



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

Tuesday, November 19, 2024

**3:30 PM Afternoon Session
No 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. PUBLIC COMMENT:****4. CONSENT CALENDAR:****4.A. [392-2024](#) City Council Meeting Minutes**

Recommendation: Approve the minutes from the October 15, 2024 Regular Meeting and the October 28, 2024 Special Meeting of the City Council.

Attachments: [ATCH 1 - October 15, 2024 Draft Regular Meeting Minutes](#)
[ATCH 2 - October 28, 2024 Draft Special Meeting Minutes](#)

4.B. [346-2024](#) 2025 City Council Calendar

Recommendation: Adopt a resolution establishing the 2025 Calendar for Regular and Special City Council Meetings and City Holidays, and approving the cancellation of the regular meeting of the City Council on July 1, 2025.

Attachments: [ATCH 1 - Resolution](#)
[EX A - 2025 Calendar](#)

4.C. [398-2024](#) Resolution Granting Consent to the County of Napa to Renew the Napa Valley Tourism Improvement District (NVTID) and Include the City of Napa in the Renewed NVTID

Recommendation: Adopt a Resolution Granting Consent to the County of Napa to Renew the Napa Valley Tourism Improvement District (NVTID) and Include the City of Napa in the Renewed NVTID

Attachments: [ATCH 1 - Resolution](#)
[ATCH 2 - Adopted County Resolution Requesting Consent](#)
[ATCH 3 - NVTID Management District Plan 2025-2035](#)

4.D. [414-2024](#) Monthly Budget and Investment Statements

Recommendation: Receive the Monthly Budget and Investment Statements as of July 31, 2024, August 31, 2024, and September 30, 2024.

Attachments: [ATCH 1 - July 2024 Budget Investment Statement](#)
[ATCH 2 - August 2024 Budget Investment Statement](#)
[ATCH 3 - September 2024 Budget Investment Statement](#)

- 4.E. [399-2024](#) **Tentative Agreement between the City of Napa and the Napa City Firefighters Association, IAFF, Local 3124, AFL-CIO (“NCFA”)**
- Recommendation:** Approve the Tentative Agreement between the City of Napa ("City") and the Napa City Firefighters Association, IAFF, Local 3124, AFL-CIO ("NCFA") for the term of July 1, 2024 through June 30, 2026; and authorize the City Manager to finalize and execute a successor Memorandum of Understanding (MOU) to implement the Tentative Agreement.
- Attachments:** [ATCH 1 - Total Tentative Agreement between City & NCFA](#)
- 4.F. [421-2024](#) **Fiscal Year 2023-2024 Annual Tax Report for City of Napa Community Facilities District No. 2017-1 (Gasser Soscol Gateway)**
- Recommendation:** Receive the City of Napa Community Facilities District No. 2017-1 (Gasser Soscol Gateway) Annual Tax Report for the fiscal year ended June 30, 2024.
- Attachments:** [ATCH 1 - Annual Tax Report for the CON CFD No. 2017-1 for FY2024](#)
- 4.G. [417-2024](#) **FY25 Capital Improvement Program Amendment**
- Recommendation:** Adopt a resolution amending the Capital Improvement Project Plan as documented in Council Budget Amendment No. 38P5.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A- Council Budget Amendment No. 38P5](#)
[ATCH 2 - Legistar Item 326-2024 Link](#)
- 4.H. [385-2024](#) **Fleet Replacement Schedule**
- Recommendation:** Adopt a resolution, (1) Approving Amendment No. 1 to Appendix E from Mid Cycle Budget Fiscal Year 2024/25, Fleet Replacement Schedule, and (2) authorizing the City Manager or Public Works Director to execute contracts and agreements on behalf of the City for the purchase of replacement vehicles and equipment based on the descriptions and dollar amounts identified on the Amendment No. 1 to Appendix E in the total amount of \$6,097,000 in Fiscal Year 2024/25, and (3) adjusting the current expenditures budget of the Fleet Replacement Fund by \$125,000 for a total Fiscal Year 2024/25 amount of \$6,097,000 as documented by Budget Adjustment No. 60P5.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Amendment No. 1 Appendix E: Fleet Replacements Schedule](#)
[EX B - BAF No. 60P5](#)

- 4.I. [395-2024](#) **The Oxbow Gateway Sign**
- Recommendation:** Adopt a resolution approving the Oxbow Gateway Signage to generally be located in the public right-of-way along First Street between Soscol Avenue and McKinstry Street; approving and authorizing the City Manager or designee to execute on behalf of the City a license agreement with the Napa Downtown Merchants and Professional Association ("DNA") for the installation and maintenance of the Oxbow Gateway Sign; and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Oxbow Gateway Preliminary Signage Design](#)
- 4.J. [400-2024](#) **4Leaf Plan Check and Inspection Services**
- Recommendation:** Approve and authorize the City Manager to execute on behalf of the City Amendment No. 2 to Agreement No. C2023-709 with 4LEAF, Inc., for additional plan check and inspection services in the amount of \$250,000.00, for a total contract amount not to exceed \$450,000.00.
- Attachments:** [ATCH 1 - Agreement No. C2023-709 with 4LEAF Consulting Group](#)
[ATCH 2 - Amendment No. 1 to C2023-709 with 4LEAF Consulting Group](#)
- 4.K. [404-2024](#) **Storm Drain Infrastructure Condition Assessment**
- Recommendation:** Approve and authorize the Public Works Director to execute on behalf of the City an amendment to Agreement No. C2020-116 with National Plant Services, Inc., for the Storm Drain Infrastructure Condition Assessment in the increased amount of \$200,000 for a total contract amount not to exceed \$1,575,000.
- Attachments:** [ATCH 1 - Amendment No. 5 to Agreement C2020-116](#)
- 4.L. [405-2024](#) **Amendment to Agreement for VIPER as a Service Emergency Telephone System**
- Recommendation:** Approve and authorize the City Manager to execute on behalf of the City an amendment to Agreement No. C2019 028 with West Safety Solutions, Inc for VIPER as a Service Emergency Telephone System Support, in the increased amount of \$77,726.23 for a total contract amount not to exceed \$886,411.23.
- Attachments:** [ATCH 1 - Amendment No. 1](#)
[ATCH 2 - Agreement No. C2019 028](#)

- 4.M. [406-2024](#) **Bullet Trap Installation at the Police Department Shooting Range**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with, Action Target, Inc., for the purchase and installation of two bullet traps and six electronic targets at the Police Department Shooting Range located at 2295 Monticello Road in the amount of \$266,450; (2) authorizing the Public Works Director to approve change orders for project services up to \$44,645 for a total project amount not to exceed \$311,095; and (3) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 4.N. [408-2024](#) **Public Safety Dispatching Services provided to the County of Napa**
- Recommendation:** Approve and authorize the Police Chief, on behalf of the City, to execute amendment No. 9 to Agreement No. C2013-363 for Public Safety Dispatching Services between the City of Napa and the County of Napa to extend the term for two (2) additional years and increase the City's annual revenues (charges for services) to \$2,466,474 for fiscal year 2024-2025 and \$2,562,753 for fiscal year 2025-2026.
- Attachments:** [ATCH 1 - Amendment No. 9 to Agreement No. C2013 363](#)
[ATCH 2 - Agreement No. C2013 363 with Amendments 1-8](#)
- 4.O. [409-2024](#) **Agreement with Central Square Technologies for Public Safety Enterprise Computer Aided Dispatch System**
- Recommendation:** Approve and authorize the City Manager to execute an Agreement with Central Square Technologies (CST) to implement and provide Computer Aided Dispatch (CAD) system, software as a service subscription to the City for a five-year term in return for compensation in an amount not to exceed \$1,800,000.

4.P. [415-2024](#)**Outside Water Service to 7855 St Helena Highway**

Recommendation: Adopt a resolution: 1) authorizing the Utilities Director to execute a Declaration of Covenants and Agreement Regarding Water Service to 7855 St Helena Highway in Oakville (APN 027-280-077-000); 2) authorizing the Utilities Director to submit an application to the Local Agency Formation Commission of Napa County for an outside service agreement; and 3) determining that the actions authorized by this resolution are exempt from CEQA.

Attachments: [ATCH 1 - Resolution](#)
[EX A - Term Sheet for Declaration of Covenants and Agmt](#)
[EX A-1 - Project Building Layout](#)
[EX A-2 - Project Water System Improvements](#)
[ATCH 2 - Outside Water Service Application No.659](#)
[ATCH 3 - Location Map of the subject property](#)
[ATCH 4 - Charter Section 180](#)
[ATCH 5 - Government Code Section 56133](#)

4.Q. [416-2024](#)**Sale of State Water Project Carryover Water**

Recommendation: Approve and authorize the Utilities Director to execute the sale of State Water Project Article 56 (c) water (carryover water) with Tulare Lake Basin Water Storage District and the Westside Districts for a total sale of 4,528 acre feet (AF) and determine that this action is exempt from CEQA.

Attachments: [ATCH 1 - Term Sheet from NCFCWCD to TLBWSD](#)
[ATCH 2 - Term Sheet between NCFCWCD and the Westside Districts](#)
[ATCH 3 - Notice of Exemption - TLBWSD and NCFCWCD](#)
[ATCH 4 - Notice of Exemption - KCWA, Westside Districts and NCFCWCD](#)

5. ADMINISTRATIVE REPORTS:**5.A. [329-2024](#)****Treasurer's Quarterly Investment Report on the City's Investment Portfolio for the Quarter Ended September 30, 2024**

Recommendation: Receive the Treasurer's Quarterly Investment Report on the City's investment portfolio for the period ending September 30, 2024.

Attachments: [ATCH 1 - City of Napa Quarterly Investment Report 2024-09-30](#)
[ATCH 2 - Napa Quarterly Investment Holdings Report 2024-09-30](#)
[APNDX - Investment Policy](#)

- 5.B. [389-2024](#) **Deferred Compensation Plan Restatement and Money Purchase Defined Contribution Plan Adoption**
- Recommendation:** Adopt a resolution adopting a qualified retirement plan (Governmental Money Purchase Plan) and authorizing the Finance Director to execute plan documents.
- Adopt a resolution adopting the restatement of Governmental 457(b) retirement plan and authorizing the Finance Director to execute plan documents.
- Attachments:** [ATCH 1 - Resolution \(Napa Money Purchase Plan\)](#)
[ATCH 2 - Napa MPP Adoption Agreement](#)
[ATCH 3 - Summary Plan Description MPP](#)
[ATCH 4 - Resolution \(Restatement of Gov 457\(b\) Retirement Plan\)](#)
[ATCH 5 - 457\(b\) Adoption Agreement](#)
[ATCH 6 - 457\(b\) Plan Summary](#)
- 5.C. [327-2024](#) **Fiscal Year 2023/24 End of Year Report Update - Unaudited**
- Recommendation:** Receive the End of Year Financial update on the City's General Fund and the Proprietary Funds for the Fiscal Year Ending June 30, 2024.
- Attachments:** [ATCH 1 - End-of-Year Report Update, Fiscal Year 2023-24](#)
- 5.D. [341-2024](#) **Downtown Parking Structure Site Analysis**
- Recommendation:** (1) Receive a report and presentation reviewing sites that could be feasible for a new parking structure in Downtown; and (2) adopt a resolution authorizing the parking garage feasibility study and adjusting the parking development impact fee budget by \$200,000 as documented by Budget Adjustment No. 125P05 and determining that the actions authorized by this resolution are exempt from CEQA
- Attachments:** [ATCH 1 - Parking Garage Sites](#)
[ATCH 2 - Resolution](#)
[EX A - Budget Amendment No. 125P05](#)

6. CONSENT HEARINGS:

6.A. [359-2024](#)**Embassy Suites Addition Extension II**

Recommendation: Adopt a resolution approving a second, two-year extension of the previously approved Use Permit and Design Review Permit for the Embassy Suites Hotel Expansion at 1075 California Boulevard and 2420 First Street and determining that the actions authorized are exempt from environmental review under the California Environmental Quality Act (CEQA).

Attachments: [ATCH 1 - Resolution](#)
[ATCH 2 - Extension Request](#)
[ATCH 3 - Resolution R2020-053](#)
[ATCH 4 - PD-38 O2020-006](#)
[ATCH 5 - 1st Administrative Extension](#)
[ATCH 6 - PC Report \(2-6-2020\)](#)
[ATCH 7 - Approved Plans](#)

6.B. [360-2024](#)**Harvest Village II**

Recommendation: (1) Approve, pursuant to the previously adopted Mitigated Negative Declaration for the Harvest Village Project, first reading and introduction 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; and
(2) Adopt, pursuant to the previously adopted Mitigated Negative Declaration for the Harvest Village Project, a resolution approving a Design Review Permit for a Subdivision Map and House Plans and a Tentative Map to subdivide an approximately 1.35-acre property into nine (9) single-family residential lots at 804 Capitola and direct staff to file a Notice of Determination.

Attachments: [ATCH 1 - Ordinance](#)
[ATCH 2 - Resolution](#)
[ATCH 3 - CEQA Resolution R2016-23](#)
[ATCH 4 - Initial Study](#)
[ATCH 5 - PD-35 Ordinance](#)
[ATCH 6 - Project Description](#)
[ATCH 7 - Tentative Map](#)
[ATCH 8 - House Plans](#)
[ATCH 9 - Landscape Plan](#)
[ATCH 10 - Planning Commission Report](#)

7. COMMENTS BY COUNCIL OR CITY MANAGER:**8. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is December 3, 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, November 14, 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 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. 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.