



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

Tuesday, June 18, 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. SPECIAL PRESENTATIONS:****3.A. [225-2024](#) Proclamation in Celebration of Juneteenth Holiday**

Recommendation: Recognize June 19th as the Juneteenth National Independence Day.

Attachments: [ATCH 1 - Proclamation](#)

4. PUBLIC COMMENT:

***See page 9 for procedures to provide public comments to Council.**

5. CONSENT CALENDAR:**5.A. [213-2024](#) City Council Meeting Minutes**

Recommendation: Approve the minutes from the May 21, 2024.

Attachments: [ATCH 1 - May 21, 2024 Draft Regular Meeting Minutes](#)

5.B. [215-2024](#) North Napa Center, 3380 Solano Avenue

Recommendation:

1. Authorize the City Manager to execute an agreement with Abode Services in an amount not to exceed \$2,853,464 to provide the staff and related operating expenses to operate a non-congregate sheltering program at the North Napa Center for the term July 1, 2024 through June 30, 2026; and
2. Authorize the City Manager to execute an agreement with Universal Protection Services dba Allied Security Services in an amount not to exceed \$1,500,000 to provide security services at the North Napa Center for the term July 1, 2024 through June 30, 2026.
3. Determine that the actions authorized by this item are exempt from CEQA.

Attachments: [ATCH 1- Agreement with Abode Services](#)
[ATCH 2- Agreement with Universal Protection Services](#)

5.C. [197-2024](#) Workers' Compensation Coverage for City of Napa Volunteers

Recommendation: Adopt a resolution designating volunteers serving the City of Napa as employees for purposes of workers' compensation.

Attachments: [ATCH 1 - Resolution](#)

- 5.D. [214-2024](#) **Homeless Outreach Services**
- Recommendation:** Authorize the City Manager to execute an agreement with Abode Services in the amount of \$823,099 for the term July 1, 2024 to June 30, 2025 for the provision of outreach services to individuals and families experiencing homelessness.
- Attachments:** [ATCH 1- Agreement](#)
- 5.E. [219-2024](#) **Grant Agreement with Heritage House Partners for Permanent Supportive Housing**
- Recommendation:** Authorize the City Manager to execute a grant agreement with Heritage House Partners LP for American Rescue Plan Act funding in an amount not to exceed \$745,466 to offset increased costs of constructing the Heritage House and Valle Verde project at 3700 Valle Verde Drive, which will provide 44 units of Permanent Supportive Housing, and determine that the actions authorized by this item were adequately analyzed by a previous CEQA action.
- Attachments:** [ATCH 1- Agreement](#)
- 5.F. [220-2024](#) **Tyler Technologies, Inc. Contract Amendment for Energov Software Licenses**
- Recommendation:** Authorize the Assistant City Manager to execute Amendment No. 7 to Agreement No. C2020-058 with Tyler Technologies, Inc. increasing the not to exceed amount by \$30,268 annually for recurring SaaS fees and to add additional permitting and GIS user software licenses for a total not to exceed amount of \$1,515,852.
- Attachments:** [ATCH 1 - Amendment 7 to C2020-058](#)
- 5.G. [221-2024](#) **Agreement for Public Safety Software Systems Support and Technology Project Management**
- Recommendation:** Authorize the Assistant City Manager to execute a five (5) year agreement not-to-exceed \$990,000 with Cloud 5 Solutions, LLC for Public Safety Software Systems Support and other Technology Project Management.
- Attachments:** [ATCH 1 - Cloud 5](#)
- 5.H. [222-2024](#) **Response to the 2023-2024 Napa County Grand Jury Final Report “Hitting the Reset Button; Addressing Gangs in Napa County.”**
- Recommendation:** Approve the City of Napa Response to the 2023-2024 Grand Jury Final Report "Hitting the Reset Button: Addressing Gangs in Napa County" and direct the City Manager to submit the response on behalf of the City Council to the Presiding Judge of the Superior Court.
- Attachments:** [ATCH 1 - Grand Jury Response Letter](#)
[ATCH 2 - Napa County Grand Jury Report](#)

- 5.I. [226-2024](#) **Monthly Budget and Investment Statement**
- Recommendation:** Receive the Monthly Budget and Investment Statement as of April 30, 2024.
- Attachments:** [ATCH 1 - April 2024 Budget Investment Statement](#)
- 5.J. [227-2024](#) **Tentative Agreement between the City of Napa and the Napa City Employees' Association - Service Employees International Union Local 1021**
- Recommendation:** Approve and adopt the Tentative Agreement between the City of Napa ("City") and the Napa City Employees' Association - Service Employees International Union Local 1021 ("NCEA") for the term of July 1, 2024, through June 30, 2026, and authorize the City Manager to finalize a successor Memorandum of Understanding (MOU).
- Attachments:** [ATCH 1 - Tentative Agreement](#)
- 5.K. [133-2024](#) **Consulting Services Agreements for Marketing, Advertising, Public Relations, Event Planning & Related Services for Tourism Promotion - Napa Tourism Improvement District**
- Recommendation:** Authorize the Community Development Director to execute a Services Agreement with D. Augustine & Associates, Inc. for Marketing, Advertising, Public Relations, Event Planning & Related Services for Tourism Promotion for the term of July 1, 2024 to June 30, 2025 for an amount not-to-exceed of \$716,458.
- Attachments:** [ATCH 1 - Service Agreement with Augustine Associates Inc](#)
- 5.L. [178-2024](#) **Amendment to Repair and Maintenance for Heating and Cooling Systems Services**
- Recommendation:** Authorize the Public Works Director to execute on behalf of the City Amendment No. 6 to Agreement No. C2017-205 with Bell Products, Inc., for heating and air conditioning systems (HVAC) services, in the increased amount of \$500,000 for a total contract amount not to exceed \$1,450,000 and determine that the actions authorized by this item are exempt from CEQA.
- Attachments:** [ATCH 1 - C2017-205 Amendment No. 6](#)

- 5.M. [191-2024](#) **Amendment to On-Call Civil Engineering Consulting Services**
- Recommendation:** Authorize the Public Works Director to execute on behalf of the City amendments to three On-Call Engineering Services Agreements: (1) Amendment No. 1 to Agreement No. C2021-331 with dk Associates, Inc. in the increased amount of \$300,000 for a total contract amount not to exceed \$800,000, (2) Amendment No. 1 to Agreement No. C2021-411 with GHD, Inc. in the increased amount of \$300,000 for a total contract amount not to exceed \$800,000, and (3) Amendment No. 1 to Agreement No. C2021-362 with Dokken Engineering in the increased amount of \$300,000 for a total contract amount not to exceed \$800,000.
- Attachments:** [ATCH 1 – Amendment No. 1 dk Associates](#)
[ATCH 2 – Amendment No. 1 GHD, Inc.](#)
[ATCH 3 – Amendment No. 1 Dokken Engineering](#)
- 5.N. [195-2024](#) **Browns Valley Road Water Main Installation**
- Recommendation:** Adopt a resolution (1) authorizing the Utilities Director to award and execute a construction contract after July 1, 2024, with Team Ghilotti, Inc., for construction of the Browns Valley Road Water Main Installation Project (account 53106131-63WD22UT08) in an amount not to exceed \$2,957,141; (2) authorizing the Utilities Director to approve change orders in a total amount up to \$592,859, for a total contract amount not to exceed \$3,550,000; (3) approving an appropriation in the amount of \$300,000 from Water CIP Undesignated Fund Balance account 531-35999 to CIP Project account 53160131-63WD22UT08, as documented in Council Budget Amendment No. 47; and (4) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1- Resolution](#)
[EX A - Council Budget Amendment No. 47](#)
- 5.O. [208-2024](#) **Westwood Avenue Paving, Sidewalk, and Water Main Project**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with Granite Rock Company, for the Westwood Sidewalks Project in the bid amount of \$1,555,334; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$453,300 for a total project amount not to exceed \$2,008,634; (3) approving an appropriation in the amount of \$200,000 from Water CIP Fund Balance Account 531-35999 to CIP account 53160131-63WD24UT09, as documented in Budget Adjustment No. 14; and (4) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Budget Amendment No 14](#)

- 5.P. [223-2024](#) **Street Preventive Maintenance Construction Contract - Twin Oaks East Neighborhood Crack and Cape Seals**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with, Pavement Coatings Co., for the Street Preventive Maintenance - Twin Oaks East project in the bid amount of \$729,358; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$72,935 for a total project amount not to exceed \$802,293; and (3) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.Q. [233-2024](#) **SB1 Road Repair and Accountability Act - Project List Application FY2024-25**
- Recommendation:** Adopt a resolution adopting a list of projects for Fiscal Year 2024-25 funded by Senate Bill 1: The Road Repair and Accountability Act of 2017 and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - FY25 Project List](#)
- 5.R. [230-2024](#) **Undersized Water Service Agreement for Existing Outside Water Services at 5091 Solano Avenue**
- Recommendation:** Authorize the Utilities Director to execute an Undersized Water Service Agreement with Oak Knoll Resort LLC to allow the use of existing water services for the proposed Knoll House hotel at 5091 Solano Avenue and determine that the actions authorized by this item were adequately analyzed by a previous CEQA action.
- Attachments:** [ATCH 1 - Use Permit App-5091 Solano Ave-City Response \(2016-02-12\)](#)
[ATCH 2 - Use Permit App-5091 Solano Ave-City Response \(2014-07-14\)](#)
[ATCH 3 - 5091 Solano Ave Project Plans](#)
[ATCH 4 - Undersized Water Service Agreement 5091 Solano Ave](#)

6. ADMINISTRATIVE REPORTS:

- 6.A. [101-2024](#) **Financial and Economic Indicator Update, Q2 2024**
- Recommendation:** Receive and discuss financial update as part of the Economic Development Dashboard and receive a supplemental presentation from Robert Eyler, PhD, regarding the City's key performance indicators and economic trends.
- Attachments:** [ATCH 1 - ED Dashboard June 2024 Update](#)

- 6.B. [231-2024](#) **Discussion of Designation of two members of Council to author argument in favor of Measure G for the November 5, 2024 ballot.**
- Recommendation:** Designate two members of City Council to author the argument in favor of Measure G, seek additional signatories to the argument, and file a rebuttal to the argument against the measure.
- 6.C. [064-2024](#) **Climate Action Update and Discussion of Next Steps**
- Recommendation:** Receive a presentation on the City of Napa's progress on climate action and sustainability, an update on the Countywide Climate Action Committee activities, as well as potential future actions, and provide input to staff on next steps.
- 7. CONSENT HEARINGS:**
- 7.A. [131-2024](#) **Downtown Business Promotions Tax Area - FY 2024-2025 Levy of Taxes**
- Recommendation:** Adopt a resolution levying taxes in the Downtown Business Promotions Tax Area (DBPTA) for FY 2024-2025 in accordance with Napa Municipal Code Chapter 3.28; and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - DBPTA FY 24-25 Annual Report](#)
[EX B - DTPBA/Oxbow Assessment FY 23-24 Budget vs Actual](#)
- 7.B. [132-2024](#) **Oxbow Business Promotions Assessment Area - FY 2024-2025 Levy of Assessment**
- Recommendation:** Adopt a resolution levying assessments in the Oxbow Business Promotions Assessment Area for FY 2024-2025 in accordance with Napa Municipal Code Chapter 3.29; and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - FY 2024-2025 Annual Report](#)
[EX B - FY 2024-2025 Budget for the Oxbow BPAA](#)
- 7.C. [134-2024](#) **Napa Tourism Improvement District FY 2024-25 Budget and Work Plan**
- Recommendation:** Adopt a resolution approving the Napa Tourism Improvement District City of Napa Local Governing Committee Budget and Work Plan for Fiscal Year 2024-25.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Napa TID FY 2024-2025 Budget and Work Plan](#)

- 7.D. [148-2024](#) **FY 2024-2025 Annual Report for the Downtown Napa Property and Business Improvement District (PBID) and Levy of Assessments**
- Recommendation:** Adopt a resolution approving the FY 2024-2025 Annual Report for the Downtown Napa Property and Business Improvement District (PBID), levying assessments in the PBID, and determining that the actions authorized by this Resolution are exempt from CEQA.

Attachments: [ATCH 1 - Resolution](#)
[EX A - 2024-2025 Annual Report for the PBID](#)
[EX B - PBID Chart of Assessments to be Levied for FY 24-25](#)

- 7.E. [212-2024](#) **Downtown Parking Assessment Area - FY 2024- 2025 Levy of Assessment**

Recommendation: Adopt a resolution authorizing levying of assessments in the Downtown Parking Assessment Area for FY 2024-2025 in accordance with Napa Municipal Code Chapter 3.30; and determining that the actions authorized by this resolution are exempt from CEQA.

Attachments: [ATCH 1 - Resolution Hearing](#)
[EX A - Downtown Parking Assessment Area - 2025](#)
[EX B - Downtown Parking Assessment Area Boundary](#)

8. COMMENTS BY COUNCIL OR CITY MANAGER:

9. CLOSED SESSION:

- 9.A. [236-2024](#) **CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6):**
City designated representatives: Steve Potter, Liz Habkirk, Heather Ruiz, MJ Tueros, Paul Phangureh, Sabrina Wolfson and Jesse Lad.
Employee organization: Napa Police Officers Association (NPOA).

- 9.B. [237-2024](#) **CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6):**
City designated representatives: Steve Potter, Liz Habkirk, Heather Ruiz, MJ Tueros, Rajneil Paul Phangureh, Sabrina Wolfson and Jesse Lad.
Employee organization: Napa City Firefighters Association (NCFA).

10. ADJOURNMENT:

The next regularly scheduled meeting for the City Council of the City of Napa is July 16, 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, June 13, 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.