



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

**Tuesday, November 17, 2020**

**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 Doris Gentry  
Councilmember Liz Alessio  
Councilmember Mary Luros  
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. ADMINISTRATIVE REPORTS:****3.A. [380-2020](#) COVID-19 Financial Update, November 2020**

**Recommendation:** Receive and discuss financial update from Robert Eyler, PhD, regarding impacts of COVID-19 on economic metrics.

**Attachments:** [ATCH 1 - City of Napa EFA Indicators Nov 2020](#)

**4. PUBLIC COMMENT:**

**\*\*See provisions on pages 9-10 for providing public comment.**

**5. CONSENT CALENDAR:****5.A. [384-2020](#) City Council Meeting Minutes**

**Recommendation:** Approve the February 19, 2019, December 3, 2019 and December 17, 2019 Regular City Council Meeting Minutes; and approve the January 14, 2020 Special Meeting Minutes.

**Attachments:** [ATCH 1 - Feb 19, 2019 Regular CC Mtg Minutes DRAFT](#)  
[ATCH 2 - Dec 3, 2019 Regular CC Mtg Minutes DRAFT](#)  
[ATCH 3 - Dec 17, 2019 Regular CC Mtg Minutes DRAFT](#)  
[ATCH 4 - Jan 14, 2020 Special Workshop Mtg Mins DRAFT.pdf](#)

**5.B. [373-2020](#) Parks, Recreation and Trees Advisory Commission Membership**

**Recommendation:** Appoint incumbents Tiffany Kenny and Brian D. Bordona and new members, Scott Messenger and Jeffrey M. Richard to the Parks, Recreation and Trees Advisory Commission for a term effective immediately and ending September 30, 2022; and designate Brian D. Bordona, and Scott Messenger as the 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](#)

- 5.C. [375-2020](#) **Bicycle and Trails Advisory Commission Membership**
- Recommendation:** Appoint incumbent, Jimmy Kawalek, and new members, Daniel I. Wilkowsky and Donal C. O'Briain, to the Bicycle and Trails Advisory Commission for terms effective immediately and ending September 30, 2022.
- Attachments:** [ATCH 1 - Applications](#)  
[ATCH 2 - Draft Nomination Committee Meeting Minutes](#)
- 5.D. [374-2020](#) **Community Development Block Grant Citizens' Committee (CDBG) Membership**
- Recommendation:** Appoint incumbents, Virginia A. Young and Karina O'Briain, and new member, Harry Collamore, to the Community Development Block Grant Citizens' Committee (CDBG) for terms effective immediately and ending September 30, 2023.
- Attachments:** [ATCH 1 - Applications](#)  
[ATCH 2 - Draft Nomination Committee Meeting Minutes](#)
- 5.E. [362-2020](#) **Monthly Budget and Investment Statement**
- Recommendation:** Receive the Monthly Budget and Investment Statement as of September 30, 2020.
- Attachments:** [ATCH 1 - Sep 2020 Budg Inv Statement](#)
- 5.F. [366-2020](#) **Automated License Plate Readers (ALPRs) for Parking Enforcement**
- Recommendation:** Receive the City's usage and privacy policy for ALPRs for Parking Enforcement.
- Attachments:** [ATCH 1 - ALPR Policy](#)
- 5.G. [337-2020](#) **Summary Abandonment of a Portion of Excess Right of Way in Parcels 'A' and 'E', Chesapeake Village Subdivision**
- Recommendation:** Adopt a resolution authorizing the summary abandonment of excess right of way not used for the purposes for which it was dedicated or acquired, affecting property located on Parcels 'A' and 'E', Chesapeake Village Subdivision (APNs 043-561-021 and 043-562-022), and determining the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Legal Description](#)  
[EX B1 & B2 - Plat Maps](#)  
[ATCH 2 - Irrevocable Offer of Dedication](#)  
[ATCH 3 - Final Map of Chesapeake Village](#)

5.H. [367-2020](#)**Summary Abandonment of a Portion of Second Street  
Between Main Street and the Napa River**

**Recommendation:** Adopt a resolution authorizing the summary abandonment of a portion of Second Street between Main Street and the Napa River that is excess right-of-way of a street or highway not required for street or highway purposes, and determining that the actions authorized by this resolution are exempt from CEQA.

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Subject Easement](#)

5.I. [369-2020](#)**Summary Abandonment of a Portion of Salvador Avenue**

**Recommendation:** Adopt a resolution authorizing the summary abandonment of a portion of Salvador Avenue that has been superseded by relocation, affecting property located at 1895 Salvador Avenue (APN 038-021-001), and determining that the actions authorized by this resolution are exempt from CEQA.

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Subject Property](#)

5.J. [370-2020](#)**Summary Abandonment of Excess Right of Way at 316  
Hickory Street With the Reservation of a Public Utility  
Easement**

**Recommendation:** Adopt a resolution authorizing the summary abandonment of excess right of way of a street or highway not required for street or highway purposes affecting property located at 316 Hickory Street (APN 004-241-009) with the reservation of a Public Utility Easement, and determining that the actions authorized by this resolution are exempt from CEQA.

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A & EX B - Subject Property](#)

5.K. [371-2020](#)**City Hall Office Space Modification**

**Recommendation:** Adopt a resolution (1) adding the Office Space Modification Project to the City's Five-Year Capital Improvement Program; (2) approving the use of \$100,000 of the CIP Facilities Reserve to fund an increase to the expenditure budget of the Capital Improvement Fund of \$100,000, as documented in Budget Adjustment Form No. BE2111501, for the Project; and (3) determining that the actions authorized by this resolution are exempt from CEQA.

**Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Budget Adjustment No. BE2111501](#)

**5.L. [378-2020](#)****Tentative Agreement for a Successor Memorandum of Understanding Between the City of Napa and the Police Management Unit****Recommendation:**

Accept and adopt the Comprehensive Tentative Agreement for a successor Memorandum of Understanding between the City of Napa and the Police Management Unit (PMU) for the term of January 1, 2021 through June 30, 2022, and authorize the City Manager or designee to sign the successor Memorandum of Understanding that implements the Tentative Agreement.

**Attachments:**

[ATCH 1 - Tentative Agreement](#)  
[EX A - Draft City/PMU Memorandum of Understanding](#)

**5.M. [379-2020](#)****CalHome Disaster Assistance Grant****Recommendation:**

Adopt a resolution authorizing the acceptance of a grant from the 2019 CalHome Program Disaster Assistance funds from the State of California Department of Housing and Community Development in the amount of \$2,130,000 to be made available to qualified households, including those impacted by eligible 2017 and 2018 disasters; and approving both revenue and expenditure budget adjustments to appropriate the grant revenue in the CalHome Fund in the amount of \$2,130,000, as documented in Budget Adjustment Form No. BE-2111503.

**Attachments:**

[ATCH 1 - Resolution](#)  
[EX A - Budget Adjustment Form BE2111503](#)

**5.N. [382-2020](#)****Permanent Local Housing Allocation Grant****Recommendation:**

Adopt a resolution accepting a grant from the State of California Department of Housing and Community Development SB2 Permanent Local Housing Allocation Program in the amount of \$318,210; and approving both revenue and expenditure budget adjustments to appropriate the grant revenue, as documented in Budget Adjustment Form Number BE-2111502.

**Attachments:**

[ATCH 1 - Resolution](#)  
[EX A - BAF BE2111502 PLHA](#)

**6. ADMINISTRATIVE REPORTS:****6.A. [274-2020](#)****Proclamation of Local Emergency to Respond to the Coronavirus (COVID-19)****Recommendation:**

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.

**7. CONSENT HEARINGS:****7.A. [317-2020](#)****Preservation of Qualified Historical Property at 1221 Seminary Street**

**Recommendation:** Authorize the City Manager, on behalf of the City, to execute a Mills Act Historic Preservation Agreement for the property at 1221 Seminary Street and determine that the actions authorized by this item are exempt from CEQA.

**Attachments:** [ATCH 1 - Draft Mills Act Contract Description, SitePlan, PreservationPlan](#)  
[ATCH 2 - Plans and Supporting Documents](#)  
[ATCH 3 - Table 1 - Estimated Property Tax Reduction](#)

**8. COMMENTS BY COUNCIL OR CITY MANAGER:****CITY COUNCIL RECESS****6:30 P.M. EVENING SESSION****9. CALL TO ORDER:****9.A. Roll Call:****10. PLEDGE OF ALLEGIANCE:****11. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****12. SPECIAL PRESENTATIONS:****12.A. [354-2020](#)****Recognize Napa Farmers Market**

**Recommendation:** Recognize Napa Farmers Market being voted #1 in California in American Farmland 2020 Farmers Market Celebration.

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

**13. PUBLIC COMMENT:**

**\*\*See provisions on pages 9-10 for providing public comment.**

**14. PUBLIC HEARINGS/APPEALS:****14.A. [244-2020](#)****First and Oxbow Hotel****Recommendation:**

Adopt (1) a resolution denying a Use Permit and Design Review Permit for the First and Oxbow Hotel at 731 First Street and (2) a resolution denying a Certificate of Appropriateness for the relocation of two Local Landmark structures at 731 First Street and 718 Water Street to 58 Randolph Street.

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

(1) Approve a Use Permit and Design Review Permit for the First and Oxbow Hotel at 731 First Street and determine that these actions were adequately analyzed by a previous CEQA action or are otherwise exempt.

(2) Approve a Certificate of Appropriateness for the relocation of two Local Landmark structures at 731 First Street and 718 Water Street to 58 Randolph Street and determine that these actions were adequately analyzed by a previous CEQA action or are otherwise exempt from CEQA

(3) Approve an Alternative Equivalent Proposal in lieu of payment of the Affordable Housing Impact Fee.

(4) Approve the summary vacation of a permanent slope easement located at the corner of First Avenue and Soscol Avenue.

**Attachments:**

[ATCH 1 - Resolution Denial Use Permit Design Review](#)  
[ATCH 2 - Resolution Denial Certificate of Appropriateness](#)  
[ATCH 3 - Resolution Approval Use Permit Design Review](#)  
[Ex A - DNSP EIR MMRP](#)  
[Ex B - Napa San Conditions](#)  
[Ex C - Affordable Housing Alternative Equivalent Proposal](#)  
[ATCH 4 - Resolution Approval CoA](#)  
[Ex A - DNSP EIR MMRP](#)  
[Ex B - Napa San Conditions](#)  
[ATCH 5 - CHC Report and Minutes](#)  
[ATCH 6 - Historic Relocation Analysis](#)  
[ATCH 7 - PC Minutes, Public Comments, Staff Report](#)  
[ATCH 8 - Pedestrian Facilities Exhibit](#)  
[ATCH 9 - Public Art Application](#)  
[ATCH 10 - Architect and Landscape Plans](#)  
[ATCH 11 - Civil Engineering Plans](#)  
[ATCH 12 - CEQA Initial Study and EIR Addendum](#)  
[ATCH 13 - Resolution SLOPE EASEMENT Abandonment](#)  
[EX A and B - Slope Easements](#)

14.B. [368-2020](#)**Abandonment of Portions of Water Street for the First and Oxbow Hotel Project****Recommendation:**

Adopt a resolution authorizing the conditional abandonment of portions of Water Street in support of the First and Oxbow Hotel Project (PL16-0124) located on the parcels bound by Soscol Avenue, First Street, McKinstry Street, and Water Street, and determining that the actions authorized by this resolution were adequately analyzed by a previous CEQA action.

**Attachments:**[ATCH 1 - Resolution](#)[EX A & EX B - Abandonment Description & Plat Map](#)**15. COMMENTS BY COUNCIL OR CITY MANAGER:****16. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is December 1, 2020.

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 Friday, November 13, 2020 at 5:00 p.m.

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Tiffany Carranza, City Clerk

**\*\* CORONAVIRUS (COVID-19) - Notice of Meeting Procedures \*\*****TELECONFERENCE MEETING**

In order to slow the spread of the Coronavirus (COVID-19) pandemic, the City will conduct this meeting as a teleconference in compliance with the Governor's Executive Orders N-29-20 and N-63-20, and members of the City Council or City staff may participate in this meeting telephonically or electronically. The City Council Chambers will be closed to the public, and members of the public may participate in the meeting by viewing the meeting live, and providing comments, as described below.

**VIEWING THE MEETING LIVE**

All members of the public are invited to view the meeting live on: (a) local cable TV Channel 28; or (b) 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).

**PROVIDING COMMENTS VIA TELEPHONE**

If you would like to provide comments via telephone during the Council meeting, you must submit a request to the City Clerk by no later than 3:00 p.m. on Tuesday, November 17, 2020. The request may be submitted to the City Clerk by emailing [clerk@cityofnapa.org](mailto:clerk@cityofnapa.org), or by calling (707) 257-9503. When submitting the request, please identify your name, your telephone number (including the area code first), and the agenda item number and letter you would like to comment on. On the day of the Council meeting, a representative from the City Clerk's Office will call you to connect you to the Council meeting to allow you to provide your comments to the Council via telephone.

**PROVIDING WRITTEN COMMENTS VIA EMAIL TO BE READ AT THE MEETING**

Any member of the public may provide a written comment to the City Council before or during the meeting by sending it to the City Clerk via email at: [clerk@cityofnapa.org](mailto:clerk@cityofnapa.org). If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Any comment of 500 words or less (per person, per item) will be read into the record if: (1) the subject line includes "COMMENT TO COUNCIL FOR NOVEMBER 17, 2020 MEETING – PLEASE READ"; and (2) it is received by the City Clerk prior to the time for public comment during the meeting for that agenda item. Please be aware that any public comments received that do not specify a particular agenda item number will be read aloud during the general public comment portion of the agenda. Due to potential technological delays in transmission, the public is encouraged to submit any comments to the City Clerk early, in order to ensure they are received in time to be read into the record.

**PROVIDING WRITTEN COMMENTS IN PAPER FORM TO BE READ AT THE MEETING**

Any member of the public may provide a written comment in a paper form (handwritten or typed) to the City Council if it is received by no later than 3:00 p.m. on Tuesday, November 17, 2020, by either: (a) placing the comment in an envelope addressed to the attention of the City Clerk, and depositing it in the “NIGHT DEPOSIT - PAYMENTS” slot located at the front door of City Hall at 955 School Street; or (b) making arrangements for a personal delivery in advance, by calling the City Clerk’s office at 707-257-9503. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Any comment of 500 words or less (per person, per item) will be read into the record if: (1) the comment includes “COMMENT TO COUNCIL FOR NOVEMBER 17, 2020 MEETING – PLEASE READ”; and (2) it is received by the City Clerk prior to 3:00 p.m. on November 17, 2020. Please be aware that any public comments received that do not specify a particular agenda item number will be read aloud during the general public comment portion of the agenda. The public is encouraged to submit any comments to the City Clerk early, in order to ensure they are received in time to be read into the record.

**PROVIDING SUPPLEMENTAL WRITTEN COMMENTS**

Any member of the public may provide supplemental written comments to the City Council before or during the meeting, beyond the 500 word limit for comments read into the record, 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).

**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.

The City of Napa thanks you in advance for taking all precautions to prevent spreading the COVID-19 virus.

**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 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](mailto:clerk@cityofnapa.org). Para una solicitud de asistencia, favor de avisar con al menos 48 horas de anticipación.

**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 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 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 used to promote the 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.

**CONSENT CALENDAR:**

Items on the Consent Calendar are considered routine and may be approved by a single vote of the City Council. Unless otherwise authorized by the Mayor or a majority of the City Council, public input for items on the Consent Calendar may be required during the Public Comment portion of the meeting.

**ADMINISTRATIVE REPORTS**

Unless otherwise authorized by the Mayor or a majority of the City Council, public input for items on the Administrative Reports portion of the agenda may be required during the Public Comment portion of the meeting.

**CONSENT HEARINGS:**

Items on the Consent Hearing portion of the agenda 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/APEALS**

During any public hearing or appeal, 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 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 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.