



CITY OF NAPA

MEETING MINUTES - Draft

CITY COUNCIL

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

Tuesday, May 5, 2020

3:30 PM

City Hall Council Chambers

SPECIAL JOINT MEETING - 3:30 PM

A Special Joint Meeting for the City Council of the City of Napa, Board of Commissioners of the Housing Authority of the City of Napa, and Parking Authority of the City of Napa was called on Tuesday, May 5, 2020 at 3:30 p.m. to be held at City Hall Council Chambers, 955 School Street, Napa, California, for the purpose identified on this Agenda. The Special Meeting was called in accordance with California Government Code Section 54956.

In order to slow the spread of the Coronavirus (COVID-19) pandemic, the City conducted this meeting as a teleconference in compliance with the Governor's Executive Orders N-29-20 and N-63-20.

Mayor Techel called to order the joint special meeting of all three separate governmental bodies. Individual roll call was taken for each body and a joint staff report was provided. Following the report, each body took separate action, and the joint meeting was adjourned.

CITY COUNCIL SPECIAL MEETING

1. CALL TO ORDER: 3:40 P.M.

1.A. Roll Call:

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

2. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following supplemental document:

Item 4.A. PowerPoint Presentation by City Staff.

(A copy of the supplemental document is included in Attachment 1)

3. PUBLIC COMMENT: None.**4. ADMINISTRATIVE REPORTS:**

- 4.A.** [2216-2019](#) Downtown Napa Property and Business Improvement District Renewal
(See supplemental document in Attachment 1)

Community Development Director Vin Smith introduced Stephanie Cajina, Senior Development Specialist with the Economic Development Department who provided the staff report.

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

A motion was made by Councilmember Sedgley, seconded by Councilmember Luros, to adopt Resolution R2020-056 authorizing the City Manager to grant property owner approval for City owned property to renew the Downtown Napa Property and Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025. The motion carried by the following vote:

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

Enactment No: R2020-056

5. ADJOURNMENT: 3:53 P.M.

BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY SPECIAL MEETING**6. CALL TO ORDER: 3:40 P.M.**

Board Members Hamilton and Moore participated remotely, via teleconference.

6.A. Roll Call:

Present: 7 - Board Member Hamilton, Board Member Moore, Board Member Alessio, Board Member Luros, Board Member Sedgley, Board Member Gentry, and Chairperson Techel,

7. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following supplemental document:

Item 9.A. PowerPoint Presentation by City Staff.

(A copy of the supplemental document is included in Attachment 1)

8. PUBLIC COMMENT: None.**9. ADMINISTRATIVE REPORTS:**

9.A. [60-2020](#) Downtown Napa Property and Business Improvement District Renewal
(See supplemental document in Attachment 1)

Community Development Director Vin Smith introduced Stephanie Cajina, Senior Development Specialist with the Economic Development Department who provided the staff report.

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

A motion was made by Board Member Luros, seconded by Board Member Alessio to adopt Resolution HR2020-004 authorizing the Executive Director to grant property owner approval for Housing Authority owned property to renew the Downtown Napa Property and Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025. The motion carried by the following vote:

Aye: 7 - Hamilton, Moore, Alessio, Luros, Sedgley, Gentry, and Techel

Enactment No: HR2010-004

10. ADJOURNMENT: 3:53 P.M.

PARKING AUTHORITY SPECIAL MEETING**11. CALL TO ORDER: 3:40 P.M.****11.A. Roll Call:**

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

12. AGENDA REVIEW AND SUPPLEMENTAL REPORTS:

City Clerk Carranza announced the following supplemental document:

Item 14.A. PowerPoint Presentation by City Staff.

(A copy of the supplemental document is included in Attachment 1)

13. PUBLIC COMMENT: None.**14. ADMINISTRATIVE REPORTS:****14.A. [61-2020](#) Downtown Napa Property and Business Improvement District Renewal**

(See supplemental document in Attachment 1)

Community Development Director Vin Smith introduced Stephanie Cajina, Senior Development Specialist with the Economic Development Department who provided the staff report.

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

A motion was made by Councilmember Alessio, seconded by Councilmember Sedgley to adopt Resolution NPA2020-001 authorizing the City Manager to grant property owner approval for Parking Authority owned property to renew the Downtown Napa Property and Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025. The motion carried by the following vote:

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

Enactment No: NPA2020-001

15. ADJOURNMENT: 3:53 P.M.

Submitted by:

Tiffany Carranza, City Clerk

ATTACHMENT 1

**SUPPLEMENTAL REPORTS & COMMUNICATIONS
Office of the City Clerk**

**City Council of the City of Napa
Board of Commissioners of the Housing Authority of the City of Napa
Parking Authority of the City of Napa
SPECIAL JOINT MEETING**

May 5, 2020

**FOR THE CITY COUNCIL OF THE CITY OF NAPA
BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF NAPA
PARKING AUTHORITY OF THE CITY OF NAPA:**

AFTERNOON SESSION:

ADMINISTRATIVE REPORTS:

- 4.A. Downtown Napa Property and Business Improvement District Renewal**
- 9.A. Downtown Napa Property and Business Improvement District Renewal**
- 14.A. Downtown Napa Property and Business Improvement District Renewal**
 - PowerPoint Presentation by City Staff.

5/5/2020

Supplemental I - 4.A., 9.A., 14.A.

From: City Staff

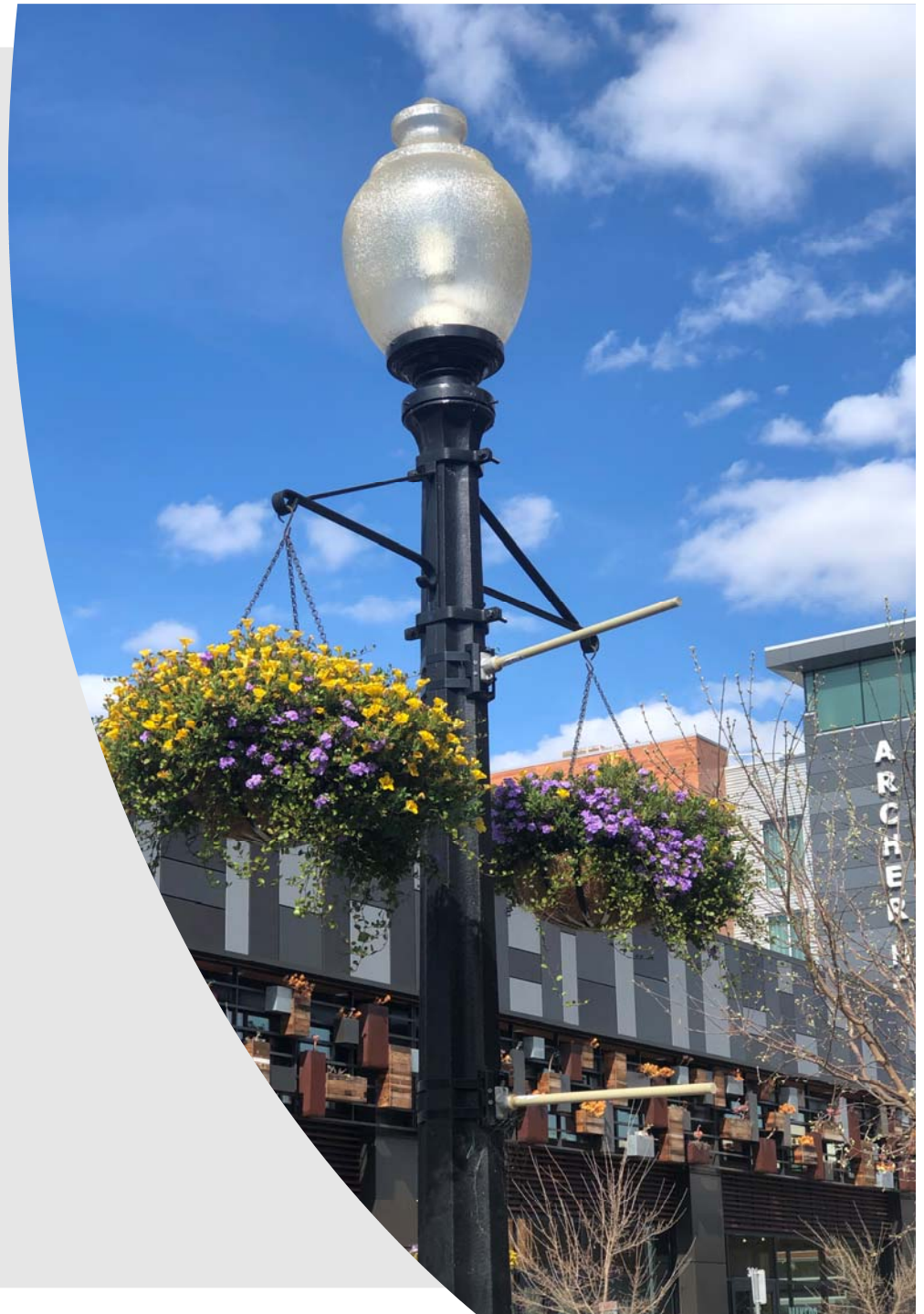


2021-2025 Downtown Napa PBID Renewal

May 5, 2020

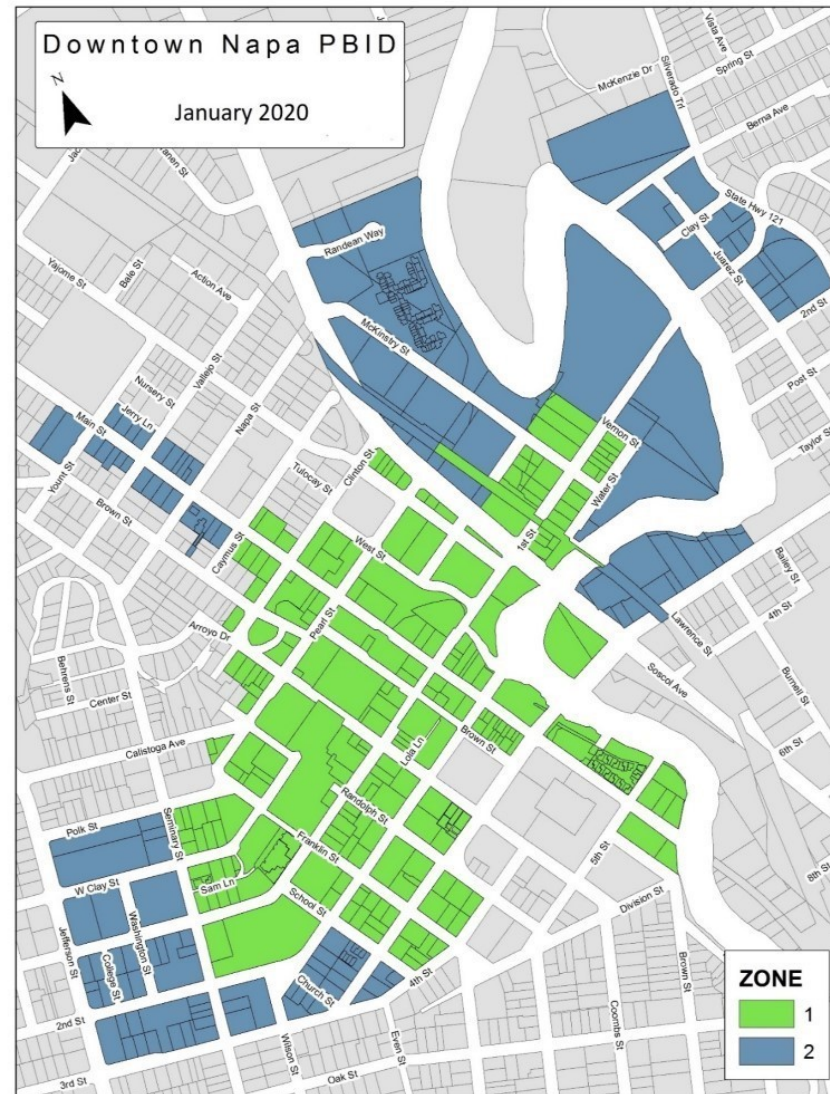
PBID Quick Facts

- Downtown Napa Property Business Improvement District is a Property Assessment
- Established in 2005
- Renewed every 5 years: 2010, 2015, and now 2020!
- DNPBID Funds keep our Downtown:
 - Streets Clean
 - Festive for the Holidays
 - Building Rooftops Lit
 - Street Art Maintained
 - Lively with Local Events
 - Businesses Seen through Pedestrian Level Wayfinding Signage
 - Utility Boxes Wrapped with one of kind artwork (***Coming soon!***)



PBID Area

- Broken down into two zones each with different assessment rates
- Zone 1: Downtown Core and Oxbow District
- Zone 2: Periphery of District
- Total of 277 Assessed Parcels



PBID 2020 Renewal Snapshot

DNPBID Year 2 (2022) Special Benefit Assessment Budget By Zone

BENEFIT ZONE	BEAUTIFICATION, MAINTENANCE, INFRASTRUCTURE	MARKETING, AMBASSADOR, SAFEKEEPING	ADVOCACY & ADMINISTRATION	CONTINGENCY	TOTAL
%	54.10%	30.82%	13.24%	1.84%	100.00%
1	\$172,860	\$98,490	\$42,310	\$5,873	\$319,533
2	<u>\$85,140</u>	<u>\$48,510</u>	<u>\$20,840</u>	<u>\$2,892</u>	<u>\$157,382</u>
TOTAL	\$258,000	\$147,000	\$63,150	\$8,765	\$476,915

YEAR 2 –2022 Assessment Rate

BENEFIT ZONE	RETAIL LAND AREA RATE (\$/SF)	NON- RETAIL LAND AREA RATE (\$/SF)	PARKING LAND AREA RATE (\$/SF)	VACANT LAND AREA RATE (\$/SF)
	A	B	C	D
1	\$0.2290	\$0.1530	\$0.0760	\$0.0380
2	\$0.0760	\$0.0760	\$0.0380	\$0.0380



PBID 2020 Renewal Snapshot

- **Y1 (2021) Assessment = \$0**
- **Lots of Enthusiasm to Renew:** This renewal period has yielded the highest number of petitions in favor to renew
- **Renewal Schedule:**
 - May: Conclusion of Petition Drive, City to Adopt Resolution of Intention to Renew the PBID, Commencement of Ballot Process
 - May - July: Ballot
 - July 21, 2020: Public Hearing to Open and Count Ballots, and Vote to Renew the PBID



PBID Renewal Snapshot

CITY ENTITY PROPERTIES		
Owner	Y2 Parcel Assessment	% Of Total Assessed Properties
City of Napa	\$56,678.13	11.884%
Housing Authority	\$1,125.56	0.236%
Parking Authority	\$993.17	0.208%
TOTAL	\$58,796.86	12.329%



Today's Actions

- **City Council:** Adopt a resolution authorizing the City Manager to grant property owner approval for City owned property to renew the Downtown Napa Property and Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025
- **Housing Authority:** Adopt a resolution authorizing the Executive Director to grant property owner approval for Housing Authority owned property to renew the Downtown Napa Property and Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025.
- **Parking Authority:** Adopt a resolution authorizing the City Manager to grant property owner approval for Parking Authority owned property to renew the Downtown Napa Property and Business Improvement District for another five-year term from January 1, 2021 through December 31, 2025.

