new pavement and repairing curb, gutter and sidewalk.

In 2007, the City contracted with Summit Engineering of Santa Rosa to develop improvement plans to address the utility infrastructure needs which included the replacement of the water, sewer and storm utility infrastructure. This design effort resulted with Summit Engineering producing a 75% complete plans, specifications and estimate, which was delivered to the City in January 2008. The project was subsequently suspended for unknown reasons. In 2024, the City reengaged Summit Engineering to complete the full improvement plans, which included separating the utility infrastructure upgrades into a separate set of plans. Both sets of plans were completed in September 2025.

The project contract documents were compiled by City staff. The plans have been reviewed and approved by the Director of Public Works/City Engineer and subsequently authorized by City Council on April 22, 2025 to issue Request for Bids.

The project is categorically exempt from the California Environmental Quality Act, pursuant to CEQA guidelines section 15301, Existing Facilities Class I which exempts the operation, repair, maintenance, and permitting of existing facilities involving negligible or no expansion of use.

DISCUSSION:

A notice inviting bids was posted to the City of St. Helena's website and distributed to area construction plan rooms and exchanges on September 25, 2025. Bids were opened publicly at City Hall on October 16, 2025.

The bid results are as follows:

Argonaut Constructors	\$ 2,833,095
Team Ghilotti	\$ 2,964,000
West Rock Engineering	\$ 2,977,646
Terracon Constructors	\$ 2,978,593
Ghilotti Construction	\$ 3,551,850
La Fleur Engineering	\$ 3,621,099
Cratus Inc	\$ 3,805,050
Maggiora & Ghilotti	\$ 4,366,910
Mitchell Engineering	\$ 5,670,269

Engineers Estimate: \$2,750,000*

City Staff reviewed all bids and finds Argonaut Constructors to be the lowest responsible and responsive bidder. Argonaut Constructors holds a valid Class A Contractor's License, No. 171432, with no enforcement actions listed. Their license expires 12/31/2025. Argonaut Constructor's has performed numerous construction projects for the City. City Staff has determined that Argonaut Constructor's satisfies the bidding requirements for the project and their licensing qualifies them to complete the project.

To maintain consistency in financial tracking and simplify project management within the City's Capital Improvement Plan (CIP), the water and wastewater improvements originally assigned to Project R24-02 are now being moved under Project D24-01. This adjustment is administrative in nature and does not change the scope of work, contract, or funding sources. The combined tracking under D24-01 will ensure that all underground utility improvements associated with the Oak Avenue Rehabilitation are managed and reported together, providing clearer alignment between project components, construction activities, and insuring funding allocation for the surface improvements are not compromised.

Estimated Project Costs		
D24-01 Oak Avenue Storm Drain Rehab		
Construction Contract	\$1,457,411	
Construction Contingency	\$364,353	
Total:		\$1,821,764
D24-01 Oak Avenue Rehabilitation Project (Sanitary Sewer Facilities)		
Construction Contract	\$976,496	
Construction Contingency	\$244,124	
Total:		\$1,220,620
D24-01 Oak Avenue Rehabilitation Project (Water Facilities)		
Construction Contract	\$399,188	
Construction Contingency	\$99,797	
Total:		\$498,985
Total With Contingency:		\$3,541,369

25% Contingency requested in part to be able to fund Bid Alternate 1 if the City determines it is necessary to include. The City is currently unable to make this determination due to ongoing negotiations with the property owner, whose property is subject to the scope of Bid Alternate 1.

*While the construction costs for the sewer and storm drain improvements are significantly higher than what is originally budgeted in each project, the water improvements had not been previously budgeted.

The following budget adjustments/transfers are necessary to effectuate this phase of the project delivery wholly within the CIP No. D24-01 Oak Avenue Storm Drain Rehab:

D24-01 Oak Avenue Storm Drain Rehab		
Budget Increase		
Transfers to Capital	Fund 421 - GO Bonds	\$2,202,369
Budget Increase	Fund 741 - Streets Capital	\$2,202,369

Operating Transfers In	
Budget Transfer from R24-02	\$300,000
R24-02 Oak Avenue Rehabilitation	
Budget Transfer to D24-01	(\$300,000)

On November 30, 2022, the City issued the first series of bonds under Measure H, the \$5,255,000 City of St. Helena 2022 General Obligation Bonds (the “Bonds”). The Bonds were issued on a federal tax-exempt basis, which means the investors holding the Bonds do not pay Federal (or State) income tax on the interest they receive. Tax-exempt bond financing ensures the lowest possible borrowing cost for the City but does come with various requirements that are imposed by Federal tax law.

At the time of bond issuance, the City certified that it reasonably expected to expend at least 85% of the bond proceeds within three years, thereby qualifying for the “three-year temporary period” exception under the federal arbitrage yield restriction rules. The award of the contract for the Oak Avenue Utility Rehabilitation Project demonstrates the City’s good faith effort to meet this requirement.

ENVIRONMENTAL REVIEW:

A Notice of Exemption (NOE) has been filed with the County for the project. A notice for a streambed alteration agreement has been filed with the Department of Fish and Wildlife for the project.

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:

[Resolution - Awarding Argonaut Contract](#)

[Bid Tabulation - Oak Avenue Utilities](#)

[D24-01 CIP Page](#)

[R24-02 CIP Page](#)

CITY OF ST. HELENA

RESOLUTION NO. 2025-__

RESOLUTION AUTHORIZING (1) AWARD OF THE OAK AVENUE UTILITY REHABILITATION PROJECT TO ARGONAUT CONSTRUCTORS IN THE AMOUNT OF \$2,833,095; (2) AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONSTRUCTION CONTRACT WITH ARGONAUT CONSTRUCTORS; (3) AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO APPROVE CHANGE ORDERS NOT-TO-EXCEED 25% OF THE CONTRACT PRICE; AND (4) AUTHORIZE THE RECOMMENDED BUDGET AMENDMENTS/TRANSFERS.

RECITALS

- A. On April 22, 2025 the City Council adopted Resolution 2025-031, approving the plans and specifications and authorizing the solicitation of bids for the Oak Avenue Utility Rehabilitation Project; and
- B. On September 25, 2025, a Notice Inviting Bids for the Oak Avenue Rehabilitation Project was posted and, on October 16, 2025, nine (9) bids were received and publicly opened; and
- C. Argonaut Constructors of Santa Rosa submitted the lowest responsive and responsible bid in the amount of \$2,833,095; and
- D. A budget reallocation is necessary to properly allocate funding for the projects identified in the Capital Improvement Plan (CIP); and
- E. The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Class 1 Existing Facilities.

RESOLUTION

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

- 1. Awards the construction contract for the Oak Avenue Utility Replacement Project to Argonaut Constructors in an amount not-to-exceed \$2,833,095; and
- 2. Authorizes the City Manager to execute the construction contract with Argonaut Constructors; and

3. Authorizes the Director of Public Works to approve construction change orders not to exceed 25%; and

4. Budget Amendments are as follows:

Description	Fund	GL Account	Amount
Budget Increase Transfers to Capital	421 – GO Bonds	421-40-00-28-99	\$2,202,369
Budget Increase Operating Transfers In	741 – Streets Capital	741-39-98-00-00	\$2,202,369
Budget Transfer from R24-02	421 – GO Bonds	741-50-14-31-60	\$300,000
Budget Transfer to D24-01	421 – GO Bonds	741-50-14-31-60	(\$300,000)

5. Funding is as follows:

Description	Fund	GL Account	Amount
D24-01 Construction Contract	421 – GO Bonds 742 – Storm Drain Impact Fees in the amount of (\$200,000)	741-50-14-31-60	\$2,833,095
D24-01 Contingency	421 – GO Bonds	741-50-14-31-70	\$708,274

Approved at a Regular Meeting of the St. Helena City Council on October 28, 2025, by the following vote:

Mayor Dohring:

Vice Mayor Deasy:

Council Member Barak:

Council Member Spadarotto:

Council Member Summers:

APPROVED:

ATTEST:

Paul Jamison Dohring, Mayor

Andrew Bradley, City Clerk

BID RESULTS										
R24-02 Oak Avenue Utilities Rehabilitation Project										
			Engineer's Estimate		Argonaut Constructors		Team Ghilotti		West Rock Engineering	
Bid Opening: October 16, 2025										
Mario Taverso										
DESCRIPTION	UNIT	QUANTITY	UNIT COST, \$	ITEM TOTAL, \$	UNIT COST, \$	ITEM TOTAL, \$	UNIT COST, \$	ITEM TOTAL, \$	UNIT COST, \$	ITEM TOTAL, \$
Bid Schedule										
1	MOBILIZATION	LS	1	\$150,000	\$150,000	\$280,000	\$280,000	\$130,030	\$130,030	\$146,346.00
2	TRAFFIC CONTROL	LS	1	\$50,000	\$50,000	\$100,000	\$100,000	\$16,750	\$16,750	\$50,000.00
3	REMOVE EXISTING STORM DRAIN MANHOLE	EA	4	\$2,000	\$8,000	\$2,000	\$8,000	\$3,000	\$12,000	\$2,500.00
4	ABANDON EXISTING STORM DRAIN PIPE	LS	1	\$8,000	\$8,000	\$58,000	\$58,000	\$40,000	\$40,000	\$30,000.00
5	INSTALL 60-INCH STORM DRAIN MANHOLE	EA	6	\$10,000	\$60,000	\$13,000	\$78,000	\$13,750	\$82,500	\$90,000.00
6	INSTALL 60-INCH STORM DRAIN PRESSURE MANHOLE	EA	1	\$11,500	\$11,500	\$24,000	\$24,000	\$14,000	\$14,000	\$15,000.00
7	CURB OPENING CATCH BASIN	EA	2	\$2,500	\$5,000	\$9,000	\$18,000	\$6,500	\$13,000	\$20,000.00
8	PIPE TO PIPE CONNECTION JUNCTION STRUCTURE	EA	17	\$2,500	\$42,500	\$1,600	\$27,200	\$600	\$10,200	\$85,000.00
9	**24" HDPE PIPE INSTALLATION	LF	50	\$200	\$10,000	\$250	\$12,500	\$80	\$4,000	\$15,750.00
10	42" HDPE PIPE INSTALLATION	LF	510	\$200	\$102,000	\$372	\$189,720	\$450	\$229,500	\$255,000.00
11	36" HDPE PIPE INSTALLATION	LF	840	\$200	\$168,000	\$330	\$277,200	\$440	\$369,600	\$450.00
12	30" HDPE PIPE INSTALLATION	LF	1,040	\$200	\$208,000	\$285	\$296,400	\$387	\$402,480	\$400.00
13	POTHOLE	EA	25	\$1,500	\$37,500	\$1,700	\$42,500	\$1,000	\$25,000	\$12,500.00
14	18" HDPE PIPE INSTALLATION	LF	55	\$200	\$11,000	\$210	\$11,550	\$265	\$14,575	\$250.00
15	12" HDPE PIPE INSTALLATION	LF	205	\$200	\$41,000	\$162	\$33,210	\$121	\$24,805	\$200.00
16	8" HDPE PIPE INSTALLATION	LF	30	\$200	\$6,000	\$210	\$6,300	\$176	\$5,280	\$4,500.00
17	6" HDPE PIPE INSTALLATION	LF	30	\$200	\$6,000	\$135	\$4,050	\$144	\$4,320	\$4,500.00
18	INSTALL 60-INCH STORM DRAIN MANHOLE NIGHTWORK	EA	1	\$15,000	\$15,000	\$18,000	\$18,000	\$13,750	\$13,750	\$30,000.00
19	POTHOLE 12" WATERMAIN NIGHTWORK	LS	1	\$5,000	\$5,000	\$10,000	\$10,000	\$1,000	\$1,000	\$5,000.00
20	PIPE TO MANHOLE CONNECTION NIGHTWORK	LS	1	\$2,500	\$2,500	\$8,000	\$8,000	\$1,750	\$1,750	\$10,000.00
21	24" HDPE PIPE INSTALLATION NIGHTWORK	LF	400	\$250	\$100,000	\$285	\$114,000	\$267	\$106,800	\$350.00
21A	SCHOOL 12" LATERAL & DI	LS	1	\$5,000	\$5,000	\$2,800	\$2,800	\$9,500	\$9,500	\$5,000.00
22	60-INCH SANITARY SEWER MANHOLE	EA	9	\$10,000	\$90,000	\$13,000	\$117,000	\$15,000	\$135,000	\$135,000.00
23	60-INCH SANITARY SEWER DROP MANHOLE	EA	1	\$10,000	\$10,000	\$12,000	\$12,000	\$15,750	\$15,750	\$20,000.00
24	REMOVE EXISTING SS MANHOLE	EA	6	\$3,000	\$18,000	\$2,200	\$13,200	\$2,700	\$16,200	\$2,500.00
25	CONNECT TO EXISTING SEWER PIPE	EA	10	\$2,500	\$25,000	\$1,200	\$12,000	\$170	\$1,700	\$5,000.00
26	ABANDON IN PLACE EXISTING SEWER MAIN	LS	1	\$8,000	\$8,000	\$11,000	\$11,000	\$4,750	\$4,750	\$5,000.00
27	REPLACE 4-INCH SDR 26 PVC LATERAL WITH 2-WAY CLEANOUT	EA	43	\$4,000	\$172,000	\$4,400	\$189,200	\$6,900	\$296,700	\$1,500.00
28	REPLACE 6-INCH SDR 26 PVC SANITARY SEWER LATERAL WITH 2-WAY CLEANOUT	EA	13	\$5,000	\$65,000	\$5,900	\$76,700	\$7,400	\$96,200	\$1,500.00
29	6-INCH SDR 26 PVC SANITARY SEWER PIPE TRENCHING AND BEDDING	LF	2,810	\$200	\$562,000	\$142	\$399,020	\$164	\$460,840	\$200.00
30	6-INCH SDR 25 PVC SANITARY SEWER PIPE TRENCHING AND BEDDING	LF	20	\$200	\$4,000	\$170	\$3,400	\$252	\$5,040	\$3,600.00
31	PIPE CROSSING ENCASMENT, 10-FT MINIMUM EACH WAY	EA	2	\$2,500	\$5,000	\$6,000	\$12,000	\$2,400	\$4,800	\$1,200.00
32	6-INCH C900 CL 150 PVC PIPE TRENCHING AND BEDDING	LF	900	\$200	\$180,000	\$150	\$135,000	\$142	\$127,800	\$100.00
33	6-INCH C900 CL 150 PVC PIPE TRENCHING AND BEDDING	LF	160	\$200	\$32,000	\$135	\$21,600	\$122	\$19,520	\$80.00
34	TWO 8-INCH MECHANICAL JOINT SLEEVE WITH 3 FOOT C900 CL 150 PIPE	EA	1	\$1,000	\$1,000	\$2,200	\$2,200	\$1,000	\$1,000	\$1,000.00
35	TWO 6-INCH MECHANICAL JOINT SLEEVE WITH 3 FOOT C900 CL 150 PIPE	EA	5	\$1,000	\$5,000	\$1,650	\$8,250	\$750	\$3,750	\$1,000.00
36	RELOCATE AND CONCRETE ENCASE AT CROSSING	EA	2	\$1,000	\$2,000	\$6,000	\$12,000	\$715	\$1,430	\$1,000.00
37	REMOVE AND REPLACE EXISTING FIRE HYDRANT	EA	3	\$7,500	\$22,500	\$12,000	\$36,000	\$14,000	\$42,000	\$10,000.00
38	1-INCH WATER SERVICE	EA	7	\$5,000	\$35,000	\$2,600	\$18,200	\$5,000	\$35,000	\$5,000.00
39A	1-1/2-INCH WATER SERVICE	EA	7	\$5,000	\$35,000	\$3,700	\$25,900	\$5,500	\$38,500	\$5,000.00
39B	1-1/2-INCH WATER SERVICE HOT TAP	EA	1	\$1,000	\$1,000	\$3,000	\$3,000	\$5,000	\$5,000	\$5,000.00
40	8-INCH DI MJ 45-DEGREE BEND AND THRUST BLOCK	EA	8	\$1,000	\$8,000	\$415	\$3,320	\$400	\$3,200	\$250.00
41	6-INCH DI MJ 45-DEGREE BEND AND THRUST BLOCK	EA	4	\$1,000	\$4,000	\$350	\$1,400	\$300	\$1,200	\$250.00
42	8-INCH DI FLG GATE VALVE AND VALVE BOX	EA	2	\$1,000	\$2,000	\$2,000	\$4,000	\$3,600	\$7,200	\$1,000.00
43	8-INCH DI MJ GATE VALVE AND VALVE BOX	EA	2	\$1,000	\$2,000	\$2,000	\$4,000	\$3,600	\$7,200	\$1,000.00
44	6-INCH DI FLG X MJ GATE VALVE AND VALVE BOX	EA	1	\$1,000	\$1,000	\$1,300	\$1,300	\$3,000	\$3,000	\$1,000.00
45	6-INCH DI FLG GATE VALVE AND VALVE BOX	EA	2	\$1,000	\$2,000	\$1,300	\$2,600	\$3,000	\$6,000	\$1,000.00
46	8-INCH DI MJ TEE AND THRUST BLOCK	EA	1	\$1,000	\$1,000	\$700	\$700	\$675	\$675	\$250.00
47	8-INCH DI MJ X FLG TEE AND THRUST BLOCK	EA	1	\$1,000	\$1,000	\$700	\$700	\$690	\$690	\$250.00
48	8 X 6 INCH DI FLG TEE AND THRUST BLOCK	EA	1	\$1,000	\$1,000	\$850	\$850	\$875	\$875	\$250.00
49	8 X 6-INCH DI MJ X FLG TEE AND THRUST BLOCK	EA	2	\$1,000	\$2,000	\$550	\$1,100	\$575	\$1,150	\$250.00
50	8 X 6-INCH MJ REDUCER	EA	2	\$1,000	\$2,000	\$325	\$650	\$315	\$630	\$250.00
41	8-INCH FLG TO MJ ADAPTER	EA	1	\$1,000	\$1,000	\$325	\$325	\$345	\$345	\$250.00
52	6-INCH FLG TO MJ ADAPTER	EA	1	\$1,000	\$1,000	\$250	\$250	\$225	\$225	\$250.00
53	8-INCH DI BLIND FLANGE AND THRUST BLOCK	EA	1	\$1,000	\$1,000	\$400	\$400	\$340	\$340	\$250.00
54	ABANDON WATER FACILITIES	LS	1	\$5,000	\$5,000	\$7,500	\$7,500	\$1,500	\$1,500	\$5,000.00
55	GAS/WATER SERVICE MODIFICATION	EA	5	\$2,500	\$12,500	\$2,000	\$10,000	\$900	\$4,500	\$5,000.00
56	WATER SYSTEM MAINLINE CONNECTIONS	EA	6	\$2,500	\$15,000	\$4,400	\$26,400	\$12,000	\$72,000	\$5,000.00
57	CONTAMINATED SOIL DIFFERNETIAL	CY	100	\$250	\$25,000	\$225	\$22,500	\$95	\$9,500	\$25,000.00
58	WATER SYSTEM AUXILIARY CONNECTIONS	EA	6	\$3,000	\$18,000	\$3,000	\$18,000	\$325	\$1,950	\$30,000.00
BID ALTERNATE 1										
1	48" HDPE PIPE TRENCHING AND BEDDING	LF	376	\$500	\$188,000	\$750	\$282,000	\$976	\$366,976	\$650.00
2	INSTALL 60-INCH STORM DRAIN PRESSURE MANHOLE	EA	2	\$20,000	\$40,000	\$40,000	\$80,000	\$27,500	\$55,000	\$30,000.00
3	OUTFALL	LS	1	\$20,000	\$20,000	\$35,000	\$35,000	\$33,000	\$33,000	\$30,000.00
BASE BID				\$2,429,000.00		\$2,833,095.00		\$2,964,000.00		\$2,977,646.00

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

EXPENDITURE ACCOUNTS: 741-5014-

STATUS: Design

PRIORITY: High

PROJECT PURPOSE & DESCRIPTION:

The Oak Avenue Storm Drain Rehabilitation Project is a critical update aimed at enhancing stormwater management along Oak Avenue from Spring St. to Madrona Ave. This project will increase storm drain capacity in accordance with the 2021 Integrated Utility Master Plan (IUMP). This project is designed to support long-term infrastructure sustainability and flood mitigation efforts within the city.

This project also incorporates water and sanitary sewer utilities. This project is also known as the Oak Avenue Utilities Rehabilitation Project.

This project is in coordination with project R24-02

PROJECT NOTES:

- FY24 - Identified as IUMP Project No. SD-1A
 - Project revived from a 2008 initiative per Resolution 2023-133 (October 10, 2023).
 - Scope includes finalizing design plans and initiating the permitting process for stormwater outfall to Sulphur Creek.
 - Developed in coordination with CIP No. R24-02 to ensure seamless roadway and storm drain integration.
- FY25 - Design completion expected in FY25 Q3.
 - Bidding process anticipated in FY25 Q4 as part of a phased project approach.
 - Budget adjustments to be made based on updated engineering estimates.
- FY26 - Design completion FY25Q4; underground construction FY26Q1-Q2
 - Transfer of \$200,000 - Go Bond Funds to CIP Project No. S18-70 on May 27, 2025 - Reso 2025-050.
 - Construction award on 10/28/2025 with budget amendment of 2,202,369 and transferred water improvements from CIP Project No. R24-02.
 - Award action included transfer of \$300,000 from CIP Project No. R24-02 for sewer improvements.

EXPENDITURES								PROJECT TOTAL
	Exp/Enc as of 2/28/2025	Continued Approp.	2025-26	2026-27	2027-28	2028-29	2029-30	
3110 - Design		115,000	-115,000					0
3150 - Construction Management		115,000						115,000
3160 - Construction Contract		809,000	2,024,095					2,833,095
3170 - Contingency		115,000	593,274					708,274
EXPENDITURE TOTALS		1,154,000	2,502,369					3,656,369
FUNDING SOURCES								
421-Go Bonds		954,000	2,502,369					3,456,369
742-Storm Drain Impact Fees		200,000						200,000
FUNDING TOTALS		1,154,000	2,502,369					3,656,369

Oak Avenue Rehabilitation

Project No: R24-02
Category: Streets
Project Location: Oak Avenue - Madrona to Mitchell
Responsible Department: Public Works



EXPENDITURE ACCOUNTS: 741-5014-

STATUS: In Design

PRIORITY: Medium

PROJECT PURPOSE & DESCRIPTION:

The Oak Avenue Rehabilitation Project aims to enhance roadway infrastructure, improve pedestrian and cyclist safety, and upgrade underground utilities along Oak Avenue from Madrona to Mitchell. The project includes:

- Collaboration with key stakeholders, including the School District, Napa Valley Transportation Authority (NVTa)/Vine Trail, and other local agencies to ensure a coordinated approach to infrastructure improvements.
- Upgrades to underground utilities, including portions of the storm drain and sanitary sewer systems.
- Rehabilitation of pavement, curb, gutter, and sidewalks to improve road conditions and accessibility.
- This project is in coordination with D24-01

PROJECT NOTES:

- FY24 - Project revived from a 2008 initiative per Resolution 2023-133 (10/10/23).
 - Scope includes completing design plans and initiating permitting for stormwater outfall to Sulphur Creek.
 - Storm drain rehabilitation partially funded through CIP No. D24-01.
 - Sanitary sewer rehabilitation partially funded through CIP No. S24-02.
- FY25 - Design completion expected in FY25 Q3.
 - Construction bidding anticipated in FY25 Q4 as a phased project.
 - Budget adjustments to reflect updated engineer's estimates.
 - Funding sources include General Fund MOE and Gas Tax allocations.
- FY26 - TBD if construction in phases commencing in FY26Q1; subject to funding.
 - Transferred \$300,000 to D24-01 for Sewer Rehab construction award on 10/28/2025.

EXPENDITURES								
	Exp/Enc as of 2/28/2025	Continued Approp.	2025-26	2026-27	2027-28	2028-29	2029-30	PROJECT TOTAL
3110 - Design	151,545	18,455						170,000
3150 - Construction Management		70,525						70,525
3160 - Construction Contract		850,000						850,000
3170 - Contingency		80,000						80,000
EXPENDITURE TOTALS	151,545	1,018,980						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 - RMRA/SB1		238,607						238,607
240-Measure T/U	131,545	8,455						140,000
421-Go Bonds	20,000	10,000						30,000
FUNDING TOTALS	151,545	1,018,980						1,170,525



Agenda Report to the City Council

Agenda Section: CONSENT ITEMS

Department: Finance

DATE:	October 28, 2025
FROM:	Mandy Kellogg, Administrative Services Director
SUBJECT:	Approval of a Resolution authorizing the City Manager to enter into an Agreement in a form approved by the City Attorney with Savant Solutions to provide Precision AI Network Security Subscription in an amount not-to-exceed \$17,156.
RECOMMENDED ACTION:	Staff recommends approval of the attached resolution.
PREVIOUS COUNCIL ACTION:	None.
STATEMENT OF THE PURPOSE:	The purpose is to enter into an agreement with Savant Solutions to provide firewall support services related to the City's cybersecurity.
FINANCIAL IMPACT:	The total financial impact is \$17,156, which will be funded with General Fund utilizing funds available in the Information Technology operating budget in GL Account 101-43-20-2212.

BACKGROUND:

The City's network security infrastructure utilizes Palo Alto PA-450 firewalls to protect City systems from cyber threats, manage network traffic, and ensure secure connectivity across City departments and facilities. These devices rely on active subscription services to maintain protection through continuous updates, advanced threat prevention, and manufacturer technical support.

The City's current Palo Alto subscription and support agreements are set to expire November 2025, depending on device serial numbers. To ensure uninterrupted security coverage and compliance with IT best practices, renewal of these subscriptions and support services is necessary.

The City's previous IT contractor maintained a direct relationship with Palo Alto Networks and was able to procure and manage these subscription services on the City's behalf. However, the City's new IT service provider does not hold a reseller or partner agreement with Palo Alto Networks. Therefore, it is necessary for the City to enter into a separate agreement with Savant Solutions to ensure continuation of these essential subscription and support services.

DISCUSSION:

Savant Solutions, a certified Palo Alto Networks reseller, provided a quote to renew the City's existing Palo Alto Precision AI Network Security Subscription Bundle and Premium Support coverage for all devices.

All pricing is provided under NASPO Contract No. AR3229, ensuring compliance with cooperative purchasing requirements and competitive pricing standards. Renewal of these subscriptions will maintain the City's Advanced Threat Prevention, Advanced URL Filtering, Advanced Wildfire, Advanced DNS Security, and Advanced SD-WAN protection layers, along with 24/7 premium technical support.

The total cost of \$17,156 will be funded from the General Fund within the Information Technology operating budget. No additional appropriations are required at this time.

ENVIRONMENTAL REVIEW: None.

GOAL:

Miscellaneous/Other

DOCUMENTS ATTACHMENTS:

[Palo Alto Networks Renewal 1 Year - MK-102325-1 Resolution](#)



SAVANT SOLUTIONS

Your Trusted IT Advisor

1030 G St.
Sacramento, CA 95814
(916) 836-8182
mandeep@savantsolutions.net

Quote#MK-102325-1

Date: 10/23/25
Terms: NET30
FOB: Destination
Valid for: 30 Days
Shipping: Ground

Bill To

City of St Helena
Attn: Accounts Payable

Ship To

City of St. Helena
Attn: Mandy Kellogg

Line #	Part No.	Description	Qty	Unit Price	Ext. Price
1	PAN-PA-450-BND-CORESEC-R	PA-450, Precision AI Network Security Subscription Renewal Bundle (Advanced Threat Prevention, Advanced URL Filtering, Advanced Wildfire, Advanced DNS Security and Advanced SD-WAN), 1 year (12 months) term Serial Number 023201010007 Term Dates 9/28/25 - 11/4/26	1	\$1,937.00	\$1,937.00
2	PAN-PA-450-BND-CORESEC-R	PA-450, Precision AI Network Security Subscription Renewal Bundle (Advanced Threat Prevention, Advanced URL Filtering, Advanced Wildfire, Advanced DNS Security and Advanced SD-WAN), 1 year (12 months) term Serial Number 023201023558, 023201023860, 023201023922, 023201023934 Term Date 10/27/25 - 11/4/26	4	\$1,796.00	\$7,184.00
3	PAN-PA-450-BND-CORESEC-R	PA-450, Precision AI Network Security Subscription Renewal Bundle (Advanced Threat Prevention, Advanced URL Filtering, Advanced Wildfire, Advanced DNS Security and Advanced SD-WAN), 1 year (12 months) term Serial Number 023201010022 Term Date 11/5/25 - 11/4/26	1	\$1,753.00	\$1,753.00
4	PAN-SVC-PREM-450-R	PA-450, Premium support, 1 year (12months), term, renewal. Serial Number 023201010007 Term Dates 5/7/25 - 11/4/26	1	\$891.00	\$891.00
5	PAN-SVC-PREM-450-R	PA-450, Premium support, 1 year (12 months), term, renewal. Serial Number 023201023558, 023201023860, 023201023922, 023201023934 Term Date 10/27/25 - 11/4/26	4	\$606.00	\$2,424.00
6	PAN-SVC-PREM-450-R	PA-450, Premium support, 1 year (12 months), term, renewal. Serial Number 023201010022 Term Date 11/5/25 - 11/4/26	1	\$891.00	\$891.00
7	PAN-SVC-PREM-PRA-25-R	Premium support 1 year term renewal, Panorama 25 devices. Serial Number 000702032885 10/27/25 - 11/4/26	1	\$2,076.00	\$2,076.00
			Subtotal:		\$17,156.00
			Tax:		\$0.00
			Credit:		\$0.00
			Shipping:		\$0.00
			Total:		\$17,156.00

Notes: NASPO Contract# AR3229

Thank you for giving Savant Solutions the opportunity to support you!
Each order helps supports a non-profit in need.

www.SavantSolutions.net

CITY OF ST. HELENA

RESOLUTION NO. 2025-__

Resolution authorizing the City Manager to enter into an agreement in a form approved by the City Attorney with Savant Solutions to provide Precision AI Network Security Subscription for a total not-to-exceed \$17,156

RECITALS

- A. The City's network security infrastructure utilizes Palo Alto PA-450 firewalls to protect City systems from cyber threats, manage network traffic, and ensure secure connectivity across City departments and facilities; and
- B. The City's current Palo Alto subscription and support agreements are set to expire November 2025, depending on device serial number; and
- C. To ensure uninterrupted security coverage and compliance with IT best practices, renewal of these subscriptions and support services is necessary; and
- D. The City's previous IT contractor maintained a direct relationship with Palo Alto Networks and was able to procure and manage these subscription services on the City's behalf; and
- E. The City's new IT service provider does not hold a reseller or partner agreement with Palo Alto Networks; and
- F. The City desires to enter into an agreement with Savant Solutions, a certified Palo Alto Networks reseller to provide Precision AI Network Security Subscription for a total not-to-exceed \$17,156.

RESOLUTION

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

1. Authorize the City Manager to enter into an agreement in a form approved by the City Attorney with Savant Solutions to provide Precision AI Network Security Subscription for a total not-to-exceed \$17,156.

2. Funding is as follows:

Description	Fund	GL Account	Amount
FY2025/26 Budgeted Funds – Information Technology	101 – General Fund	101-43-20-22-12	\$17,156

Approved at a Regular Meeting of the St. Helena City Council on October 28, 2025, by the following vote:

Mayor Paul Dohring:

Vice Mayor Deasy:

Council Member Barak:

Council Member Spadarotto:

Council Member Summers:

APPROVED: ATTEST:

Paul Jamison Dohring, Mayor

Andrew Bradley, City Clerk



Agenda Report to the City Council

Agenda Section: NEW BUSINESS

Department: Administration

DATE:	October 28, 2025
FROM:	Anil Comelo, City Manager
SUBJECT:	Authorizing the City Manager to execute a Professional Services Agreement, with Raftelis in an amount not to exceed \$16,500 for the provision of team building services and facilitation.
RECOMMENDED ACTION:	Authorize the City Manager to execute Professional Services Agreement with Raftelis in an amount not to exceed \$16,500 for the provision of meeting facilitation services.
PREVIOUS COUNCIL ACTION:	
STATEMENT OF THE PURPOSE:	To procure the services of a facilitator for important city council or community meetings.
FINANCIAL IMPACT:	The total financial impact is \$16,500, which is available in the General Fund Operations Budget in GL Account 101-41-00-21-45 (Other Contract Services).

BACKGROUND:

The City Council regularly has discussions focused on internal collaboration, communications, and organizational effectiveness. The City has historically used third-party experts to organize and conduct our council team building sessions. Facilitated sessions benefit the community by fostering shared values, goals, priorities, and expected norms among council members, which in turn enhances their effectiveness in governance and service delivery. Additionally, these sessions promote mutual respect, clear roles and responsibilities, and establish norms that improve communication, collaboration, and decision-making as a cohesive group. This unified approach ensures that council decisions align with community values and priorities, leading to better resource allocation, policy development, and public trust.

DISCUSSION:

Over the next few months, the City Council will have a couple of meetings with the goal of preparing for a productive 2026. Since several very important policy issues will come before the council in 2026, it would be very helpful if the members of the city council become more in-tune to each other and understand the vantage point from which each colleague approaches policy issues. Future policy discussions and problem solving will benefit from the city council becoming a more cohesive team that understands each other well. To assist with such discussions, the service of a suitably

qualified consultant is desired. The attached professional services agreement with Raftelis will enable the city to procure facilitation services.

GOAL:

Goal 7: Enhance Organizational Effectiveness

DOCUMENTS ATTACHMENTS:

[Raftelis Reso1.v2](#)

[PSA 10.22.25.v2](#)

CITY OF ST. HELENA

RESOLUTION NO. 2025-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ST. HELENA AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH RAFTELIS IN AN AMOUNT NOT TO EXCEED \$16,500 FOR THE PROVISION OF TEAM BUILDING FACILITATION SERVICES

RECITALS

- A. WHEREAS**, the City Council of the City of St. Helena regularly holds discussions focused on internal collaboration, communications, and organizational effectiveness; and
- B. WHEREAS**, the City Council has historically engaged third-party experts to organize and conduct team-building and goal-setting sessions to promote shared values, goals, and priorities among Council Members; and
- C. WHEREAS**, facilitated sessions foster mutual respect, clarify roles and responsibilities, and establish norms that enhance communication, collaboration, and decision-making as a cohesive governing body; and
- D. WHEREAS**, the City Council desires to engage a qualified consultant to facilitate upcoming meetings designed to strengthen Council teamwork and prepare for the important policy discussions anticipated in 2026; and
- E. WHEREAS**, Raftelis has demonstrated experience and qualifications to provide professional facilitation services, and the City has negotiated a Professional Services Agreement in an amount not to exceed \$16,500.

RESOLUTION

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

- 1. NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of St. Helena hereby authorizes the City Manager to execute a Professional Services Agreement with Raftelis in an amount not to exceed \$16,500 for the provision of team building and services facilitation services.

2. Funding is as follows:

Description	Fund	GL Account	Amount
Included in the Approved FY 2025-26 Operating Budget	General Fund	101-41-00-21-45	16,500

Approved at a Regular Meeting of the St. Helena City Council on October 28, 2025, by the following vote:

Mayor Dohring:

Vice Mayor Deasy:

Council Member Barak:

Council Member Spadarotto:

Council Member Summers:

APPROVED:

ATTEST:

Paul Jamison Dohring, Mayor

Andrew Bradley, City Clerk

AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, made and entered into on _____, 2025 by and between the City of St. Helena, located in the County of Napa, State of California (City), and Raftelis Financial Consultants (Consultant).

RECITALS:

A. City desires to employ Consultant to furnish professional services in connection with the project described as scope of work and project costs for **Proposal for Facilitation Services**.

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”**, 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”**.

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 \$16,500, 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

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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 all or a portion of the 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 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 \$1,000,000 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, misrepresentation, violation of good faith and fair dealing, 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 \$25,000 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

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PSA Raftelis

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 and hold harmless City, its agents, officers, officials, employees, 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 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 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 by counsel acceptable to City, such acceptance not to be unreasonably withheld. 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 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.

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

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PSA Raftelis

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 1964. 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. 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, or sent by facsimile or first class mail, addressed as follows:

To City:	City Manager 1088 College Ave St. Helena, California 94574
To Consultant:	Nancy Hetrick Raftelis Financial Consultants

xxxx Street
City, State, Zip

Notice shall be deemed effective on the date personally delivered or transmitted by facsimile, 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.

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: City:

By: _____
Name: _____
Title: _____

By: _____
Name: Anil Comelo
Title: City Manager

Approved as to Form:

By: _____
Name: Ethan Walsh
Title: City Attorney

Exhibit A "Scope of Services"

Responsibilities of Consultant

- Conducting preliminary meetings and interviews with members of the City Council and City staff;
- Designing and facilitating a City Council workshop to be held on the evening of December 10, 2025, and the day of December 11, 2025, in or near the City of St. Helena; and
- Preparing a comprehensive report summarizing workshop results, agreements, and recommended next steps.
- Collaborate closely with Mayor and designated City staff throughout the planning and execution of this engagement to ensure the workshop is aligned with City objectives, conducted efficiently, and results in actionable outcomes.

Deliverables

- Draft agenda and preliminary planning outline.
- Final workshop agenda incorporating Council input and objectives.
- Workshop facilitation and materials
- PowerPoint presentation and supporting documents.
- Final written workshop report;
- Two-page graphic summary
- Follow-up meeting and presentation of findings.

4. Schedule

The Consultant shall perform the services described herein in accordance with the following general schedule:

Activity	Estimated Completion Date
Activity 1 – Begin Engagement	Late October 2025
Activity 2 – Gather Information	Early to Mid-November 2025
Activity 3 – Workshop Facilitation	December 10–11, 2025
Activity 4 – Workshop Report	Within 30 days following workshop

City Responsibilities

- The City shall provide timely access to City Council Members and staff for interviews and coordination.
- The City shall arrange for the workshop location and provide logistical support, including meeting space, supplies, and other reasonable accommodation.
- The City shall review draft materials in a timely manner and provide consolidated feedback to the Consultant.

Exhibit B “Compensation”

The City shall compensate the Consultant for services rendered under this Agreement on a fixed-fee basis.

- The total compensation for all services described in Exhibit A (“Scope of Services”) shall be a lump sum amount of Sixteen Thousand Five Hundred Dollars (\$16,500).
- This fee is inclusive of all Consultant travel expenses but exclusive of workshop supplies, which shall be provided by the City.
- The compensation stated herein constitutes full and complete payment for all labor, materials, equipment, travel, and other costs incurred by the Consultant in performing the Services.

Payment Schedule

The Consultant shall be compensated according to the following schedule:

Milestone	Amount	Description
Upon execution of the Agreement	\$5,000	Non-refundable deposit to hold the December 10–11, 2025, workshop date.
Upon completion of the workshop	\$11,500	Remaining balance upon delivery of workshop facilitation and associated services.

- The non-refundable deposit of \$5,000 shall be invoiced upon signing of this Agreement and shall be payable to Raftelis Financial Consultants.
- The remaining \$11,500 shall be invoiced upon completion of the workshop. Payment is due within thirty (30) days of the City’s receipt of the Consultant’s invoice.

Additional Terms

- No additional fees, costs, or expenses shall be paid to the Consultant unless authorized in writing by the City prior to the incurrence of such costs.
- In the event the City requests a material change in the scope of services described in Exhibit A, the parties shall negotiate an equitable adjustment to the compensation prior to commencement of such additional work.

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- The Consultant shall not be entitled to compensation for any services rendered beyond the total amount specified herein without prior written authorization from the City.



CC Agenda Item 13.1

From Kelly Wheaton <a4est42@gmail.com>
Date Sat 10/25/2025 7:57 AM
To City Clerk <cityclerk@cityofsthelena.gov>

Mayor Dohring and City Council Members

Honestly, when I first read this Agenda Item 13.1, I didn't know whether to laugh or cry. Let me state the obvious, what is broken in this city can not be fixed by a VERY EXPENSIVE attempt at Kumbaya. I feel as if the City is engaged in a twisted version of "SURVIVOR."

I realize how difficult a City Council person's job is, especially when collectively the council consistently votes to maintain their relationship with an unprofessional, City Manager; which even his most ardent supporters will agree, is the most divisive person to hold this job in decades.

And although the public has no idea what is happening behind closed doors, recent remarks by Mayor Dohring at Rianda House were as misleading and cryptic as Councilperson Deasy's blog post of obvious frustration and dissent and the terse read out by Andrew Bradley. A facilitator can't unite those voices.

A facilitator cannot fix what is broken. The town is short on appropriate leadership. The attempts to reach "forced consensus," whether it be between staff and an advisory committee OR between members of the City Council breeds distrust and disillusionment, not just between councilmembers, but between the public and council and council and staff.

I prefer council members to use council meetings to openly disagree, discuss and vote their consciences, without fear of reprisal. I expect the City Manager to respect those with whom he disagrees, not as a Planning Commissioner said, "put a target on your back."

We have issues and conflicts that no facilitator can resolve. The dysfunction has been exploited by this CM. All shite flows downhill and the City Council is covered in it. Stop blaming each other, you aren't the problem.

The Brown Act has failed us. Rather than protect the public from smoke filled back door dealing, it has contributed to making the City Manager immensely more powerful. The CM is the ONLY person who can control the flow of information to individual council members.

If we have an issue say to put in a new toilet. Each councilmember can only talk to one other member about it. Imagine a game of elephant in a dark room. So, we literally have A&B talking and C&D talking and E out in the cold. When they meet, weekly with the CM, he can control messaging and information flow. The CM and the mayor's subservient position to the CM, add to this exploitation of the division, is the problem. The mayor is led to believe he is in charge. He is not. He presides over

meetings and meets with the City Manager to set the agenda. It is clear the Mayor regularly caves to the City Manager all in the name of protecting shite?

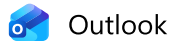
Sadly, a couple of City Council members are not reading their packets and come to the meetings but mostly are not actively engaged. The other three are, but they cannot communicate to each other, so we have an alliance of two and it has led to imbalances.

You are adults. Figure it out. You are paying \$100k for an efficiency study. LISTEN to it.

You are going to be asking tax payers to give you more money. This is a massive misstep. Like the ongoing payments for City Manager coaching. Enough is enough.

Respectfully,
Kelly Wheaton
Inglewood Ave.

Kelly Wheaton
a4est42@gmail.com
[Beginners Guide to Genetic Genealogy.](#)
WheatonWood.com



13.1 Consent Item

From lana ivanoff <lanaivanoff@att.net>
Date Sat 10/25/2025 1:52 PM
To City Clerk <cityclerk@cityofsthelena.gov>

City Council

I am opposed to authorizing the City Manager to spend \$16,500 for a Professional Services Agreement with, Ractelis, 'for team building services and facilitation'.

The City claims to be in Financial distress.....if that is so, this is no time for expenditures such as this.

I would think that "team building" would fall under the job description of a highly paid City Manager.

Thank you,
Lana Ivanoff
Sent from my iPad



13.1 Rafters

From Leslie Stanton <lesliestan@gmail.com>
Date Sun 10/26/2025 11:44 AM
To Public Comment <publiccomment@cityofsthelena.gov>

Dear Council - Please say "No". Leslie Stanton



Council Meeting of October 28, 2025; Consent Calendar -- \$16,500 to Raftelis for "Team Building Services & Facilitation"

From Norman Manzer <manzer103@comcast.net>

Date Sun 10/26/2025 8:36 PM

To Paul Dohring <pdohring@cityofsthelena.gov>; Michelle Deasy <mdeasy@cityofsthelena.gov>; Aaron Barak <abarak@msn.com>; Kate Spadarotto <kspadarotto@cityofsthelena.gov>; Billy Summers <BSummers@cityofsthelena.gov>

Cc City Clerk <cityclerk@cityofsthelena.gov>

Hello Mayor Dohring and Council Members,

Please remove this proposal from your Consent Calendar and spare yourselves the aggravation of having to sit through touchy-feely sessions of how to survive under the direction of our City Manager.

In my recent phone call to City Clerk/PIO Andrew Bradley I inquired of the public's repeated comments of Anil Comelo's "counseling" by an outside firm and paid for by the City of St Helena. Andrew inquired and stated that going back to Mayor Ellsworth's tenure that a contract of \$10,000 was let for Comelo's "Executive Coaching", of which \$8,500 has been spent. Referring back to the 60+ letters from citizens asking for Comelo's dismissal, just how effective has this coaching/counseling been for Comelo and the Council? Have you asked any of your staff what positive things, if any, have been forthcoming to their benefit? Possibly none?

I am asking you to kill this \$16,500 boondoggle request of our City Manager and proceed instead with Comelo's dismissal as encouraged by the citizen's you represent. Thank you. Norm Manzer, St Helena

10.28.25 9:42am

City Council,

All pages of this 15 page contract are labeled as "Page 1 of 14" . Within "Section 20-Notices" of the Agreement for Professional Services contract the address for receipt of notices by the potential consultant reads as:

xxxx Street

City, State, Zip

This is proposed as a legal contract for engagement, submitted by the City Manager.

You have previously engaged an entity to work with the City Manager on his decorum when engaging with the public. After nearly 60 comments from the public were received requesting the end of the current City Manager's employment, no response has been provided. Is this proposal for engagement with a consultant to help the City Manager work with the council an answer to the problem, or a response to the public regarding the issue at hand?

Many complain of the restrictions of the Brown Act and lament the inability for council members to have discourse. I would humbly suggest trying conducting your meetings differently. Willfully engage in back and forth dialogue, welcoming passionate viewpoints and argument when needed. Have dialogue in public around the agenda items and allow the process of debate and conciliatory consensus to be a transparent aspect of your governance.

Your general current process is simply to ask each viewpoint then vote, with the mayor voting last. This process is not serving us well.



Against Agenda Item 13.1

From Tim Hall <tm_hall@yahoo.com>
Date Tue 10/28/2025 12:34 PM
To City Clerk <cityclerk@cityofsthelena.gov>
Cc Tim <tm_hall@yahoo.com>

Council members-'

I am writing against another meaningless wasted expenditure of \$16,500 for "team building."
This City is already spending \$100K for an efficiency study and we really can't afford that as we continue to run deficit spending.

I do not expect homogenous opinions and expect debate and disagreement over City priorities. We don't need to spend money to help facilitate discussion and all agree in a kumbuya moment. Stop spending money we DO NOT have on consultants. You are all grown people and need to display leadership and work toward the citizen's benefit.

Timothy Hall
Pratt Ave.