



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

**Tuesday, December 3, 2024**

**3:30 PM Afternoon Session**

**6:30 PM Evening Session**

**City Hall Council Chambers**

*955 School Street  
Napa, CA 94559  
[www.cityofnapa.org](http://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

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**3:30 P.M. AFTERNOON SESSION****1. CALL TO ORDER:****1.A. Roll Call:****2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****3. PUBLIC COMMENT:****4. CONSENT CALENDAR:****4.A. [439-2024](#) City Council Meeting Minutes**

**Recommendation:** Approve the minutes from the November 19, 2024 Regular Meeting of the City Council.

**Attachments:** [ATCH 1 - November 19, 2024 Draft Regular Meeting Minutes](#)

**4.B. [443-2024](#) Harvest Village II**

**Recommendation:** Approve, pursuant to the previously adopted Mitigated Negative Declaration for the Harvest Village Project, the second reading and final passage of an ordinance approving a Zoning Amendment to Ordinance O2016-4, (PD-35) Planned Development Overlay District modifying development standards for Harvest Village II at 804 Capitola Drive and direct staff to file a Notice of Determination.

**Attachments:** [ATCH 1 - Ordinance](#)

**4.C. [448-2024](#) Post Employment Health Plan (PEHP) Adoption**

**Recommendation:** Adopt a resolution authorizing the adoption of the Post Employment Health Plan for Public Employees (PEHP), and authorizing the Finance Director to execute plan documents.

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A - City of Napa PEHP Plan Document](#)

**4.D. [441-2024](#) Tyler Technologies, Inc. Contract Amendment for Energov Software Implementation**

**Recommendation:** Approve and authorize the Assistant City Manager to execute on behalf of the City Amendment No. 8 to Agreement No. C2020-058 with Tyler Technologies, Inc. for additional implementation and project management services in the increased amount of \$70,400 (\$30,400 in one-time fees and \$40,000 in recurring fees) for a total contract amount not to exceed \$1,585,852.

**Attachments:** [ATCH 1 - Amendment No. 8 to C2020-058](#)

- 4.E. [427-2024](#) **Grant Agreement with Burbank Housing Development Corporation for Permanent Supportive Housing Services**
- Recommendation:** Approve and authorize the City Manager to execute a grant agreement with Burbank Housing Development Corporation for American Rescue Plan Act funding in an amount not to exceed \$348,000 to fund case management and other costs related to the operation of permanent supportive housing services.
- Attachments:** [ATCH 1 - Agreement](#)
- 4.F. [431-2024](#) **State Prohousing Incentive Program (PIP) Application**
- Recommendation:** Adopt a Resolution authorizing the Deputy City Manager to submit an application to the California Department of Housing and Community Development Prohousing Incentive Program and approve and authorize the Deputy City Manager to execute an agreement, or any other documents necessary, for the receipt of Prohousing Incentive Program funds
- Attachments:** [ATCH 1 - Resolution](#)
- 4.G. [278-2024](#) **Dwight Murray Plaza Trash Enclosure License Agreement**
- Recommendation:** Approve and authorize the Utilities Director to execute a License Agreement with First and Main NV, LLC, Coombs Street, LLC, and Napa County Landmarks Incorporated, to allow the licensees to have access to, and make use of, the City-owned trash/recycling enclosure located within the Dwight Murray Plaza, to execute subsequent amendments to the agreement as needed, and determine that the actions authorized by this item are exempt from CEQA.
- Attachments:** [ATCH 1 - License Agreement](#)
- 4.H. [411-2024](#) **Napa Countywide Road Maintenance Act (Measure T) - Maintenance of Effort**
- Recommendation:** Adopt a resolution certifying Measure T Maintenance of Effort for Fiscal Years 2024 through 2026 and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Maintenance of Effort FY 2024](#)
- 4.I. [412-2024](#) **Napa Countywide Road Maintenance Act (Measure T) - Equivalent Fund Expenditures**
- Recommendation:** Adopt a resolution approving a certification of Equivalent Fund Expenditures under the Measure T Program that demonstrates use of non-Measure T revenue for Class I Bike projects for fiscal year 2023-24
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Equivalent Fund Expenditures Worksheet FY24](#)

- 4.J. [418-2024](#) **Purchase of Asphalt and Aggregate Materials**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a contract to, and execute a contract with, Vulcan Materials Company, for asphalt and aggregate materials in an amount not to exceed \$8,000,000.00; and (2) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 4.K. [424-2024](#) **Amendment to Agreement for Dispatch Recorder System**
- Recommendation:** Approve and authorize the Chief of Police to execute on behalf of the City an amendment to Agreement No. C2019 113 with Gosserco, Inc. for Public Safety Dispatch 24-hour Communications Recorder System support for one year (FY 24/25), in the increased amount of \$15,000 for a total contract amount not to exceed \$175,000
- Attachments:** [ATCH 1 - Amendment No. 1](#)  
[ATCH 2 - Agreement No C2019 113](#)
- 4.L. [425-2024](#) **Amendment to Agreement for Priority Dispatch System**
- Recommendation:** Approve and authorize the City Manager to execute on behalf of the City an amendment to Agreement No. C2021-110 with Priority Dispatch Corporation for the Priority Dispatch System, in the increased amount of \$37,000 for a total contract amount not to exceed \$367,000.
- Attachments:** [ATCH 1 - Amendment No. 1](#)  
[ATCH 2 - Agreement C2021 110](#)
5. CONSENT HEARINGS:
- 5.A. [438-2024](#) **Preservation of Qualified Historical Property at 1755 First Street**
- Recommendation:** Approve and authorize the Community Development Director, on behalf of the City, to execute the Mills Act Historic Preservation Agreement for the property at 1755 First Street and determining that the action is exempt from CEQA.
- Attachments:** [ATCH 1 - Mills Act Contract](#)  
[ATCH 2 - Project Description](#)  
[ATCH 3 - Tax Assessor Information](#)
6. PUBLIC HEARINGS:
- 6.A. [390-2024](#) **Master Fee Schedule**
- Recommendation:** Adopt a resolution updating Citywide fees, charges, and fines effective February 3, 2025
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Proposed Updated City Fee Schedule](#)  
[ATCH 2 - Fee Changes Only \(Redline\)](#)

- 6.B. [362-2024](#) **Amendment of Napa Municipal Code Section 10.36.090-Parking Exceeding 72 Hours**
- Recommendation:** Approve the first reading and introduction of an ordinance amending Napa Municipal Code Section 10.36.090 related to parking exceeding 72 hours and determining the action to be exempt from CEQA.
- Attachments:** [ATCH 1- Ordinance](#)  
[ATCH 2 – Public Comments Received by Nov 22, 2024.](#)
- 6.C. [383-2024](#) **Amendment of Napa Municipal Code Section 10.36.070-Trailers and Oversized Vehicle Regulations**
- Recommendation:** Approve the first reading and introduction of an ordinance amending Napa Municipal Code Section 10.36.070 related to parking of trailers and oversized vehicles and determining the action to be exempt from CEQA.
- Attachments:** [ATCH 1- Ordinance](#)  
[ATCH 2 – Public Comments Received by Nov 22, 2024.](#)

**7. COMMENTS BY COUNCIL OR CITY MANAGER:**

**8. CLOSED SESSION:**

- 8.A. [433-2024](#) **CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6):**
- City designated representatives: Steve Potter, Liz Habkirk, Heather Ruiz, MJ Tueros, Rajneil Prasad and Christopher Diaz. Employee organizations: Napa Chief Fire Officers (NCFO).
  - City designated representatives: Steve Potter, Liz Habkirk, Heather Ruiz, Rajneil Prasad and Christopher Diaz. Employee organizations: Administrative, Managerial and Professional Employees Unit (AMP).
  - City designated representatives: Steve Potter, Liz Habkirk, Heather Ruiz, and Christopher Diaz. Unrepresented City employees: City Unrepresented Management Staff (as defined by R2023-136) and City Executive Staff (as defined by R2022-114).

**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. PUBLIC COMMENT****13. PUBLIC HEARINGS:****13.A. [305-2024](#) Big Ranch Road Annexation****Recommendation:**

(1) Adopt a resolution authorizing City Staff to submit an application to the Local Agency Formation Commission to initiate proceedings for the annexation of the six properties at 2275, 2285, 2305, 2331 Big Ranch Road, 1130 Trower Avenue (only the portion within the RUL and south of the future Trower Avenue extension) and 1438 Rosewood Lane and determining that the actions authorized by this resolution were analyzed by a previously certified Environmental Impact Report; and

(2) Approve first reading and introduction of an ordinance amending Title 17 of the Napa Municipal Code to add a new Chapter 17.31 establishing a Master Plan Zone District (MP), amending the Zoning Map to Pre-Zone (APNs 038-240-005, 038-240-006, 038-240-014, 038-240-015, 038-240-020, 038-240-022, 038-240-023, 038-160-023, 038-160-024, 038-160-025, 038-160-026, 038-160-029), from single-family residential (RS-5, RS-7, RS-10, RS-20) to MP and determining that the action authorized were analyzed by a previously certified Environmental Impact Report.

**Attachments:**

[ATCH 1 - Resolution](#)

[ATCH 2 - Ordinance](#)

[ATCH 3 - CEQA Initial Study for Determination of Consistency \(with the G](#)

[ATCH 4 - Location Map](#)

[ATCH 5 - Annexation Parcels](#)

[ATCH 6 - Rural Urban Limit Line - Sphere of Influence](#)

[ATCH 7 - Pre-Zones](#)

[ATCH 8 - Parcels Opposing Annexation](#)

[ATCH 9 - Planning Commission Staff Report](#)

[ATCH 10 - Public Correspondence](#)

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

The next regularly scheduled meeting for the City Council of the City of Napa is December 17, 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 Wednesday, November 27, 2024 at 5:00 P.M.

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**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](mailto: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](http://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](http://www.cityofnapa.org); or by contacting the City Clerk by email at [clerk@cityofnapa.org](mailto: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](mailto:clerk@cityofnapa.org). For TTY/ Speech to Speech users, dial 7 1 1 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](mailto: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.