



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

**Tuesday, January 15, 2019**

**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 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. PUBLIC COMMENT:****4. CONSENT CALENDAR:****4.A. [1702-2019](#) City Council Meeting Minutes**

**Recommendation:** Approve the December 11, 2018 Special City Council Meeting Minutes.

**Attachments:** [ATCH 1 - 12-11-18 CC Special Minutes Draft](#)

**4.B. [1700-2019](#) Parks, Recreation and Tree Advisory Commission Membership**

**Recommendation:** Appoint new member, Kevin Hansen, to the to the Parks, Recreation and Tree Advisory Commission to fill the unexpired remaining term of Mr. Pare-Mayer plus an additional full two-year term ending September 30, 2021.

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

**4.C. [1689-2018](#) Sign Ordinance Amendments**

**Recommendation:** Approve the second reading and final passage, and adopt an ordinance amending the Napa Municipal Code to add a new Chapter 17.55 "Sign Ordinance," to repeal Chapter 15.56 "Signs," and to incorporate those amendments to sign regulations throughout the Napa Municipal Code, including amendments to sections 8.16.040, 15.108.020, 17.06.030, 17.08.020, 17.08.060, 17.10.020, 17.10.040, 17.10.050, 17.12.020, 17.12.040, 17.12.050, 17.14.020, 17.14.040, 17.14.050, 17.16.020, 17.16.060, 17.18.040, 17.20.020, 17.20.040, 17.20.050, 17.28.030, 17.28.050, 17.28.060, 17.30.060, 17.30.070, 17.32.380, 17.46.030, 17.52.030, 17.52.060, 17.52.090, 17.52.275, 17.52.380, 17.52.490, and 17.62.050.

**Attachments:** [ATCH 1 - Ordinance](#)  
[EX A - Proposed Sign Ordinance](#)

**4.D. [1688-2018](#) Annual Update to Speed Limits on City Streets**

**Recommendation:** Approve the second reading and final passage, and adopt an ordinance amending Napa Municipal Code Section 10.20.040 related to the establishment and enforcement of speed limits.

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

- 4.E. [1640-2018](#) **Budget Staffing Plan for the Police and Fire Departments**
- Recommendation:** Adopt a resolution authorizing the City Manager to amend the Budget Staffing Plan to: add one Secretary position to the Police Department, add one Office Assistant I/II position to the Fire Department, add one Administrative Secretary position to the Fire Department, delete one Secretary position from the Fire Department, and approve a budget adjustment for the FY2018-19 Police and Fire Department budgets.
- Attachments:** [ATCH 1 - Resolution](#)  
[Ex A - Budget Adjustments](#)
- 4.F. [1701-2019](#) **Monthly Budget and Investment Statement**
- Recommendation:** Receive and file the Monthly Budget and Investment Statement as of November 30, 2018.
- Attachments:** [ATCH 1 - Monthly Budget and Investment Statement as of November 30,](#)
- 4.G. [1649-2018](#) **Classification Specification for Human Resources Manager and Amendment to the Staffing Plan for the Human Resources Department**
- Recommendation:** Adopt a resolution adopting the revised classification specification for Human Resources Manager and amending the budget staffing plan in the Human Resources Department
- Attachments:** [ATCH 1 - Resolution](#)  
[EX A - Human Resources Manager Class Spec](#)  
[EX B - Proposed HR Department Structure](#)  
[EX C - Personnel Manager Class Spec](#)
- 4.H. [1677-2018](#) **Tentative Agreement Between the City of Napa and the Napa Chief Fire Officers**
- Recommendation:** Approve and adopt the Tentative Agreement between the City of Napa and Napa Chief Fire Officers (NCFO) for the term January 1, 2019 through December 31, 2021 and authorize the City Manager to finalize and execute a successor Memorandum of Understanding.
- Attachments:** [ATCH 1 - Tentative Agreement NCFO](#)
- 4.I. [1683-2018](#) **Annual Report on Development Impact Fees for Fiscal Year 2018**
- Recommendation:** Receive and file the Annual Report on Development Impact Fees with Required Five-Year Findings for Fiscal Year Ending June 30, 2018.
- Attachments:** [ATCH 1 - 2018 Development Impact Report](#)

- 4.J. [1691-2018](#) **West VIPER 911 Emergency Telephone System Equipment, Software, Licensing, and Services**
- Recommendation:** Authorize the Police Chief, on behalf of the City, to execute an agreement with West Safety Solutions Corp., for a five-year license to receive equipment, software, and services for the installation of a nineteen (19) position VIPER 911 telephone system, in an amount not to exceed \$808,785, and to implement amendments to this agreement not to exceed \$50,000.
- Attachments:** [ATCH 1- Agreement](#)

## 5. ADMINISTRATIVE REPORTS:

- 5.A. [1684-2018](#) **Emergency Storm Drain Repair of Minahen Street, Locust Street and Solano Avenue**
- Recommendation:** Adopt a resolution authorizing a budget appropriation in the amount of \$80,000 for the Minahen Storm Drain Repair Project; determining that the emergency actions taken for the Project are terminated; and determining that the actions authorized by this Resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
- 5.B. [1690-2018](#) **Oxbow District Place Branding Report prepared by the Urban Land Institute Technical Assistance Panel**
- Recommendation:** Receive a report regarding the Oxbow District place branding study by the Urban Land Institute Technical Assistance Panel
- Attachments:** [ATCH 1 - ULI TAP Oxbow District Report](#)

## 6. COMMENTS BY COUNCIL OR CITY MANAGER:

## 7. CLOSED SESSION:

- 7.A. [1698-2019](#) **Conference with Real Property Negotiators (Government Code section 54956.8): Property: Approximately 8.59 acre parcel located at 2344 Old Sonoma Road (APN 004-291-015). City Negotiators: Steve Potter, Jeff Freitas, Lark Ferrell, Erin Morris, Nancy Weiss, and Michael Barrett. Negotiating Parties: City of Napa, County of Napa, and Plenary Properties, LLC. Under Negotiation: price and terms of payment.**
- 7.B. [1705-2019](#) **Conference with Labor Negotiators (Government Code section 54957.6): City designated representatives: Steve Potter, Desiree Brun, Michael Barrett, and Charles Sakai of Sloan Sakai Yeung & Wong. Employee organization: Napa City Employees Association.**

**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. REPORT ACTION TAKEN IN CLOSED SESSION:****12. PUBLIC COMMENT:****13. ADMINISTRATIVE REPORTS:****13.A. [1682-2018](#)                      **Affordable Housing Impact Fee Fund Loan Reservation for Heritage House****

**Recommendation:** Adopt a resolution authorizing a reservation of funds and a budget adjustment in the amount of \$2,200,000 for the Heritage House Affordable Housing Project, which includes 66 rehabilitated and repurposed units, located at 3700 Valle Verde Drive

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

**14. PUBLIC HEARINGS/APPEALS:****14.A. [1695-2018](#)                      **Economy Market Annexation, an Annexation of Four Properties Totaling 0.93 Acres at 1100, 1106, 1110, and 1118 Imola Avenue****

**Recommendation:** Adopt a resolution requesting that the Local Agency Formation Commission initiate proceedings for the annexation of the four properties at 1100, 1106, 1110, and 1118 Imola Avenue and determining that the actions authorized by this Resolution were adequately analyzed by a previous CEQA action.

**Attachments:**                      [ATCH 1 - Resolution](#)  
[EX A - Location 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 February 5, 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, January 10, 2019 at 3:00 p.m.

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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](http://www.cityofnapa.org); you may also contact the City Clerk for information 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 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](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 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](mailto: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.