



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

Tuesday, September 17, 2019

3:30 PM Afternoon Session

6:30 PM Evening Session

City Hall Council Chambers

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

CITY COUNCIL

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

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. [2022-2019](#) Arbor Day**

Recommendation: Proclaim September 28, 2019 as Arbor Day.

Attachments: [ATCH 1 - Proclamation](#)

4. PUBLIC COMMENT:**5. CONSENT CALENDAR:****5.A. [2036-2019](#) City Council Meeting Minutes**

Recommendation: Approve the Meeting Minutes for the August 20, 2019 Regular City Council Meeting.

Attachments: [ATCH 1 - 8-20-19 Regular CC Meeting Minutes DRAFT](#)

5.B. [2024-2019](#) Monthly Budget and Investment Statements

Recommendation: Receive and file the Monthly Budget and Investment Statements as of June 30, 2019, and as of July 31, 2019.

Attachments: [ATCH 1 - Budget Investment Statement for June 2019](#)
[ATCH 2 - Budget Investment Statement for July 2019](#)

5.C. [2025-2019](#) Emergency Repair of Browns Valley Creek Damage to Browns Valley Road at Valley Glen Lane

Recommendation: Determine there is 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.D. [2034-2019](#) **Encouraging Action by Other Governmental Agencies during the League of California Cities (“LOCC”) Annual Conference**
- Recommendation:** Authorize the City's voting delegate at the LOCC Annual Conference Business Meeting, on October 18, 2019, to vote in favor of two proposed LOCC resolutions: (1) call on the California Public Utilities Commission to amend Rule 20A to increase funding for undergrounding of overhead utilities in Very High Fire Hazard Severity Zones; and (2) restore and ensure proper funding by Federal and State governments to the U.S. -Mexico Border Water Infrastructure Program.
- Attachments:** [ATCH 1 - 2019 LOCC Voting Delegate Letter](#)
[ATCH 2 - Proposed Resolution 1](#)
[ATCH 3 - Proposed Resolution 2](#)
[ATCH 4 - 2019 Annual Conference Resolutions Packet](#)
- 5.E. [2030-2019](#) **Opposition to California Senate Bill 266 “Public Employees’ Retirement System: Disallowed Compensation: Benefit Adjustments”**
- Recommendation:** Authorize the Mayor to sign a Letter of Opposition to SB-266, which would require the City to make direct payments to retirees for disallowed retirement payments under the Public Employees’ Retirement System.
- Attachments:** [ATCH 1 - SB-266 Bill Text](#)
[ATCH 2 - League of California Opposition Letter](#)
- 5.F. [2032-2019](#) **Appointment of City Treasurer**
- Recommendation:** Adopt resolution to appoint Assistant City Manager Frances "Fran" Robustelli as City Treasurer.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.G. [2010-2019](#) **Classification and Budget Staffing Plan for the Police Records Division of the Police Department**
- Recommendation:** Adopt a resolution amending the City Classification Plan by adopting the classification and salary ranges for Police Records Specialist I/II and Senior Police Records Specialist, and abolishing the classifications of Police Records Assistant I/II and Senior Police Records Assistant; and updating the FY 19/20 Budget Staffing Plan.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Proposed Class Spec Revision for Police Records Specialist I/II](#)
[EX B - Police Records Assistant I/II Salary Analysis](#)
[EX C - Proposed Class Spec Revision Senior Police Records Specialist](#)
[EX D - Senior Police Records Assistant Salary Analysis](#)
[EX E - Abolish Classification Spec for Police Records Assistant I/II](#)
[EX F - Abolish Class Specification for Senior Police Records Assistant](#)

- 5.H. [1968-2019](#) **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 5 to Agreement No. C2013 363](#)
[ATCH 3 - Agreement C2013 363 with Amendments 1-4](#)
- 5.I. [2026-2019](#) **Radio Repeater Replacement and Service**
- Recommendation:** Authorize the Finance Director to execute a contract with Vision Communications Corporation in the amount of \$252,389.60, for the purchase of 13 radio repeaters with 5 years of service and support.
- Attachments:** [ATCH 1 - Quote for Equipment and Support](#)
- 5.J. [2000-2019](#) **Bridge Preventive Maintenance Program for Six City Bridges**
- Recommendation:** Adopt a resolution authorizing the Public Works Director to award and execute a construction contract to American Civil Constructors West Coast LLC for the Bridge Preventive Maintenance for Six Bridges (BR12PW02) in the bid amount of \$419,319; authorizing the Public Works Director to approve contract amendments and charges for project services up to a total amount not to exceed \$510,222; and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Bridge Preventive Maintenance Plan](#)
- 5.K. [2027-2019](#) **Kiwanis Park Lighting Upgrades**
- Recommendation:** Adopt a resolution authorizing the Public Works Director to award and execute a construction contract with Capitol Valley Electric, Inc., for the Kiwanis Park Lighting Upgrades Project in the bid amount of \$181,175; authorizing a budget appropriation of \$86,066, for a total project budget of \$228,293; 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.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.L. [2008-2019](#) **Community Development Block Grant (CDBG) Program Consolidated Annual Performance Evaluation Report (CAPER) 2018-2019**
- Recommendation:** Adopt a resolution approving the CDBG Fiscal Year 2018-2019 Consolidated Annual Performance Evaluation Report (CAPER).
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - CAPER](#)

6. ADMINISTRATIVE REPORTS:

- 6.A. [1993-2019](#) **Installation of Francis Bridge Historic Plaques on the Existing Third Street Bridge**
- Recommendation:** Adopt a resolution directing the installation of the Historic Francis Bridge Plaques on the existing Third Street Bridge, and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[ATCH 2 - Francis Bridge Historic Plaques](#)
- 6.B. [1990-2019](#) **Response to the Napa County Grand Jury Report on Napa Pipe**
- Recommendation:** Approve the City of Napa Response to the 2018-2019 Napa County Grand Jury Final Report entitled "Where's my Costco? A History of the Napa Pipe Project," and direct the City Manager to submit the response on behalf of the City Council to the Presiding Judge of the Superior Court.
- Attachments:** [ATCH 1 - Grand Jury Response Letter](#)
[ATCH 2 - Copy of Grand Jury Report](#)
- 6.C. [2038-2019](#) **Display of Flags Policy and the Official City Flag**
- Recommendation:** Adopt a resolution approving the Display of Flags Policy, the Official City Flag, and the installation of new flagpoles in front of City Hall; and approving an increase in appropriations of \$22,100 to the Non-Recurring General Fund budget.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Display of Flags Policy](#)
[EX B - City of Napa Flag Visual](#)
- 6.D. [2039-2019](#) **Budget Staffing Plan for the City Manager's Office**
- Recommendation:** Adopt a resolution authorizing the City Manager to amend the Budget Staffing Plan by adding one Limited Term Deputy City Manager position; and approving a FY 2019/2020 budget adjustment between the General Services Administration Account and the City Managers Department.
- Attachments:** [ATCH 1 - Council Priorities](#)
[ATCH 2 - City Manager Initiatives](#)
[ATCH 3 - Resolution with EX "A"](#)

7. COMMENTS BY COUNCIL OR CITY MANAGER:

CITY COUNCIL RECESS

6:30 P.M. EVENING SESSION

8. CALL TO ORDER:**8.A. Roll Call:****9. PLEDGE OF ALLEGIANCE:****10. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:****11. SPECIAL PRESENTATIONS:****11.A. [2041-2019](#) Latino Heritage Month**

Recommendation: Proclaim September 15 - October 15, 2019 as Latino Heritage Month in the City of Napa.

Attachments: [ATCH 1 - Proclamation](#)

12. PUBLIC COMMENT:**13. ADMINISTRATIVE REPORTS:****13.A. [1957-2019](#) Workplace Culture and Employee Engagement Training Program Update**

Recommendation: Receive a progress report on the City's Workplace Culture and Employee Engagement Training Program.

13.B. [2043-2019](#) Public Safety and City Hall Facilities Project, Including Buildings for City Offices, Meeting Spaces, and Related Facilities for Public Safety, General Government Administration, Fire Station No. 1, and Public Parking

Recommendation: 1. Provide direction to the City Manager to: (a) prepare alternative project configurations for a proposed Public Safety and City Hall Facilities Project, focused on the Site Area "A" (described herein) based on the Site Comparison Analysis presented September 17, 2019 and (b) return to City Council at a future public meeting to evaluate the proposed alternative Project configurations.

2. Authorize the City Manager to execute Amendment No. 2 to Agreement No. C2018-331 with Jones Lang LaSalle for project management consulting services in the increased amount of \$262,000 for a total Agreement amount of \$1,011,500.

Attachments: [ATCH 1 - Summary Report & Analysis - City Facilities Project](#)
[ATCH 2 - Comparison Analysis Chart](#)
[ATCH 3 - FEMA Fact Sheet](#)
[ATCH 4 - Project Schedule and Phases](#)
[ATCH 5 - Amendment with Jones Lang LaSalle](#)

14. COMMENTS BY COUNCIL OR CITY MANAGER:

15. ADJOURNMENT:

The next regularly scheduled meeting for the City Council of the City of Napa is October 1, 2019.

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, September 12, 2019 at 5:00 p.m.

Tiffany Carranza, 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; you may also contact the City Clerk for information by email at 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. 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.

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.