



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

Tuesday, July 18, 2023

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 Beth Painter
Councilmember Liz Alessio
Councilmember Mary Luros
Councilmember Bernie Narvaez***

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. [234-2023](#) Parks and Recreation Month**

Recommendation: Proclaim July 2023 as Parks and Recreation Month.

Attachments: [ATCH - 1 - Proclamation](#)

4. PUBLIC COMMENT:

***See page 8 for procedures to provide public comments to Council.**

5. CONSENT CALENDAR:**5.A. [272-2023](#) City Council Meeting Minutes**

Recommendation: Approve the minutes from the May 25, 2023 and June 6, 2023 Special Meetings and the June 6, 2023 and June 20, 2023 Regular Meetings of the City Council.

Attachments: [ATCH 1 - May 25, 2023 Draft Special Meeting Minutes](#)
[ATCH 2 - June 6, 2023 Draft Special Meeting Minutes](#)
[ATCH 3 - June 6, 2023 Draft Regular Meeting Minutes](#)
[ATCH 4 - June 20, 2023 Draft Regular Meeting Minutes](#)

5.B. [186-2023](#) Abatement Services Agreement

Recommendation: Authorize the City Manager to execute an agreement with Yerba Buena Engineering and Construction ending June 30, 2024, and for an amount not to exceed \$250,000 for the clean-up and abatement of homeless encampments, and other associated trash debris within the City of Napa; and determine that this action is exempt from CEQA.

Attachments: [ATCH 1- Agreement](#)

5.C. [259-2023](#) Managed Security Services for Information Technology Systems

Recommendation: Authorize the Information Technology Manager to execute an agreement with CATO Networks, Inc., for Managed Security as a Service for a three-year term in an amount not to exceed \$130,941.

Attachments: [ATCH 1 - Quote Proposal](#)

- 5.D. [219-2023](#) **Salary Schedules for Full-Time Employees**
- Recommendation:** Adopt a resolution documenting the salary schedules for Full-Time Employees.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Proposed Salary Schedule for Full-Time Employees](#)
- 5.E. [270-2023](#) **Full Time Temporary Help Services from Robert Half International, Inc.**
- Recommendation:** Authorize the City Manager to execute Amendment 1 to Agreement C2022-182 with Robert Half International, Inc. for Full Time Temporary Help services, in the increased amount not to exceed \$250,000 and to extend the agreement for an additional ten (10) months to June 30, 2024.
- Attachments:** [ATCH 1 - Original Agreement C2022-182](#)
[ATCH 2 - Amendment 1](#)
- 5.F. [273-2023](#) **City of Napa FY 2023/24 Budget Correction**
- Recommendation:** Increase the expenditure budget of the Workers Compensation Fund by \$4,163,000 and increase the Damage Reimbursement Fund budget by \$50,0000 of revenue and \$150,000 of expenditures, as documented in Council Budget Amendment 211P01.
- Attachments:** [ATCH 1 - Council Budget Amendment 211P01](#)
- 5.G. [262-2023](#) **School Resource Officers and Youth Service Detective Provided to the Napa Valley Unified School District**
- Recommendation:** Authorize the Police Chief to execute on behalf of the City an agreement to receive up to \$425,615.85 for providing three School Resource Officers and one Youth Service Detective to the Napa Valley Unified School District for the 2023/2024 school year and up to an additional \$45,000 for other law enforcement services, for a total not to exceed amount of up to \$470,615.85.
- Attachments:** [ATCH 1- Agreement with Napa Valley Unified School District](#)
- 5.H. [233-2023](#) **Budget Adjustment for Safe Streets and Roads for All Grant Award - Jefferson Street Corridor Plan**
- Recommendation:** Adopt a resolution: (1) amending the Capital Improvement Project Plan as documented in Council Budget Amendment No. 161; and (2) authorizing the Public Works Director to execute and process all documents necessary to implement the grant to develop a Complete Streets Improvement Plan for the Jefferson Street Corridor.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Council Budget Amendment No. 161](#)

- 5.I. [245-2023](#) **Parks Pathway Repair Project**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with, Michael Paul Company, Inc., for the Parks Pathway Repair project in the bid amount of \$415,084; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$103,664 for a total project amount not to exceed \$518,748; and (3) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.J. [256-2023](#) **ATMS Traffic Signal Coordination - Phase II**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with, DC Electric Group, Inc. for the ATMS Traffic Signal Coordination - Phase II project in the bid amount of \$1,646,000; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$218,700 for a total project amount not to exceed \$1,864,700; and (3) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.K. [265-2023](#) **Lone Oak Subdivision Final Map, a 6 Single-Family Lot Project Located at 2394 Lone Oak Avenue**
- Recommendation:** Adopt a resolution approving the Final Map of Lone Oak Subdivision (Project No. ENG23-0005), to subdivide property located at 2394 Lone Oak Avenue into 6 single-family lots, authorizing the Mayor to sign said Final Map, and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[ATCH 2 - Final Map \(reduced version\)](#)
- 6. ADMINISTRATIVE REPORTS:**
- 6.A. [166-2023](#) **City of Napa Tourism Improvement District (TID) Spotlight**
- Recommendation:** Receive a report providing an overview of the City of Napa's Tourism Improvement District recent activities and future strategy.
- 6.B. [246-2023](#) **Council Spotlight - Parks and Recreation Department Policy and Project Highlights**
- Recommendation:** Receive a Council Spotlight Presentation providing an overview of policy and project highlights from the Parks and Recreation Department.

7. CONSENT HEARINGS:

- 7.A. [467-2022](#) **Police Use of Military Equipment - Annual Report and Request to Renew Ordinance**
- Recommendation:** Approve the first reading and introduction of an ordinance approving the renewal of the Police Military Equipment use policy and the 2022 annual report in accordance with California Government Code Sections 7070 through 7075.
- Attachments:** [ATCH 1 - Ordinance](#)
[EX A - NPD Policy 705 Military Equipment](#)
[EX B - 2022 Annual Police Military Equipment Report](#)
- 7.B. [222-2023](#) **Brookfield Napa Pipe II Tentative Subdivision Map**
- Recommendation:** Adopt a resolution approving a tentative subdivision map for "Napa Pipe Blocks 13, 14, 17 and 18," a subdivision to establish 89 lots for 124 residential units, as a part of the Napa Pipe Development Plan known as the Brookfield Subdivision, and determining that the actions authorized by this resolution were adequately analyzed by a previous California Environmental Quality Act action.
- Attachments:** [ATCH 1 – Resolution with EX A](#)
[ATCH 2 – Tentative Subdivision Map](#)
[ATCH 3 – SF Micro Lot Typology](#)
[ATCH 4 – Townhouse Large Typology](#)
- 7.C. [247-2023](#) **Preservation of Qualified Historical Property at 409 Franklin Street**
- Recommendation:** Authorize the City Manager, on behalf of the City, to execute the Mills Act Historic Preservation Agreement for the property at 409 Franklin Street.
- Attachments:** [ATCH 1 - Mills Act Contract](#)
[ATCH 2 - Project Description](#)
[ATCH 3 - Table 1 - Estimated Property Tax Reduction](#)
[ATCH 4 - June 8, 2023 Cultural Heritage Commission Report](#)

8. COMMENTS BY COUNCIL OR CITY MANAGER:**9. CLOSED SESSION:**

- 9.A. [276-2023](#) **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code Section 54956.9(d)(1)): Napa County Superior Court Case No. 22CV000651.**

CITY COUNCIL RECESS**6:30 P.M. EVENING SESSION**

10. CALL TO ORDER:**10.A. Roll Call:****11. PLEDGE OF ALLEGIANCE:****12. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****13. SPECIAL PRESENTATIONS:**

- 13.A. [269-2023](#) Certificate of Recognition Honoring Rotary Club of Napa Sunrise**
- Recommendation:** Present a Certificate of Recognition to Rotary Club of Napa Sunrise in recognition of organizing the 2023 Fourth of July Parade.
- Attachments:** [ATCH - 1 Certificate of Recognition](#)

14. PUBLIC COMMENT:

***See page 8 for procedures to provide public comments to Council.**

15. ADMINISTRATIVE REPORTS:

15.A. [261-2023](#)**Encampment Resolution Funding Program Grant****Recommendation:**

1. Authorize the City Manager to execute on behalf of the City all agreements and documents necessary to accept the State of California's Encampment Resolution Funding Program Grant in the amount of \$15 million, to fund non-congregate temporary emergency shelter facilities and services through June 30, 2026.
2. Approve the increase of revenue and expenditures in the amount of \$15 million in the Non-Recurring General Fund as documented in Council Budget Adjustment No. 223.
3. Authorize the City Manager to execute a lease agreement (with terms consistent with those set forth on the Lease Term Sheet attached to the staff report to City Council accompanying this item) with Navi Haveli, Inc., dba Motel 6, to use the property located at 3380 Solano Avenue for the term August 1, 2023 through June 30, 2026 for the non-congregate sheltering of individuals experiencing homelessness, for the total lease amount of \$6,125,000.
4. Authorize the City Manager to execute an agreement with Abode Services in an amount not to exceed \$1,214,535 to provide the staff and related operating expenses necessary to operate a non-congregate sheltering program for the term August 1, 2023 through June 30, 2024.

Attachments:[ATCH 1- Budget Adjustment](#)[ATCH 2- Lease Term Sheet](#)[ATCH 3- Encampment Resolution Fund Budget](#)**16. REPORT ACTION TAKEN IN CLOSED SESSION:****17. COMMENTS BY COUNCIL OR CITY MANAGER:****18. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is August 1, 2023.

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, July 13, 2023 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.