



# CITY OF NAPA

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

## MEETING MINUTES - Final

### CITY COUNCIL

*Mayor Scott Sedgley*

*Vice Mayor Liz Alessio*

*Councilmember Mary Luros*

*Councilmember Bernie Narvaez*

*Councilmember Beth Painter*

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Tuesday, September 21, 2021

3:30 PM

City Hall Council Chambers

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**3:30 PM Afternoon Session**

**No Evening Session**

### 3:30 P.M. AFTERNOON SESSION

#### 1. CALL TO ORDER: 3:30 P.M.

##### 1.A. Roll Call:

**Present:** 5 - Councilmember Luros, Councilmember Narvaez, Councilmember Painter, Vice Mayor Alessio, and Mayor Sedgley

#### 2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS: None.

#### 3. SPECIAL PRESENTATIONS:

##### 3.A. [352-2021](#) Latinx Heritage Month

Mayor Sedgley and members of City Council read the proclamation. Ricky Hurtado, on behalf of the Board of Directors of the Napa County Hispanic Network, received the proclamation and provided remarks.

#### 4. ADMINISTRATIVE REPORTS:

##### 4.A. [266-2021](#) COVID-19 Financial Update, September 2021

Interim Finance Director Elizabeth Cabell introduced the item.

Dr. Robert Eyler provided the informational report via video conference.

Mayor Sedgley called for public comment; there were no requests to speak.

Mayor Sedgley brought the discussion back to Council. Dr. Eyler responded to Council questions.

**5. PUBLIC COMMENT:**

Elizabeth Emmett - spoke regarding Alzheimer's and shared that the Walk to End Alzheimer's was being held on Saturday, September 25th in Yountville to raise money for the Alzheimer's Association and encouraged the public to register at [www.alz.org](http://www.alz.org) to attend and support the fundraising efforts.

**6. CONSENT CALENDAR:**

Item 6.G was pulled for public comment. City Manager Potter shared that item 6.G. was directly related to item 7.B, Quarterly Recruitment update, and suggested that item 6.G. be heard following the report and action of item 7.B. Council supported the request and item 6.G. was moved.

**Approval of the Consent Agenda**

**A motion was made by Councilmember Luros, seconded by Councilmember Painter, to approve the Consent Agenda with item 6.G. pulled for comment. The motion carried by the following vote:**

**Aye:** 5 - Luros, Narvaez, Painter, Alessio, and Sedgley

**6.A. [347-2021](#)** City Council Meeting Minutes

**Approved the September 7, 2021 Regular Meeting Minutes.**

**6.B. [350-2021](#)** Building and Fire Code Board of Appeals and Disability Access Board of Appeals Membership

1. Reappointed three incumbents, Stanley R. Blough, Gina Biter-Mundt, and John McBroom, to the Building and Fire Code Board of Appeals, with a two-year term expiring September 30, 2023; and  
2. Reappointed three incumbents, Doug A. Weir, serving as a Disability Community member, Gina Biter-Mundt, and John McBroom to the Disability Access Board and of Appeals, with a two-year term expiring September 30, 2023.

**6.C. [353-2021](#)** Teleconferenced Public Meetings

**Adopted Resolution R2021-093 authorizing the City Manager to implement teleconferenced public meetings during the proclaimed local emergency related to COVID-19.**

Enactment No: R2021-093

**6.D. [253-2021](#)** CDBG Disaster Assistance Funding

**Adopted Resolution R2021-094 authorizing the Utilities Director to submit an application for an allocation of grant funding of up to \$530,000 and execute a grant agreement and any amendments thereto with the State of California for the CDBG-Disaster Recovery Program and/or CDBG-Mitigation Program and determining that the actions authorized by this resolution are exempt from CEQA.**

Enactment No: R2021-094

**6.E. [309-2021](#) Budget Adjustments for Labor Agreements**  
**Approved budget changes to City funds due to updated labor agreements, as documented in Budget Adjustment Form BE2209504.**

**6.F. [331-2021](#) Monthly Budget and Investment Statement**  
**Received the Monthly Budget and Investment Statement as of July 31, 2021.**

**6.H. [288-2021](#) On-Call Right of Way Consulting Services**  
**Authorized the Public Works Director to execute on behalf of the City agreements with three professional right of way consulting firms: (1) Interwest Consulting Group, Inc., (2) Universal Field Services, Inc., and (3) Associated Right of Way Services, Inc., for task-order based on-call right of way consulting services, each in an amount not to exceed \$250,000.**

**6.I. [290-2021](#) On-Call Civil Engineering Services**  
**Authorized the Public Works Director to execute on behalf of the City agreements with six professional civil engineering firms: (1) BKF Engineers, (2) dk Associates, Inc., (3) Dokken Engineering, (4) GHD Inc., (5) Sonoma RSA, Inc., and (6) Wood Rodgers, Inc. for task-order based on-call civil engineering services, each in an amount not to exceed \$500,000.**

**6.J. [291-2021](#) On-Call Architectural Consulting Services**  
**Authorized the Public Works Director to execute on behalf of the City agreements with two architectural consulting firms: (1) Interactive Resources, Inc. and (2) Jeff Katz Architectural Corporation for task-order based on-call architectural consulting services, each in an amount not to exceed \$500,000.**

**6.K. [334-2021](#) On-Call Environmental Consulting Services**  
**Authorized the Public Works Director to execute on behalf of the City an agreement with Prunuske Chatham, Inc., for task-order based on-call environmental consulting services, in an amount not to exceed \$500,000.**

**6.L. [339-2021](#) Bridge Assessment & Repair Project**  
**Adopted Resolution R2021-096 (1) adding the Bridge Assessment & Repair Project to the City's Five-Year Capital Improvement Program, and (2) approving the use of \$50,000 of the General Fund Contingency Reserves to fund an increase to the expenditure budget of the Capital Improvement Fund of \$50,000 for the Project, as documented in Budget Adjustment Form No. BE2209503.**

Enactment No: R2021-096

6.M. [340-2021](#) Pearl Street Parking Structure Repair

**Approved the use of \$100,000 of the Parking Special Revenue Fund Balance to fund an increase to the expenditure budget of the Downtown Parking Garage Maintenance budget of \$100,000 for the Pearl Street Garage repair, as documented in Budget Adjustment Form No. BE2209502.**

6.N. [345-2021](#) Emergency Replacement of Oak Street Storm Drain

**Determined there was a need to continue the emergency action to execute and implement contracts for the construction to replace the Oak Street Storm Drain from Franklin Street to Brown Street, and determine that the actions authorized by this item are exempt from CEQA.**

**7. ADMINISTRATIVE REPORTS:**7.A. [313-2021](#) Proclamation of Local Emergency to Respond to the Coronavirus (COVID-19)

City Manager Potter provided the report which included an update on COVID-19 case numbers. He also provided information regarding emergency rental assistance funding and encouraged residents in need of rental assistance to go online to [housingiskey.com](http://housingiskey.com) to fill out an application for the CA COVID-19 Rent Relief program.

There was no public comment.

**A motion was made by Councilmember Painter, seconded by Vice Mayor Alessio, that the Continue the Proclamation of Local Emergency authorizing the City Manager to take actions necessary to respond to the Coronavirus (COVID-19); and ratify actions taken by the City Manager in implementation of the Proclamation of Local Emergency.. The motion carried by the following vote:**

**Aye:** 5 - Luros, Narvaez, Painter, Alessio, and Sedgley

7.B. [299-2021](#) Quarterly Recruitment Update

Human Resources Director Heather Ruiz provided the staff report.

Discussion was brought back to Council; comments and questions ensued. Staff responded to questions regarding vacancy trends, current recruitment processes, vacancies in the Police Department, and budget.

Mayor Sedgley called for public comment; there were no requests to speak.

**6.G. 344-2021 Human Resources Department Reorganization**

(This item was pulled from the Consent Calendar for public comment).

Darlene Elia - President, Napa Police Officer's Association - shared various concerns regarding current Police Department staffing levels. If frozen positions in the department cannot be unfrozen, she requested that the funds that would be used toward the additional HR position be allocated specifically to the Police Department for financial incentives to recruit officers to their department.

Jason Barrera, member, Napa Police Officer's Association - Also voiced concerns regarding current Police Department staffing, spoke regarding the need to offer financial incentives to recruit for the department. Would like to see the available funds used specifically toward the Police Department's recruitment efforts.

Discussion was brought back to Council; comments and questions ensued. Staff responded to questions and provided further clarification regarding budget, current incentive offers, and recruitment efforts.

**A motion was made by Councilmember Painter, seconded by Councilmember Luros, to adopt Resolution R2021-095 (1) amending the City Staffing Plan by adding two Management Analyst I/II positions and one Human Resources Coordinator position and deleting one Safety Analyst position in the Human Resources Department; (2) approving the use of the General Fund Contingency Reserve to partially fund these positions; and (3) approving expenditure budget increases in the General Fund of \$197,560 and in the Risk Fund of \$44,980, as documented in Budget Adjustment BE2209505. The motion carried by the following vote:**

**Aye:** 5 - Luros, Narvaez, Painter, Alessio, and Sedgley

Enactment No: R2021-095

**8. COMMENTS BY COUNCIL OR CITY MANAGER: None.****9. CLOSED SESSION:**

City Attorney Barrett announced the Closed Session item.

**9.A. 360-2021 CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(4)): Initiation of litigation in two cases.**

The meeting recessed to Closed Session at 5:00 P.M.

The meeting adjourned at 6:07 P.M.; there was no reportable action.

**10. ADJOURNMENT: 6:07 P.M.**

**Submitted by:**

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**Tiffany Carranza, City Clerk**