



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

Tuesday, November 5, 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 Luros*

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. [2101-2019](#) City Council Meeting Minutes**

Recommendation: Approve the Meeting Minutes for the October 1, 2019 Regular City Council Meeting.

Attachments: [ATCH 1 - Oct 1, 2019 Draft Regular City Council Meeting Minutes](#)

4.B. [2083-2019](#) 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.

4.C. [2065-2019](#) 2020 City Council Calendar

Recommendation: Adopt a resolution establishing the 2020 City Council Calendar, and approving the cancellation of regular meetings of the City Council on January 7, 2020, July 7, 2020, and November 4, 2020.

Attachments: [ATCH 1 - Resolution](#)
[EX A - 2020 Proposed Calendar](#)
[ATCH 3 - NMC Chapter 2.04.050 - Time and Place Regular Meetings](#)

4.D. [2090-2019](#) Membership in Regional Government Services Authority

Recommendation: Adopt a resolution authorizing the City of Napa to become a member of the Regional Government Services Authority, a Joint Powers Authority.

Attachments: [ATCH 1 - Resolution](#)

4.E. [2106-2019](#) Fiscal Year 2019/20 Non-Recurring General Fund Budget Correction

Recommendation: Adopt a resolution approving an amendment to the budget for the 2019/20 Fiscal Year to increase appropriations to the non-recurring General Fund budget in the amount of \$300,000 based on developer fee revenue.

Attachments: [ATCH 1 - Resolution](#)

- 4.F. [2109-2019](#) **Fiscal Year End 2018/19 Project Tracking and CRM Report**
- Recommendation:** Receive and file the Project Tracking Report for Fiscal Year End 2018/19.
- Attachments:** [ATCH 1 - Fiscal Year End 2018/19 Project Tracking and CRM Report](#)
- 4.G. [2084-2019](#) **Budget Staffing Plan for the Public Works Department - Engineering**
- Recommendation:** Adopt a resolution authorizing the City Manager to amend the Budget Staffing Plan to add one Junior Engineer position and delete one Senior Engineering Aide and approve a FY 2019/20 budget adjustment to Public Works Department Measure T Engineering.
- Attachments:** [ATCH 1 - Resolution](#)
- 4.H. [2067-2019](#) **Engineering Design Services for Highway 29 Water Main Freeway Crossings Project**
- Recommendation:** Adopt a resolution authorizing the Utilities Director to execute an amendment to Agreement No. C2016 144 with Carollo Engineers, in the amount of \$35,000 for a total contract amount not to exceed \$423,848, for additional engineering and design services in support of the Highway 29 Water Main Freeway Crossings Project, authorizing a budget adjustment in the amount of \$35,000, and determining that the actions authorized by this resolution are exempt from CEQA.
- Attachments:** [ATCH 1 - Resolution](#)
[ATCH 2 - Agreement C2016 144](#)
- 4.I. [2058-2019](#) **SB2 Planning Grants Program Funding**
- Recommendation:** Adopt a resolution authorizing the Community Development Director to: (1) submit a grant application to the California State Department of Housing and Community Development (HCD) for up to \$310,000 in funding under the SB2 Planning Grants Program, to be made available for the preparation, adoption, and implementation of plans that streamline housing approvals and accelerate housing production, and; (2) if the application is approved, execute all documents and agreements required by HCD for participation in the Planning Grants Program.
- Attachments:** [ATCH 1 - Resolution](#)
- 4.J. [2087-2019](#) **Junior Unit Initiative Program**
- Recommendation:** Adopt a resolution approving amendments to the Junior Unit Initiative Program.
- Attachments:** [ATCH 1 - Resolution](#)

4.K. [2092-2019](#)**Consultant Environmental Services for Heritage House & Valle Verde, a Proposed Continuum of Housing Project With 90 Affordable Apartment Units, Located at 3700, 3710, and 3720 Valle Verde Drive**

Recommendation: Adopt a resolution authorizing the Community Development Director to execute a Second Amendment to the Services Agreement with David J. Powers & Associates, Inc. in the increased amount of \$122,893, for a total Agreement amount not to exceed \$349,809, to complete the Heritage House and Valle Verde environmental impact report and environmental assessment.

Attachments: [ATCH 1 - Resolution](#)
[ATCH 2 – Amendment No. 2 to Agreement No. C2018-144](#)
[EX A - Scope of Services](#)

4.L. [2017-2019](#)**Agreement for installation and maintenance of public artwork in the roundabout at Saratoga Drive and Peatman Drive**

Recommendation: Authorize the City Manager to execute a license agreement with the Peter A. and Vernice H. Gasser Foundation to install and maintain public art in the roundabout at Saratoga Drive and Peatman Drive and determine that the actions authorized by this item are exempt from CEQA.

Attachments: [ATCH 1 - Project Site Map](#)
[ATCH 2 - Artwork \(Silver Twist\) Images](#)
[ATCH 3 - Site Concept Plan](#)
[ATCH 4 - License Agreement](#)

5. ADMINISTRATIVE REPORTS:**5.A. [2110-2019](#)****Fiscal Year 2018/19 End of Year Report**

Recommendation: Adopt a resolution approving transfers from Fiscal Year 2018/19 General Fund Unassigned Fund Balance to the Information Technology Replacement Reserve (\$2,000,000) and to the Non-Recurring General Fund (in the amount of the actual remaining balance, which is estimated at \$1,250,000), based on the End of Year Report for Fiscal Year 2018/19.

Attachments: [ATCH 1 - Resolution with Ex A](#)
[ATCH 2 - FY19 End of Year Report](#)

5.B. [2095-2019](#)**License Agreement for Use of Stage at Oxbow Commons by Mad Dog Presents, LLC****Recommendation:**

Determine that Mad Dog Presents LLC has provided a Progress Report to the City that documents compliance with the requirements of the License Agreement for use of the stage at Oxbow Commons for the term of June 1, 2019, through October 31, 2019; authorize the City Manager to provide written notice to allow Mad Dog Presents LLC to exercise its option to extend the term of the License Agreement for the term of June 1, 2020 through October 31, 2020; and determine that the actions authorized by this item are exempt from CEQA under the Agreement.

Attachments:

[ATCH 1 - License Agreement Mad Dog Presents C2018-304](#)
[ATCH 2 - Oxbow RiverStage 2019 Report](#)

5.C. [2091-2019](#)**Proposed Greenwood Mansion Café and Winery Project at 499 Devlin Road, in the Unincorporated South County Industrial Area****Recommendation:**

Authorize the City Manager to send a letter to the County of Napa to agree that the proposed development of the restaurant component of the Greenwood Mansion Cafe and Winery Project at 499 Devlin Road, by the owner Vinum Cellars, Inc., is consistent with the terms of the Memorandum of Agreement between the City and the County Regarding Regional Housing Needs Allocations for Future Housing Element Planning Periods, dated August 25, 2015. The proposed development (as summarized in letters dated September 11, 2019 and September 12, 2019, attached to this report) will include a Conditional Use Permit and Specific Plan Amendment to be issued by the County for the South County Industrial Area (Napa Valley Business Park).

Attachments:

[ATCH 1 - Memorandum of Agreement](#)
[ATCH 2 - Letter from Napa County dated 9/12/19, and Proposed CofA](#)
[ATCH 3 - Letter from Applicant dated September 11, 2019](#)
[ATCH 4 - Public Correspondence Redacted](#)
[ATCH 5 - Previous Agenda Summary Report and Attachments](#)
[ATCH 6 - Plans](#)

6. CONSENT HEARINGS:**6.A. [2059-2019](#)****Preservation of Qualified Historical Property at 1130 First Street****Recommendation:**

Authorize the City Manager, on behalf of the City, to execute the Mills Act Historic Preservation Agreement for the Gordon Building at 1130 First Street.

Attachments:

[ATCH 1 - Draft Mills Act Contract, Property Description, Site Plan](#)
[ATCH 2 - Plans and Supporting Documents](#)
[ATCH 3 - Table 1 - Estimated Property Tax Reduction](#)

6.B. [2066-2019](#)**SB 235 Agreement for Reporting Affordable Housing
Production on the Napa Pipe Property****Recommendation:**

Adopt a resolution authorizing the City Manager to execute an Agreement with Napa County Regarding Annual Reporting of Affordable Housing Production to the California Department of Housing and Community Development for affordable housing units constructed in the City's jurisdiction on the Napa Pipe Property, pursuant to SB 235 (California Government Code Section 65584.08); and determining that the potential environmental effects were adequately analyzed by a previous CEQA action.

Attachments:

[ATCH 1 - Resolution](#)

[EX A - Napa Pipe SB 235 Working Draft Agreement](#)

[ATCH 3 - Napa Pipe Land Use Plan \(Proposed\)](#)

7. COMMENTS BY COUNCIL OR CITY MANAGER:**8. CLOSED SESSION:****8.A. [2112-2019](#)**

CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6): City designated representatives: Steve Potter, Fran Robustelli, Michael Barrett, and Desiree Brun. Employee organizations: Administrative, Managerial and Professional Employees (AMP) and Part-time Temporary Employees Unit.

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. [2097-2019](#)****Accommodation Agreement for Installation of Verizon
Wireless Communications Small Cell Technology Equipment****Recommendation:**

Authorize the City Manager to execute an Accommodation Agreement with GTE Mobilnet of California Limited Partnership, dba Verizon Wireless, which will authorize a pilot program to install small cell wireless communication equipment at 28 locations within the City's street rights-of-way, and establish procedures for review and approval of future small cell applications; and determine that the actions authorized by this item are exempt from CEQA.

Attachments:

[ATCH 1 - Accomodation Agreement](#)

[ATCH 2 - Changes to 10-15-19 Proposed Accommodation Agreement](#)

[ATCH 3 - October 15, 2019 Staff Report](#)

[ATCH 4 - Map of Proposed Pilot Project Locations](#)

[ATCH 5 - Map of Applications Received](#)

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

The next regularly scheduled meeting for the City Council of the City of Napa is November 19, 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 Friday, November 1, 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/APEALS

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-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.