

RESOLUTION R2026-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
NAPA, STATE OF CALIFORNIA, REPEALING AND
REPLACING CITY COUNCIL POLICY RESOLUTION NO. 30
TO UPDATE THE POLICY REGARDING SISTER CITY AND
FRIENDSHIP CITY RELATIONSHIPS

WHEREAS, the City of Napa's Policy Resolution 30: Policy Regarding Sister City Relationships, was adopted on February 17, 1998 to set forth guidelines for Sister City Relationships and was revised on March 13, 2001; and

WHEREAS, City staff identified the need to update the policy to align with current organizational structure and best practices; and

WHEREAS, Sister City relationships are recognized as being integral to reinforcing the City of Napa and Napa Valley's leadership as a premier wine producing region and global tourist destination; and

WHEREAS, Sister City relationships contribute to global understanding by fostering long-term technical, educational, economic and cultural exchanges involving community organizations and individuals; and

WHEREAS, the partnerships developed through Sister City relationships reflect the community and are strengthened by the participation of local organizations and businesses, interested community members, media coverage and delegation visits; and

WHEREAS, current and future Sister City relationships should support the City's objectives by cultivating partnerships with communities that share economic, cultural, and geographic characteristics consistent with a world-class tourist destination; and

WHEREAS, Sister City relationships can also provide opportunities to honor and promote Napa's cultural and historical communities.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Napa as follows:

1. The City Council hereby finds that the facts set forth in the recitals to this resolution are true and correct, and establish the factual basis for the City Council's adoption of this Resolution.
2. The City Council hereby repeals Policy Resolution No. 30.

3. The City Council hereby approves, the Policy Regarding Sister City and Friendship City Relationships, attached hereto as Exhibit "A," and incorporated herein by reference, and intended to replace the now repealed Policy Resolution No. 30.
4. In accordance with Resolution R2016-162, the City Council hereby: (a) authorizes the City Manager to designate this resolution as a City Council Policy Resolution; and (b) directs the City Clerk to organize and publish this resolution as part of the City Council Policy Resolutions.
5. This Resolution shall take effect immediately upon its adoption.

I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the City Council of the City of Napa at a public meeting of said City Council held on the 4th of August by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST: _____
Tiffany Carranza
City Clerk

Approved as to form:

Christopher Diaz
Interim City Attorney

EXHIBIT A

POLICY REGARDING SISTER CITY AND FRIENDSHIP CITY RELATIONSHIPS

1. Purpose and Scope: The purpose of this policy is to guide the establishment and maintenance of Sister City and Friendship City relationships. The City strives to maintain one Sister City per continent, symbolizing Napa's commitment to global collaboration. Official Sister Cities should reflect the character, size, economic profile, and cultural aspects of the City of Napa and the Napa Valley.

2. Sister City Selection Criteria: Sister City relationships are intended to foster long-term, continuous engagement between communities through cultural exchange, shared learning, and mutual benefit. Prospective Sister Cities should be genuinely reflective of the City of Napa and Napa Valley community and must demonstrate:

2.1. Local Napa Valley community support that demonstrates a clear commitment to active engagement and to sustaining mutually beneficial programs.

2.2. A detailed work plan for the 12-month period following the request for formal affiliation. This plan should demonstrate how the activities of the prospective Sister City will further the objectives of the Sister City program.

2.3. Relevant demographic, economic, cultural, and geographic information about the prospective city and the ways in which it reflects the City of Napa and Napa Valley.

3. Requests for and Approval of Sister City or Friendship City Status: Requests for Official Sister City or Friendship City status will be submitted to the City Clerk's Office via the Sister City/Friendship City Request form. The City Clerk will conduct an initial review of the request for completeness and compliance with the qualifications set forth in this policy. Requests that meet the applicable requirements shall be forwarded to the Mayor and City Manager for review. If the Mayor and City Manager determine that the request qualifies for further consideration, it will be referred to Visit Napa Valley for evaluation. Visit Napa Valley will coordinate the review of the request to ensure:

3.1. There is an identifiable group or association of City of Napa and Napa Valley residents that supports the proposed Sister City affiliation and are committed to administering a meaningful program once the relationship is established. This group should be capable of independently organizing and sustaining its activities on an ongoing basis without reliance on City support or resources.

3.2. The proposed Sister City meets the qualifications of Section 2 of this policy.

3.3. The proposed Sister City relationship provides overall beneficial impact to the City of Napa and Napa Valley.

3.4. If a proposed City meets the above qualifications, Visit Napa Valley will provide its recommendation to the City Council. The City Clerk will coordinate scheduling the item for City Council's consideration at a future City Council meeting in which the City Council may adopt a resolution establishing the official Sister City relationship.

3.5. If a proposed City does not meet the above qualifications, a Friendship City relationship may be considered by Visit Napa Valley as a less formal and introductory partnership. Friendship City affiliations will focus on limited exchanges without the full programmatic commitments required of a Sister City. Visit Napa Valley may provide a recommendation to the City Council to establish a Friendship City relationship. The City Clerk will coordinate scheduling the item for City Council's consideration at a future City Council meeting in which the City Council may adopt a resolution establishing the Friendship City relationship.

4. Sister City Activities: Official Sister City functions, including delegation visits, requests for cultural exchanges, ceremonial events, and the coordination of administrative and financial support, will be coordinated through Visit Napa Valley on behalf of the City of Napa. Any administrative or financial support provided in connection with Sister City activities will be at the discretion of the City and/or Visit Napa Valley, as applicable.

4.1. Art and other memorabilia of cultural significance may be displayed at City facilities at the City's discretion.

5. Termination of Sister City or Friendship City Status: Sister City affiliations are intended to be long-standing, official partnerships that involve extensive community participation beyond government involvement. If a Sister City relationship loses community interest and support over time, the City or Sister City may consider terminating the relationship.

5.1. If termination is deemed appropriate by either City, termination of this affiliation requires authorization from the City of Napa City Council. Once authorized, the City will send a formal letter to the Sister City to communicate the City's intent to end the Sister City or Friendship City affiliation.

6. Official Sister Cities: Official Sister Cities to date include:

6.1. Iwanuma, Japan (est. 1973)

6.2. Launceston, Australia (est. 1980)

6.3. Casablanca Valley, Chile (est. 2002)

6.4. Montalcino, Italy (est. 2021)

7. Official Friendship Cities: Official Friendship Cities to date include:

7.1. Jerez, Mexico (est. 1996)

7.2. Nakaizu City, Japan (est. 2001)

Adopted: 1998-02-17

Amended: 2001-03-13

Amended: 2026-08-04