



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

Tuesday, September 1, 2020

3:30 PM Afternoon Session

6:30 PM Evening Session

****See CORONAVIRUS (COVID-19) - Notice of Meeting Procedures, on Pages 6-7
The Council Chambers will be closed to the public.
This meeting will be conducted as a Teleconference.**

City Hall Council Chambers - 955 School Street, Napa, CA 94559

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

CITY COUNCIL

Mayor Jill Techel

Vice Mayor Doris Gentry

Councilmember Liz Alessio

Councilmember Mary Luross

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. PUBLIC COMMENT:**

****See provisions on pages 6-7 for providing public comment.**

4. CONSENT CALENDAR:

- 4.A. [261-2020](#) **Gann Appropriation Limits for Fiscal Year 2020/21****
- Recommendation:** Adopt a resolution establishing the Gann appropriations limit for Fiscal Year 2020/21.
- Attachments:** [ATCH 1 - Resolution with Exhibit "A"](#)
[ATCH 2 - Fiscal Year 2021 Tax Appropriations Limit](#)
- 4.B. [278-2020](#) **Revenue and Audit Consulting Services from Hinderliter, de Lllams and Associates (HdL)****
- Recommendation:** Authorize the City Manager to execute Amendment 1 to Agreement C2020-091 with Hinderliter de Llamas & Associates (HdL) for Revenue Audit and Consulting Services, in the increased amount not to exceed \$250,000.
- Attachments:** [ATCH 1 - Agreement C2020-091](#)
[ATCH 2 - Amendment 1](#)
- 4.C. [260-2020](#) **Budget Staffing Plan for Building Division of the Community Development Department****
- Recommendation:** Adopt a resolution amending the City-Wide Position Staffing Plan to add one Permit Technician position, and approving a budget transfer of \$94,680 from the Community Development Department Building Division professional services budget to salaries and benefits, as documented in Budget Adjustment Form No. BE2109501.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Budget Adjustment BE2109501](#)

- 4.D. [249-2020](#) **Redwood Grove Subdivision, a 34-Unit Duplex Townhouse Project Located at 2033 Redwood Road**
- Recommendation:** Adopt a resolution approving the Final Map of Redwood Grove (Project No. ENG18-0009), to subdivide property located at 2033 Redwood Road into 34 townhouse lots, authorizing the Mayor to sign said Final Map, and determining that the actions authorized by this resolution are exempt from CEQA .
- Attachments:** [ATCH 1 - Resolution](#)
[ATCH 2 - Final Map of Redwood Grove \(reduced version\)](#)
- 4.E. [256-2020](#) **Chemical Supply Purchase Contracts for Potable Water Treatment Plant Facilities**
- Recommendation:** (1) Determine that the proposed contract with Olin, for the purchase of chemical supplies for potable water treatment plant facilities, meet the requirements for procurement of supplies via existing contracts with another public agency (North Bay Chemical Agency Pool), as set forth in Napa Municipal Code Section 2.91.060; and
(2) Authorize the Utilities Director to execute contracts for Fiscal Year 2020-2021 with Thatcher in an amount not to exceed \$800,000 for aluminum sulfate, and with Olin in an amount not to exceed \$250,000 for sodium hydroxide (caustic soda) and sodium hypochlorite, for use at the three City of Napa potable water treatment facilities, and determine this action is exempt from CEQA.
- Attachments:** [ATCH 1 - North Bay Chemical Agency Bid Invitation](#)
[ATCH 2 - North Bay Chemical Agency Bid Results](#)
[ATCH 3 - North Bay Chemical Agency Bid Award](#)
[ATCH 4 - Written Determination for Procurement](#)
- 4.F. [203-2020](#) **Traffic Signal Equipment Purchase Contract**
- Recommendation:** Authorize the Public Works Director to execute a contract with McCain, Inc., for traffic signal equipment required for the Automated Traffic Signal Management System (ATMS) program as part of the Measure T 5-year plan for FY2020/21 in an amount not to exceed \$145,193.13.
- Attachments:** [ATCH 1 - Purchasing Exception Request Form](#)
[ATCH 2 - ATMS Plan Map](#)
- 4.G. [268-2020](#) **Napa Countywide Road Maintenance Act (Measure T) - Maintenance of Effort**
- Recommendation:** Adopt a resolution certifying Measure T Maintenance of Effort for Fiscal Year 2020.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - Maintenance of Effort FY 2019-20](#)

- 4.H. [266-2020](#) **Public Safety Dispatching Services Provided to the American Canyon Fire Protection District**
- Recommendation:** Authorize the City Manager to execute Amendment No. 6 to Agreement No. C2013 298, to extend the term for one year through June 30, 2021, for the City of Napa to provide Public Safety Dispatching Services to the American Canyon Fire Protection District.
- Attachments:** [ATCH 1 - C2013-298 Amendment No. 6](#)
[ATCH 2 - C2013-298 with Amendments 1-5](#)

5. ADMINISTRATIVE REPORTS:

- 5.A. [225-2020](#) **League of California Cities Voting Delegate**
- Recommendation:** Appoint a City Council Voting Delegate and Alternate to the League of California Cities Annual Business Meeting, for the Annual Conference & Expo - October 7 -9, 2020.
- Attachments:** [ATCH 1 - California League of Cities Memorandum](#)
- 5.B. [270-2020](#) **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.C. [259-2020](#) **Equal Employment Opportunity Annual Report, and Equity and Inclusion Plan - 2019/2020**
- Recommendation:** Adopt a resolution approving the 2019 Equal Employment Opportunity Annual Report and approving the 2020 Equity and Inclusion Plan.
- Attachments:** [ATCH 1 - Resolution](#)
[EX A - 2019 Utilization Report](#)
[EX B - 2020 Equity and Inclusion Plan](#)

6. COMMENTS BY COUNCIL OR CITY MANAGER:

7. CLOSED SESSION:

- 7.A. [285-2020](#) **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Government Code Section 54956.9(d)(1)); Napa Superior Court Case No. 20CV000796.**
- 7.B. [286-2020](#) **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Government Code Section 54956.9(d)(4)); Initiation of litigation in one case.**

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:**

****See provisions on pages 6-7 for providing public comment.**

13. ADMINISTRATIVE REPORTS:**13.A. [258-2020](#) Water Supply Contract with Congress Valley Water District**

Recommendation: Consider options for continuing water service to the Congress Valley Water District area, and direct staff to negotiate an amendment to the Water Supply Contract with the Congress Valley Water District (City Agreement No. 5387).

Attachments: [ATCH 1 - Agreement 5387 with Amendments](#)
[ATCH 2 - Map of Congress Valley Service Area](#)
[ATCH 3 - Excerpts from Municipal Service Review](#)
[ATCH 4 - Map of parcels in Congress Valley Area](#)

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

The next regularly scheduled meeting for the City Council of the City of Napa is September 15, 2020.

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, August 27, 2020 at 5:00 p.m.

Caitlin Saldanha, Deputy City Clerk

**** CORONAVIRUS (COVID-19) - Notice of Meeting Procedures ******TELECONFERENCE MEETING**

In order to slow the spread of the Coronavirus (COVID-19) pandemic, the City will conduct this meeting as a teleconference in compliance with the Governor's Executive Orders N-29-20 and N-63-20, and members of the City Council or City staff may participate in this meeting telephonically or electronically. The City Council Chambers will be closed to the public, and members of the public may participate in the meeting by viewing the meeting live, and providing comments, as described below.

VIEWING THE MEETING LIVE

All members of the public are invited to view the meeting live on: (a) local cable TV Channel 28; or (b) 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).

PROVIDING COMMENTS VIA TELEPHONE

If you would like to provide comments via telephone during the Council meeting, you must submit a request to the City Clerk by no later than 3:00 p.m. on Tuesday, September 1, 2020. The request may be submitted to the City Clerk by emailing clerk@cityofnapa.org, or by calling (707) 257-9503. When submitting the request, please identify your name, your telephone number (including the area code first), and the agenda item number and letter you would like to comment on. On the day of the Council meeting, a representative from the City Clerk's Office will call you to connect you to the Council meeting to allow you to provide your comments to the Council via telephone.

PROVIDING WRITTEN COMMENTS VIA EMAIL TO BE READ AT THE MEETING

Any member of the public may provide a written comment to the City Council before or during the meeting by sending it to the City Clerk via email at: clerk@cityofnapa.org. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Any comment of 500 words or less (per person, per item) will be read into the record if: (1) the subject line includes "COMMENT TO COUNCIL FOR SEPTEMBER 1, 2020 MEETING – PLEASE READ"; and (2) it is received by the City Clerk prior to the time for public comment during the meeting for that agenda item. Please be aware that any public comments received that do not specify a particular agenda item number will be read aloud during the general public comment portion of the agenda. Due to potential technological delays in transmission, the public is encouraged to submit any comments to the City Clerk early, in order to ensure they are received in time to be read into the record.

PROVIDING WRITTEN COMMENTS IN PAPER FORM TO BE READ AT THE MEETING

Any member of the public may provide a written comment in a paper form (handwritten or typed) to the City Council if it is received by no later than 3:00 p.m. on Tuesday, September 1, 2020, by either: (a) placing the comment in an envelope addressed to the attention of the City Clerk, and depositing it in the “NIGHT DEPOSIT - PAYMENTS” slot located at the front door of City Hall at 955 School Street; or (b) making arrangements for a personal delivery in advance, by calling the City Clerk’s office at 707-257-9503. If you are commenting on a particular item on the agenda, please identify the agenda item number and letter. Any comment of 500 words or less (per person, per item) will be read into the record if: (1) the comment includes “COMMENT TO COUNCIL FOR SEPTEMBER 1, 2020 MEETING – PLEASE READ”; and (2) it is received by the City Clerk prior to 3:00 p.m. on September 1, 2020. Please be aware that any public comments received that do not specify a particular agenda item number will be read aloud during the general public comment portion of the agenda. The public is encouraged to submit any comments to the City Clerk early, in order to ensure they are received in time to be read into the record.

PROVIDING SUPPLEMENTAL WRITTEN COMMENTS

Any member of the public may provide supplemental written comments to the City Council before or during the meeting, beyond the 500 word limit for comments read into the record, 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).

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.

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 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 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 used to promote the 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.

CONSENT CALENDAR:

Items on the Consent Calendar are considered routine and may be approved by a single vote of the City Council. Unless otherwise authorized by the Mayor or a majority of the City Council, public input for items on the Consent Calendar may be required during the Public Comment portion of the meeting.

ADMINISTRATIVE REPORTS

Unless otherwise authorized by the Mayor or a majority of the City Council, public input for items on the Administrative Reports portion of the agenda may be required during the Public Comment portion of the meeting.

CONSENT HEARINGS:

Items on the Consent Hearing portion of the agenda 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, 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 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 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.