



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

Tuesday, January 17, 2023

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 OF THE CITY OF NAPA

***Mayor Scott Sedgley
Vice Mayor Beth Painter
Councilmember Liz Alessio
Councilmember Mary Luros
Councilmember Bernie Narvaez***

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. PUBLIC COMMENT:**

***See page 7 for procedures to provide public comments to Council.**

4. CONSENT CALENDAR:**4.A. [001-2023](#) City Council Meeting Minutes**

Recommendation: Approve the minutes from the December 6, 2022 and December 20, 2022 Regular Meetings of the City Council.

Attachments: [ATCH 1 - December 6, 2022 Draft Regular Meeting Minutes](#)
[ATCH 2 - December 20, 2022 Draft Regular Meeting Minutes](#)

4.B. [020-2023](#) Napa Sanitation District Board Membership

Recommendation: Reappoint Peter Mott to the Napa Sanitation District Board for a four-year term beginning immediately and ending January 31, 2027.

Attachments: [ATCH 1 - Application](#)

4.C. [019-2023](#) Appointment of City Treasurer

Recommendation: Adopt a resolution to appoint Deputy Finance Director Rajneil Prasad as City Treasurer.

Attachments: [ATCH 1 - Resolution](#)

4.D. [469-2022](#) Annual Report on Development Impact Fees for Fiscal Year 2022

Recommendation: Receive the Annual Report on Development Impact Fees with Required Five-Year Findings for Fiscal Year Ending June 30, 2022.

Attachments: [ATCH 1 - Annual Report on Development Impact Fees FY22](#)

4.E. [005-2023](#) Fiscal Year 2021-22 Annual Tax Report for City of Napa Community Facilities District No. 2017-1 (Gasser Soscol Gateway)

Recommendation: Receive the City of Napa Community Facilities District No. 2017-1 (Gasser Soscol Gateway) Annual Tax Report for the fiscal year ended June 30, 2022.

Attachments: [ATCH 1 - Annual Tax Report for the CON CFD No. 2017-1 for FY2022](#)

4.F. [428-2022](#)**Abatement Services Agreement****Recommendation:**

Authorize the City Manager to execute an agreement with Yerba Buena Engineering and Construction ending June 30, 2023, and for an amount not to exceed \$150,000 for the clean-up and abatement of homeless encampments, and other associated trash debris within the City of Napa; and determine that this action is exempt from CEQA.

Attachments:

[ATCH 1 - Agreement](#)

4.G. [439-2022](#)**Purified Water Feasibility Study****Recommendation:**

Adopt a Resolution 1) authorizing the Utilities Director to execute a Professional Services Agreement with Carollo Engineers, Inc. for the Purified Water Feasibility Study in the amount up to \$480,267; and 2) authorizing the Utilities Director to execute a Memorandum of Understanding with Napa Sanitation District pursuant to which the parties will share the cost of the Purified Water Feasibility Study equally; and 3) approving a transfer in the amount of \$240,133.50 from nonrecurring undesignated fund balance 539-25399 to nonrecurring water engineering account 53960115-53210, an increase in revenue budget in the amount of \$240,133.50 in account 53960115-44420 and an increase in expenditures in the amount of \$480,267 as documented in council budget amendment No. 84.

Attachments:

[ATCH 1 - Resolution](#)

[EX A - Council Budget Amendment No. 84](#)

[ATCH 2 - Professional Services Agmt. Purified Water Feasibility Study](#)

[ATCH 3 - MOU Purified Water Feasibility Study](#)

4.H. [373-2022](#)**Napa Countywide Road Maintenance Act (Measure T) -
Equivalent Fund Expenditures****Recommendation:**

Adopt a resolution approving a certification of Equivalent Fund Expenditures under the Measure T Program that demonstrates use of non-Measure T revenue for Class I Bike projects for fiscal years 2018-19, 2019-20, 2020-21, and 2021-22.

Attachments:

[ATCH 1 - Resolution](#)

[EX A - Equivalent Fund Expenditures Worksheet FY19-FY22](#)

4.I. [475-2022](#)**Gordon Drive and Plass Drive Storm Drain Repair & ADA
Improvements****Recommendation:**

Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with, Michael Paul Company, Inc., for the Gordon Drive and Plass Drive Storm Drain Repair & ADA Improvements project in the bid amount of \$185,278; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$83,528 for a total project amount not to exceed \$268,806; and (3) determining that the actions authorized by this resolution are exempt from CEQA.

Attachments:

[ATCH 1 - Resolution](#)

- 4.J. [476-2022](#) **Jefferson Street Rehabilitation - Trower Avenue to Sierra Avenue**
- Recommendation:** Adopt a resolution: (1) authorizing the Public Works Director to award a construction contract to, and execute a construction contract with, Team Ghilotti, Inc., for the Jefferson Street Rehabilitation - Trower Avenue to Sierra Avenue project in the bid amount of \$1,317,141; (2) authorizing the Public Works Director to approve change orders and charges for project services up to \$233,714 for a total project amount not to exceed \$1,550,855; and (3) determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 4.K. [478-2022](#) **Police & Fire Administration Building HVAC Replacement**
- Recommendation:** Adopt a resolution rejecting all bids for the Police & Fire Administration Building HVAC Replacement Project.
- Attachments:** [ATCH 1 - Resolution](#)

5. ADMINISTRATIVE REPORTS:

- 5.A. [421-2022](#) **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.
- 5.B. [009-2023](#) **Metropolitan Transportation Commission Member Interest**
- Recommendation:** Identify name(s) of interested Councilmember(s) to be considered by the Napa County City Selection Committee as nominees to the Metropolitan Transportation Commission (MTC).
- Attachments:** [ATCH 1- History of MTC Appointments](#)
[ATCH 2 - Gov Code Section](#)
[ATCH 3 - Memorandum to the City Selection Committee](#)
- 5.C. [427-2022](#) **Safe Firearm Storage**
- Recommendation:** Receive a report on safe firearm storage and provide direction to Staff to: (a) develop a Safe Firearms Ordinance, or (b) take no further action.
- 5.D. [466-2022](#) **Council Spotlight - Police Records Bureau**
- Recommendation:** Receive a Council Spotlight Presentation providing an overview of Police Records Bureau efforts.

- 5.E. [003-2023](#) **Quarterly Recruitment Update**
Recommendation: Receive a presentation regarding the Quarterly Recruitment Update.
Attachments: [ATCH 1 - 2023 Quarterly Recruitment Update](#)
- 5.F. [429-2022](#) **2023 Long-Term Financial Forecast**
Recommendation: Receive and discuss the 2023 Long-Term Financial Forecast.
Attachments: [ATCH 1 - 2023 LTFF Report](#)
[ATCH 2 - 2023 LTFF Council Presentation](#)

6. COMMENTS BY COUNCIL OR CITY MANAGER:

7. CLOSED SESSION:

- 7.A. [025-2023](#) **• PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code section 54957) for the position titles of City Manager, City Attorney, and City Clerk; and CONFERENCE WITH LABOR NEGOTIATORS (Government Code section 54957.6) regarding the unrepresented employees: City Manager, City Attorney, and City Clerk. Heather Ruiz and Kelly Trujillo are the City's designated representatives for all three unrepresented employees, Steve Potter is a City designated representative for the City Attorney and City Clerk, and Michael Barrett is a City designated representative for the City Manager and City Clerk.**

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. PUBLIC COMMENT:

***See page 7 for procedures to provide public comments to Council.**

12. COMMISSION INTERVIEWS AND APPOINTMENTS:**12.A. [013-2023](#) Planning Commission Membership**

Recommendation: Appoint two individuals to the Planning Commission; with one being designated as a Design Professional, for terms beginning immediately and ending December 31, 2024.

Attachments: [ATCH 1 - Applications](#)

13. ADMINISTRATIVE REPORTS:**13.A. [004-2023](#) Homeless Services Update and Authorization to Submit an Encampment Resolution Program Funding Application**

Recommendation: Receive a brief update on homeless services and authorize the Deputy City Manager to submit a grant application of approximately \$15 million to the Encampment Resolution Funding Program.

14. REPORT ACTION TAKEN IN CLOSED SESSION:**15. COMMENTS BY COUNCIL OR CITY MANAGER:****16. ADJOURNMENT:**

The next regularly scheduled meeting for the City Council of the City of Napa is February 7, 2023.

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, January 12, 2023, at 5:00 p.m.

Tiffany Carranza, City Clerk

**** Notice of Meeting Procedures ******ATTENDING THE MEETING IN PERSON**

Members of the public may participate in the City Council meeting by attending in-person at the City Hall Council Chambers located at 955 School Street, Napa, CA 94559. Face masks are not required for in-person attendance but highly recommended.

PROVIDING SUPPLEMENTAL WRITTEN COMMENTS

Any member of the public may provide supplemental written comments to the City Council before or during the meeting, 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).

Supplemental written comments may be submitted to the City Clerk via email at clerk@cityofnapa.org, via mail to ATTN: City Clerk, 955 School Street, Napa, CA 94559, via fax at (707) 257-9534, or dropped off in person at the City Clerk's Office located at City Hall. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Please be aware that any public comments received that do not specify a particular agenda item number will be entered into the record under the general public comment portion of the agenda.

VIEWING THE MEETING LIVE

All members of the public are invited to view the meeting live (a) in person at the City Hall Council Chambers located at 955 School Street, Napa, CA 94559, (b) on local cable TV Channel 28; or (c) live-streamed on the City of Napa's website at www.cityofnapa.org (see: <https://napacity.legistar.com/Calendar.aspx> ; and click on the "In Progress" button).

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; or by contacting the City Clerk 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 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. 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. Para una solicitud de asistencia, favor de avisar con al menos 48 horas de anticipación.

RULES OF ORDER FOR THE 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 are expected to conduct themselves with courtesy and respect and comply with the Rules of Order.

PROCEDURES TO DIRECTLY ADDRESS THE CITY COUNCIL:

Any member of the public may directly address the Council regarding: (a) any matter identified on the agenda; or (b) during the Public Comment portion of the meeting for any matter within the Council's subject matter jurisdiction that is not identified on the agenda. Each speaker is requested to submit a speaker card or request to speak before the item is called to be addressed by Council (for Public Comment, Consent Calendar, Administrative Reports, Consent Hearings, or Public Hearings). Speaker cards are used to promote 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.

Speakers should direct comments to Mayor and Councilmembers, not the audience. Speakers are expected to yield the floor when the time limit is identified. For each item, speaking time is limited to no more than three minutes per person, unless otherwise specified for hearings and appeals, or at the discretion of the Mayor or City Council to address special circumstances. The Mayor may modify (increase or decrease) any time requirements for any speaker, or change the order of the items on the agenda, in accordance with the Rules of Order in order to facilitate the efficient and fair conduct of the meeting. This may include moving all or a portion of the Public Comment portion of the agenda to the end of the meeting (see Council Policy Resolution 19, R2016-6 section 6.1.4).

PUBLIC COMMENT:

The public may directly address the City Council on any matter within the Council's subject matter jurisdiction, including any matter that is not on the agenda. However, State law strictly limits the Council's authority to respond at the meeting to any matter that is not on the agenda.

CONSENT CALENDAR:

Items on the Consent Calendar are considered routine and may be approved by a single vote of the City Council.

ADMINISTRATIVE REPORTS:

Items on the Administrative Reports portion of the agenda do not require a public hearing prior to City Council taking the identified action.

CONSENT HEARINGS:

Items on the Consent Hearing portion of the agenda are considered routine and may be approved by a single vote of the City Council; 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:

During any public hearing (which includes any appeal hearing), 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 times established by the Mayor under the Procedures to Directly Address the City Council (above).

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.