



REGULAR MEETING AGENDA FOR THE CITY COUNCIL OF THE CITY OF NAPA

Tuesday, May 7, 2024

3:30 PM Afternoon Session

6:30 PM Evening Session

City Hall Council Chambers

955 School Street

Napa, CA 94559

www.cityofnapa.org

CITY COUNCIL OF THE CITY OF NAPA

Mayor Scott Sedgley

Vice Mayor Bernie Narvaez

Councilmember Liz Alessio

Councilmember Mary Luros

Councilmember Beth Painter

See last pages of agenda for information regarding meeting procedures
Vea las últimas páginas de esta agenda para información sobre juntas del poder legislativo

3:30 P.M. AFTERNOON SESSION**1. CALL TO ORDER:****1.A. Roll Call:****2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****3. SPECIAL PRESENTATIONS:****3.A. [150-2024](#) Proclamation for Historic Preservation Month**

Recommendation: Proclaim May as Historic Preservation Month.

Attachments: [ATCH 1 - Proclamation](#)

4. PUBLIC COMMENT:

***See page 7 for procedures to provide public comments to Council.**

5. CONSENT CALENDAR:**5.A. [156-2024](#) City Council Meeting Minutes**

Recommendation: Approve the minutes from the April 16, 2024 Regular Meeting of the City Council.

Attachments: [ATCH 1 - April 16, 2024 Draft Regular Meeting Minutes](#)

5.B. [145-2024](#) Amendment to Card Room Ordinance

Recommendation: Approve the second reading and final passage, and adopt an ordinance amending Napa Municipal Code Section 5.16.140 (Limitations on Authorized Tables) to increase the number of card tables permitted to be in operation at one time in a card room from nine to 11 and determining that the actions authorized by this ordinance are exempt from CEQA.

Attachments: [ATCH 1 - Ordinance](#)

5.C. [151-2024](#) Escheatment of Unclaimed Funds

Recommendation: Adopt a resolution approving the escheatment of unclaimed funds, which results in a transfer of unclaimed funds to the City in the total amount of \$36,981.99, in accordance with California Government Code Sections 50050-50057.

Attachments: [ATCH 1 - Resolution](#)
[EX A – Unclaimed Funds Outstanding Checks Over \\$15.00](#)
[EX B – Unclaimed Funds Outstanding Checks Under \\$15.00](#)

- 5.D. [149-2024](#) **Animal and Licensing Services**
- Recommendation:** Authorize the City Manager to execute on behalf of the City an amendment to Agreement No. 8350 with Napa County for animal and licensing services, in the amount of \$410,455 for Fiscal Year 2024-2025, \$423,795 for Fiscal Year 2025-2026, and \$437,568 for Fiscal Year 2026-2027, for a total of \$1,271,818 for Fiscal Years 2024-2027.
- Attachments:** [Amendment No. 9 to City of Napa Agreement No. 8350](#)
- 5.E. [159-2024](#) **City of Napa Services at BottleRock 2024**
- Recommendation:** Authorize the City Manager on behalf of the City to execute an agreement with Live Nation Worldwide, Inc., DBA Latitude 38 Entertainment in an amount up to \$500,000 to provide City of Napa personnel to perform general law enforcement, security and emergency medical services at the Napa Expo located at 575 Third Street during BottleRock 2024 on May 24-26, 2024 and determine that the actions authorized by this item are exempt from CEQA.
- Attachments:** [ATCH 1 - Agreement](#)
- 5.F. [154-2024](#) **City of Napa Services at La Onda 2024**
- Recommendation:** Authorize the City Manager on behalf of the City to execute an agreement with Live Nation Worldwide, Inc., DBA Buena Onda Presents in an amount up to \$300,000 to provide City of Napa personnel to perform general law enforcement, security and emergency medical services at the Napa Expo located at 575 Third Street during La Onda 2024 on June 1-2, 2024 and determine that the actions authorized by this item are exempt from CEQA.
- Attachments:** [ATCH 1 - Agreement](#)
- 5.G. [111-2024](#) **Memorandum of Understanding between the City and Napa Valley Unified School District for the School Resource Officer program**
- Recommendation:** Authorize the Police Chief to execute on behalf of the City a Memorandum of Understanding (MOU) with the Napa Valley Unified School District (NVUSD) for the collaboration and operation of the School Resource Officer Program, in the total amount not to exceed \$792,624.00, with up to \$298,956.15 to be paid by the City and the remainder to be paid by NVUSD for the term August 7, 2024 - June 21, 2025.
- Attachments:** [ATCH 1 - Draft Memorandum of Understanding](#)

5.H. [098-2024](#)**On-Call Striping and Signing Services****Recommendation:**

Authorize the Public Works Director to execute on behalf of the City agreements with Chrisp Company and K&S Asphalt Solutions, Inc., to provide on-call striping and signing services for City operations in an amount not to exceed \$200,000 each, and determine that the actions authorized by this item are exempt from CEQA.

Attachments:

[ATCH 1 - Agreement with Chrisp Company](#)

[ATCH 2 - Agreement with K&S Asphalt Solutions, Inc.](#)

5.I. [115-2024](#)**Western Meadows Subdivision Final Map, a 12 Lot Single-Family Project Located on 1044 Borrette Lane****Recommendation:**

Adopt a resolution approving the Final Map of Western Meadows Subdivision (Project No. ENG23-0002), to subdivide property located at 1044 Borrette Lane into 12 single-family lots, authorizing the Mayor to sign said Final Map, and authorizing the Public Works Director, on behalf of the City, to accept three Easement Grant Deeds for public utility purposes, and determining that the actions authorized by this resolution were adequately analyzed by a previous CEQA action.

Attachments:

[ATCH 1 - Resolution](#)

[ATCH 2 - Final Map \(reduced version\)](#)

[ATCH 3 - Easement Grant Deed \(Reid Trust\)](#)

[ATCH 4 - Easement Grant Deed \(Youjeong Kim and Benjamin Ellis\)](#)

[ATCH 5 - Easement Grant Deed \(Eileen D. Winter Trust\)](#)

5.J. [125-2024](#)**Citywide Landscape Maintenance Assessment District, Fiscal Year 2024-2025****Recommendation:**

1. Adopt a resolution to order the City Engineer to prepare and file the Preliminary Engineer's Report describing the improvements to be maintained by the Citywide Landscape Maintenance Assessment District for Fiscal Year 2024-2025, and determining that the actions authorized by this resolution are exempt from CEQA.

2. Adopt a resolution of intention to approve the Preliminary Engineer's Report, levy and collect assessments, and give notice of a Public Hearing to consider approval of the Citywide Landscape Maintenance Assessment District for Fiscal Year 2024-2025, and determining that the actions authorized by this resolution are exempt from CEQA.

Attachments:

[ATCH 1 - Resolution for Engineer's Report Preparation with EX A](#)

[ATCH 2 - Resolution for Public Hearing](#)

[EX A - Citywide Preliminary Engineer's Report](#)

5.K. [126-2024](#)**Napa Valley Corporate Park Landscape and Lighting
Assessment District, Fiscal Year 2024-2025****Recommendation:**

1. Adopt a resolution to order the City Engineer to prepare and file the Preliminary Engineer's Report describing the improvements to be maintained by the Annual and Supplemental Napa Valley Corporate Park Landscape and Lighting Assessment District for Fiscal Year 2024-2025, and determining that the actions authorized by this resolution are exempt from CEQA.

2. Adopt a resolution of intention to approve the Preliminary Engineer's Report, levy and collect assessments, and give notice of a Public Hearing to consider approval of the Annual and Supplemental Napa Valley Corporate Park Landscape and Lighting Assessment District for Fiscal Year 2024-2025, and determining that the actions authorized by this resolution are exempt from CEQA.

Attachments:

[ATCH 1 - Resolution for Engineer's Report Preparation with EX A](#)

[ATCH 2 - Resolution for Public Hearing](#)

[EX A - NVCP Preliminary Engineer's Report FY24-25](#)

6. COMMISSION INTERVIEWS AND APPOINTMENTS:6.A. [157-2024](#)**Public Financing Authority of the Napa Enhanced
Infrastructure Financing District Membership****Recommendation:**

Interview applicants and appoint one individual to the Public Financing Authority of the Napa Enhanced Infrastructure Financing District for a term beginning immediately and ending September 30, 2025.

Attachments:

[ATCH 1 - Applications](#)

7. COMMENTS BY COUNCIL OR CITY MANAGER:**8. CLOSED SESSION:**8.A. [158-2024](#)**CONFERENCE WITH LABOR NEGOTIATORS (Government
Code Section 54957.6): City designated representatives:**

Steve Potter, Liz Habkirk, Heather Ruiz, MJ Tueros, Rajneil Prasad, and Sabrina Wolfson.

Employee organizations: Napa City Employees Association (NCEA), Napa Police Officers Association (NPOA), and Napa City Firefighters Association (NCFA).

CITY COUNCIL RECESS**6:30 P.M. EVENING SESSION****9. CALL TO ORDER:**

9.A. Roll Call:**10. PLEDGE OF ALLEGIANCE:****11. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****12. SPECIAL PRESENTATIONS:****12.A. [109-2024](#) Proclamation for Mental Health Awareness Month**

Recommendation: Proclaim May as Mental Health Awareness Month.

Attachments: [ATCH 1 - Proclamation](#)

12.B. [152-2024](#) Jewish American Heritage Month

Recommendation: Proclaim May 2024 as Jewish American Heritage Month.

Attachments: [ATCH 1 - Proclamation](#)

13. PUBLIC COMMENT:

***See page 7 for procedures to provide public comments to Council.**

14. PUBLIC HEARINGS:**14.A. [146-2024](#) Elm House Inn Use Permit & Design Review**

Recommendation: Adopt a resolution approving (i) a Use Permit to create four hotel guest rooms at 2337 Second Street to be operated as part of the existing Elm House Inn, located at 800 California Boulevard and 2294 Third Street, for a total of 26 hotel guest rooms, with shared parking and reduced parking, and (ii) a Design Review Permit for associated exterior and Site improvements, located at 2337 Second Street, 800 California Boulevard, and 2294 Third Street, and determining that the actions by the resolution are exempt from CEQA.

Attachments: [ATCH 1 - Resolution](#)
[ATCH 1 - Exhibit A](#)
[ATCH 2 - Project Plans](#)
[ATCH 3 - Project Description](#)
[ATCH 4 - Historic Consistency Analysis](#)
[ATCH 5 - Planning Commission Report Including Public Comments](#)

15. REPORT ACTION TAKEN IN CLOSED SESSION:**16. COMMENTS BY COUNCIL OR CITY MANAGER:****17. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is May 21, 2024.

I hereby certify that the agenda for the above stated meeting was posted at a location freely accessible to members of the public at City Hall, 955 School Street, on Thursday, May 2, 2024 at 5:00 p.m.

Tiffany Carranza, City Clerk

**** Notice of Meeting Procedures ****

ATTENDING THE MEETING IN PERSON

Members of the public may participate in the City Council meeting by attending in-person at the City Hall Council Chambers located at 955 School Street, Napa, CA 94559.

PROVIDING SUPPLEMENTAL WRITTEN COMMENTS

Any member of the public may provide supplemental written comments to the City Council before or during the meeting, and those supplemental written comments will be made a part of the written record in accordance with the Council's Rules of Order and Procedures (R2016-6).

Supplemental written comments may be submitted to the City Clerk via email at clerk@cityofnapa.org, via mail to ATTN: City Clerk, 955 School Street, Napa, CA 94559, via fax at (707) 257-9534, or dropped off in person at the City Clerk's Office located at City Hall. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Please be aware that any public comments received that do not specify a particular agenda item number will be entered into the record under the general public comment portion of the agenda.

VIEWING THE MEETING LIVE

All members of the public are invited to view the meeting live (a) in person at the City Hall Council Chambers located at 955 School Street, Napa, CA 94559, (b) on local cable TV Channel 28; or (c) live-streamed on the City of Napa's website at www.cityofnapa.org (see: <https://napacity.legistar.com/Calendar.aspx> ; and click on the "In Progress" button).

VIEWING ARCHIVED WEBCASTS OF PAST MEETINGS

Members of the public may access past City meetings at any time by going to <https://napacity.legistar.com/Calendar.aspx>; which includes an indexed listing of past meetings, including supporting documents, minutes, and video.

GENERAL PROCEDURES FOR CITY COUNCIL MEETINGS**MEETING DATES:**

The City Council meets regularly on the first and third Tuesday of each month; and additional meetings may be scheduled as needed.

INFORMATION AVAILABLE FOR CITY COUNCIL MEETINGS:

Information and documents related to this meeting are available on the City's website at www.cityofnapa.org; or by contacting the City Clerk by email at clerk@cityofnapa.org, by calling (707) 257-9503, or in person at 955 School Street, Napa. Any documents related to an agenda item that are provided to a majority of the City Council after distribution of the agenda packet are reported by the City Clerk at the meeting under "Supplemental Reports and Communications," and are available for public inspection.

CITY POLICY TO FACILITATE ACCESS TO PUBLIC MEETINGS:

The City of Napa offers its public programs, services, and meetings in a manner that is reasonably accessible to everyone, including individuals with disabilities. The City complies with all applicable requirements of the Americans with Disabilities Act and California law, and does not discriminate against any person with a disability. If any person has a disability and requires information or materials in an appropriate alternative format (or any other reasonable accommodation), or if you need any special assistance to participate in this meeting, contact the City Clerk at (707) 257-9503 or email at clerk@cityofnapa.org. For TTY/ Speech to Speech users, dial 711 for the California Relay Service, for text to speech, speech to speech, and Spanish language services 24 hours a day, 7 days a week.

In making any request to the City for assistance, please provide as much advance notice as feasible, at least 48-hours prior to the meeting.

TRADUCCIONES EN ESPAÑOL / SPANISH-LANGUAGE TRANSLATIONS:

Esta agenda identifica los asuntos que serán considerados para la acción de un cuerpo legislativo de la Ciudad en la fecha, hora y lugar que se muestran en la primera página. Todas las juntas del cuerpo legislativo están abiertas al público, y se invita a los miembros del público a asistir y dirigirse directamente ante el cuerpo legislativo.

Si solicita ayuda para traducir del inglés al español esta agenda o información relacionada, comuníquese con la Secretaria de la Ciudad al 707-257-9503 o por correo electrónico a clerk@cityofnapa.org. Para una solicitud de asistencia, favor de avisar con al menos 48 horas de anticipación.

RULES OF ORDER FOR THE CONDUCT OF CITY COUNCIL MEETINGS:

The City Council conducts its meetings in accordance with the requirements of state law (the "Ralph M. Brown Act," California Government Code Sections 54950, et seq.) and the City's Rules of Order (Council Policy Resolution 19, R2016-6). Members of the public are expected to conduct themselves with courtesy and respect and comply with the Rules of Order.

PROCEDURES TO DIRECTLY ADDRESS THE CITY COUNCIL:

Any member of the public may directly address the Council regarding any matter identified on the agenda. Regular meeting agendas will include an agenda item for "Public Comment". Each speaker is requested to submit a speaker card or request to speak before the item is called to be addressed by Council (for Public Comment, Consent Calendar, Administrative Reports, Consent Hearings, or Public Hearings). Speaker cards are used to promote efficient and orderly progress of the meeting; however, a card is not required if the speaker otherwise makes a clear and timely request to address the Council. Information on Speaker cards is subject to public disclosure under the California Public Records Act.

Speakers should direct comments to Mayor and Councilmembers, not the audience. Speakers are expected to yield the floor when the time limit is identified. For each item, speaking time is limited to no more than three minutes per person, unless otherwise specified for hearings and appeals, or at the discretion of the Mayor or City Council to address special circumstances. The Mayor may modify (increase or decrease) any time requirements for any speaker, or change the order of the items on the agenda, in accordance with the Rules of Order in order to facilitate the efficient and fair conduct of the meeting. This may include moving all or a portion of the Public Comment portion of the agenda to the end of the meeting (see Council Policy Resolution 19, R2016-6 section 6.1.4).

PUBLIC COMMENT:

During each regular meeting, the public may directly address the City Council on any matter within the Council's subject matter jurisdiction, including any matter that is not on the agenda. However, State law strictly limits the Council's authority to respond at the meeting to any matter that is not on the agenda.

CONSENT CALENDAR:

Items on the Consent Calendar are considered routine and may be approved by a single vote of the City Council.

ADMINISTRATIVE REPORTS:

Items on the Administrative Reports portion of the agenda will include a staff report and an opportunity for the public to address the City Council, but they do not require a formal public hearing prior to City Council taking the identified action.

CONSENT HEARINGS:

Items on the Consent Hearing portion of the agenda are considered routine and may be approved by a single vote of the City Council; however, any member of the public or City Council may remove an item for consideration during the Public Hearing portion of the agenda.

PUBLIC HEARINGS:

During any public hearing (which includes any appeal hearing), an opportunity will be provided for public testimony when any person may directly address the City Council. Applicants (or appellants) are allowed 10 minutes to present testimony at the beginning of the public hearing, and if needed, 5 minutes to present rebuttal at the end of the public testimony. All other speakers will be limited to times established by the Mayor under the Procedures to Directly Address the City Council (above).

CLOSED SESSION:

The City Council is authorized to meet in closed session, without attendance by the public, on limited confidential topics such as pending litigation, real property negotiations, or personnel or labor matters.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

The California Environmental Quality Act ("CEQA") is the state law that requires the City to evaluate and document the potential environmental consequences of discretionary decision. (See, California Public Resources Code Sections 21000-21189.3; and the "CEQA Guidelines" at California Code of Regulations Title 14, Division 6, Chapter 3, Sections 15000-15387). For each item that requires a CEQA determination by City Council, there is a reference to that determination on this agenda, and more information regarding the CEQA analysis is included in the documents that accompany this Agenda. To the extent that City staff determines that particular items are not subject to CEQA, there will be no indication of a CEQA action on this Agenda.

CHALLENGES TO DECISIONS MADE BY THE CITY COUNCIL:

If a person wishes to file a legal challenge to any decision made by the City Council, you may be limited to raising only those issues which you or someone else raised during the meeting, or in a written communication received by the City Clerk prior to or during the meeting. In addition, a legal challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies. The time limit to commence any legal challenge may be subject to strict timing requirements, and failure to comply with applicable timing requirements may result in a legal challenge being barred. Any lawsuit or legal challenge to any quasi adjudicative decision made by the City Council is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi adjudicative decision made by City Council must be filed no later than the 90th day following the date on which such decision becomes final.