



City Manager's Office

FILED

AUG 16 2017

Clerk of the Napa Superior Court
By: C. Brennan
Deputy

August 11, 2017

The Honorable Mark S. Boessenecker
Presiding Judge of the Napa County Superior Court
825 Brown Street
Napa, CA 94559

Re: City of Napa Response to Napa County Grand Jury (2016-2017) Final Report on
Downtown Parking

Dear Judge Boessenecker:

The City Council of the City of Napa has reviewed the findings and recommendations contained in the Napa County Grand Jury (2016-2017) "Can't Find a Parking Spot in Downtown Napa?". As required by California Penal Code Section 933(c), the City Council considered its response to that Grand Jury Report during its regular meeting of August 1, 2017, and the City Council approved the response attached to this letter.

The City of Napa commends the members of the Grand Jury for their service to our community. We are prepared to discuss any questions the Grand Jury may have regarding the City's response.

Sincerely,

Nancy Weiss
City Manager Pro-Tem

Attachment

cc: Alan Charles Dell-Ario, Napa County Grand Jury Foreperson
Mayor and Members of City Council
Michael W. Barrett, City Attorney
Steve Potter, City of Napa Police Chief
Rick Tooker, Community Development Director

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AUG 16 2017

**Napa Superior Court
Court Executive Office**



CITY OF NAPA

955 School Street
Napa, CA 94559
www.cityofnapa.org

Staff Report

File #: 1039-2017

Date: 8/1/2017

Item #: 4.B.

To: Honorable Mayor and Members of City Council

From: Nancy Weiss, Acting City Manager

Prepared By: Rick Tooker, Community Development Director and Steve Potter, Police Chief

TITLE:

Napa County Grand Jury Final Report on Downtown Parking

RECOMMENDED ACTION:

Approve the City's response to the findings and recommendations of the Napa County Grand Jury (2016-2017) May 2017 Final Report "Can't Find A Parking Spot in Downtown Napa?," and direct the City Manager to submit the response on behalf of the City Council to the presiding judge of the Superior Court.

DISCUSSION:

This report provides the recommended response from the City of Napa to the Napa County Grand Jury Final Report ("Report") concerning downtown parking. The Community Development Department and Police Department collaborated in preparing the recommended response to the Report given their particular roles in managing key parking programs (e.g., planning and enforcement).

This report identifies each of the Grand Jury's Findings and Recommendations, followed by the City's Response to each:

Finding 1: Current decentralized approach of parking management is cumbersome and inefficient.

City Response to Finding 1: The City partially agrees with this finding. The management of public parking necessarily requires the coordination of responsibilities (e.g., maintenance, operation, enforcement, policy, etc.) among many departments (e.g., community development, finance, public works, parks & recreation, police, etc.). This structure is not necessarily "cumbersome" or "inefficient"; however, opportunities to optimally manage parking programs occur when these functions are placed under one department where responsibilities are monitored in a comprehensive manner and as a primary responsibility. The City agrees this is important and therefore has committed to hiring a Parking Manager who will serve as the primary point of contact and be responsible for centralized management of the parking to optimize coordination and communication of a coordinated parking program (see City Response to Recommendation 1, below).

Finding 2: Adequate parking exists in the Downtown Area; existing parking garages are underutilized.

City Response to Finding 2: The City agrees with this finding. Existing peak parking demand is within industry accepted levels for effective supply established at 85% for on-street parking and 90% for off-street parking.

Finding 3: Parking Enforcement is hampered by outdated equipment and lack of personnel.

City Response to Finding 3: The City partially agrees with this finding. The 'camera system' currently in use in the Parking Enforcement vehicles only works in one of the two vehicles. Additionally, the system is outdated, and the City is in the process of replacing the system (see City Response to Recommendation 2, below). The City agrees there is an important question regarding the adequacy of personnel to enforce parking requirements, and the City has identified a plan to evaluate the sufficiency of staffing, and determine whether modifications to staffing levels will be recommended (see City Response to Recommendation 2, below). With current staffing levels at two full time (40 hours per week) Parking Enforcement employees assigned to the Police Department Traffic Bureau, there is effectively a net total of 3,054 working hours per year. This is based on 2080 hours per employee per year (52 weeks times 5 work days, times 8 hours), less time off for holidays, vacation, sick leave, and training (which averages approximately 553 hours per employee per year), multiplied by two employees equals 3,054 total working hours per year $([2080 - 553] \times 2 = 3,054)$. Napa Municipal Code Sections 10.36.220 and 10.36.230 establish the hours during which parking is regulated in the central business district and in other business districts, between 8:00 a.m. and 6:00 p.m. on every weekday (other than holidays), which equates to 2,480 hours per year.

Finding 4: Short-term parking rules are ignored by many merchants and their employees.

City Response to Finding 4: The City does not have sufficient information to agree or disagree with this finding. The City does have anecdotal information that indicates that there are some merchants and their employees who violate short-term parking rules.

Finding 5: Parking is a problem in the Oxbow Area.

City Response to Finding 5: The City does not agree with this Finding. While it is true that the increasing popularity of Downtown Napa, including the Oxbow District, is leading to greater demand for parking as new businesses are opened, the prevailing perception of an existing parking shortfall is not supported by evaluation of parking conditions. According to a downtown parking survey conducted by the City in 2014, within the Oxbow District are 1,106 parking spaces, including 184 on-street parking spaces and 922 off-street parking spaces. Peak demand during weekday and weekend periods is under 85% for on-street parking and 90% for off-street parking, which is the industry standard for determining if there is an existing parking problem. However, the City recognized that there are concentrated areas of high demand of on-street parking in the Oxbow District, such as along First Street and on McKinstry, Vernon and Water Streets. Sufficient available

spaces exist north across the Oxbow Commons and in the off-street parking lots to accommodate existing demand, even during peak periods (excluding special events).

A potential “problem” occurs in the future as the Oxbow District develops, including on the underdeveloped former Copia site (south), Napa County Corporation Yard, Wine Train property and the vacant parcel south of Westin-Verasa, if these developments do not account for their increased parking demand as they expand or develop. However, private development will be required by the City to account for its newly generated parking demand on-site. Without City-owned property in the Oxbow District and the inability of the City to require as part of future development oversizing future off-street parking facilities, other alternatives may be needed such as public-private partnerships to increase parking supply in the area. The City has already, or is in the process of implementing interim measures such as constructing 90 additional parking spaces on the former CineDome property, 65 parking spaces on the City’s vacant Third Street property, and 50 spaces are in design on McKinstry Street at Soscol Avenue on former unused Flood District property.

Finding 6: The City has not identified funding for replacement of existing garages.

City Response to Finding 6: The City partially agrees with this finding. While the existing downtown parking garages (Clay Street, Second Street and Pearl Street) are of a design and age that they will warrant replacement in the future, the garages currently provide valuable parking for demand currently generated in the downtown area. The City has established some funding sources to contribute to the costs of maintaining and replacing existing garages, but they are not sufficient to replace all existing garages. There are several assessment districts in the downtown area that are authorized to levy assessments on businesses to cover the costs of maintenance and construction of parking facilities (structures and surface lots) for the downtown area. However, those assessments currently generate approximately \$150,000 annually, which is only enough to maintain existing structures, and improve some existing lots, but there is insufficient revenue to be allocated to construction of new structures. The City imposes a Parking Impact Fee on new development in the downtown, to cover the estimated cost of constructing new parking structures to serve future parking demands. Thus, while the Impact Fee may not be used to replace existing parking spaces, it is anticipated that one or more future parking garages will replace (and increase the size of) existing parking garages, which may use combined revenue from Impact Fees and other revenue sources. Measures to increase funding for replacement parking are identified in the Downtown Parking Plan: Implementation Plan which will be explored with the hiring of a Parking Manager by the end of the calendar year, such as leveraging City-owned real property assets to replace existing facilities, paid parking, establishing a parking facilities reserve fund to address future capital needs, and consider an infrastructure financing plan to address capital needs. Future demands for parking, and methods for mitigating parking impacts, are anticipated to change over time as a result of expanding technologies such as driverless vehicles, ride sharing, and efficient parking systems. The City’s planning efforts to address downtown parking will need to be flexible as things change in the future, including the

possibility that structured parking will be a less important component of an overall parking management plan.

Recommendation 1: The City Council Appoint a Parking Services Manager to manage the parking system and its funding by June 2018.

City Response to Recommendation 1: The City is already in the process of implementing this recommendation. On June 20, 2017, the City Council adopted Resolution No. R2017-091 approving the Budget for Fiscal Years 2017-18 and 2018-19. The Budget included funding a new Parking Manager position who will be responsible for managing the City's parking programs and infrastructure. This will help to bring programs currently performed across multiple departments into one centralized location and the position will be a subject expert responsible for coordinating improvements and enhancements to the parking programs. Development of the duties and responsibilities of the new Parking Manager position is underway with recruitment scheduled in the fall and selection of a qualified candidate at by the end of the calendar year.

Recommendation 2: The City Manager increase parking enforcement staff and replace obsolete equipment by June 30, 2018.

City Response to Recommendation 2: The City is currently in the process of replacing outdated equipment, and the replacement will be completed by June 30, 2018. The City has budgeted for a new full-time Parking Manager employee, who will be responsible for overseeing all components of the parking program starting in 2018. The Parking Manager will assess the appropriate staffing needs and make recommendations to the City Manager. These recommendations will be made to the City Council by December 2018.

Recommendation 3: The City Council amend the Municipal Code to make "re-parking" (block-face ordinance) in short-term spaces illegal by June 30, 2018.

City Response to Recommendation 3: The City Council will publicly consider an amendment to the Napa Municipal Code to address "re-parking" by June 30, 2018.

Recommendation 4: The City Manager update the parking plan annually to reflect new developments in the Downtown and Oxbow Districts.

City Response to Recommendation 4: This recommendation has been, and will continue to be, implemented. The City Manager routinely monitors progress toward implementation of the parking recommendations in the Downtown Parking Management Plan. After receiving the Plan in May 2015, under the direction of the City Manager, the City has: (1) constructed 90 interim parking spaces on property vacated by the CineDome within close proximity to the Downtown Core and Oxbow Districts; (2) expanded the Parking Exempt District for parcels located in the north end of the Downtown providing more funding toward a future garage in the area; (3) increased the Parking Impact Fee

pursuant to a Nexus Study; (4) amended the General Plan and Zoning for a City-owned property on Third Street for 65 parking spaces within walking distance to the Downtown Core and Oxbow District; and (5) set aside funding for additional parking on Pearl Street at the former transit station.

Moreover, with the appointment of a new Parking Manager beginning in 2018, a "Re-parking ordinance" and enhanced directional signage to underutilized parking will be approved by June 30, 2018. The next two calendar years will also bring consideration of paid parking and other fiscal measures to enhance maintenance of existing parking facilities and expansion of parking in the Downtown. Available parking and future parking needs will be regularly monitored with new development, including in the Oxbow District where privately developed projects will be required to provide for the parking demand generated by these developments.

FINANCIAL IMPACTS:

No direct financial impacts to the City have been identified.

CEQA:

The Community Development Director has determined that the Recommended Action described in this Agenda Report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060.

DOCUMENTS ATTACHED:

ATCH 1 - Link to Grand Jury Report

NOTIFICATION:

None