



CITY OF NAPA

ATTACHMENT 1

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

Tuesday, June 4, 2019

3:30 PM

City Hall Council Chambers

3:30 PM Afternoon Session

6:30 PM Evening Session

3:30 P.M. AFTERNOON SESSION

1. CALL TO ORDER: 3:47 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:

City Clerk Carranza announced the following supplemental items:

Item 6.A.:

- PowerPoint Presentation by City staff.

Item 6.B.:

- PowerPoint Presentation by City staff.

- PowerPoint Presentation by Consultants Lindsay Moore, Augustin Agency, and Ryan Neergaard, Astra Digital.

Item 8.A.:

- PowerPoint Presentation by City staff.

3. SPECIAL PRESENTATIONS:

3.A. [1901-2019](#) National Gun Violence Awareness Day (Wear Orange)

Mayor Techel and members of City Council read the proclamation. The proclamation was accepted by Napa Valley chapter of Moms Demand Action For Gun Sense representative Liz Russell.

4. PUBLIC COMMENT:

Dalton J. Piercey, resident - spoke regarding the local music industry.

Lin Marie deVincent, resident, speaking on behalf of Napa Neighborhood Association for Safe Technology - provided an update on what Baton Rouge and San Diego were doing in regard to cell tower installations.

5. CONSENT CALENDAR:**Approval of the Consent Agenda**

A motion was made by Councilmember Gentry, seconded by Councilmember Alessio, to approve the Consent Agenda with items 5.B., 5.D., 5.G. and 5.K. pulled for discussion. The motion carried by the following vote:

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

5.A. [1894-2019](#) City Council Meeting Minutes

Approved the April 30, 2019 Special Joint City Council and Planning Commission Meeting Minutes and the May 7, 2019 Regular City Council Meeting Minutes.

5.B. [1910-2019](#) Electric Vehicle Charging Station Grant Applications

This item was pulled for discussion by Councilmember Gentry who asked staff to clarify the costs per charging station.

Parking Programs Manager Tony Valadez responded. He stated that the price per station varied, and could range from \$6,000 to \$7,000 each, not including installation costs.

Councilmember Gentry asked if the stations would be offered for free, forever, or had the City considered a fee structure?

Mr. Valadez responded that the action before Council was to apply for grant funding toward the installation and purchase. He noted that the use of the charging stations were initially proposed at no cost, but there were options to impose a fee in the future. He stated that if the number of stations in the City increased, staff would likely look into some kind of cost recovery model.

A motion was made by Councilmember Gentry, seconded by Councilmember Alessio, to adopt Resolution R2019-045 authorizing the Community Development Director to submit grant applications to the Bay Area Air Quality Management District and Pacific Gas and Electric on behalf of the City of Napa for Program year 2019, for the purchase and installation of electric vehicle charging stations in the parking lot at Second and Randolph, based on a total project amount of up to \$125,000. The motion carried by the following vote:

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

Enactment No: R2019-045

5.C. [1859-2019](#) Downtown Parking Assessment Area - 2020 Annual Report and Budget

Adopted Resolution R2019-046 approving the 2020 Annual Report, budget and Advisory Board for the Downtown Parking Assessment Area; authorizing the City Clerk to schedule a public hearing on June 18, 2019 to levy assessments in accordance with Napa Municipal Code Chapter 3.30; and determining that the actions authorized by this resolution are exempt from CEQA.

Enactment No: R2019-046

5.D. [1776-2019](#) Downtown Business Promotions Tax Area - 2020 Annual Report and Budget

Councilmember Alessio pulled the item for discussion and recognized City staff and members of the Napa Downtown Association for their hard work and dedication to providing programs, events and improvements to the community.

A motion was made by Councilmember Alessio, seconded by Vice Mayor Sedgley, to adopt Resolution R2019-047 approving the 2020 Annual Report and Budget for the Downtown Business Promotions Tax Area; authorizing the City Clerk to schedule a public hearing on June 18, 2019 to levy taxes in accordance with Napa Municipal Code Chapter 3.28; and determining that the actions authorized by this resolution are exempt from CEQA. The motion carried by the following vote:

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

Enactment No: R2019-047

5.E. [1778-2019](#) Oxbow Business Promotions Assessment Area - 2020 Annual Report and Budget

Adopted Resolution R2019-048 approving the 2020 Annual Report and Budget for the Oxbow Business Promotions Assessment Area; authorizing the City Clerk to schedule a public hearing on June 18, 2019 to levy assessments in accordance with Napa Municipal Code Chapter 3.29; and determining that the actions authorized by this resolution are exempt from CEQA.

Enactment No: R2019-048

5.F. [1868-2019](#) Community Development Block Grant (CDBG) Program Annual Action Plan

Adopted Resolution R2019-049 adopting the Community Development Block Grant (CDBG) Fiscal Year 2019-2020 Annual Action Plan (the "Annual Action Plan") and program budget, approving program certifications, and authorizing the City Manager to execute all documents.

Enactment No: R2019-049

5.G. [1849-2019](#) Lake Park and River Park Estates Maintenance Districts Assessment Rates

This item was pulled for discussion by residents who wished to comment.

Tom Kambe, on behalf of River Park Marina Association - wanted to make the public aware that there was an assessment in place, and the association felt it wasn't adequate. He referenced a previous study that was completed that identified around 6 million dollars worth of needed maintenance work, but the district fund balance was nowhere near that amount. The group suggests increasing the assessment to help raise the necessary funds to begin work. He stated he looked forward to working more closely with staff.

Ron Appel, resident - voiced concerns in regard to the Lake Park Maintenance District's fund and stated a citizen's group had asked Council to remove the parcel tax since they were the only subdivision along the Napa River, between Trancas and Lincoln Avenue, on the west side, that paid into the account. He noted concern over the condition of the sidewalks and park, and questioned how the funds were intended to be spent.

Mayor Techel asked City Manager Potter to provide an update. City Manager Potter responded that Public Works Director Julie Lucido had met with the neighborhood groups and was setting up future meetings to discuss concerns.

Public Works Director Lucido agreed that it would be very valuable for staff to go out and meet with the Lake Park residents. She noted that the City was unable to spend the assessment funds on sidewalks and streets, but that improvements to the area were planned as part of the local streets paving program, and would likely occur in 2021/2022. She stated that the assessment was in place to maintain the levy and pump station in the park, and the funds could only be spent on those purposes. She also noted that staff would continue to work with the River Park residents to further address their concerns.

Brief discussion ensued.

A motion was made by Vice Mayor Sedgley, seconded by Councilmember Alessio, to adopt Resolution R2019-050 authorizing the Lake Park and River Park Maintenance Districts' assessment rates for Fiscal Year 2019/20. The motion carried by the following vote:

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

Enactment No: R2019-050

- 5.H. [1850-2019](#) Paramedic Tax Rate**
- Adopted Resolution R2019-051 authorizing the Paramedic tax rate for Fiscal Year 2019/20.**
- Enactment No: R2019-051
- 5.I. [1848-2019](#) Statement of Investment Policy**
- Adopted Resolution R2019-052 to adopt the City's Statement of Investment Policy for FY 2019/20 and delegate authority to the City Treasurer to invest funds in accordance with the Statement of Investment Policy.**
- Enactment No: R2019-052
- 5.J. [1878-2019](#) Temporary Staffing Services Agreement**
- Authorized the City Manager to approve an agreement for services with BOLT Staffing Service, Inc., and approve a corresponding purchase order, in the amount not to exceed \$200,000 for the remainder of FY 2018/2019.**
- 5.K. [1905-2019](#) Animal Shelter Services**
- Councilmember Gentry pulled the item for discussion and asked staff for clarification on the costs.
- Fire and Police Department's Administrative Service Manager Joy Riesenbergs responded. Councilmember Gentry voiced concerns that that the City spends more on animals than on its homeless population. Housing Manager Lark Ferrell provided an overview of the funds spent on helping the homeless population, which totaled near \$831,000 per year, not included staff time or park clean-up.
- Councilmember Gentry stated that while she supported the animal shelter, she would like to see more resources spent to provide services dedicated to the care and protection of the homeless population.
- A motion was made by Councilmember Gentry, seconded by Councilmember Alessio, that the Authorize the City Manager to execute an Agreement with the County of Napa for Animal Shelter services. The motion carried by the following vote:**
- Aye:** 5 - Alessio, Gentry, Lueros, Sedgley, and Techel
- 5.L. [1798-2019](#) Emergency Repair of Browns Valley Creek Damage to Browns Valley Road at Valley Glen Lane**
- Determined there was 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 determined that the actions authorized by this item are exempt from CEQA.**

5.M. [1888-2019](#) On-Call Engineering Services for Development Engineering

Adopted Resolution R2019-053 approving Amendment No. 1 to Agreement No. C2016 345 with Willdan Engineering, for additional on-call engineering services in the amount of \$120,000, for a total contract amount not to exceed \$195,000, authorizing the Public Works Director to sign the amendment on behalf of the City, and authorizing an additional budget appropriation.

Enactment No: R2019-053

5.N. [1895-2019](#) Napa Countywide Road Maintenance Act (Measure T) - Updated 5-Year Work Plan

Adopted Resolution R2019-054 approving the updated five-year list of projects under the Measure T Program, and determining that the actions authorized by this resolution are exempt from CEQA.

Enactment No: R2019-054

5.O. [1896-2019](#) Construction Inspection/Management Consultant Services

Approved amendments to Agreement No. C2017 295 with Vali Cooper & Associates, Inc., Agreement No. C2017 299 with Harris & Associates, Inc., and Agreement No. C2017 300 with WSP USA, Inc., for on-call Construction Inspection/Management Services in the increased amount of \$500,000 for each amendment for a total contract amount not to exceed \$1,000,000 for each agreement, and authorize the Public Works Director to execute the amendments on behalf of the City.

6. ADMINISTRATIVE REPORTS:**6.A. [1837-2019](#) Napa Valley Tourism Improvement District's Operating Policy Amendment and FY 2019-20 Budget and Work Plan**

Shari Cooper, Development Project Coordinator, and Secretary to the Tourism Improvement District (TID), provided the staff report which included a review of the TID Assessment, the proposed Operating Policy Amendment, and the proposed FY19-20 Budget and Work Plan. She also shared a brief video that highlighted DoNapa's accomplishments over the past year.

A motion was made by Vice Mayor Sedgley, seconded by Councilmember Luros, to (1) adopt Resolution R2019-055 amending the Napa Valley Tourism Improvement District City of Napa Local Governing Committee Operating Policy; and (2) adopt Resolution R2019-056 approving the Napa Valley Tourism Improvement District City of Napa Local Governing Committee Budget and Work Plan for Fiscal Year 2019-20. The motion carried by the following vote:

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

Enactment No: R2019-055 R2019-056

- 6.B.** [1911-2019](#) Consulting Services Agreements for Marketing, Advertising, Public Relations, Event Planning & Related Services for Tourism Promotion - Napa Tourism Improvement District
- Robin Schabes, Economic Development Manager, provided a brief overview of the item and introduced consultants, Lindsay Moore, Group Account Director with D. Augustine & Associates, and Ryan Neergaard, Director of Business Development with Astra Digital provided. Ms. Moore and Mr. Neergaard introduced their agencies and reviewed the TID marking objectives and each agencies scope of work.
- A motion was made by Councilmember Lueros, seconded by Vice Mayor Sedgley, to approve two Agreements for Services with: (1) Astra Digital Marketing Services for Marketing, Advertising, Public Relations, Event Planning & Related Services for Tourism Promotion in an amount not-to-exceed \$305,000; and (2) D. Augustine & Associates for Marketing, Advertising, Public Relations, Event Planning & Related Services for Tourism Promotion in an amount not-to-exceed \$355,000; and authorize the City Manager to execute both contracts on behalf of the City. The motion carried by the following vote:**
- Aye:** 5 - Alessio, Gentry, Lueros, Sedgley, and Techel

7. CONSENT HEARINGS:

Approval of the Consent Agenda

Mayor Techel announced the consent hearings. There were no requests to speak; the hearings were opened and closed without comment.

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

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

- 7.A.** [1786-2019](#) Napa Valley Corporate Park Landscape and Lighting Assessment District, Fiscal Year 2019-2020
- Adopted Resolution R2019-057 approving the Engineer's Report, confirming diagram and assessment, ordering levy of assessment for the Napa Valley Corporate Park Landscape and Lighting District for Fiscal Year 2019-20, and determining that the actions authorized by this resolution are exempt from CEQA.**
Enactment No: R2019-057
- 7.B.** [1788-2019](#) Citywide Landscape Maintenance Assessment District, Fiscal Year 2019-2020
- Adopted Resolution R2019-058 approving the Engineer's Report, confirming diagram and assessment, ordering levy of assessment for the Citywide Landscape Maintenance Assessment District for Fiscal Year 2019-2020, and determining that the actions authorized by this resolution are exempt from CEQA.**
Enactment No: R2019-058

8. PUBLIC HEARINGS/APPEALS:**8.A. [1807-2019](#) Proposed Budget for FY 2019/20 and 2020/21**

Finance Manager Brian Cochran opened the report. He introduced Jessie Gooch, Finance Analyst, and reviewed the General Fund budget.

Ms. Gooch provided an overview of the CIP changes that had been made since the last report provided by staff. She continued and reviewed all other funds and proposed staffing changes.

Finance Director Cochran reviewed the proposed Fiscal Policy updates and noted that the next step would be to return to City Council at the regularly scheduled meeting on June 18, 2019 for final review and approval of the FY 2019/20 and FY 2020/21 Operating Budget, and the five-year CIP.

Mayor Techel called for public testimony; there were no requests to speak.

There were no comments by Council.

City Manager Potter thanked Finance Manager Cochran and Ms. Gooch, and acknowledged their work throughout the budget process.

- 8.B.** [1834-2019](#) Bond Financing for the Renovation of Charter Oaks Apartments, a 75-unit Affordable Rental Project Located at 3017-3033 Browns Valley Road
- Housing Manager Lark Ferrell provided the report and a brief overview of the project.

Mayor Techel called for public testimony; there were no requests to speak.

Jamila Fahs, Vice-President of Project Management for Bayside Communities, thanked Council for their consideration of the project and provided further review of the scope of work.

A motion was made by Councilmember Luros, seconded by Councilmember Alessio, to close the public testimony. The motion carried unanimously.

Mayor Techel brought the discussion back to Council for deliberation and action. There were no further comments.

A motion was made by Councilmember Luros, seconded by Councilmember Alessio, to adopt Resolution R2019-059 approving the issuance by the California Statewide Communities Development Authority of multifamily housing revenue bonds in an aggregate principal amount not to exceed \$50,000,000 for the purpose of financing or refinancing the acquisition and rehabilitation of Charter Oaks Apartments. The motion carried by the following vote:

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

Enactment No: R2019-059

9. COMMENTS BY COUNCIL OR CITY MANAGER: None

10. CLOSED SESSION:

City Attorney Barrett announced the closed session items.

- 10.A.** [1915-2019](#) Conference with Real Property Negotiators (Government Code section 54956.8): Property: Surface parking lot (approximately 0.74 acres) at the southeast corner of Pearl Street and Coombs Street, APN Nos. 003-166-011 and 003-166-008; City Negotiators: Steve Potter, Michael Barrett, Jeff Freitas, Vin Smith, and Robin Schabes; Negotiating Party: Zapolski Real Estate, LLC; Under Negotiation: price and terms of payment.
- There was no reportable action.**

- 10.B.** [1916-2019](#) CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6): City designated representatives: Steve Potter, Michael Barrett, Desiree Brun, Robert Plummer, Brian Cochran, and Charles Sakai, Sloan Sakai Yeung & Wong. Employee organization: Napa Police Officers' Association (NPOA).

There was no reportable action.

CITY COUNCIL RECESS: 5:24 P.M.

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

6:30 P.M. EVENING SESSION

11. CALL TO ORDER: 6:34 P.M.

11.A. Roll Call:

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

12. PLEDGE OF ALLEGIANCE:

13. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following items:

15. PUBLIC COMMENT:

- Written communication with a DVD Video titled "Front Porch Complaint and Tour" hand delivered at the City Clerk's Office from Rick Esser on 6/4/19 at 3:02 p.m.

16. ADMINISTRATIVE REPORTS:**16.A. Solid Waste and Recycling Collection Rates**

- PowerPoint presentation by city staff.
- Updated Attachment 2, Draft Proposition 218 Notice, with the following changes made:
 - o Page Error Placement - Fixed page ordering of Pages 9, 10, and 11.
 - o Pg. 1 First Paragraph-minor text changes.
 - o Pg. 3 - Corrected email address from naparecycling.org to naparecycling.com.
 - o Pg. 4 Material Sales Ton and Revenue Per Ton Chart-removed footnote underneath chart.
 - o Pg. 5 Minor text changes to clarify and make bullet points consistent.
 - o Pg. 8 and 9 Minor clarifications to material types-changing references of "wood" to "clean wood," "sheetrock" to "drywall", and "yardwaste" to "yard trimmings".
 - o Pg. 10-Added "Recycle It" advertisement.
 - o Pg. 11 Protest Form-Changed location from pg. 9 to pg. 11; minor text change to check box statement, removed APN number line, and minor text change to mail back instructions.
 - o Pg. 12 Minor text update to "Printed on 100% Post-Consumer Paper" language.

14. REPORT ACTION TAKEN IN CLOSED SESSION:

City Attorney Barrett stated there was no reportable action from Closed Session.

15. PUBLIC COMMENT:

Rick Esser, resident - voiced frustration over a code enforcement citation he received and provided City Council with a video recording.

Robert Tillinghast, resident - spoke in regard to climate change and suggested the City prepare a Climate Action Program.

Chris Benz, resident, accompanied by Neil Watter and Linda Brown, members of Napa Climate NOW! - thanked Councilmember Alessio and City Manager Potter for their work on drafting a proclamation for a County-wide commitment to fight climate change. She noted that both Marin and Sonoma Counties formed County-wide groups to address climate action, and have been able to obtain grant funding towards their efforts. She provided additional information on their efforts. She encouraged Napa to work with other jurisdictions on similar efforts.

Linda Brown, resident co-founder of Napa Climate NOW! - spoke in regard to climate change and encouraged the Council to take a stand on climate change, now, and to work with other Napa jurisdictions.

16. ADMINISTRATIVE REPORTS:

16.A. [1766-2019](#) Solid Waste and Recycling Collection Rates

Kevin Miller, Materials Diversion Administrator, provided a staff report regarding the setting of solid waste and recycling collection rates.

Mayor Techel called for public comment; there were no requests to speak.

Councilmember Alessio asked how the rate payers would apply for the Low/Fixed Income Assistance program. Mr. Miller responded that if the program was adopted, as part of the rates, staff would provide public outreach and education on the program.

Councilmember Luros stated that she appreciated the detailed information provided in the notice and suggested the addition of a compose bin to page three of the notice.

Vice Mayor Sedgley stated his support to issue the notice.

Mayor Techel thanked staff and appreciated their efforts to clarify the process to the rate payers.

A motion was made by Vice Mayor Sedgley, seconded by Councilmember Alessio, that the Authorize the Utilities Director, or his designee, to issue a notice of public hearing to all rate payers and property owners of record regarding proposed solid waste and recycling collection rates to become effective August 1, 2019, January 1, 2020, January 1, 2021 and January 1, 2022. The motion carried by the following vote:

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

17. COMMENTS BY COUNCIL OR CITY MANAGER:

Councilmember Gentry thanked the Napa Police Department and Homeland Security for attending Child Trafficking Conference and stated she appreciates their input. She also asked if staff could provide an update on homelessness, noting recent complaints made by residents.

City Manager Potter responded that an update would likely be provided to Council in August.

Councilmember Gentry asked how the City would establish a commemorative flagpole and corresponding policy. City Manager Potter responded that with Council direction, staff would draft a policy and bring it back to Council for review and approval.

Councilmember Alessio shared comments provided by Mrs. O'Toole and Mrs. Baker's 3rd grade classes during a recent visit she had at Alta Heights Elementary School.

18. ADJOURNMENT: 7:42 P.M.

Submitted by:

Tiffany Carranza, City Clerk