



# CITY OF NAPA

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

## MEETING MINUTES - Draft

### CITY COUNCIL

*Mayor Jill Techel*  
*Vice Mayor Scott Sedgley*  
*Councilmember Liz Alessio*  
*Councilmember Doris Gentry*  
*Councilmember Mary Luros*

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Tuesday, December 18, 2018

3:30 PM

City Hall Council Chambers

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**3:30 PM Afternoon Session**

**6:00 PM Evening Session**

### 3:30 P.M. AFTERNOON SESSION

#### 1. CALL TO ORDER: 3:32 P.M.

##### 1.A. Roll Call:

**Present:** 5 - Councilmember Alessio, Councilmember Gentry, Councilmember Luros, Vice Mayor Sedgley, and Mayor Techel

#### 2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

Deputy City Clerk Carranza noted one correction to the agenda; item 8.A., Conference with Legal Counsel - Anticipated Litigation and Conference with Labor Negotiators, should have been numbered as item 9.A. under Closed Session.

Ms. Carranza also announced the following supplemental items:

- Item 6.B.: PowerPoint Presentation by city staff
- Item 6.C.: PowerPoint Presentation by city staff

#### 3. SPECIAL PRESENTATIONS:

##### 3.A. [1662-2018](#) Recognition of Steve Crego, Electrical Supervisor

Mayor Techel and members of City Council presented a Proclamation to Steve Crego, Electrical Supervisor, on the occasion of his retirement.

##### 3.B. [1663-2018](#) Recognition of Ernie Cabral, Associate Civil Engineer

Mayor Techel and members of City Council presented a Proclamation to Ernie Cabral, Associate Civil Engineer, on the occasion of his retirement.

**4. PUBLIC COMMENT:**

James Hinton, resident - spoke in support of a recreational cannabis dispensary in downtown Napa.

Jennie Lathum, City of Napa employee - asked that the City Council support the contract that Napa City Employees Association (NCEA) is proposing.

Alex Reynolds, City of Napa employee - asked that Council support the contract that Napa City Employees Association (NCEA) is proposing.

**5. CONSENT CALENDAR:**

Councilmembers Luros and Alessio abstained from the November 13, 2018 meeting minutes included in item 5A; they were not yet installed to the City Council and did not participate in that meeting.

Councilmember Luros pulled item 5.K., and Mayor Techel pulled items 5.B. and 5.K. for discussion.

**Approval of the Consent Agenda**

A motion was made by Councilmember Gentry, seconded by Vice Mayor Sedgley, to approve the Consent Agenda. The motion carried by the following vote:

**Aye:** 5 - Alessio, Gentry, Luros, Sedgley, and Techel

**5.A. [1665-2018](#) City Council Meeting Minutes**

**Approved the December 3, 2018 Special and the December 4, 2018 and the November 13, 2018 Regular City Council Meeting Minutes.**

**5.B. [1676-2018](#) Results of the November 6, 2018 General Municipal Election****Indexes:** Election

Mayor Techel asked that Lark Ferrell, Housing Manager and acting Community Development Director, provide a brief update on when the Measure F funds will start being collected. Ms. Ferrell confirmed that hotels will begin collecting funds from hotel guests beginning on January 1, 2019, with the first remittance to the city likely in March of 2019. Staff will come back to Council at a future meeting for direction on how to handle the new source of funding which is estimated at 2.2 million dollars each year to go towards affordable and workforce housing.

**A motion was made by Councilmember Luros, seconded by Vice Mayor Sedgley to adopt Resolution R2018-143 declaring the results of the November 6, 2018 City of Napa General Municipal Election; installing two newly elected Councilmembers to the City Council (Liz Alessio and Mary Luros); and establishing the effective date of Ordinance O2018-010 to be codified as Napa Municipal Code Chapter 3.22 "Transient Occupancy Special Tax for Affordable and Workforce Housing" (identified on the ballot as Measure F). The motion carried by the following vote:**

**Aye:** 5 - Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2018-143

**5.C. [1666-2018](#) 2019 City Council Calendar**

**Adopted Resolution R2018-144 establishing the 2019 City Council Calendar, and approving the cancellation of regular meetings of the City Council on January 1, 2019, and July 2, 2019.**

Enactment No: R2018-144

**5.D. [1659-2018](#) "Maddy Act" 2019 Local Appointments List for the City of Napa Boards, Commissions and Committees**

**Received and filed the Annual Appointments List highlighting upcoming term vacancies occurring in the next year of City boards, commissions and committees.**

**5.E. [1656-2018](#) Napa Valley Transportation Authority (NVTa) Active Transportation Advisory Committee (ATAC) Membership**

**Directed the City Clerk to transmit a letter to the Napa Valley Transportation Authority (NVTa) Board of Directors recommending the nomination of incumbent, Frances Knapczyk, to serve a three-year term as City of Napa representative to the NVTa Active Transportation Advisory Committee (ATAC).**

**5.F. [1679-2018](#) Appointment of City Manager**

Mayor Techel stated her appreciation to Mr. Potter for his willingness to step in as Interim City Manager and congratulated him on his appointment.

Amanda Steiner, Field-Representative, SEIU Local 1021 - congratulated Mr. Potter and stated that he was a dedicated public servant and that she looked forward to working with him in his permanent capacity as City manager.

**A motion was made by Mayor Techel, seconded by Councilmember Luros, to adopt Resolution R2018-145 appointing Steve Potter as City Manager. The motion carried by the following vote:**

**Aye:** 5 - Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2018-145

**5.G. [1670-2018](#) Tentative Agreement Between the City of Napa and the Police Management Unit**

**Approved and adopted the Tentative Agreement between the City of Napa and Police Management Unit (PMU) for the term January 1, 2019 through December 31, 2020 and authorize the City Manager to finalize a successor Memorandum of Understanding.**

**5.H. [1667-2018](#) Monthly Budget and Investment Statement**

**Received and filed the Monthly Budget and Investment Statement as of October 31, 2018.**

**5.I. [1651-2018](#) Classification Specifications and Salary Ranges for Equipment Mechanic Series**

**Adopted Resolution R2018-146 approving classification specifications and salaries for Equipment Mechanic (Entry), Equipment Mechanic (Journey) and Equipment Mechanic (Master); and amending the budget staffing plan for the Public Works Department accordingly by allocating new positions for the approved classification specifications, and deleting positions for Equipment Service Worker, Equipment Mechanic and Senior Equipment Mechanic.**

Enactment No: R2018-146

**5.J. [1644-2018](#) Pheasant Lane Subdivision Final Map**

**Adopted Resolution R2018-147 approving the Final Map of Pheasant Lane Subdivision (Project No. ENG18-0012), an 8-lot single-family residential project, located at 5 Pheasant Lane, authorizing the Mayor to sign said Final Map, and determining that the actions authorized by this resolution were adequately analyzed by a previous CEQA action.**

Enactment No: R2018-147

**5.K. [1658-2018](#) Engineering Services for Plan Checking of Private Development Projects**

Tim Wood, Senior Civil Engineer, provided a brief staff report.

Councilmember Lueros stated that she pulled the item due to concerns raised by residents regarding an overly complex plan check process and insufficient staffing levels.

Jonathan Corl, resident - voiced frustrations he had in regard to the City of Napa's permit process. Stated that the process was too complicated; concerned that residents were not properly pulling permits. He asked that the City of Napa update their website to include more detailed instructions.

City Manager Potter confirmed that staff, along with the assistance of Dana Smith, retired Assistant City Manager - Development Services, had already begun to, and will continue to identify areas of improvement, to include electronic systems to help facilitate the process.

Brief Council discussion ensued.

**A motion was made by Vice Mayor Sedgley, seconded by Councilmember Gentry, to adopt Resolution R2008-148 approving Amendment No. 5 to Agreement No. C2016 024 with Coastland Civil Engineering, Inc., for additional on-call engineering plan checking services in the amount of \$120,000, for a total contract amount not to exceed \$460,000, authorizing the Public Works Director to sign the amendment on behalf of the City, and authorizing an additional budget appropriation. The motion carried by the following vote:**

**Aye:** 5 - Alessio, Gentry, Lueros, Sedgley, and Techel

Enactment No: R2018-148

**5.L. [1642-2018](#) Emergency Storm Drain Repair of Minahen Street, Locust Street and Solano Avenue**

**Determined there is a need to continue the emergency action to perform the Emergency Storm Drain Repair of Minahen Street, Locust Street and Solano Avenue, and determined that the actions authorized by this item are exempt from CEQA.**

**5.M. [1653-2018](#) Centrifuge Equipment to Support Water Treatment Operations**

**Authorized the Utilities Director to execute an agreement with Centrysis in an amount not to exceed \$350,000, to rent centrifuge equipment (at \$17,240 per month) to facilitate drying of filter soil residuals at the City's water treatment plant; determined that the agreement complies with City's acquisition of specialty items pursuant to the Written Determination for Specialty Items; and determined that the actions authorized by this item are exempt from CEQA.**

**6. ADMINISTRATIVE REPORTS:**

- 6.A.**     [1593-2018](#)     2019 City Council Appointments to Local, Regional, and State Boards, Councils, Committees, and Commissions.

Deputy Clerk Carranza presented the item to Council.

Council discussion ensued.

Vice Mayor Sedgley made a motion to appoint Councilmember Luros to the Napa Sanitation District Board with Councilmember Gentry as the alternate. The motion was seconded by Councilmember Alessio. The motion carried unanimously.

Additional discussion ensued regarding the balance of the appointments.

**A motion was made by Councilmember Gentry, seconded by Vice Mayor Sedgley, to adopt Resolution R2018-149 with changes to Exhibit A as summarized by Deputy City Clerk Carranza, appointing members of City Council to local, regional, and state boards, councils, commissions and committees for the year 2019. The motion carried by the following vote:**

**Aye:**    5 -   Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2018-149

- 6.B.**     [1641-2018](#)     Oxbow Commons Art Bench Project

Dave Perrazo, Parks and Urban Forestry Manager, provided the staff report.

Mayor Techel called for public comment.

Bethany Crown, on behalf of the Arts Council Napa Valley - voiced her support for the project and thanked staff for working so closely with the artist and the Friends of the Napa River.

Bernhard Krevet, on behalf of the Friends of the Napa River - voiced his support for the project; thanked staff.

Robert Zlomke, Artist - provided the background and concept of the art piece as it related to the the Napa River. He also answered questions by Council.

**A motion was made by Vice Mayor Sedgley, seconded by Councilmember Luros, that the adopt Resolution R2018-150 authorizing the Parks & Recreation -Services Director to execute an agreement accepting the donation of a public art bench created by Robert Zlomke; and authorizing the use of \$5,000 from the Public Art Fund to pay the costs of installing the public art bench in the Oxbow Commons. The motion carried by the following vote:**

**Aye:**    5 -   Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2018-150

- 6.C.**     [1637-2018](#)     Update on the Status of Key Downtown Capital Improvement Projects
- John Ferrons, Senior Civil Engineer, provided updates on the following Capital Improvement Projects: Main Street Pedestrian Bridge, Opera House Plaza, Second Street Bulbouts, Main Street Streetscape and the Dwight Murray Plaza.

Robin Schabes, Economic Development Division Manager, provided an update on the Central Napa Pedestrian Corridor.

Discussion and questions by Council ensued.

**Received report and update on status of key Downtown Capital Improvement Program (CIP) projects.**

- 6.D.**     [1671-2018](#)     Appointment of a Retired Annuitant to Serve as Part-time Employee
- Mike Berger, Senior Civil Engineer and Acting Operations Manager-Public Works, provided staff report.

**A motion was made by Councilmember Gentry, seconded by Vice Mayor Sedgley, to adopt Resolution R2018-151 approving the appointment of Stephen Crego as a retired annuitant part-time employee (Professional Associate), to be employed within 180 days of the employee's retirement. The motion carried by the following vote:**

**Aye:**    5 -   Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2018-151

## **7. CONSENT HEARINGS:**

- 7.A.**     [1639-2018](#)     Annual Update to Speed Limits on City Streets
- Mayor Techel announced the Consent Hearing and called for public testimony; there being none, the Consent Hearing was opened and closed without comment.

**A motion was made by Councilmember Gentry, seconded by Councilmember Alessio, to:**

- (1) Approve the first reading and introduction of an ordinance amending Napa Municipal Code Section 10.20.040 related to the establishment and enforcement of speed limits; and**
- (2) Adopt Resolution R2018-152 determining that a Declared Speed Limit is justified based on an Engineering and Traffic Survey for identified City streets and roadway segments and determining that the actions authorized by this resolution are exempt from CEQA. The motion carried by the following vote:**

**Aye:**    5 -   Alessio, Gentry, Luros, Sedgley, and Techel

Enactment No: R2018-152

**8. COMMENTS BY COUNCIL OR CITY MANAGER:**

Councilmember Sedgley stated that he and Mayor Techel recently attended the ribbon cutting ceremony for Napa County's first Habitat for Humanity home. He applauded the project. He also noted traffic concerns on Saratoga Drive and Capitola Drive; suggested to staff the addition of a stop sign or additional traffic calming measures in the area.

Councilmember Alessio commended Napa County's Holiday Assistance program and stated that she attended the Toy Joy Shop event where toys and nonperishable boxes of food were donated to 1,200 families in need. The coalition that put the event together included the site donation by the County of Napa, the Salvation Army, the Family Resource Center, Toys for Tots, Napa Valley Food Bank, the Queen of the Valley Hospital, and others. She thanked all involved in making it such a successful event for the community members in need.

**8.A. [1681-2018](#)**

*This item was inadvertently listed as item 8.A. on the agenda; should have been listed as item 9.A. under Closed Session.*

City Attorney Barrett announced closed session items.

**9. CLOSED SESSION:**

**CITY COUNCIL RECESS: 5:12 P.M.**

**6:00 P.M. EVENING SESSION**

**10. CALL TO ORDER: 6:28 P.M.**

**10.A. Roll Call:**

**Present:** 5 - Councilmember Alessio, Councilmember Gentry, Councilmember Luros, Vice Mayor Sedgley, and Mayor Techel

**11. PLEDGE OF ALLEGIANCE:**

**12. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:**

Deputy Clerk Carranza announced the following supplemental reports:

- Item 13.A. - email from applicant David Aten withdrawing his application for City of Napa Planning Commission.
- Item 16.A. - PowerPoint Presentation by City Staff.

**13. COMMISSION INTERVIEWS AND APPOINTMENTS:****13.A. [1626-2018](#)** Planning Commission Membership

Mayor Techel announced that applicant David Aten withdrew his application.

Council interviewed applicants in the following order: Michael Murray, Gordon Huether.

**A motion was made by Councilmember Alessio, seconded by Councilmember Gentry, to reappoint Gordon Huether and Michael Murray to the Planning Commission; with Mr. Huether being designated as a Design Professional, for terms beginning January 1, 2019 and ending December 31, 2020. The motion carried by the following vote:**

**Aye:** 5 - Alessio, Gentry, Luros, Sedgley, and Techel

**14. REPORT ACTION TAKEN IN CLOSED SESSION:**

There was no reportable action.

**15. PUBLIC COMMENT:**

James Hinton, resident - spoke in opposition of 5G cell tower installations and spoke in support of a recreational cannabis dispensary in Downtown Napa.

**16. PUBLIC HEARINGS/APPEALS:**

**16.A. [1614-2018](#)** Sign Ordinance Amendments.

Michael Walker, Senior Planner, provided the staff report.

Mayor called for public comment; there was none.

Councilmember Alessio asked for clarification regarding the opposition of A-frame signs; Planner Walker responded.

Vice Mayor Sedgley posed questions regarding public right-of-way versus City property; Planner Walker responded.

Vice Mayor Sedgley asked if the Lee Law should be referenced in regard to window signage for tobacco and alcohol retailers. City Attorney Barrett responded that the City Ordinance is stricter than the Lee Law.

Erin Morris, Planning and Code Enforcement Manager, answered questions regarding the enforcement of sign placement violations.

Lengthy discussion and individual Council comments and questions ensued regarding election campaign signage and A-frame signage. Further clarification was provided by staff.

Following the approval of the first reading of the ordinance, as written, Council directed staff to work on an amendment to the ordinance that would provide additional direction regarding temporary signage during a disaster or construction, as well as clarification on the approved locations and size of election signage.

**A motion was made by Councilmember Lueros, seconded by Vice Mayor Sedgley, to approve the first reading and introduction of 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. The motion carried by the following vote:**

**Aye:** 5 - Alessio, Gentry, Lueros, Sedgley, and Techel

**17. COMMENTS BY COUNCIL OR CITY MANAGER: None****18. ADJOURNMENT: 7:38 P.M.**

**Submitted by:**

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**Tiffany Carranza, City Clerk**