

SUPPLEMENTAL REPORTS & COMMUNICATIONS I
Office of the City Clerk

City Council of the City of Napa
Special Meeting

February 5, 2021

FOR THE CITY COUNCIL OF THE CITY OF NAPA:

3. PUBLIC COMMENT

- 1) Email and attachment from Kathleen Healey received on January 25, 2021.
- 2) Email from Colin Petheram received on January 26, 2021. *
- 3) Email from Katreek Patel received on January 26, 2021. *
- 4) Email from Julie Burdick received on January 26, 2021.
- 5) Email from Ron Critchley received on January 27, 2021. *
- 6) Email from Rod Burruss received on January 27, 2021.
- 7) Email from June Burruss received on January 27, 2021.
- 8) Email from Louann Talbert received on January 27, 2021. *
- 9) Email from Deb Kretuz received on January 27, 2021. *
- 10) Email from Green Meadows Resident (no name provided) on January 28, 2021. *
- 11) Email from Maureen and Jim Eckert on January 28, 2021. *
- 12) Email from Art Kvitek received on January 30, 2021. *
- 13) Email from Lorna D. Loungway received on February 1, 2021. *
- 14) Email from Justin Godey received on February 2, 2021. *
- 15) Email from Will Becker received on February 2, 2021.*
- 16) Email from Brian Murray received on February 3, 2021. *
- 17) Email from Katherine Flemming received on February 4, 2021. *
- 18) Email from Joelle Gallagher, First 5 Napa County received on February 5, 2021. *

4. COUNCIL WORKSHOP

4.A. Discussion of City's Organizational Structure, Ongoing and Planned City Projects, and Council Priorities through Fiscal Year 2021-2022.

- PowerPoint Presentation by Consultant.
- Handouts:
 - Workshop Agenda
 - Roles of Council and Staff
 - Guidelines to Prevent Serial Meetings
 - Sample Citywide Governance Policy

****EMAIL OR HANDWRITTEN COMMENTS WILL BE READ INTO THE RECORD BY CITY STAFF
DURING THE MEETING.***

From: Kathleen [REDACTED]
Sent: Monday, January 25, 2021 3:02 PM
To: Tiffany Carranza <tcarranza@cityofnapa.org>
Subject: City resolution for single payer healthcare

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

Dear Ms. Carranza—

Please consider inclusion of the attached resolution in the upcoming City Council workshop's agenda. I have discussed this resolution with my Councilmember Beth Painter, and she suggested I forward it to you as a topic to be discussed with the year's goals.

I am forwarding it to the other Councilmembers as well, at her suggestion.

I represent a group of physicians in Napa who support single payer/Medicare for all healthcare reform.

Thank you for considering the resolution's inclusion.

Sincerely,
Kathleen Healey, MD
Napa, CA
Co-chair, Physicians for a National Health Program-CA

[Resolution in support of the Medicare for All Act of 2019](#)

Sent from [Mail](#) for Windows 10

A RESOLUTION TO SUPPORT THE MEDICARE FOR ALL ACT OF 2019

WHEREAS, every person in the City of Napa deserves high quality healthcare; and

WHEREAS, our current healthcare system is inequitable and expensive, with families burdened by medical debt and uneven access to care; and

WHEREAS, the United States is the only nation of 33 developed countries without universal healthcare; and

WHEREAS, the COVID-19 pandemic has caused a large increase of uninsured people from loss of employer-sponsored health insurance, resulting in delay or loss of care, worry, medical debt, and the compromise of public health; and

WHEREAS, long term inadequate access to care for chronic medical conditions has increased the mortality rate from COVID-19 infections among poor people and people of color; and

WHEREAS, social equity is not possible without health equity; and

WHEREAS, the rising cost of health care challenges the municipal budget of the City of Napa, and our businesses; and

WHEREAS, a single payer healthcare system would spare the City of Napa health benefit expenses and allow more funds for public use; and

WHEREAS, economic studies show nearly all residents and employers would spend less with a single payer program than they do today for health coverage; and

WHEREAS, a single payer system reduces the administrative burdens on physicians and hospitals, which would still be privately owned, and assures patients an unrestricted choice of doctors without deductibles or premiums; and

WHEREAS, under HR 1384*, The Medicare for All Act of 2019, residents would have access to all necessary care, including prescription drugs, inpatient and outpatient services, mental health, reproductive care, dental and vision care, and long-term care; and

WHEREAS, the health and quality of life of the people in the City of Napa will improve with guaranteed access to quality healthcare, both preventive and therapeutic, that is debt free; and

WHEREAS, a single payer healthcare system for the common good can be statewide or national;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Napa that it supports the passage of The Medicare for All Act of 2019 and calls on our federal legislators to work toward its immediate enactment, assuring appropriate and efficient health care for all residents of the United States.

BE IT FURTHER RESOLVED, that the Council of the City of Napa also expresses its support for the alternative of a state based healthcare system and calls upon our state legislators to work toward its formation.

*HR1384 will be reintroduced in the 117th Congress and assigned a new number.

From: [Kathleen Healey](#)
To: [Beth Painter](#); [Liz Alessio](#); [Mary Lueros](#); [Bernie Narvaez](#); [Clerk](#)
Date: Wednesday, January 27, 2021 10:23:15 AM

You don't often get email from [REDACTED]

[Learn why this is important](#)

[Feedback](#)

[EXTERNAL]

Councilmembers and Ms. Carranza--

RE: Resolution in Support of the Medicare for All Act of 2019

Attached is a letter of support from the **Napa County League of Women Voters** for the single payer resolution that is submitted for your consideration.

The resolution is sponsored by the Napa County chapters of Physicians for a National Health Program and Health Care for All, and supported by Indivisible Napa as well as the LWV.

Thank you for your interest in this.

Kathleen Healey, MD
PNHP/HCA



[LWV SP resolution support letter.pdf](#)



[A RESOLUTION TO SUPPORT THE MEDICARE FOR ALL ...](#)



To: Clerk of the Napa City Council

From: League of Women Voters of Napa County

Date: January 24, 2021

Subject: Request for Endorsement of Single Payer Health Care System

To the Clerk of Council: Please make copies of this communication available to members of the Napa City Council.

The League of Women Voters of Napa County supports the Resolution presented by “Health Care for All Napa” because the current system is inadequate, costly, and depends on income and insurance rather than on community safety and health care needs.

Since its founding in 1920, the League of Women Voters has advocated for those ideas and ideals that our members believe should be the backbone of our democracy. Today we face many challenges. One of those unique challenges is access and delivery of health care. All leagues throughout the country studied the healthcare system in the early 1990’s and announced its conclusions on Health Care in April 1993. The Position states that a basic level of quality health care at an affordable cost should be available to all U.S. residents. Other health care goals include:

- Equitable distribution of services.
- Efficient and economic delivery of care.
- Advancement of medical research and technology.
- A reasonable total national expenditure level for health care.
-

Napa along with the entire country’s health care system is broken. Many municipalities, trying to maintain health care coverage for employees at a time of declining revenues, are confronted with soaring premiums. The inequities in our health care system are more evident every day. Please support this resolution.

Sincerely,

Bernie Brooks
Kim Farmer
Co-Presidents

A RESOLUTION TO SUPPORT THE MEDICARE FOR ALL ACT OF 2019

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*HR1384 will be reintroduced in the 117th Congress and assigned a new number.

From: [Colin Petheram](#)
To: [Clerk](#)
Subject: COMMENT TO THE COUNCIL - PLEASE READ - February 5th meeting
Date: Tuesday, January 26, 2021 2:38:53 PM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

Dear Council members:

I am writing to you regarding reckless driving in Napa. As a long term resident I am concerned for the safety of my fellow residents, especially children and the elderly.

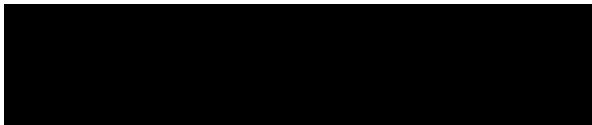
The "Slow Down Napa" organization is advocating for reduced speed limits in residential areas and other locations where there is tension between traffic and pedestrians and cyclists. I urge the council members to meet with "Slow Down Napa" to reduce the number of injuries and fatalities on our streets.

We need an environment that is safe and attractive for all residents including pedestrians and cyclists.

Vote in support of the issue today.

Sincerely,
Colin Petheram

Colin Petheram



From: [Karteeek Patel](#)
To: [Clerk](#)
Subject: COMMENT TO THE COUNCIL - PLEASE READ - February 5th meeting
Date: Tuesday, January 26, 2021 4:48:39 PM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

Dear Council members:

I am writing to you regarding reckless driving in Napa. As a long term resident I am concerned for the safety of my fellow residents, especially children and the elderly.

The "Slow Down Napa" organization is advocating for reduced speed limits in residential areas and other locations where there is tension between traffic and pedestrians and cyclists. I urge the council members to meet with "Slow Down Napa" to reduce the number of injuries and fatalities on our streets.

We need an environment that is safe and attractive for all residents including pedestrians and cyclists.

Vote in support of the issue today.

Thanks,
Karteeek

From: [Julie Burdick](#)
To: [Clerk](#)
Subject: Speeding in neighborhoods
Date: Tuesday, January 26, 2021 7:49:21 PM

[EXTERNAL]

Just my two cents.
It's the police departments jurisdiction not the city councils.

Julie Burdick

From: [Ron Critchley](#)
To: [Clerk](#)
Subject: COMMENT TO THE COUNCIL-PLEASE READ
Date: Wednesday, January 27, 2021 10:15:37 AM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

I would like to add my name to the many that are frustrated with the speeding on residential streets. I live on La Homa Drive and the traffic that uses this street from Soscol to Beard Road in the morning is outrageous (drivers use La Homa to stay off of Pueblo). Most people drive the residential speed limit of 25 MPH; however there are those that believe this street is a speedway; especially between 6 to 8:30 AM and 4 to 6:30 PM. On occasion I have seen the speed limit trailer and very little an actual police officer and mostly in the late morning or early afternoon when traffic is light.

When the apartments at the intersection of La Homa and Soscol open I can only imagine the increase in traffic and speeding.

Please look into some type of calming device whether it be a digital speed limit sign, having a traffic officer issue tickets (anyone driving over the residential speed limit of 25 MPH) when you hit people in their pocket book they become more aware or other ways to slow traffic down.

Thank you

Ron Critchley

From: [Rod Burruss](#)
To: [Clerk](#)
Subject: Slow down Napa
Date: Wednesday, January 27, 2021 10:37:37 AM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

Dear Council members:

I am writing to you regarding reckless driving in Napa. As a long term resident I am concerned for the safety of my fellow residents, especially children and the elderly.

The "Slow Down Napa" organization is advocating for reduced speed limits in residential areas and other locations where there is tension between traffic and pedestrians and cyclists. I urge the council members to meet with "Slow Down Napa" to reduce the number of injuries and fatalities on our streets.

We need an environment that is safe and attractive for all residents including pedestrians and cyclists.

Vote in support of the issue today.

Sincerely,
Rod Burruss

[REDACTED]

[Sent from Yahoo Mail for iPhone](#)

From: [June Burruss](#)
To: [Clerk](#)
Subject: Slow Down Napa
Date: Wednesday, January 27, 2021 10:43:40 AM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

Dear Council members:

I am writing to you regarding reckless driving in Napa. As a long term resident I am concerned for the safety of my fellow residents, especially children and the elderly.

The "Slow Down Napa" organization is advocating for reduced speed limits in residential areas and other locations where there is tension between traffic and pedestrians and cyclists. I urge the council members to meet with "Slow Down Napa" to reduce the number of injuries and fatalities on our streets.

We need an environment that is safe and attractive for all residents including pedestrians and cyclists.

Vote in support of the issue today.

Sincerely,
June Burruss

June Burruss
[REDACTED]

From: Louann Talbert [REDACTED]
Sent: Wednesday, January 27, 2021 12:40 PM
To: Clerk
Subject: Comment to the Council - Please read

Categories: Unverified Contact

[You don't often get email from [REDACTED] Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

[EXTERNAL]

I'd like to address the issue of speeding on residential streets. I live on Almond Ave., a very short street between Old Sonoma Road and Elm St. in southwest Napa. A couple of months ago my car was totaled while sitting parked on Almond. Two vehicles using Almond and speeding, came toward each other and one of the drivers swerved to miss the other and plowed into my car. If they had been traveling at the required speed, I do not believe this would have happened. There is no speed posted anywhere nearby Almond or Elm. Many cars daily use Almond that are not residents and many of them are speeding

I spoke to someone at City of Napa about this situation. It caused me a lot of time dealing with two insurance companies and a lot of money to replace my 20 year old car. Something needs to be done - at the very least posted speed limits. My concern is that someone will get hurt either in a car or as a pedestrian. Many children live in this neighborhood and daily walk to and from school. Please don't wait until someone is hurt to do something about this. I personally would love to see speed bumps on Almond as a deterrent.

Thank you for your consideration of this issue and for all the work you do for our community.

Louann Talbert

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This email has been checked for viruses by Avast antivirus software.

<https://gcc02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.avast.com%2Fantivirus&data=04%7C01%7Cclerk%40cityofnapa.org%7Cab6f45efcd364e307ffa08d8c303b252%7C7c2235c73aee4099a6c4bde6470cfa85%7C0%7C0%7C637473767938333479%7CUnknown%7CTWFpbGZsb3d8eyJWlIjoIjoiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6Ikh1aWwiLCJXVCi6Mn0%3D%7C3000&sdata=SD3CVV8gVSZrMy6m9cLzvgMnOzEljINbiS1npGvrUHM%3D&reserved=0>

From: [Deb Kreutz](#)
To: [Clerk](#)
Subject: COMMENT TO THE COUNCIL-PLEASE READ
Date: Wednesday, January 27, 2021 1:34:45 PM

You don't often get email from [REDACTED]

[Learn why this is important](#)

[Feedback](#)

[EXTERNAL]

Dear City Council members,

HELP!!

We reside on Silverado Trail between East Avenue and Alabama Street. I do not exaggerate when I say it is just a matter of time before we are killed trying to get out of our driveway!!

Drivers headed north from the Lincoln Avenue and Silverado Trail intersection seem to see a short straightaway and floor it as they leave the traffic light. Many seem to be unaware of the many BLIND DRIVEWAYS or of the upcoming curve just past the Miliken Creek Inn where several have already died in traffic accidents. As pedestrians, we have nearly been hit more than a few times trying to cross the street at that same intersection as speeders race to get through a yellow light.

I could write a book about the traffic problem in our neighborhood. Our family has lived at the same address for 70 years and the change in traffic in the past decade has been incredible...even without the Berryessa traffic. If the city could find and fund a means of enforcing the speed limits, the life the council members might save could be their own!

Respectfully submitted,

Deborah Kreutz

[REDACTED]

From: [Account Update](#)
To: [Clerk](#)
Subject: COMMENT TO THE COUNCIL-PLEASE READ
Date: Thursday, January 28, 2021 12:47:59 PM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

I live in Green Meadows on Greenbach Street two houses before it goes into the Sheveland Ranch Subdivision! Ever since Greenbach street was opened up to the Ranch complex back around 2004 a one-way enter from Greenbach was put in to keep the backflow of Ranch traffic coming back through our neighborhood as the Ranch project has 13.5 houses per acre and a great number of cars!

Since the onset there has been nothing but violations of the one-way in only and constant speeding on our street (Greenbach) because as you come into our neighborhood and drive on Bohen street and come around the turn that becomes Greenbach it is about a quarter mile of straight roadway before going into the Ranch project and Ranch residents view it as a drag strip! The speeds are way over the limit both going in and going out the wrong way. Delivery trucks, vans, workers etc. do not heed the one-way and violate it constantly.! We have pleaded for over 15 or more years to have this issue resolved for our safety as residents on Greenbach Street but to no avail through a number of city councils! Something finally needs to be done!

From: [Jim Eckert](#)
To: [Clerk](#)
Subject: "COMMENT TO THE COUNCIL-PLEASE READ"
Date: Thursday, January 28, 2021 2:31:33 PM

You don't often get email from [REDACTED]

[Feedback](#)

[EXTERNAL]

Dear Napa City Council Members,

As long time citizens on Sycamore Street in Old Town, we want to express our concern for those who speed on our neighborhood streets. We can prevent accidents and save the lives of neighbors, children and pets by enforcing speed limits. Over the years we have lived here, this concern has gotten extremely worse. Our beautiful Old Town and its citizens deserve better!

Thank you!

Maureen and Jim Eckert
[REDACTED]

From: [Paul Kvitek](#)
To: [Clerk](#)
Subject: Comment to the Council - Please Read
Date: Saturday, January 30, 2021 12:09:27 PM

You don't often get email from [REDACTED]. [Learn why this is important](#)

[Feedback](#)

[EXTERNAL]

Speeding cars in Napa

I am a resident of downtown Napa and agree with the problem of cars speeding down our residential streets. Add to this ignoring crosswalks and stop signs, distracted driving, and we have created a dangerous situation.

Recently on our street (Sycamore) a speeding car rear ended a parked car, causing both newer vehicles to be totaled. Had the parked car not been there, the careless speeding driver would have traveled to the sidewalk where we have an abundance of walkers.

I spent my entire working career in the Safety field with the goal of identifying hazards, managing or eliminating these hazards, and thus preventing accidents. We have identified a serious hazard in our community, and to not address this hazard in an effective manner is willful negligence.

Thank you
Art Kvitek

Sent from [Mail](#) for Windows 10

From: [Lorna D.Loungway](#)
To: [Clerk](#)
Subject: COMMENT TO THE COUNCIL - PLEASE READ
Date: Monday, February 01, 2021 8:07:47 AM

[You don't often get email from [REDACTED]. Learn why this is important at <http://aka.ms/LearnAboutSenderIdentification>.]

[EXTERNAL]

Dear Council Members,

I am writing to request that the Council consider setting a 2021 goal to make speed reduction in the city a priority. In addition, it is my hope that Police Department's Traffic Enforcement be reinstated.

As a resident on Coombs Street for past 25 years, I have witnessed an alarming increase in the number of cars, motorcycles and other vehicles traveling at speeds far above the legal limit. Coombs Street is not just a means to reach Imola Avenue, but a neighborhood of multi-generational families - children play on the sidewalks and foot traffic to the downtown area is very active.

There is no doubt in my mind that the stress of the covid pandemic has accelerated risky and aggressive driving in the past year. BUT as engaged citizens, we must abide by clear safety regulations to continue as a civil and healthy society.

Thank you,

Lorna D. Loungway

From: [Justin Godey](#)
To: [Clerk](#)
Subject: COMMENT TO COUNCIL FOR FEBRUARY 5, 2021 MEETING – PLEASE READ
Date: Tuesday, February 2, 2021 8:34:17 AM

You don't often get email from [REDACTED]

[Learn why this is important](#)

[Feedback](#)

[EXTERNAL]

Regarding: Public Comment in favor of Rank Choice Voting

I would like to express my desire as a resident and voter to see the City of Napa move to a rank choice voting system for election for all elected officials. If our community joins the growing movement to adopt rank choice voting, it can pave the way to expanding the system to the state and federal levels. We cannot make broad change without starting change at home. The Declaration of Impact of Systemic Racism on Public Health was a great first step by the City, and I now encourage the evaluation & implementation of Ranked Choice Voting as one of the next steps. Ranked choice voting is a way to ensure elections are fair for all voters. This system has been successfully implemented in 18 U.S. Cities and the State of Maine, with a high rate of voter satisfaction in the system.

Some of the benefits of ranked choice voting include:

- Eliminate Unnecessary Primary and Runoff Elections
- Increased Civility in Campaigns
- **Promoting Fair Representation**
- **Avoid Vote-Splitting and Weak Plurality Results**

Rank choice has also been shown to increase diversity in candidates - increasing the number of candidates of color and women.

While it is not the entirety of the solution, I believe that rank choice voting is a stone in the path to getting rid of institutional racism, increasing voter representation and bringing more equity to our political system.

Thank you for your time and consideration.

Justin Godey



From: [Will Becker](#)
Sent: Tuesday, February 2, 2021 4:17 PM
To: [Clerk](#)
Subject: COMMENT TO COUNCIL FOR FEBRUARY 5, 2021 MEETING –
PLEASE READ

You don't often get email from [REDACTED]	Learn why this is important	Feedback
[EXTERNAL]		

Regarding: Rank
Choice Voting in the city of Napa

I would like to express my desire as a resident and voter to see the City of Napa move to a rank choice voting system for election for all elected officials. If our community joins the growing movement to adopt rank choice voting, it can pave the way to expanding the system to the state and federal levels. We cannot make broad change without starting change at home. The Declaration of Impact of Systemic Racism on Public Health was a great first step by the City, and I now encourage the evaluation & implementation of Ranked Choice Voting as one of the next steps. Ranked choice voting is a way to ensure elections are fair for all voters. This system has been successfully implemented in 18 U.S. Cities and the State of Maine, with a high rate of voter

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While it is not the
entirety of the solution, I believe that rank choice voting is a stone
in the
path to getting rid of institutional racism, increasing voter
representation
and bringing more equity to our political system.

Thank you for your time
and consideration.

Will
Becker

From: [Brian Murray](#)
To: [Clerk](#)
Subject: COMMENT TO COUNCIL FOR FEBRUARY 5, 2021 MEETING – PLEASE READ
Date: Wednesday, February 3, 2021 10:19:07 PM

You don't often get email from [REDACTED]

[Learn why this is important](#)

[Feedback](#)

[EXTERNAL]

Regarding Ranked-Choice Voting in the City of Napa

I would like to join others in expressing my strong desire to see ranked-choice voting adopted by the City of Napa.

Ranked-choice voting ultimately requires the winning candidate to receive a majority of votes cast. Candidates are therefore incentivized to represent their constituents broadly, instead of focusing on a small number of groups or issues.

A thought I've had about moving from our current system to a ranked-choice system, is that it's similar to the adoption of roundabouts. That was a data-driven decision which required understanding that sometimes, people's intuition about the "best" solutions are incorrect. Single-choice voting has exploitable flaws that ranked-choice voting solves. It is more complicated - but if we can handle a roundabout, we'll have no trouble with ranked-choice voting.

Thank you for your time, and for your consideration of this matter.

Brian Murray
[REDACTED]

From: [Katherine Fleming](#)
To: [Clerk](#)
Subject: COMMENT TO COUNCIL FOR FEBRUARY 5, 2021 MEETING – PLEASE READ
Date: Thursday, February 04, 2021 5:32:50 PM

[EXTERNAL]

Regarding: 4.A

Dear Napa City Council,

In your planning for Council priorities for the next year, I would like to express my desire as a resident and voter to see the City of Napa move to a rank choice voting system for election for all elected officials. Even with the pandemic, it seems that a change in voting processes would be best begun right after an election has been completed. If our community joins the growing movement to adopt rank choice voting, it can pave the way to expanding the system to the state and federal levels. We cannot make broad change without starting change at home. The Resolution affirming the impact of Systemic Racism on Public Health was a great first step by the City, and I now encourage the evaluation & implementation of Ranked Choice Voting as one of the next steps. Ranked choice voting is a way to ensure elections are fair for all voters. This system has been successfully implemented in 18 U.S. Cities and the State of Maine, with a high rate of voter satisfaction in the system.

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While it is not the entirety of the solution, I believe that rank choice voting is a stone in the path to getting rid of institutional racism, increasing voter representation and bringing more equity to our political system.

Thank you for your time and consideration.

Katherine Fleming

From: Joelle Gallagher [REDACTED]
Sent: Friday, February 5, 2021
To: Clerk
Subject: COMMENT TO COUNCIL FOR FEBRUARY 5, 2021 MEETING – PLEASE READ

[EXTERNAL]

Joelle Gallagher, Napa Housing Coalition

A great deal of discussion has occurred over the last several years about the housing needs triggered by new commercial development. There has been a recent boon in hotel development, in particular, and these projects typically generate a new lower-wage, service-oriented workforce. Creating housing that is affordable to meet the needs of this, and generally, the local workforce must part of the commercial development equation.

The Napa Housing Coalition has spent time researching and talking with stakeholders about commercial development-workforce housing issue. This effort has culminated in a policy paper that we present to you today for consideration.

A few talking points to consider:

- Housing that is affordable is important to the health and *economic vitality* of Napa. A community that has adequate workforce housing also addresses critical issues such as climate change by reducing the carbon footprint generated by commuting, AND Equity by enabling individuals and families to live and participate in their communities.
-
- There are 11 hotels already approved, under construction and/or ready to open, adding 1,443 rooms. There are at least six (6) more hotels in the planning/entitlement process, creating another 675-775 rooms. Based on a 2018 report commissioned by the Council, this many new hotel rooms could generate a need for as many as 800 new housing units, based on the net new employees generated. (this is the Cushman&Wakefield and BAE study we use for the policy). This makes the need for a policy urgent.
-
- Several hospitality/tourism-driven jurisdictions across the country have struggled with this commercial development-workforce housing issue and have ultimately succeeded in creating local policy that requires commercial developers to actually build the housing that is needed to house the new employees their project generated. One such example, the Town of Truckee has been used to inform our policy.
-
- This is not a new issue for Napa, nor has the City of Napa not broached the workforce -commercial development nexus question. There have been previous policies (2008 policy statement) and studies (2011 nexus, 2018 BAE). NHC is requesting the next step to formulate and codify a policy that promotes the development of workforce housing in conjunction with new/expanded commercial development.
-
- The policy the NHC has submitted lays out a specific methodology that is based in research, and considers options and opportunities from a developer's view point. Those details you will find in the policy document, including a case study: the approach and process used by Farmstead Hotel and the City of St. Helena in confirming their development agreement.

There is overwhelming evidence that the development and/or expansion of hotels create a significant demand for new housing for the resulting employee numbers. This has been illustrated in the City's own studies and it is time to fully and formally act on those. NHC has outlined the basis for an approach that moves the community in the right direction and have also endeavored to recognize the risks of hotel development. NHC respectfully requests that the City Council enact a process to act on and to incorporate these recommendations for the benefit of our community.

Thank you.

Joelle Gallagher
Executive Director
she/her

BEST NUMBER is CELL:



First 5 Napa County
1303 Jefferson St. Suite 100A
Napa, CA 94559
(707) 257-1410 business
(707) 257-1417 fax

City of Napa City Council

Governance Workshop

February 5th, 2021

Cultivating a Culture of Excellence

Presented by Amy Howorth and Shirley Concolino, MRG



Objectives

Establish norms for this Council to better serve all the residents of Napa.

Use those protocols to govern effectively within the new District environment.

Agenda



Council Values

Council Role

Break (off Camera!)

Communication Protocols- Internal & External

What You Need from Staff and Vice Versa

Lunch (off Camera)

District Discussion

Wrap Up

Zoom Meeting

Audio only



With video



Ground Rules

- › Video On
- › Let us know if we are off base
- ›
- ›
- ›
- ›

Tell us something about you that no one knows?

METALLICA



20 YEAR OLD DOG- OBI WAN
KAPOODLE



The Napa Council...

A word cloud graphic with a central focus on the words "RESPECTFUL" and "COUNCIL" in large, bold, gold-colored capital letters. Surrounding these central words are various other terms in different sizes, colors (including gold, brown, and green), and orientations. The words are arranged in a roughly circular or cloud-like shape. The background is white, and the entire graphic is framed by a thin green border on the left and right sides.

RESPECTFUL
COUNCIL

TOGETHER
GOOD
WELLS
RELATIONSHIPS
WELL
MAYOR
BEST
RESPECTS
WANTS
TOURISM
NAPA
COMMUNICATIONS
ALONG
LOOP
COUNCIL
RESIDENTS
HAPPY
OLD
ROLES
GETS
NEW
STAFF
LISTEN
COUNCIL
MEMBER
NAPA
DEDICATED
BENEFIT
KIND
FRIENDLY
APPRECIATES
CREATIVE
REGARD
COLLABORATOR
GREAT
THE
DISTRICT
LISTENS
ROLE
GOVERNMENT
PLAYS
PUBLIC
COUNTY
ISSUES
CITY
GOOD
SOLVER
RELATIONSHIP
MAYOR
KEEP
PROBLEM
CITY
GREATER
COMMUNICATION
COLLABORATION

What did we hear from you?

This is what we heard in our conversations with each of you that led to these objectives.

How can run more effective meetings?

Want clarity on social media- what is allowed in the Brown Act, what can I delete, etc

Concern with overburdening staff due Covid cuts

Clearly defined roles of council and staff

Want guidance with internal communication protocols

How do I make things happen?

Transparency is important

How will Districts work?

Council Role

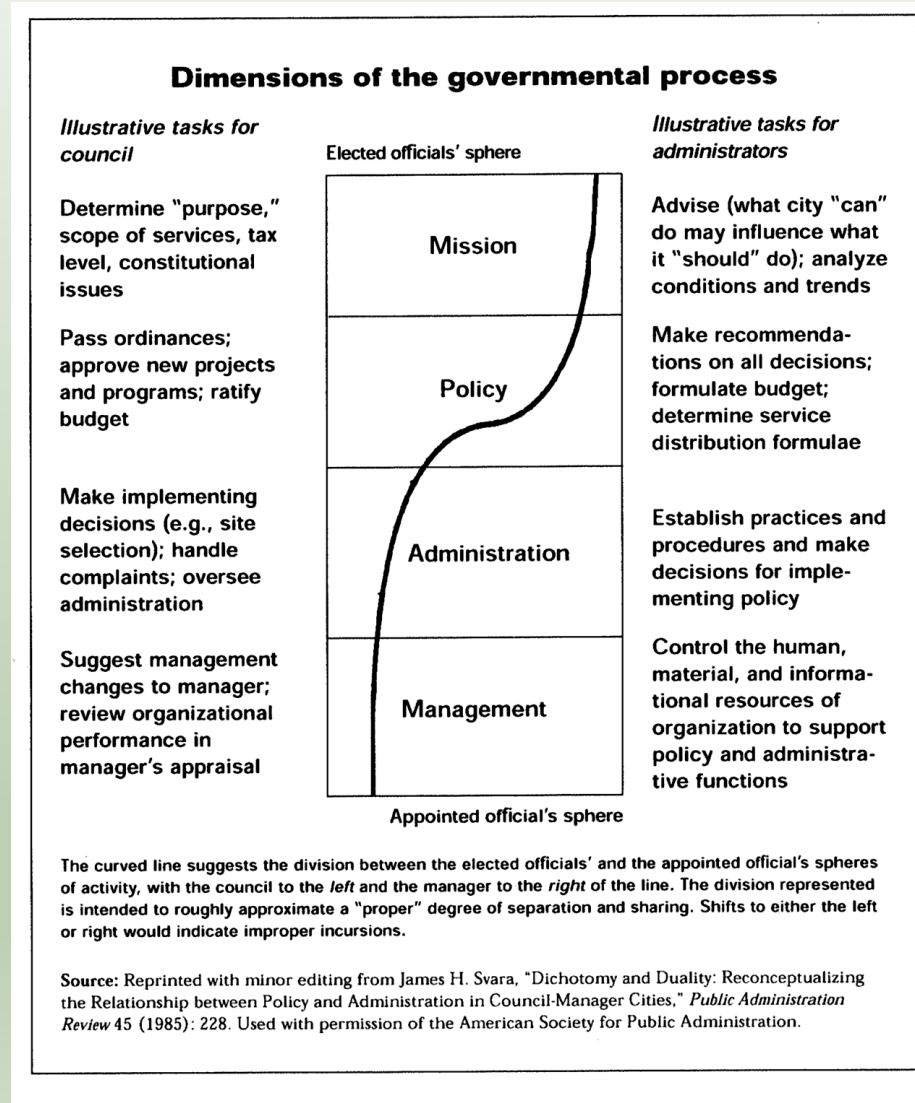
"Management is doing things right. Leadership is doing the right things."

- Warren Bennis

Relationship to City Staff

- **Staff wants to please you!**
- **Avoid putting staff in awkward position!**
- **Respect their technical expertise**
- **Council's political reality/pressure- equity, fairness may outweigh staff's desire for efficiency- there's a balance!**

The Council/Staff Lanes...



How do you get things done?



Council direction at a meeting



Add to a future agenda



Do not direct staff individually

WHAT DO YOU NEED FROM STAFF?

In order to have the most
robust discussion and
deliberate effectively....

- › No surprises!
- › cost
- ›
- ›
- ›
- ›

WHAT DOES STAFF NEED FROM YOU?

In order help you make
decisions and get things
done

› No surprises!

›

›

›

›

Break !



“He’ll be all right. It’s just a bad case of Zoom exhaustion.”

Communication Protocols

- Resident Complaints
- Ex parte
 - Disclose
 - Emails to constituents regarding project
- Texting from the dais
- **Social Media**
 - Brown Act applies to social media!





LAY OFF ME

I'M STARVING!

Welcome Back

If you could have lunch with someone, living or dead, who would it be and why?



District Representation Discussion

- › What does it mean for you on a day-to-day basis?
- › How will it affect you?
- › How is it different?

How do Council Districts affect how you govern?



BEST PRACTICES



DIALOGUE AND TALK THROUGH
SPECIFICS WITH STAFF



CONSIDER ADOPTING POLICY,
RESOLUTION, AND/OR NORMS AT
A FUTURE COUNCIL MEETING.

Citywide Responsibilities of City Council



Keeping city safe
and fiscally sound



Approving effective
budgets



Exercising fiduciary
and financial
responsibility



Establishing
appropriate policies



Holding staff
accountable



Public Safety

Create the Napa Guiding Principles

Can be very simple

Will come back as a resolution for Council Adoption

From the City of Santa Clara:

- › We all care about and will govern for the entire Santa Clara community.
- › We will follow our Santa Clara ethical values.
- › We will follow our Council-Manager form of government.

Break



Your Questions about District Governance and brainstorming the solutions

- › In Council Meetings, should the Mayor call on the Councilmember from a district where a project is located to speak first?
- › If someone calls me and they are in another district, can I help them?
- ›
- ›
- ›

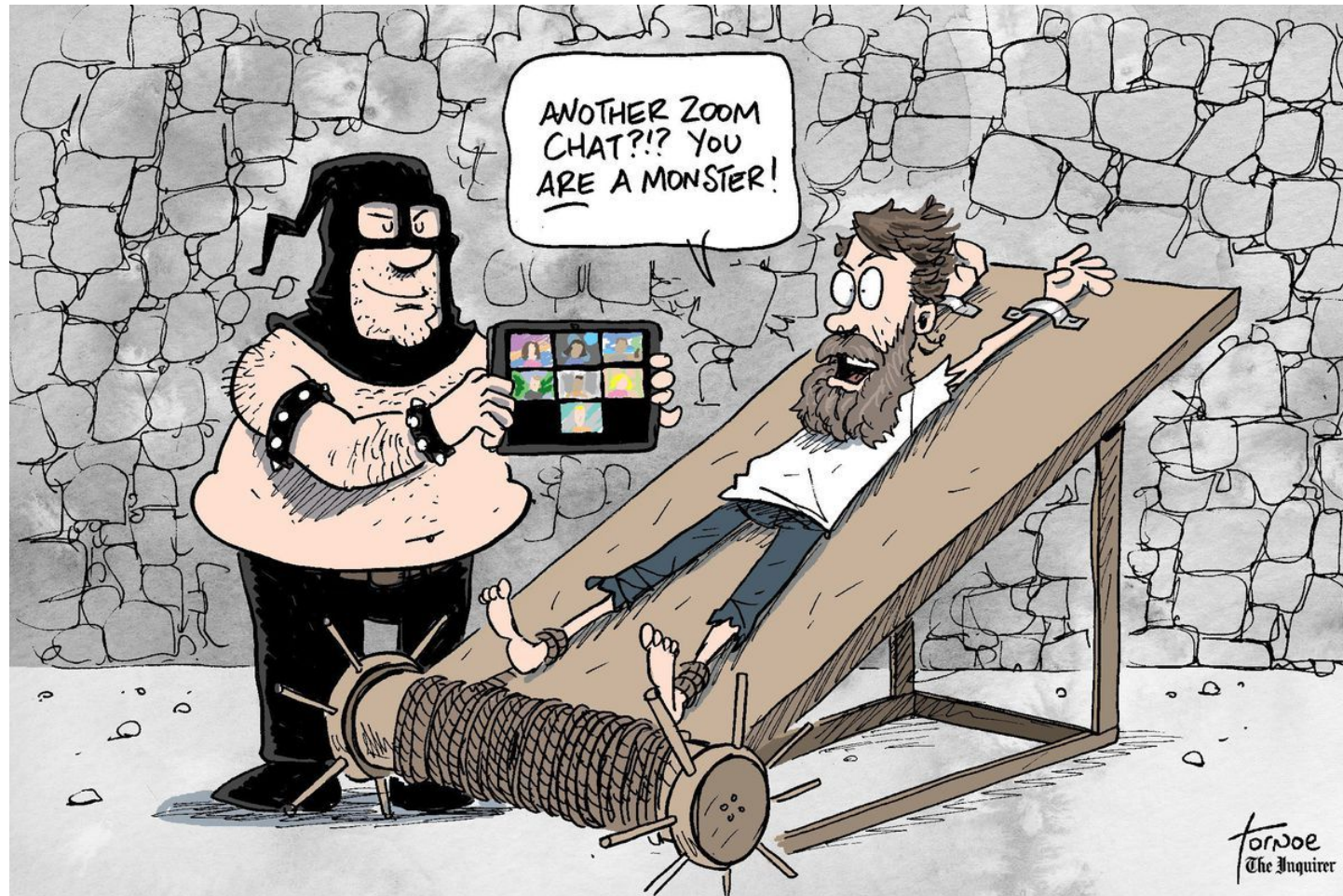
Wrap Up & Next Steps

Provide a report for staff

Meet on Monday

Consider adopting a resolution regarding guiding principles

See you Monday!





City of Napa
Governance Workshop
Amy Howorth & Shirley Concolino of MRG Consultants

February 5th, 2021
9am-4 pm

9:00 Call to Order
Public Comment
Introduction of Workshop

9:15 Welcome

9:45 Napa Council Values

9:55 Council Role/Authority
TheWhat vs the How
What you need from staff
What they need from you

11:00 Off Camera Break 15 min

11:15 Communication Protocols- Beyond the Basic Brown Act
Internal
External

12:00-1:00 Off Camera Lunch Break

1:00 Transitioning from At-large to District Governance
Importance of Citywide Vision
Specific questions

2:30 Off Camera Break 15 min

3:30 wrap up, next steps,close

Dimensions of the governmental process

Illustrative tasks for council

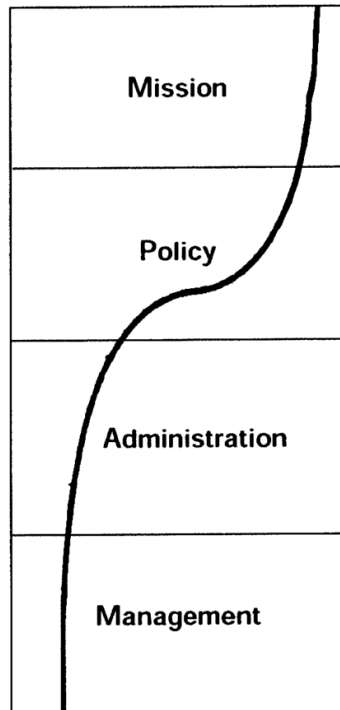
Determine "purpose," scope of services, tax level, constitutional issues

Pass ordinances; approve new projects and programs; ratify budget

Make implementing decisions (e.g., site selection); handle complaints; oversee administration

Suggest management changes to manager; review organizational performance in manager's appraisal

Elected officials' sphere



Appointed official's sphere

Illustrative tasks for administrators

Advise (what city "can" do may influence what it "should" do); analyze conditions and trends

Make recommendations on all decisions; formulate budget; determine service distribution formulae

Establish practices and procedures and make decisions for implementing policy

Control the human, material, and informational resources of organization to support policy and administrative functions

The curved line suggests the division between the elected officials' and the appointed official's spheres of activity, with the council to the *left* and the manager to the *right* of the line. The division represented is intended to roughly approximate a "proper" degree of separation and sharing. Shifts to either the left or right would indicate improper incursions.

Source: Reprinted with minor editing from James H. Svara, "Dichotomy and Duality: Reconceptualizing the Relationship between Policy and Administration in Council-Manager Cities," *Public Administration Review* 45 (1985): 228. Used with permission of the American Society for Public Administration.

GUIDELINES TO PREVENT SERIAL MEETINGS

**Prepared by Christi Hogin & Jane Abzug
Best Best & Krieger – Manhattan Beach**

The purpose of these guidelines is to provide members of “legislative bodies”¹ some practical suggestions to prevent serial meetings in violation of the Ralph M. Brown Act.²

The Brown Act is meant to promote transparency and public participation in local government: “All meetings of the legislative body of a local agency shall be open and public. . . .”³ The Brown Act’s definition of a “meeting” is broad:

“meeting” means any congregation of a majority of the members of a legislative body at the same time and location, including teleconference location as permitted by Section 54953, to hear, discuss, deliberate, or take action on any item that is within the subject matter jurisdiction of the legislative body.⁴

To hold a meeting, the Brown Act requires public notice to be posted that includes the items of business to be discussed at the meeting.⁵ Unless there is a properly noticed meeting, a majority of members of a Brown Act body may not take action, deliberate, discuss—or even “hear”—items within the subject matter of their council, board, commission, committee, or standing subcommittee. It is easy to know when a majority of members of a Brown Act body have congregated in the same place: Just count them. And when they do so congregate (other than at a noticed public meeting), they cannot discuss their Brown Act body’s business.

NO SERIAL MEETINGS

Even when they have *not* congregated in one place, the Brown Act still prohibits communications among a majority of members about their Brown Act body’s business.⁶ That means that, outside of a meeting, a majority of members must not communicate *indirectly* —through intermediaries or technology— about business:

(b)(1) A majority of the members of a legislative body shall not, outside a meeting authorized by this chapter, use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body.⁷

No one and nothing may be used to facilitate relevant communications among a majority of members of a Brown Act body outside of a meeting: not a staff person, not a member of the public, not an email forward, not a Facebook page, etc. These types of communications among a majority of the members of a Brown Act body (made through intermediaries or technology and not while congregated in one place) are called “serial meetings.”

Serial meetings pose a special danger because they can occur *unintentionally*. Avoiding illegal serial meetings requires members of Brown Act bodies to know the dangers and take affirmative steps to avoid them. These guidelines will help.

OLD SCHOOL PROBLEMS

A. Contacts with staff

The goal of the Brown Act is to have local government bodies deliberate and make decisions in an open and public meeting. If a staff member met individually with each member of a Brown Act body and served as an intermediary to forge consensus among the members, the public would be deprived of the opportunity to observe and participate in the decisionmaking process. On the flip side, if members of a Brown Act body showed up to conduct business without the benefit of a staff report or an opportunity to have new concepts or history explained, the meeting may become inefficient and the members would be unprepared to conduct the People’s business. Neither of these two scenarios serves the public well.

The Brown Act recognizes the value of staff briefings, but imposes limits to protect its goal.⁸ It allows staff members to answer questions and provide information to members of the Brown Act body, but prohibits staff from communicating the positions of members of the Brown Act body to other members of that same body:

[The Brown Act provides that the prohibition on serial meetings] shall not be construed as preventing an employee or official of a local agency, from engaging in separate conversations or communications outside of a meeting authorized by this chapter with members of a legislative body in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the local agency, if that person does not communicate to members of

the legislative body the comments or position of any other member or members of the legislative body.⁹

Staff can inadvertently (or intentionally) become a conduit among a majority of the members of a Brown Act body in the course of providing briefs on local agency business items. Multiple members of the Brown Act body could separately give staff direction thereby shaping the ultimate recommendation to the Brown Act body as staff attempts to reconcile the differing views or direction. Members of Brown Act bodies should be careful not to cross this line.

To avoid discussing, deliberating, or taking action¹⁰ by way of staff briefing, please consider the following guidelines:

1. Limit your interactions during individual staff briefings to asking questions and acquiring information.
2. Avoid providing staff with your views and positions during individual staff briefings (unless it is absolutely clear that the staff member is not discussing the matter with other member of the Brown Act body).
3. Do not ask staff to describe or speculate about the views of other Brown Act body members.

B. Contacts with constituents, developers, and lobbyists

A constituent, developer, or lobbyist can also become an intermediary among a majority of a Brown Act body causing a violation of the Brown Act. Remember, this can happen even if the Brown Act member did not intend to participate in a violation of the Brown Act. If members share their positions with third parties, they create a potential intermediary to cause a violation of the Brown Act. And also remember, only members of the body are liable for compliance with the Brown Act.

Many constituents' unfamiliarity with the requirements of the Brown Act aggravate this potential problem because they may believe that a member of a Brown Act body should, in the ordinary course of performing his or her public duty, commit to a position in a private conversation in advance of a meeting.

To avoid discussing, deliberating, or taking action by way of constituent conversation, please consider the following guidelines:

1. In private meetings, state the ground rules up front. Make it clear that the constituent should not disclose the views of other members during the conversation.
2. Engage in more listening and asking questions rather than expressing views or opinions.
3. Explain to the constituent that you will not make a final decision on a matter prior to the meeting on the subject matter.
4. At the end of the conversation, if you have disclosed your thoughts about a matter, counsel the constituent not to share your thoughts with other members of the Brown Act body.

C. Contacts with fellow members of the same Brown Act body

Direct contacts concerning local agency business with fellow members of the same Brown Act body is the most obvious means by which an illegal serial meeting can occur. This contact can occur through face-to-face or telephone conversations or texts or email.

This is not to say that a member of a Brown Act body is precluded from discussing items of agency business with another member of the body outside of a meeting; as long as the communication does not involve a *majority* of the body, no meeting has occurred. But, there is always the risk that one participant in the communication will disclose the views of the other participant to another member, thereby creating a meeting in violation of the Brown Act.

If you are a member of a five-member Brown Act body, you could designate a “Brown Act body buddy” with whom you discuss local agency business. (If you are on a seven-member body, you can designate two Brown Act buddies.) Be explicit in the arrangement so you can speak freely without concern that your views will be shared with other members of the body.

#21stCenturyProblems

Technology has increased the opportunities for communication outside a noticed meeting and consequently also increased the potential for violating the Brown Act. Social media creates the potential for an illegal serial meeting with members of the Brown Act body learning of other members' views—outside of a meeting—from the privacy of the home, car, or office. These types of communications impede the Brown Act's goal of promoting transparency and public participation in local government. Special care is warranted.

A. Emails and text messages

To avoid discussing, deliberating, or taking action by way of emails and text messages, please consider the following guidelines:

1. Do not send emails or text messages to the whole Brown Act body.
2. Use "bcc" in email communications when sending information items to other members of the Brown Act body. This will help avoid the unintentional group message in the event a member hits "reply all."
3. Remind members of the Brown Act body to refrain from clicking "reply all" in response to your email communication.
4. Ask the city clerk or city manager to forward the informational items to other members of the Brown Act body.

B. Social media

Social media platforms, such as Twitter, Facebook, Instagram, etc., allow members of Brown Act bodies to share information, which may include information relating to the Brown Act body's business. If a majority of members of a Brown Act body are all friends on Facebook or follow each other on Twitter, those platforms could constitute an illegal serial meeting if business the topic of social media posts.

The Brown Act was recently amended to cover social media activity on platforms such as Snapchat, Instagram, Facebook, Twitter, TikTok, Reddit, and blogs. The law allows public officials to communicate on such platforms to answer questions from the public

and provide information to the public. They may also solicit information regarding matters being considered by the body, or that fall within the official's jurisdiction.

However, the law prohibits members of a Brown Act body from using social media to discuss official business "among themselves," which is defined as making posts, commenting and using digital icons that express reactions to communications made by other members of the Brown Act body.

The law goes further. While a single contact between one public official and another would not generally constitute a prohibited meeting, under the Brown Act's social media restrictions even contact between two members (less than a quorum) is prohibited.

The Brown Act prohibits members of a Brown Act body from responding "directly to any communication" that is made, posted or shared on social media by another member of the same body regarding matters in the body's jurisdiction.

To avoid discussing, deliberating, or taking action by way of social media, please consider the following guidelines:

1. Keep the information general about upcoming matters before your Brown Act body on social media – encouraging participation in noticed meetings is a good use of social media but using social media as an alternative to noticed public meetings runs afoul of the goal of the Brown Act.
2. Do not enter a group page or chat for the members of your Brown Act body.
3. Do not contribute content that expresses your position regarding upcoming Brown Act body business on the City's social media page. This is more of a concern for administrative or "quasi-judicial" actions (like planning applications or business licenses).

■ ■ ■

These suggested rules of conduct may seem restrictive and may make it more difficult to gather information. But following the guidelines will help assure that your conduct comports with the Brown Act's goal of achieving open government and affording the public a meaningful opportunity to participate in local government.

If you have questions about compliance with the Brown Act in any given situation, you should ask your city attorney for further guidance and advice.

¹ Under Gov't Code § 54952, a "legislative body" includes much more than just the governing body (the city council, board of supervisors, or district board). For the purposes of the Brown Act, a legislative body includes all boards, commissions, committees, and standing subcommittees created by the governing body or by one of its subordinate bodies. This is true whether the body is advisory or decisionmaking. In this summary, we refer to "Brown Act bodies" which are the same thing as "legislative bodies" under the Brown Act.

² Government Code § 54950, et seq., which is also sometimes known as the Open Meeting Law or the Government in Sunshine Act.

³ Gov't Code § 54953

⁴ Gov't Code § 54952.2(a)

⁵ Gov't Code § 54954.2

⁶ See Gov't Code § 54952.2(b)(1)

⁷ Gov't Code § 54952.2(b)(1)

⁸ Gov't Code § 54952.2(b)(2).

⁹ Gov't Code § 54952.2(b)(2)

¹⁰ "Action taken" means a collective decision, commitment, or promise to make a decision or an actual vote made by a majority of the members of a Brown Act body. (See Gov't Code § 54952.6.)

CITY COUNCIL AGENDA ITEM NO. 2

Meeting Date: January 28, 2020

Subject/Title: A Resolution approving and establishing a Citywide Governance Policy for Elected Officials.

Prepared by: Margaret Wimberly, City Clerk

Submitted by: Terrence Grindall, Interim City Manager

RECOMMENDATION

Adopt a Resolution approving and establishing a Citywide Governance Policy for Elected Officials.

CITY COUNCIL STRATEGIC INITIATIVE

Not Applicable.

PREVIOUS ACTION

On July 9, 2019, the City Council adopted Ordinance No. 1010 establishing that future City Council elections will be held by district for City Council members and at-large for the Mayor.

BACKGROUND

In July of 2019, the City Council adopted Ordinance No. 1010 establishing that future City Council elections will be held by districts, with the Mayor being elected at large; the Ordinance also adopted the District Map and established the sequence in which elections would be held in each district. Districts 1 and 3 will have an election held in November 2020, and Districts 2 and 4 will have an election held in 2022. Under the district-based method, voters may elect City Council candidates only from their district.

On October 9, 2019, the City Council held the first of its two-day Strategic Planning session; staff presented Council with an overview of best practices of governance of a City that has transitioned to District Elections. While a Council Member will be elected by district, they will serve the entire community and should continue to ensure that resources be used to benefit the city as a whole. A draft resolution was presented to Council, which included the following key points:

1. The City Council will govern on an at-large basis, considering the needs and interests of the entire community; and
2. The City Council wishes to remain united in its customer service to the community and providing excellent quality of life for all; and
3. All members of the City Council will help all members of the community regardless of which district residents reside in or from which districts the City Council members are elected; and
4. Professional management in a strong City Manager/City Council form of government will continue, with all of the best management practices that the City Council expects now; and
5. Resources will continue to be allocated based on long-term strategic planning efforts, with citywide considerations of service levels and financial capacity; and

6. Current practices regarding invitations to members of the City Council to events and activities, and appointments to committees and various bodies will remain in effect; and
7. City Council fiscal management, best practices, and City systems will continue to reflect services provided to all residents citywide.

At the conclusion of the presentation there was Council consensus to bring the Resolution back to Council for their consideration and adoption. Staff noted a certification line could be added to the Resolution with each Council Member signing the certification, and that the Resolution should be brought to Council following each election for their consideration.

FISCAL IMPACT

There is no fiscal impact associated with the adoption of this resolution.

Attachments:
Resolution

RESOLUTION NO. 2020-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRENTWOOD, CALIFORNIA, APPROVING AND ESTABLISHING A CITYWIDE GOVERNANCE POLICY FOR ELECTED OFFICIALS

WHEREAS, on July 9, 2019, the City Council adopted Ordinance No. 1010, establishing that future City Council elections will be held by district for City Council members and at-large for the Mayor, and

WHEREAS, when Ordinance No. 1010 was adopted, City Council members affirmed their commitment to at-large governance, regardless of the method from which City Council members are elected; and

WHEREAS, On October 9, 2019, the City Council was provided an overview of a Resolution that would focus on Citywide governance under District Elections, there was a consensus of the Council to bring the item forward at a future meeting; and

WHEREAS, November 2020 will mark the first election of City Council members by district, with two Council members to be elected by district; and November 2022 marks the first election when the other two at-large City Council members will be elected by district; and

WHEREAS, the City Council understands the value of at-large governance regardless of the method from which City Council members are elected; and

WHEREAS, governing at-large allows for the continuation of accessible customer service, the most effective use of taxpayer resources, and consistency in City services; and

WHEREAS, all members of the City Council will continue to serve all of the people of Brentwood.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brentwood, California, that:

1. The City Council will govern on an at-large basis, considering the needs and interests of the entire community; and
2. The City Council wishes to remain united in its customer service to the community and providing excellent quality of life for all; and
3. All members of the City Council will help all members of the community regardless of which district residents reside in or from which districts the City Council members are elected; and
4. Professional management in a strong City Manager/City Council form of government will continue, with all of the best management practices that the City Council expects now; and

5. Resources will continue to be allocated based on long-term strategic planning efforts, with citywide considerations of service levels and financial capacity; and
6. Current practices regarding invitations to members of the City Council to events and activities, and appointments to committees and various bodies will remain in effect; and
7. City Council fiscal management, best practices, and city systems will continue to reflect services provided to all residents citywide; and
8. Similar to the City Council's Ethics and Conduct, City Council members upon election, re-election, or appointment, will certify, in writing, their receipt and understanding of this Governance Policy, and will pledge to abide by the Policy in the conduct of their duties; and
9. In early 2021, staff will bring this Governance Policy back to the 2020/2022 City Council for their consideration and re-adoption.

CERTIFICATION FOR RESOLUTION 2020-

As an elected official of the City of Brentwood, California, I herein certify that I have received a copy of the attached City Council's Governance Policy (Resolution No. 2020-X), have been offered assistance in understanding the Policy, and am aware of the provisions of the Policy and its application to my responsibilities. Consistent with the Policy, I pledge that I will abide by the Policy in the conduct of my City Council duties

Signed this day of , 20 .

Signature:

Printed Name: