



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 5/11/2010  
Agenda Placement: 7S

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Florin, Lawrance - Director  
Community and Intergovernmental Affairs Division

**REPORT BY:** Lawrance Florin, COM AND INTERGOV AFFAIRS MGR - 253-4621

**SUBJECT:** Request to endorse the Downtown Napa Property Business Improvement District (DNPBA) application to the City of Napa for continuation of the DNPBA

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### **RECOMMENDATION**

County Executive Officer and Community and Intergovernmental Affairs Manager request authorization to endorse the Downtown Napa Property Business Improvement District (DNPBA) application to the City of Napa for continuation of the DNPBA for another five years commencing January 1, 2011.

### **EXECUTIVE SUMMARY**

Initially formed in February of 2005 for a five year term, the Downtown Napa Property and Business Improvement District (DNPBID) is a benefit assessment district formed to improve Downtown Napa. The County's Corporate Yard on Water Street and the Carithers Building are located within the boundaries of the district. The Board of Directors of the DNPBID is submitting a proposal to the City of Napa for continuance of the DNPBID for another five years. The Board of the DNPBID is asking for the County's endorsement as a property owner within the boundaries of the DNPBID for continuation of the program for another five years. The petition process, ballot process, and Napa City Council hearing process must be repeated for the District to be reestablished. County Executive Officer and Community and Intergovernmental Affairs Manager are seeking authorization to endorse the application to continue the DNPBID for another five years.

### **FISCAL IMPACT**

Is there a Fiscal Impact?            Yes

Is it currently budgeted?            Yes

Where is it budgeted?	The payment of the assessment on the two County owned properties are included in the Property Management budget unit.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Today's request to endorse the continuation of the District is discretionary and even if the County does not endorse the continuation, if DNPBID is approved by Napa City Council for another five years, then the County would still have to pay its assessment.
Is the general fund affected?	Yes
Future fiscal impact:	For 2009, annual assessment of the two County owned properties in the district was around \$9,500 per year. If the District is reestablished for another five years, assessment of the two County owned properties within the District will continue.
Consequences if not approved:	Even if the County does not endorse the continuation, if DNPBID is approved by Napa City Council for another five years, then the County would still have to pay its assessment.
Additional Information:	

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Napa City Council adopted a resolution on February 1, 2005 (Resolution R2005 17) forming the Downtown Napa Property and Business Improvement District (DNPBID) for a five year term. DNPBID is a benefit assessment district formed to improve Downtown Napa. The initial period for the DNPBID expires on December 31, 2010. The Board of the DNPBID will soon be submitting an application for continuance of the District for another five years. The Board of the DNPBID is asking for the County's endorsement as a property owner within the boundaries of the DNPBID for continuation of the program for another five years. The Carithers Building and the County's Corporate Yard are located within the boundaries of the District.

The DNPBID will deliver improvements and activities in the downtown Napa area bordered by Jefferson Street on the west, Third and Fourth Street on the south, Silverado Trail on the east, and on the north by the oxbow of the river and Clinton Street. The DNPBID will fund a capital improvement program including contributing to the design and construction of circulation improvements in Downtown Napa, improving landscaping, making artistic and cultural improvements, holiday decor and installing historic and interpretive signage. The DNPBID also provides marketing services, including advertising and the development of programs and events to promote Downtown Napa as a destination.

2009 Annual Assessment for the County's Corporate Yard on Water Street was \$6,206 and for the Carithers Building was \$3,316.

Manager of Community and Intergovernmental Affairs and CEO are seeking authorization from Board to endorse the application of the DNPBID for another five years. DNPBID will need to go through the petition process, ballot

process, and Napa City Council hearing process again for the District to be reestablished. District formation requires submittal of petitions from property owners representing at least 50% of the total assessment. It requires a ballot vote in which more than 50% of the ballots received, weighted by assessment, be in support of the District. Napa County's two properties will be included in the process.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Maiko Klieman