



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

**Tuesday, October 15, 2024**

**3:30 PM Afternoon Session  
No 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

**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. [358-2024](#) "Imagine a Day Without Water" Proclamation**

**Recommendation:** Proclaim that reliable access to clean drinking water is essential to our quality of life and recognize the importance of educating the public through the 10th annual "Imagine a Day Without Water" campaign on October 17, 2024.

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

**3.B. [365-2024](#) National Pedestrian Safety Month**

**Recommendation:** Proclaim October as National Pedestrian Safety Month

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

**4. PUBLIC COMMENT:****5. CONSENT CALENDAR:****5.A. [373-2024](#) City Council Meeting Minutes**

**Recommendation:** Approve the minutes from the October 1, 2024 Regular Meetings of the City Council.

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

**5.B. [371-2024](#) Bicycle and Pedestrian Advisory Commission Membership**

**Recommendation:** Appoint incumbents, Donal O'Briain and Daniel Wilkowsky, and new member, Brian Lord, to the Bicycle and Pedestrian Advisory Commission for terms effective immediately and ending September 30, 2026.

**Attachments:** [ATCH 1 - Applications \(Redacted\)](#)

- 5.C. [367-2024](#) **Building and Fire Code Board of Appeals and Disability Access Board of Appeals Memberships**
- Recommendation:** 1. Reappoint two incumbents, Ben Neuman and David Ericksen to the Building and Fire Code Board of Appeals, with a two-year term expiring September 30, 2026; and
2. Reappoint incumbent, Ben Neuman to the Disability Access Board of Appeals, with a two-year term expiring September 30, 2026.
- Attachments:** [ATCH 1 - Applications \(redacted\)](#)
- 5.D. [369-2024](#) **Community Development Block Grant Advisory Committee (CDBG) Membership**
- Recommendation:** Reappoint incumbent Guillermo Rosas to the Community Development Block Grant Advisory Committee (CDBG) for a term effective immediately and ending September 30, 2027.
- Attachments:** [ATCH 1 - Application \(redacted\)](#)
- 5.E. [368-2024](#) **Housing Authority of the City of Napa Board Membership**
- Recommendation:** Appoint incumbents, Carol Hamilton and Johanna Moore, to the Board of Commissioners of the Housing Authority of the City of Napa for terms effective immediately and ending on September 30, 2026.
- Attachments:** [ATCH 1 - Applications \(redacted\)](#)
- 5.F. [376-2024](#) **Parks, Recreation and Trees Advisory Commission Membership**
- Recommendation:** 1) Appoint incumbents Brian Bordona, Jeffrey Richard and Rex Stults, and new applicant, Mike Wallace, to the Parks, Recreation and Trees Advisory Commission for terms effective immediately and ending September 30, 2026; and
- 2) Appoint new applicant Kirin Sidhu as the non-voting high school rep for a term effective immediately and ending June 30, 2025; and
- 3) Designate incumbent Brian Bordona and existing commissioner Rainer Hoenicke as two of the three members who demonstrate experience in one of the following identified fields: urban planning, park planning, park operations, park maintenance, recreation programming, horticulture, or arboriculture.
- Attachments:** [ATCH 1 - Applications \(Redacted\)](#)
- 5.G. [372-2024](#) **Senior Advisory Commission Membership**
- Recommendation:** Re-appoint incumbent James Holland to the Senior Advisory Commission for a term beginning immediately and ending on September 30, 2026.
- Attachments:** [ATCH 1 - Application \(Redacted\)](#)

- 5.H. [378-2024](#) **Monthly Budget and Investment Statement**
- Recommendation:** Receive the Monthly Budget and Investment Statement as of June 30, 2024.
- Attachments:** [ATCH 1 - June 2024 Budget Investment Statement](#)
- 5.I. [361-2024](#) **Gann Appropriation Limits for Fiscal Year 2024/25**
- Recommendation:** Adopt a resolution establishing the Gann appropriations limit for Fiscal Year 2024/25.
- Attachments:** [ATCH 1 - Resolution with EX A - Appropriations Limit Formula](#)  
[ATCH 2 - Fiscal Year 2024-25 Tax Appropriations Limit](#)
- 5.J. [331-2024](#) **2024/25 & 2025/26 CalRecycle Beverage Container Recycling Grant**
- Recommendation:** Adopt a resolution authorizing the Utilities Department Director, or designees, to submit to the Department of Resources Recycling and Recovery (CalRecycle) an application for a beverage container recycling grant in the amount of \$275,000 and execute all necessary grant related documents.
- Attachments:** [ATCH 1 - Resolution](#)  
[ATCH 2 – 2024-25 & 2025-26 Grant Application](#)

5.K. [357-2024](#)**Capital Improvement Program; FY 2024-2025 Mid-Year  
Budget Adjustments for Various Projects****Recommendation:**

Modify the Capital Improvement Program (CIP) budgets by deobligating funds from completed/cancelled projects, and obligating necessary funds to active projects by taking the following actions:

(1) Resolution of the City Council of the City of Napa, State of California, (1) Deobligating \$45,000 General Fund Non-Recurring Funds from Browns Valley / Valley Glen (33ST19PW09); and (2) Deobligating \$205,000 Capital Improvement Program CIP General Reserve Funds From Browns Valley / Buhman Park (33ST19PW10); and (3) Obligating \$45,000 of General Fund Non-Recurring Funds to Restrooms, Alston Park (33PK18PR02); and (4) Obligating \$205,000 of Capital Improvement Program CIP General Reserve Funds for Restrooms, Alston Park (33PK18PR02); and thereby (5) Increasing the current expenditure budget of the Capital Improvement Fund by \$0, as documented in Budget Adjustment No. 27P4.

(2) Adopt a resolution (1) deobligating Capital Improvement Program CIP Facilities Reserve funds from the following projects: \$199,279.92 from City Hall Transformer (33FC24PW03), \$300,000 from Pearl Street Depot Demolition (33FC24PW05); and (2) obligating Capital Improvement Program CIP Facilities Reserve funds for the following projects: \$24,279.92 for Fire Station Alerting System (33FC23FD01), \$125,000 for Fire Station #2 Electrical Repair (33FC23FD02), \$100,000 for Surface Repair City Parking Lots (33FC24PW06), \$250,000 for Fire Station #3 Parking Lot Access (33FC25FD01), and thereby (3) adjusting the current expenditure budget of the Capital Improvement Fund by \$0, as documented in Budget Adjustment No. 28P4

(3) Adopt a resolution (1) authorizing the appropriation of \$32,176.05 received by a donation from the Program Napa Parks and Recreation Foundation to support the replacement of playground equipment as part of existing City of Napa Capital Improvement (33PK16PR03 and 33PK18PR07); and thereby increasing the current expenditure budget of the Capital Improvement Fund by \$32,176.05, as documented in budget adjustment no. 2P4.

(4) Adopt a resolution (1) amending the City's FY2024/2025 Capital Improvement Program to add two projects previously documented by Council actions as Complete to status of In Progress.

**Attachments:**

[ATCH 1 – Resolution \(CIP General Reserve fund\)](#)

[EX A - Budget Adjustment No. 27P4 GF](#)

[ATCH 2 – Resolution \(CIP Facilities Reserve fund\)](#)

[EX A – Budget Adjustment No. 28P4 Fac](#)

[ATCH 3 – Resolution \(Napa Parks and Recreation Foundation fund\)](#)

[EX A - Budget Adjustment No. 2P4 NPRF](#)

[ATCH 4 – Resolution \(Restore Two Projects to CIP for FY25\)](#)

**5.L. [366-2024](#)****Correction of Assessor's Parcel Number (APN) for the Redwood Road Extension Easement Grant Deed Previously Approved by Resolution 2024-089**

**Recommendation:** Adopt a resolution amending Resolution 2024-089 to correct a clerical error to the Assessor's Parcel Number (APN) for the Redwood Road Extension Easement Grant Deed and acknowledging and approving that the corrected Easement Grant Deed has been recorded with the Napa County Recorder's Office under Document No. 2024-0013696 and determining that the actions authorized by this resolution are exempt from CEQA under State CEQA Guidelines sections 15060(c)(2)-(3) and 15061(b)(3)..

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Original Easement Grant Deed \(Redwood Road Extension\)](#)  
[EX B - Resolution 2024-089](#)  
[EX C - Napa County Recorder's Office Document Number 2024-0013696](#)

**5.M. [370-2024](#)****Department of Resources Recycling and Recovery Legacy Disposal Site Abatement Partial Grant Program for the Hidden Glen Closed Landfill Remediation Project**

**Recommendation:** Adopt a resolution authorizing the Utilities Director to submit an application, in an amount not to exceed \$500,000, to the Department of Resources Recycling and Recovery Legacy Disposal Site Abatement Partial Grant Program and to execute the funding agreement, amendments, and all other documents related thereto for the Hidden Glen Closed Landfill Remediation Project.

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

**5.N. [374-2024](#)****Cooling Tower Replacement for City of Napa Police Department (33FC20PW03)**

**Recommendation:** Adopt a resolution (1) authorizing the Public Works Director to negotiate with, award a construction contract to, and execute a construction contract with, ACCO Engineered Systems, Inc. for the Police HVAC Chiller Project (33FC20PW03) in the proposal amount of \$519,193.86; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$121,338.77 for a total project amount not to exceed \$640,532.63; (3) determining that the exceptions for procurement via existing contracts of other public agencies and for specialty items in Napa Municipal Code Sections 2.91.060 And 2.91.050 apply to the construction contract; And (4) obligating \$300,000 of Capital Improvement Program General Fund Facility funds for the Police HVAC Chiller Project (33FC20PW03); and thereby (5) adjusting the current expenditure budget of the Capital Improvement Fund by \$300,000 as documented in Budget Adjustment No. 11P4; and (6) determining that the actions authorized by this resolution are exempt from CEQA pursuant to CEQA guideline 15301.

**Attachments:** [ATCH 1- Resolution](#)  
[EX A - Budget Amendment 11P4](#)  
[ATCH 2 - Sourcewell Proposal from ACCO](#)

**5.O. [375-2024](#)****Asphalt and Aggregate Materials Purchase Contract Amendment**

**Recommendation:** Approve and authorize the Public Works Director to execute on behalf of the City Amendment No. 3 to Agreement No. C2022-543 with Syar Industries, Inc., for the purchase of asphalt and aggregate materials in the increased amount of \$750,000 for a total contract amount not to exceed \$6,054,000 and determine that the actions authorized by this item are exempt from CEQA.

**Attachments:** [ATCH 1 - Amendment No. 3 to Agmt C2022-543 with Syar Industries, Inc.](#)

**5.P. [382-2024](#)****Repair and Rehabilitation of 36-inch Water Main Crossing Redwood Creek**

**Recommendation:** Adopt a resolution approving a budget transfer in the amount of \$150,000 from Water CIP Fund for the Repair and Rehabilitation of 36-inch Water Main Crossing Redwood Creek Project CIP Account 53160139-63WT24UTRR as documented in Budget Adjustment No. 64 and determine that the actions authorized by this resolution are exempt from CEQA pursuant to CEQA Guideline 15301.

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Budget Adjustment No. 64](#)

**6. ADMINISTRATIVE REPORTS:**

- 6.A. [377-2024](#) **Council Spotlight - Watershed Management**  
**Recommendation:** Receive a Council Spotlight Presentation providing an overview of the Utilities Department Watershed Management.
- 6.B. [349-2024](#) **Traffic Safety Presentation**  
**Recommendation:** Receive a presentation providing an overview of City staff efforts in support of Traffic Safety.
- 6.C. [344-2024](#) **Process to fill one upcoming Council Vacancy**  
**Recommendation:** Provide direction regarding the process to be followed to fill one anticipated vacancy on the City Council - District 1, for the unexpired term ending in 2026.  
**Attachments:** [ATCH 1 - Excerpts from City Charter and CA Government Code](#)  
[ATCH 2 - Draft Councilmember Application](#)
- 6.D. [328-2024](#) **2024 Long-Term Financial Forecast Update**  
**Recommendation:** Receive and discuss updates to the 2024 Long-Term Financial Forecast.  
**Attachments:** [ATCH 1 - 2024 Long-Term Financial Forecast Update Presentation](#)

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

**8. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is November 19, 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, October 10, 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 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](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.