



CITY OF NAPA

ATTACHMENT 1

955 School Street
Napa, CA 94559
www.cityofnapa.org

MEETING MINUTES - Draft

CITY COUNCIL

Mayor Jill Techel
Vice Mayor Scott Sedgley
Councilmember Liz Alessio
Councilmember Doris Gentry
Councilmember Mary Luros

Tuesday, June 18, 2019

3:30 PM

City Hall Council Chambers

3:30 PM Afternoon Session
6:30 PM Evening Session

3:30 P.M. AFTERNOON SESSION

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

1.A. Roll Call:

Present: 5 - Councilmember Alessio, Councilmember Gentry, Councilmember Luros, Vice Mayor Sedgley, and Mayor Techel

2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following supplemental items:

Item 3.B. Countywide Commitment to Address Climate Change.

- Attachment 1 - Proclamation.

Item 4. PUBLIC COMMENT:

- Email with four attachments submitted by Lin Marie deVincent.
- Video clip submitted by Shelly Hanan.

Item 5.F. Browns Valley Creek Bank Repair at Buhman Park.

- Revised Staff Report (Redline Version and Final Version) noting a correction in the Discussion section - the address near the repair is 1036 **Round Hill** Circle, not Rolling Hill Circle.

Item 5.G. Trancas Street Rehabilitation - State Route 29 to Jefferson Street (Measure T).

- Exhibit "A" Trancas Award Memorandum to Attachment 1.

Item 5.N. Consultant Services for Analysis of Non-Residential Development Impacts on Affordable Housing.

- Email from Bob Massaro dated June 18, 2019.

Item 6.A. Equal Employment Opportunity Annual Report, and Equity and

Inclusion Plan - 2018/2019.

- PowerPoint presentation by city staff.

8.A. City of Napa FY 2019/20 and 2020/21 Budget Adoption.

- PowerPoint presentation by city staff.
- Revised Staff Report (Redline Version and Final Version) noting a correction to the Financial Impact Section - the budgeted amount of \$234.0 million is for Fiscal Year **2020/21**, not 2019/20.
- Revised Exhibit "D" (Redline Version and Final Version) to Attachment 1.

3. SPECIAL PRESENTATIONS:

City Manager Potter introduced Fran Robestelli, the City's new Assistant Manager.

3.A. [1818-2019](#) Parks and Recreation Month

Mayor Techel and members of City Council read the proclamation. John Coates, Parks and Recreation Director, accompanied City of Napa Parks and Recreation Department staff and Parks, Recreation, and Trees Advisory Commissioners accepted the proclamation. Pete Hangan, Recreation Supervisor, reviewed the many activities that would be offered throughout the month of July in Celebration of Parks and Recreation Month.

3.B. [1931-2019](#) Countywide Commitment to Address Climate Change

Mayor Techel and members of City Council read the proclamation. David Kearney Brown, Chair of Napa Climate Now!, accompanied by fellow Napa Climate Now! members, accepted the proclamation.

4. PUBLIC COMMENT:

Jay Golik, resident - voiced concerns regarding the City's building permit and design review processes and noted he would like to see reduced processing times.

Shelly Hanan, Community Engagement Director for ParentsCAN - noted that of the twenty-two playgrounds in Napa, only one, Fuller Park, had an accessible surface to accommodate wheelchairs, strollers or walkers and she asked City Council to look at the funds allocated so that all playgrounds could be accessible and inclusive. She also shared a video that highlighted the difficulty of maneuvering a wheelchair in bark.

Susan, resident - voiced various concerns regarding the Heritage House and Valle Verde Project to include density and flooding concerns.

Vincent, an avid kayaker on the Napa River - voiced concerns regarding homeless encampments along the river.

Alondra Cendejas, Napa Valley College Student - acknowledged, and thanked, the City of Napa Police and Fire Departments, and encouraged fellow residents to say "hello" and thank officers that they encounter in the community.

James Hinton, resident - spoke regarding the decriminalization of "magic mushrooms" and encouraged additional discussion and education regarding recreational cannabis.

5. CONSENT CALENDAR:

Approval of the Consent Agenda

Councilmember Alessio pulled item 5.N. for discussion; Mayor Techel announced that she must recuse from item 5.F. due to the ownership of property within 500 feet of the project boundaries.

A motion was made by Councilmember Luros, seconded by Councilmember Alessio, to approve the Consent Agenda with Item 5.N. pulled for discussion and Mayor Techel's recusal on Item 5.F. due to a conflict of interest caused by her ownership of property within 500 feet of the project property. The motion carried by the following vote:

Aye: 5 - Alessio, Gentry, Luros, Sedgley, and Techel

- 5.A.** [1839-2019](#) City Council Meeting Minutes
Approved the Meeting Minutes for the May 21, 2019 City Council Regular Meeting and the May 21, 2019 City Council Special Meeting.
- 5.B.** [1918-2019](#) Monthly Budget and Investment Statement
Received and filed the Monthly Budget and Investment Statement as of April 30, 2019.
- 5.C.** [1922-2019](#) Parks, Recreation and Trees Advisory Commission Membership
Appointed Ian Clark as the High School Student Representative to the Parks, Recreation and Trees Advisory Committee, with a two-year term expiring June 30, 2021 or until the student graduates from High School.
- 5.D.** [1924-2019](#) Napa Valley Transportation Authority (NVTA) Active Transportation Advisory Committee (ATAC) Membership
Directed the City Clerk to transmit a letter to the Napa Valley Transportation Authority (NVTA) Board of Directors recommending the nomination of two new applicants, Grant Dinsdale and Colin Petheram, to serve a three-year term as City of Napa representatives to the NVTA Active Transportation Advisory Committee (ATAC).
- 5.E.** [1799-2019](#) Emergency Repair of Browns Valley Creek Damage to Browns Valley Road at Valley Glen Lane

Determined there was a need to continue the emergency action to execute and implement contracts for the design, permitting and construction of the creek bank and sidewalk repairs adjacent to Browns Valley Creek at Browns Valley Road and Valley Glen Lane, and determine that the actions authorized by this item are exempt from CEQA.

5.F. [1926-2019](#) Browns Valley Creek Bank Repair at Buhman Park

Mayor Techel Recused.

Adopted Resolution R2019-060 authorizing a budget appropriation in the amount of \$220,000 for the design phase of the repair of Browns Valley Creek at Buhman Park and determining that the actions authorized by this resolution are exempt from CEQA.

Enactment No: R2019-060

5.G. [1873-2019](#) Trancas Street Rehabilitation - State Route 29 to Jefferson Street (Measure T)

Adopted Resolution R2019-061 authorizing the Public Works Director to award and execute a construction contract to the lowest and best bidder for the Trancas Street Rehabilitation - State Route 29 to Jefferson Street project (ST19PW05); authorizing a budget appropriation of approximately \$1,326,330, for a total project budget of approximately \$3,521,000, to be clarified in the Public Works Director's written report to City Council; authorizing the Public Works Director to approve contract amendments and charges for project services up to a total amount not to exceed the total project budget amount; and determining that the actions authorized by this resolution are exempt from CEQA.

Enactment No: R2019-061

5.H. [1919-2019](#) Westwood Neighborhood Rehabilitation Phase 1 (Measure T)

Adopted Resolution R2019-062 authorizing a budget appropriation in the amount of \$160,000 for the Measure T Westwood Neighborhood Rehabilitation Phase 1 project and determining that the actions authorized by this resolution are exempt from CEQA.

Enactment No: R2019-062

5.I. [1810-2019](#) Concrete Material Purchase Contract

Authorized the Public Works Director to approve a contract and issue a purchase order to Shamrock Materials, Inc., for concrete material required for the Sidewalk Improvement Program and other City maintenance needs for FY2020 and FY2021 in an amount not to exceed \$400,000.

5.J. [1879-2019](#) Asphalt and Aggregate Materials Purchase Contract

Authorized the Public Works Director to approve a contract and issue a purchase order to Syar Industries, Inc., for asphalt and aggregate materials required for the Street Resurfacing Program and other city maintenance needs for FY2020 and FY2021 in an amount not to exceed \$2,412,500.

- 5.K.** [1923-2019](#) Water Meter Equipment Purchase Contract
- Authorized the Utilities Director to approve a contract and issue a purchase order to National Meter and Automation, Inc., for Fiscal Years 2019-2020 and 2020-2021, in an amount not to exceed \$550,000, to purchase water meters and associated items for use in the municipal water distribution system, and determine this action is exempt from CEQA.
- 5.L.** [1917-2019](#) On-Call Civil Engineering Services
- Approved two-year agreements with BKF Engineers, dk Engineering, Foulk Civil Engineering, Inc., GHD, Inc., and RSA+ for task-order based on-call civil engineering services, each in an amount not to exceed \$250,000, and authorize the Public Works Director to execute the agreements on behalf of the City.
- 5.M.** [1638-2018](#) Grant of Easements Over City Property for the Napa County Jail Project
- Adopted Resolution R2019-063 authorizing the grant of easements to the County of Napa for utility purposes to serve the Napa County Jail Project, affecting portions of Kennedy Park, APN 046-450-037, and determining that the actions authorized by this resolution were adequately analyzed by a previous CEQA action.
- Enactment No: R2019-063
- 5.N.** [1927-2019](#) Consultant Services for Analysis of Non-Residential Development Impacts on Affordable Housing
- Councilmember Alessio asked that the item be pulled to address concerns that had been raised by local developers.
- Housing Manager Lark Ferrell provided a brief staff report.
- Councilmember Alessio voiced her concerns regarding feedback that had been provided by local developers who noted concerns over lack of trust, inaccurate data and lack of innovation.
- Ms. Ferrell responded and clarified the process and outcomes from the recent stakeholder meetings. She reiterated that the goal was for the consultants to receive the stakeholders feedback, and that the draft report would address their concerns.
- Community Development Director Vin Smith also acknowledged that the Developer's concerns had been discussed during the stakeholder's meeting and confirmed staff's trust in BAE to perform to the City's expectations.
- Brief discussion ensued.
- A motion was made by Vice Mayor Sedgley, seconded by Councilmember Luros, to adopt Resolution R2019-064 authorizing the City Manager to execute Amendment Number 1 to the Agreement with BAE Urban Economics, Inc. for**

affordable housing economic analysis, to increase the total Agreement amount from \$85,810 to \$177,810; and authorizing a budget adjustment of \$92,000 for Affordable Housing Impact Fee Fund professional contract services. The motion carried by the following vote:

Aye: 5 - Alessio, Gentry, Lueros, Sedgley, and Techel

Enactment No: R2019-064

5.O. [1914-2019](#) Consultant Services for Workplace Culture and Employee Engagement Training

Authorized the City Manager to approve Amendment No. 1 to Agreement No. C2019-096 with Henson Consulting Group, LLC in the increased amount of \$308,630 for a total Agreement amount of \$357,158, to implement workplace culture and employee engagement training for fiscal years 2019/20 and 2020/21.

6. ADMINISTRATIVE REPORTS:

6.A. [1858-2019](#) Equal Employment Opportunity Annual Report, and Equity and Inclusion Plan - 2018/2019

Human Resources Director Jennifer Brizel, and People & Culture Manager MJ Tueros, provided the staff report.

Vice Mayor Sedgley stated that he was impressed with the volume of recruitments and applications that the city processed.

Councilmember Alessio noted her appreciation that staff would be taking the DiSC profile assessments. She also asked if staff would be offered LGBTQ training in the near future. Mr. Tueros confirmed that he had been working with the LGBTQ Connection to set a training date.

A motion was made by Councilmember Alessio, seconded by Vice Mayor Sedgley, to adopt Resolution R2019-065 approving the 2018 Equal Employment Opportunity Annual Report and approving the 2019 Equity and Inclusion Plan. The motion carried by the following vote:

Aye: 5 - Alessio, Gentry, Lueros, Sedgley, and Techel

Enactment No: R2019-065

7. CONSENT HEARINGS:

Approval of the Consent Agenda

Mayor Techel announced the consent hearings. There were no requests to speak; the hearings were opened and closed without comment.

A motion was made by Vice Mayor Sedgley, seconded by Councilmember Alessio, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Alessio, Gentry, Lueros, Sedgley, and Techel

- 7.A.** [1779-2019](#) Oxbow Business Promotions Assessment Area - 2020 Levy of Assessments
- Adopted Resolution R2019-066 levying assessments in the Oxbow Business Promotions Assessment Area for 2020 in accordance with Napa Municipal Code Chapter 3.29, and determining that the actions authorized by this resolution are exempt from CEQA.**
- Enactment No: R2019-066
- 7.B.** [1777-2019](#) Downtown Business Promotions Tax Area - 2020 Levy of Taxes
- Adopted Resolution R2019-067 levying taxes in the Downtown Business Promotions Tax Area (DBPTA) for 2020 in accordance with Napa Municipal Code Chapter 3.28; and determining that the actions authorized by this resolution are exempt from CEQA.**
- Enactment No: R2019-067
- 7.C.** [1860-2019](#) Downtown Parking Assessment Area - 2020 Levy of Assessment
- Adopted Resolution R2019-068 levying assessments in the Downtown Parking Assessment Area for 2020 in accordance with Napa Municipal Code Chapter 3.30; and determining that the actions authorized by this resolution are exempt from CEQA.**
- Enactment No: R2019-068
- 7.D.** [1928-2019](#) Annual Report for the Downtown Napa Property and Business Improvement District (PBID) and Levy of Assessments
- Adopted Resolution R209-069 approving the 2020 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 pursuant to CEQA Guidelines Section 15301 Existing Facilities (minor alterations of existing streets and sidewalks).**
- Enactment No: R2019-069
- 8. PUBLIC HEARINGS/APPEALS:**
- 8.A.** [1808-2019](#) City of Napa FY 2019/20 and 2020/21 Budget Adoption
- Finance Manager Brian Cochran provided the staff report.
- Mayor Techel opened public testimony; there were no requests to speak.
- A motion was made by Vice Mayor Sedgley, seconded by Councilmember Alessio, to close the public testimony. The motion carried unanimously.
- Council comments and questions ensued.
- A motion was made by Councilmember Luross, seconded by Councilmember Alessio to adopt Resolution R2019-070 approving and adopting the Budget for the**

Fiscal Years 2019/20 and 2020/21.

A motion was made by Councilmember Luros, seconded by Vice Mayor Sedgley, to adopt Resolution R2019-071 approving the City-Wide Position Staffing Plan. The motions carried by the following vote:

Aye: 5 - Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2019-070 R2019-071

9. COMMENTS BY COUNCIL OR CITY MANAGER:

Vice Mayor Sedgley welcomed Assistant City Manager Robustelli.

Councilmember Alessio asked for Council's support in directing staff to research the possibility of adopting an ordinance to ban the use of styrofoam. Mayor Techel offered her support, as long as community members and restaurant owners were consulted. Vice Mayor Sedgley also voiced his support. City Manager Potter confirmed that the direction to staff was to come back to Council with a report on the use of styrofoam in the City and to include research on what other cities have adopted.

Councilmember Alessio also invited the community to join Operation With Love, From Home in building care packages for deployed service members on 9:30 A.M. Saturday June 22nd out at the Napa Valley College.

Councilmember Gentry asked for an update on the number of medicinal cannabis dispensaries, and the number of pending applications. City Manager Potter responded that he was aware of one medicinal dispensary open for business as well as numerous delivery companies that serviced the area. He noted that he would follow-up with Community Development Department to provide a more complete update.

10. CLOSED SESSION:

City Attorney Barrett announced the Closed Session items and also noted that Assistant City Manager Robustelli would be added as a city designated representative for item 10.A.

- 10.A.** [1934-2019](#) • CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6): City designated representatives: Steve Potter, Michael Barrett, Desiree Brun and Brian Cochran. Employee organization: Part Time/Temporary Employees Bargaining Unit.

There was no reportable action.

- 10.B. [1935-2019](#) • CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(2)): Significant exposure to litigation in five potential cases.

There was no reportable action.

CITY COUNCIL RECESS: 4:45 P.M.

6:30 P.M. EVENING SESSION

11. CALL TO ORDER: 6:30 P.M.

11.A. Roll Call:

Present: 5 - Councilmember Alessio, Councilmember Gentry, Councilmember Luros, Vice Mayor Sedgley, and Mayor Techel

12. PLEDGE OF ALLEGIANCE:

13. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following supplemental items:

Item 15. Public Comment

- PowerPoint presentation submitted by Eve Kahn.

16.A. Napa Pipe Project Update.

- PowerPoint presentation submitted by City staff.

14. REPORT ACTION TAKEN IN CLOSED SESSION:

City Attorney Barrett stated there was no reportable action from Closed Session.

15. PUBLIC COMMENT:

Susan Bauman, resident and member of Napa Neighborhoods for Safe Technology, submitted Small Cell Tower Site Specific Comment Forms that were submitted from residents concerned over small cell tower installations. She also shared a story of a Modesto family.

Rosemarie Vertullo, resident - shared various concerns regarding the Heritage House and Valle Verde project to include increased traffic, parking, and safety concerns.

James Hinton, resident - spoke in regard to cannabis and encouraged the City Council to agendaize recreational cannabis for future discussion and consideration.

Eve Kahn, resident - voiced fire safety concerns over an overgrown tree on

a neighbor's property, and she shared photos with the Council. She noted that a compliance order was sent to the property owner in August of 2012 and suggested that another order be sent.

Robert Tillinghaust, resident - spoke in regard to Climate change. He referenced a January 2011 Draft Napa County Climate Action document, and provided a copy to Council for review.

16. ADMINISTRATIVE REPORTS:

16.A. [1899-2019](#) Napa Pipe Project Update

Planning and Code Enforcement Manager Erin Morris provided the staff report. She reviewed the recent project milestones, and proposed next steps.

Sean Whiskeman, Senior Vice President for Catellus, representing the Napa Pipe Project Development Team, also provided a brief update. He noted that they were actively engaged with the City, the County, home builders and Costco to move the project ahead as quickly as possible. He emphasized that while approvals were still pending, they had already begun to work on improvement plans to optimize the timeline so that when the approvals were in, they could begin work promptly.

Mayor Techel asked how many of the units in the original proposal would be on the Costco side. Ms. Morris responded between 350 and 400. She noted that the revised land plan included a larger affordable housing site.

Molly Rattigan, Napa County Deputy County Executive Officer, provided an update on SB 235.

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

Brief Council comments ensued.

Report received.

17. COMMENTS BY COUNCIL OR CITY MANAGER:

Vice Mayor Sedgley commented regarding H.R. 530, which would repeal recent Federal Communication Commission regulations limiting the ability of local governments to regulate the deployment of 5G wireless infrastructure. City Manager Potter responded that the initial request for the Mayor to sign on to a support letter had passed. Mayor Techel noted that the League was advocating for it, and that she would also have a conversation with Congressman Thompson about it at an upcoming meeting she would be attending in D.C.

18. ADJOURNMENT: 7:10 P.M.

Submitted by:

Tiffany Carranza, City Clerk