



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

Tuesday, May 15, 2018

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 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. [1387-2018](#) Introduction of New City of Napa Employees**

Recommendation: Receive introduction of new employees.

4. PUBLIC COMMENT:**5. CONSENT CALENDAR:****5.A. [1392-2018](#) Special City Council Meeting Minutes**

Recommendation: Approve the May 1, 2018 Special City Council Meeting Minutes.

Attachments: [ATCH 1 - Special Meeting Minutes DRAFT](#)

5.B. [1397-2018](#) Regular City Council Meeting Minutes

Recommendation: Approve the May 1, 2018 Regular City Council Meeting Minutes.

Attachments: [ATCH 1 - Regular Meeting Minutes DRAFT](#)

5.C. [1389-2018](#) Update to City Fees and Charges for Services

Recommendation: Approve the second reading and final passage, and adopt an ordinance amending Napa Municipal Code Sections 3.04.040, 3.04.050, and 3.20.090, regarding the definitions of, and procedures for appealing, City taxes, assessments, fees and fines, and charges.

Attachments: [ATCH 1 - Ordinance](#)

5.D. [1388-2018](#) Escheatment of Unclaimed Funds

Recommendation: Adopt a resolution approving the escheatment of unclaimed funds held by the City in accordance with government statutes.

Attachments: [ATCH 1 - Resolution](#)
[EX A - Unclaimed Funds Outstanding Checks Over \\$15.00](#)
[EX B - Unclaimed Funds Outstanding Checks Under \\$15.00](#)

- 5.E. [1399-2018](#) **Monthly Budget and Investment Statement**
- Recommendation:** Receive and file the Monthly Budget and Investment Statement as of March 31, 2018.
- Attachments:** [ATCH 1 - March Budget Inv Statement](#)
- 5.F. [1361-2018](#) **Fiscal Year 2017/18 Third Quarter Report**
- Recommendation:**
1. Receive the Third Quarter Report for Fiscal Year 2017/18.
 2. Adopt a resolution approving Amendments to the Budget for the 2017/18 Fiscal Year.
- Attachments:** [ATCH 1 - Resolution with EX "A"](#)
[ATCH 2 - First Quarter Report, Fiscal Year 2017/18](#)
- 5.G. [1383-2018](#) **Budget Adjustment to Materials Diversion Fund for FY2017/18**
- Recommendation:** Adopt a resolution authorizing adjustments to appropriations in the Solid Waste and Materials Diversion Fund for FY 2017/18 to account for an increase in revenue of \$1,200,000.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.H. [1333-2018](#) **Citywide Landscape Maintenance Assessment District, Fiscal Year 2018-2019**
- Recommendation:**
1. Adopt a resolution to order the City Engineer to prepare and file the Preliminary Engineer's Report describing the improvements to be maintained by the Citywide Landscape Maintenance Assessment District for Fiscal Year 2018-2019, and determining that the actions authorized by this resolution are exempt from CEQA.
 2. Adopt a resolution of intention to approve the Preliminary Engineer's Report, levy and collect assessments, and give notice of a Public Hearing to consider approval of the Citywide Landscape Maintenance Assessment District for Fiscal Year 2018-2019, and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution for Engineer's Report Preparation with EX "A"](#)
[ATCH 2 - Resolution for Public Hearing](#)
[EX A - Citywide Preliminary Engineer's Report](#)

5.I. [1334-2018](#)**Napa Valley Corporate Park Landscape and Lighting Assessment District, Fiscal Year 2018-2019****Recommendation:**

1. Adopt a resolution to order the City Engineer to prepare and file the Preliminary Engineer's Report describing the improvements to be maintained by the Annual and Supplemental Napa Valley Corporate Park Landscape and Lighting Assessment District for Fiscal Year 2018-2019, and determining that the actions authorized by this resolution are exempt from CEQA.

2. Adopt a resolution of intention to approve the Preliminary Engineer's Report, levy and collect assessments, and give notice of a Public Hearing to consider approval of the Annual and Supplemental Napa Valley Corporate Park Landscape and Lighting Assessment District for Fiscal Year 2018-2019, and determining that the actions authorized by this resolution are exempt from CEQA.

Attachments:

[ATCH 1 - Resolution NVCP Report Preparation with EX "A"](#)

[ATCH 2 - Resolution NVCP Public Hearing](#)

[EX A - NVCP Preliminary Engineer's Report](#)

5.J. [1396-2018](#)**State Route 29 Northbound First Street Ramps and California Boulevard Roundabouts Project (ST14PW02); Amendment to the Cooperative Agreement between City and Caltrans (City Agreement No. C2015-157)****Recommendation:**

Authorize the City Manager to execute Amendment No. 1 to the Cooperative Agreement between the City and Caltrans (which amends the Funding Summary on Exhibit "A"), and determine that the actions authorized by this item were adequately analyzed by a previous CEQA action.

Attachments:

[ATCH 1 - Amendment No. 1 to Cooperative Agreement](#)

6. ADMINISTRATIVE REPORTS:

- 6.A. [1311-2018](#) **Napa Tourism Improvement District's Operating Policy Amendment; FY 2018-19 Budget and Work Plan; and Agreement for Services for Marketing, Advertising, Public Relations, Event Planning & Related Services.**
- Recommendation:** (1) Adopt a resolution amending the Operating Policy for the Napa Tourism Improvement District City of Napa Local Governing Committee; (2) adopt a resolution approving the Napa Tourism Improvement District Local Governing Committee Budget and Work Plan for Fiscal Year 2018-19; and (3) approve an Agreement for Services with D. Augustine & Associates for Marketing, Advertising, Public Relations, Event Planning & Related Services in an amount not to exceed \$588,000, authorizing the City Manager to execute the contract on behalf of the City.
- Attachments:** [ATCH 1 - Resolution - Napa TID LGC Operating Policy Amendments EX A - Napa TID LGC Operating Policy Proposed Amendments](#)
[ATCH 2 - Resolution - Napa TID FY2018-19 Budget and Work Plan EX A - Napa TID FY2018-19 Budget and Work Plan](#)
[ATCH 3 - Services Agreement with D. Augustine & Associates](#)
- 6.B. [1352-2018](#) **2018 Lodging Market Study and Related Economic Impact Analyses**
- Recommendation:** Receive report and provide direction to staff regarding potential updates to the City's lodging policies to be brought back to a future City Council meeting.
- Attachments:** [ATCH 1 - Lodging Mkt Study Product Categories](#)
[ATCH 2 - Draft Lodging Market Study 2018](#)
[ATCH 3 - R2008 76 Lodging Policy](#)
- 6.C. [1380-2018](#) **Proposed Ballot Measure to Increase Transient Occupancy Tax to Fund Affordable and Workforce Housing**
- Recommendation:** Provide direction to staff on proposed City ballot measure to increase Transient Occupancy Tax by 1% to fund affordable and workforce housing.

7. COMMENTS BY COUNCIL OR CITY MANAGER:

8. CLOSED SESSION:

- 8.A. [1403-2018](#)
- CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code Section 54956.9(d)(1)): United States Bankruptcy Court, Northern District of California, Case No. 17-10718.
 - CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code Section 54956.9(d)(1)): Napa Superior Court Case No. 16CV000636.
 - CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6): City designated representatives: Mike Parness, Michael Barrett, Desiree Brun, Steve Brassfield, Zach Curren and Charles Sakai, Sloan Sakai Yeung & Wong. Employee organization: Napa City Firefighters Association (NCFA).

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. REPORT ACTION TAKEN IN CLOSED SESSION:****13. PUBLIC COMMENT:****14. ADMINISTRATIVE REPORTS:**

- 14.A. [1384-2018](#) **Administrative Process for Regulating Installations of Small Cell Antennae**
- Recommendation:** Receive report on administrative process for reviewing and regulating small cell antennae installations.

15. COMMENTS BY COUNCIL OR CITY MANAGER:**16. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is June 5, 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 Friday, May 11, 2018 at 3:30 p.m.

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; 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.