



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

**Tuesday, June 19, 2018**

**3:30 PM Afternoon Session**

**6:30 PM Evening Session**

### **City Hall Council Chambers**

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

### **CITY COUNCIL**

*Mayor Jill Techel  
Vice Mayor Peter Mott  
Councilmember Doris Gentry  
Councilmember Jim Krider  
Councilmember Scott Sedgley*

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. [1447-2018](#) Recognition of Napa Methodist Church, Hope Resource Center**
- Recommendation:** Present a proclamation to the Napa Methodist Church recognizing their dedication and support services to individuals experiencing homelessness through the operation of the Hope Resource Center.
- Attachments:** [ATCH 1 - Proclamation](#)

**4. PUBLIC COMMENT:****5. CONSENT CALENDAR:**

- 5.A. [1450-2018](#) Regular City Council Meeting Minutes**
- Recommendation:** Approve the June 5, 2018 Regular City Council Meeting Minutes.
- Attachments:** [ATCH 1 - Regular Meeting Minutes DRAFT](#)
- 5.B. [1449-2018](#) Medicinal and Adult-Use Cannabis Ordinance Amendment**
- Recommendation:** Approve the second reading and final passage, and adopt an ordinance amending Napa Municipal Code Section 17.52.275 to modify the distance separation standards for medicinal cannabis retailers and small cannabis manufacturers from youth oriented property and the visibility requirements of cannabis-related uses from a public street; and determining that the actions authorized by this Ordinance are exempt from CEQA.
- Attachments:** [ATCH 1 - Draft Ordinance](#)
- 5.C. [1442-2018](#) Tentative Agreement between the City of Napa and the Napa City Firefighters Association**
- Recommendation:** Approve and adopt the Tentative Agreement between the City of Napa and the Napa City Firefighters Association (NCFA) for the term July 1, 2018 through June 30, 2021, and authorize the City Manager to finalize a successor Memorandum of Understanding.
- Attachments:** [ATCH 1 - Tentative Agreement NCFA](#)

- 5.D. [1439-2018](#) **The Reserve at Napa Senior Housing Project; a 117-unit affordable senior rental project located at 710-714 Trancas Street**
- Recommendation:** Adopt a resolution authorizing execution of Subordination Agreements for the Regulatory Agreements for The Reserve at Napa Senior Housing Project.
- Attachments:** [ATCH 1- Resolution](#)  
[EX A - HOME Regulatory Agreement Subordination Agreement](#)  
[EX B - Inclusionary Housing Regulatory Subordination Agreement](#)
- 5.E. [1424-2018](#) **Monthly Budget and Investment Statement**
- Recommendation:** Receive and file the Monthly Budget and Investment Statement as of April 30, 2018.
- Attachments:** [ATCH 1 - April Budget Inv Statement](#)
- 5.F. [1412-2018](#) **Lake Park and River Park Estates Maintenance Districts Assessment Rates**
- Recommendation:** Adopt a resolution Authorizing the Lake Park and River Park Maintenance Districts' assessment rates for Fiscal Year 2018/19.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.G. [1444-2018](#) **Microsoft Enterprise License Agreement (EA)**
- Recommendation:** Authorize the Finance Director to execute a three (3) year Microsoft Enterprise License Agreement with CDW Government, LLC., for a total cost not to exceed \$750,000.
- Attachments:** [ATCH 1 - Microsoft EA Renewal Quote](#)
- 5.H. [1413-2018](#) **Paramedic Tax Rate**
- Recommendation:** Adopt a resolution Authorizing the Paramedic tax rate for Fiscal Year 2018/19.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.I. [1414-2018](#) **Classification Specification and Salary Range for Senior Accountant**
- Recommendation:** Adopt a resolution amending the City Classification Plan by adopting the new classification and salary range for Senior Accountant.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Senior Accountant Class Spec](#)

- 5.J. [1415-2018](#) **Classification Specifications for Firefighter and Firefighter/Paramedic**
- Recommendation:** Adopt a resolution amending the City Classification Plan by adopting the updated Classification Specifications for the Flexibly Staffed Classifications of Firefighter and Firefighter/Paramedic.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Firefighter Class Spec](#)  
[EX B - FirefighterParamedic Class Spec](#)
- 5.K. [1416-2018](#) **Classification Specifications and Salary Ranges for Positions Within the Public Works, Utilities, and Parks and Recreation Services Departments**
- Recommendation:** Adopt a resolution amending the City Classification Plan by adopting and amending classification specifications and salary ranges for the positions of Utilities Director, Deputy Utilities Director, Public Works Director, Public Works Maintenance Manager, Parks and Urban Forestry Manager, and Maintenance Superintendent.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Utilities Director](#)  
[EX B - Deputy Utilities Director DRAFT](#)  
[EX C - Public Works Director](#)  
[EX D - PW Operations Manager Class Spec](#)  
[EX E - Parks & Urban Forestry Manager Class Spec](#)  
[EX F - Maintenance Superintendent Class Spec](#)
- 5.L. [1417-2018](#) **Classification Specifications and Salary Ranges for Human Resources Manager, Safety Analyst and the Classification Revision for Human Resources Coordinator**
- Recommendation:** Adopt a resolution amending the City classification plan by adopting new classification specifications and salary ranges for Human Resources Manager, Safety Analyst and the classification revision for Human Resources Coordinator.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Safety Analyst Class Spec](#)  
[EX B - HR Manager Class Spec](#)  
[EX C - Human Resources Coordinator Class Spec](#)
- 5.M. [1418-2018](#) **Classification Specifications and Salary Ranges for the Fleet Shop**
- Recommendation:** Adopt a resolution amending the City Classification Plan by adopting the new classification specification and salary range for Senior Equipment Mechanic, and revising the classification specification and salary range for Fleet Shop Supervisor.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Senior Equipment Mechanic draft](#)  
[EX B - Fleet Shop Supervisor Description](#)

- 5.N. [1448-2018](#) **Playground Equipment Replacement Capital Improvement Program Project**
- Recommendation:** Adopt a resolution authorizing the Finance Director to transfer \$195,000 appropriated for the Master Agreement for Joint Use of City and School District Facilities to the Playground Equipment Replacement project to finance the replacement of playground equipment at Playground Fantastico and \$50,619 from the Playground Equipment Replacement project to the Sutherland Park Play Area project to account for additional funding that was required to install ADA improvements at Sutherland Park; authorize the City Manager to execute an amendment to Agreement No. C2016-187 with Landscape Structures, Inc. for park improvements in the increased amount of \$588,000, for a total contract amount not to exceed \$1,500,000; and determine that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.O. [1443-2018](#) **Maintenance of School Sports Fields for School and Community Use**
- Recommendation:** Authorize the City Manager to execute Amendment No 1 to City Agreement No. 6718, Addendum 5 for the Joint Agreement for Maintenance of School Sports Fields for school and community use.
- Attachments:** [ATCH 1 - Amendment 1 to Addendum #5 of Agreement No. 6718](#)  
[ATCH 2 - NVUSD Agreement No. 6718 Addendum #5](#)
- 5.P. [1434-2018](#) **Parking Citation Processing Services Agreement**
- Recommendation:** Adopt a resolution authorizing the Police Chief to execute Amendment 3 to Agreement C2013 11 extending the term of agreement with Data Ticket, Inc. for parking citation processing through June 30, 2021.
- Attachments:** [ATCH 1 - Resolution](#)  
[ATCH 2 - Proposed Amendment 3 to Agreement C2013 11](#)  
[ATCH 3 - Link for Electronic Copy of Amend No. 2 of Agmt C2013 11](#)  
[ATCH 4 - Link for Electronic Copy of Amend No. 1 of Agmt C2013 11](#)  
[ATCH 5 - Link for Electronic Copy of Agreement C2013 11](#)
- 5.Q. [1353-2018](#) **Public Safety Dispatching Services provided to the County of Napa**
- Recommendation:** Adopt a resolution authorizing the City Manager to execute a one-year contract amendment for Public Safety Dispatching Services between the City of Napa and the County of Napa.
- Attachments:** [ATCH 1 - Resolution](#)  
[ATCH 2 - Amendment 4 to County Dispatch Agreement No C2013-363](#)  
[ATCH 3 - Dispatch Agreement C2013-363 at 06-19-2018](#)

- 5.R. [1440-2018](#) **Downtown Public Restrooms Budget Appropriation**
- Recommendation:** Adopt a resolution authorizing a budget appropriation in the amount of \$30,000 for the Downtown Restrooms Project and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.S. [1441-2018](#) **Trower Avenue Rehabilitation - Dry Creek Road to Linda Vista Avenue and Jefferson Street to SR 29**
- Recommendation:** Adopt a resolution authorizing the Public Works Director to award and execute a construction contract to the lowest and best bidder for the Trower Avenue Rehabilitation Dry Creek Road to Linda Vista Avenue and Jefferson Street to SR 29 project (ST19PW08); authorizing amendments to the existing total project budget of \$1,817,040; authorizing the Public Works Director to approve contract amendments and charges for project services up to a total amount not to exceed the project budget amount as shown in the Public Works Director's report to City Council; and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution \(future bid award\)](#)

## 6. ADMINISTRATIVE REPORTS:

- 6.A. [1300-2018](#) **Napa Pipe Project Update**
- Recommendation:** Receive a status report regarding the Napa Pipe project, and provide direction to staff regarding possible next steps.
- Attachments:** [ATCH 1 - Proposed Land Plan](#)  
[ATCH 2 - Site Plan Comparison](#)  
[ATCH 3 - Annexation](#)

## 7. CONSENT HEARINGS:

- 7.A. [1400-2018](#) **Oxbow Business Promotions Assessment Area - 2019 Levy of Assessments**
- Recommendation:** Adopt a resolution levying assessments in the Oxbow Business Promotions Assessment Area for 2019 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 - 2019 Annual Report and Budget for the Oxbow BPAA](#)

- 7.B. [1401-2018](#) **Downtown Business Promotions Tax Area - 2019 Levy of Taxes**
- Recommendation:** Adopt a resolution levying taxes in the Downtown Business Promotions Tax Area (DBPTA) for 2019 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 - 2019 Annual Report and Budget for the DBPTA](#)
- 7.C. [1419-2018](#) **Request from League of California Cities for Opinions Related to Veterans and Affordable Housing Bond Ballot Measure**
- Recommendation:** Adopt a resolution supporting the Veterans and Affordable Housing Bond Act on the ballot for the election of November 6, 2018.
- Attachments:** [ATCH 1 - Resolution](#)
- 7.D. [1438-2018](#) **Establishment of Department Head Position for Utilities Director**
- Recommendation:** Approve the first reading and introduction of an ordinance amending Napa Municipal Code Title 2 by enacting a new Chapter 2.42 to establish a new appointive officer and department head position for the Utilities Director; and by amending Chapters 2.12, 2.40, 2.46, 2.48, and 2.52 to update the list of appointive officers and department heads.
- Attachments:** [ATCH 1 - Draft Ordinance](#)
- 8. PUBLIC HEARINGS/APPEALS:**
- 8.A. [1422-2018](#) **Transient Occupancy Special Tax for Affordable and Workforce Housing - Proposed for Voter Approval at the November 6, 2018 General Municipal Election**
- Recommendation:** Approve first reading and introduction of an ordinance amending Napa Municipal Code Title 3 by enacting a new Chapter 3.22 to establish a one percent Transient Occupancy Special Tax for Affordable and Workforce Housing.
- Attachments:** [ATCH 1 - Ordinance with EX A](#)

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

**10. CLOSED SESSION:****10.A. [1453-2018](#)**

**CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Government Code Section 54956.8):** City Negotiators: Mike Parness, Peter Pirnejad, Jack LaRochelle, Jeff Freitas, Heather Maloney, Rick Tooker, Brian Cochran, and Michael Barrett. Under Negotiation: price and terms of payment regarding the following properties:

- 2344 Old Sonoma Road (APN 004-291-015). Approximately 8.59 acres. Negotiating Parties: County of Napa; and Plenary Properties Napa, LLC.
  
- 860 LaTour Court (APN 046-600-024). Approximately 35,000 s.f. commercial building on 2.20 acres. Negotiating Parties: LaTour 1, LLC and the Michael Joseph Carini Trust.
  
- 25 Executive Court (APN 057-230-013). Approximately 24,000 s.f. commercial building on 1.56 acres. Negotiating Party: Sequoia Investments, L.P.
  
- 1556 First Street (APN 003-198-017). Approximately 8,200 s.f. commercial building on a 0.15 acre parcel. Negotiating Party: Napa Chamber of Commerce.
  
- 1546 First Street (003-198-016). Approximately 9,600 s.f. building on a 0.13 acre parcel. Negotiating Party Aldea, Inc.

**CITY COUNCIL RECESS****6:30 P.M. EVENING SESSION****11. CALL TO ORDER:****11.A. Roll Call:****12. PLEDGE OF ALLEGIANCE:****13. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****14. REPORT ACTION TAKEN IN CLOSED SESSION:****15. PUBLIC COMMENT:**



**16. PUBLIC HEARINGS/APPEALS:****16.A. [1155-2017](#)****Napa Oaks II Project, Proposed Development of 51 Single Family Homes on an 80.63-Acre Site Located at 3095 and 3027 Old Sonoma Road and 211 Casswall Street****Recommendation:**

Adopt a resolution denying an application to Amend the General Plan Designation for the Property at 3095 Old Sonoma Road from "Resource Area" (RA-123) to "Single-Family Residential" (SFR-121) (APN 043-040-008 & 025); based on a recommendation from the Planning Commission which would result in a denial of the proposed "Napa Oaks II Project" Development.

Alternatively, it is within Council's discretion to take actions to:

- (1) Adopt a resolution certifying the Environmental Impact Report for the Napa Oaks II Project (3095 and 3027 Old Sonoma Road, 211 Casswall Street), and adopting a mitigation and monitoring program;
- (2) Adopt a resolution amending the General Plan designation for two parcels totaling 78-acres located at 3095 Old Sonoma Road from "Resource Area" (RA-123) to "Single Family Residential" (SFR-121) (APN 043-040-008 & 025);
- (3) Approve the first reading and introduction of an ordinance amending the Zoning Map Established Under Napa Municipal Code Section 17.04.050, rezoning two parcels totaling 78-acres located at 3095 Old Sonoma Road from "Agricultural Resource" (AR) to "Single Family Residential" (RS-7); and determining that the action authorized by this ordinance were adequately analyzed in the Environmental Impact Report for the Napa Oaks II Project; and
- (4) Adopt a resolution approving a Use Permit, Design Review Permit and Tentative Subdivision Map for the Napa Oaks II Project, a subdivision of an 80.63-acre project site into 51 single family lots with six open space parcels, located at 3095 and 3027 Old Sonoma Road and 211 Casswall Street (APNS 043-040-008, 010, 013 & 025).

**Attachments:**

[ATCH 1 - GPA RESO DENIAL](#)

[ATCH 2 - EIR RESO WITH EXS "A", "B", "C", AND "D"](#)

[EX A and EX B - Link to Draft EIR and Final EIR](#)

[ATCH 3 - GPA RESO WITH EXS "A1" AND "A2"](#)

[ATCH 4 - Rezone ORD WITH EXS "A1" AND "A2"](#)

[ATCH 5 - UP-DR-SA RESO](#)

[ATCH 6 - PC Reports](#)

[ATCH 7 - Project Desc and Plans](#)

**17. COMMENTS BY COUNCIL OR CITY MANAGER:****18. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is July 17, 2018.

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 14, 2018 at 5:00 p.m.

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Dorothy Roberts, City Clerk

**MEETING DATES:**

The City Council meets regularly on the first and third Tuesday of each month; additional meetings may be scheduled as needed.

**INFORMATION AVAILABLE FOR CITY COUNCIL MEETINGS:**

Information and documents related to items on this agenda are available on the City's website at [www.cityofnapa.org](http://www.cityofnapa.org); you may also contact the City Clerk for information 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 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), contact the City Clerk at (707) 257-9503 or email at [clerk@cityofnapa.org](mailto:clerk@cityofnapa.org). For TTY/ Speech-to-Speech users, dial 7-1-1 for the California Relay Service, for text-to-speech, speech-to-speech, and Spanish-language services 24 hours a day, 7 days a week.

In making any request to the City for assistance, please provide advance notice of at least three business days prior to the meeting.

**TRADUCCIONES EN ESPAÑOL / SPANISH-LANGUAGE TRANSLATIONS:**

Esta agenda identifica los asuntos que serán considerados en una junta del poder legislativo. Todas las juntas del poder legislativo están abiertas al público, y se invita a los miembros del público a asistir y dirigirse directamente ante el poder legislativo. Si usted desea recibir una copia de esta agenda o información relacionada en español, por favor póngase en contacto con la Secretaria de la Ciudad al 707-257-9503 o por correo electrónico a [Clerk@cityofnapa.org](mailto:Clerk@cityofnapa.org).

**CONDUCT OF CITY COUNCIL MEETINGS:**

Meetings are conducted 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).

Members of the public may address the Council at designated times and are expected to conduct themselves with courtesy and respect. Speakers should direct comments to the Mayor and City Councilmembers, not the audience. Speakers are expected to yield the floor when the time limit is identified and comply with the City's Rules of Order. Speaking times are limited to no more than three minutes per person, with the exception of certain hearings and appeals, or at the discretion of the Mayor or City Council.

**PUBLIC COMMENT (INCLUDING CONSENT CALENDAR AND ADMINISTRATIVE REPORTS):**

The public may directly address the City Council on any subject within the Council's subject matter jurisdiction, including any matter that is not on the agenda. Speaking time is limited to no more than three (3) minutes per person, unless modified at the discretion of the Mayor or City Council.

If the matter is not on the agenda, or if the matter is on the Consent Calendar, or is an Administrative Report, submit a speaker card or request to speak during the Public Comment portion of the meeting.

Speaker cards are not required if the speaker otherwise makes a clear and timely request to address the Council, but do promote the efficient and orderly progress of the meeting. Information on Speaker Cards is subject to disclosure under the California Public Records Act.

**CONSENT CALENDAR:**

These items are considered routine and may be approved by a single vote. Only the Mayor or a majority of the City

Council may authorize public input after the consent calendar is introduced.

**ADMINISTRATIVE REPORTS**

Only the Mayor or a majority of the City Council may authorize public input after an administrative report item is introduced.

**CONSENT HEARINGS:**

These items are considered routine and may be approved by a single vote; 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/APPEALS**

During any public hearing or appeal, 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 hearing. All other speakers will be limited to 3 minutes.

**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-judicative 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-judicative decision made by City Council must be filed no later than the 90th day following the date on which such decision becomes final.