



Meeting Minutes

Napa County Board of Supervisors

Joelle Gallagher, District 1
Ryan Gregory, District 2
Anne Cottrell, District 3
Alfredo Pedroza, District 4
Belia Ramos, District 5

* This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Supportive Services Public Authority of Napa County, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

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Tuesday, April 9, 2024

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

1. CALL TO ORDER; ROLL CALL

Present: Chair Joelle Gallagher, Vice-Chair Anne Cottrell, Supervisors Ryan Gregory, Alfredo Pedroza and Belia Ramos. The meeting was called to order by Chair Joelle Gallagher.

2. PLEDGE OF ALLEGIANCE

Deputy Director of Health and Human Services Agency (HHSA) - Child Welfare Services Veronica Piper-Jefferson led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

Animal Care Community Program Coordinator Luis Ambriz presented the Pet of the Week (Mama Bear).

4. PROCLAMATIONS AND COMMENDATIONS

- A. Presentation of a Proclamation recognizing April 2024 as "Child Abuse Prevention Month" in Napa County. (No Fiscal Impact)

[24-407](#)

Chair Joelle Gallagher presented the proclamation.

Cope Family Center Executive Director Jessica Silverman received the proclamation.

- B. Presentation of a Proclamation recognizing April 2024 as “Sexual Assault Awareness Month” in Napa County. (No Fiscal Impact) [24-408](#)

Chair Joelle Gallagher presented the proclamation.

Napa Emergency Women’s Services (NEWS) Executive Director Tracy Lamb received the proclamation.

- C. Presentation of a Proclamation recognizing April 7-13, 2024 as “Library Week”. (No Fiscal Impact) [24-410](#)

Chair Joelle Gallagher presented the proclamation.

Director of Library Services and Community Outreach Anthony Halstead received the proclamation.

Supervisor Alfredo Pedroza provided comments.

5. CONSENT CALENDAR - SPECIAL DISTRICTS

Napa County Groundwater Sustainability Agency

- A. Approve and authorize Amendment No. 3 to Agreement No. 210015B (NCGSA) with Luhdorff & Scalmanini Consulting Engineers, increasing the maximum by \$2,650,685 for additional services to support the implementation of the Groundwater Sustainability Plan and three implementation Workplans. (Fiscal Impact: \$2,650,685 Expense; GSA Special Revenue Fund; Budgeted; Discretionary). [24-498](#)

Item pulled for discussion. (See Item 9.)

Enactment No: A-210015B (NCGSA) Amend. 3

6. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar as amended.

Voting Yes: Pedroza, Gregory, Cottrell, Ramos, and Gallagher

Recusals: None

Result: Passed

Agricultural Commissioner

- A. Approve and authorize Agreement No. 240350B with the Napa County Resource Conservation District (NCRCD) for a maximum of \$29,200 for the term July 1, 2023 through June 30, 2024 to complete grant requirements as outlined in the 2023 Noxious Weed Program with the California Department of Food & Agriculture (CDFA). (Fiscal Impact: \$29,200 Expense; General Fund; Budgeted; Mandatory) [24-581](#)

Enactment No: A-240350B

Clerk of the Board

- B. Approval of minutes from the March 26, 2024 regular meeting. (No Fiscal Impact) [24-572](#)
- C. Reappointment of Fred Sallam, for a second term, and Joseph Harbison III, for a second term, to represent the Public at Large to the Napa County Veterans Commission with terms of office to commence immediately and expire March 20, 2028. (No Fiscal Impact) [24-430](#)

County Counsel

- D. Approve and authorize Amendment No. 2 to Agreement No. 230362B with Logikcull Systems, Inc. for Logikcull Discovery Solution software and document hosting effective July 1, 2024, for a new maximum compensation of \$61,800 and extending the term to June 30, 2025. (Fiscal Impact: \$61,800 expense; County Counsel Fund; Not Budgeted; Discretionary) [24-580](#)

Enactment No: A-230362B Amend. 2

County Executive Office

- E. Adopt a Resolution continuing the State of Local Emergency due to pervasive tree mortality in Napa County. (No Fiscal Impact; Discretionary) [24-588](#)

Enactment No: R-2024-29

- F. Approve out of state travel for Supervisor Anne Cottrell to Washington, D.C. from April 28 - May 3, 2024 to conduct meetings on behalf of Napa County with key federal congressional and executive branch officials. (Fiscal Impact: \$3,500 expense; General Fund; Budgeted; Discretionary). [24-612](#)

Health and Human Services Agency

- G. Accept a donation of various pre-owned office furniture approximately valued at \$24,000 from The Gasser Foundation. (No Fiscal Impact; Discretionary). [24-483](#)

Item pulled for discussion. (See Item 9.)

- H. Approve and authorize Amendment No. 1 to Agreement No. 200129B with Redwood Psychology Center, Inc., dba Russian River Counselors, to extend the term to June 30, 2027 and replace Exhibit B to increase rates and revise the payment structure, with no change to the contract maximum. (Fiscal Impact: \$15,000 Expense; Health and Human Services Agency Fund, Child Welfare Services Division; Budgeted; Mandatory). [24-485](#)

Enactment No: A-200129B Amend. 1

Housing & Homeless Services – Division of CEO’s Office

- I. Adopt a Resolution reserving \$200,000 of Affordable Housing Funds for a 5-unit project in the City of St. Helena (Fiscal Impact \$200,000 expense; Affordable Housing Fund; Not Budgeted; Discretionary) [24-501](#)

Enactment No: R-2024-30

- J. Adopt a Resolution reserving \$1,500,000 of Affordable Housing Funds for a 77-unit project, known as Monarch Landing, located in the City of Napa. (Fiscal Impact \$1,500,000 expense; Affordable Housing Fund; Not Budgeted; Discretionary) [24-586](#)

Enactment No: R-2024-31

Human Resources – Division of CEO’s Office

- K. Adopt a Resolution approving the Memoranda of Understanding (MOU) for the Napa County Professional Probation Association (NCPA) Non-Supervisory Probation Unit and Supervisory Probation Unit for the term July 1, 2022 to June 30, 2026. [24-559](#)

Enactment No: R-2024-32

Information Technology Services – Division of CEO’s Office

- L. Adopt a Resolution approving revisions and additions to the Clerk of the Board retention schedule in Section 40 of the County Policy Manual effective April 9, 2024. [24-414](#)
[4/5 vote required]

Enactment No: R-2024-33

Library

- M. Approve and accept funding from the California Library Literacy Services (CLLS) in the amount of \$38,887 for Fiscal Year 2024-2025, to continue implementing its English as a Second Language (ESL) grant program. (Fiscal Impact, \$38,887 Revenue; Library Fund; Budgeted; Discretionary) [24-500](#)

Planning, Building and Environmental Services (PBES)

- N. Approve and authorize Amendment No. 1 to Joint Powers Agreement No. 230100B with the Napa County Resource Conservation District (RCD) for a maximum of \$595,000 per fiscal year through June 30, 2025, for continued support related to watershed health, forest health, wildfire resilience, climate action and sustainability. (Fiscal Impact: \$595,000 Expense; General Fund and GSA Special Revenue Fund; Budgeted; Discretionary) [24-562](#)

Enactment No: A-230100B Amend. 1

Public Works

- O. Approve and authorize Amendment No. 8 to Agreement No.190311B with Napa Valley Transportation Authority (NVTa) and a Budget Amendment to provide additional funding for the Napa Valley Vine Trail between St. Helena and Calistoga. (Fiscal Impact: \$275,000 Expense; Accumulated Capital Outlay Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-399](#)
- Enactment No: A-190311B Amend. 8**
- P. Approve the Plans and Specifications for the “Mt. Veeder Road MPM 3.99, RDS 23-23”, authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code. (No Fiscal impact; Discretionary) [24-471](#)
- Q. Approve and authorize a contract change order to the Admin Waterproof Injection, PW24-12 construction contract with Rainbow Waterproofing and Restoration Co. for a not to exceed amount of \$14,950 to perform necessary work to prepare a basement wall to accept paint coating. (Fiscal Impact: \$14,950 Expense; Property Management Fund; Budgeted; Discretionary)
[4/5 vote required] [24-474](#)
- R. Approve a Budget Amendment to increase appropriations for Project 20031 FEMA House Elevation Grant to partially fund the elevation of private homes that have generated multiple damage claims resulting from flooding. (Fiscal Impact \$368,281 Expense and Revenue, General Fund 1000, Not Budgeted; Discretionary)
[4/5 vote required] [24-514](#)
- S. Approve and authorize Amendment No. 1 to Agreement No. 220333B with Geocon Consultants for a new maximum amount of \$691,350 for additional inspection services related to the Napa County Replacement Detention Facility project, PW20-100. (Fiscal Impact: \$321,125 Expense, Capital Improvement Projects Fund; Budgeted, Discretionary). [24-537](#)
- Enactment No: A-220333B Amend. 1**
- T. Award of Construction Contract to ETIC of Pleasant Hill, California in the amount of \$1,318,628 for the Oakville Grade Road MPM 1.35 Storm Repair, RDS 19-65 project, and approve a Budget Amendment. (Fiscal Impact: \$1,812,355 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-567](#)

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- U. Approval of plans and specifications for the “North County Crossroads Paving project”, RDS 24-08, and authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code. (No Fiscal Impact; Discretionary) [24-577](#)
- V. Accept a grant from the Napa Valley Community Foundation (NVCF) David and Jane Gotelli Family Fund in the amount of \$60,000 for the grant period of April 2024 through April 2026 to provide general support for operation of the Napa County Animal Shelter and Adoption Center and authorize the Chair to sign a letter of appreciation. (Fiscal Impact: \$60,000 Revenue; Animal Shelter Operations; Not Budgeted; Discretionary) [24-585](#)
- W. Authorize submission of an application for a Safe Streets and Roads for All Grant, and approve and authorize Amendment No. 2 to Agreement No. 240200B with Kimley-Horn to provide grant support for the Napa Valley Vine Trail (NVVT) segment from Yountville through St. Helena. (No Fiscal Impact, Discretionary). [24-591](#)
- Enactment No: A-240200B Amend. 2**
- X. Approve the Plans and Specifications for the “2024 Road Striping Maintenance Project”, RDS 24-11, authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code and approve the project name change. (No Fiscal Impact; Discretionary) [24-601](#)
- Y. Approve and authorize Lease Agreement No. 240308B with the State of California Department of General Services for the term October 1, 2024 through September 30, 2029 for three houses and two garages, located at Napa State Hospital, for an annual rental rate of \$14,880, plus utilities, with a 3% annual cost of living adjustment, for the operation of Fresh Start, a program offering transitional housing assistance to individuals with mental health disorders. (Fiscal Impact \$14,880 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [24-613](#)
- Enactment No: A-240308B**
- Recorder/County Clerk
- Z. Approve and authorize Amendment No. 2 to Agreement 170295B with Kofile Technologies Inc. for scanning and indexing early vital records; and approval of a Budget Amendment for \$77,525. (Fiscal Impact: \$77,525 expense; Micrographics Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [24-549](#)
- [4/5 vote required]
- Enactment No: A-170295B Amend. 2**
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7. PUBLIC COMMENT

None

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Vice Chair Anne Cottrell reported on the following; she and Supervisor Alfredo Pedroza met with members of the Stags Leap District American Viticultural Area (AVA), which is split between their supervisorial districts, and the meeting provided valuable feedback on the members' interests, such as roads, and how the County can provide support to their AVA; she and Napa Communities Firewise Foundation Board Member Chris Warner have been working on supporting SB 1060, a bill authored by Senator Josh Becker and coauthored by Senator Bill Dodd, which will require insurers to consider landscape level mitigation efforts in setting their underwriting for policies, which will be a big help to the community; and she attended the Community Health Fair held in Fuller Park in Napa, and she commended the Health and Human Services Agency (HHSA) for hosting the well-attended event, and the participation of other different departments, organizations, and community members.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

- 5A

Supervisor Anne Cottrell requested information on item 5A.

Director of Planning, Building, and Environmental Services Brian Bordona made presentation.

Discussion held.

Motion Text: Approve the requested action.

Voting Yes: Cottrell, Ramos, Gregory, Pedroza, and Gallagher

Recusals: None

Result: Passed

- 6G

Motion Text: Approve the requested action.

Voting Yes: Pedroza, Cottrell, Ramos, and Gallagher

Abstain: Gregory (Due to potential conflict identified by the Supervisor.)

Result: Passed

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

Health and Human Services Agency

- A. Receive Napa County Child Abuse Prevention Council (CAPC) 2024 Report (No Fiscal Impact, Discretionary). [24-609](#)

Cope Family Center Executive Director Jessica Silverman made presentation.

Deputy Director of Health and Human Services Agency (HHSA) - Child Welfare Services Veronica Piper-Jefferson made presentation.

Discussion held.

Public Works

- B. SET MATTER - 2:00 PM (NVTA-TA) [24-563](#)

Receive a report on Napa Valley Transportation Authority - Tax Agency's "Measure U - Napa Valley Transportation Improvement Act", and adopt a Resolution in support of the expenditure plan for Measure U. (No Fiscal Impact, Discretionary)

Director of Public Works Steven Lederer made presentation.

Napa Valley Transportation Authority (NVTA) Executive Director Kate Miller made presentation.

Discussion held.

Motion Text: Adopt the Resolution.

Voting Yes: Cottrell, Pedroza, Gregory, Ramos, and Gallagher

Recusals: None

Result: Passed

Enactment No: R-2024-34

C. SET MATTER - 2:00 PM (Facilities Master Plan)

[24-459](#)

Receive the Facilities Master Plan report prepared by Gensler and provide direction to staff. (No fiscal impact)

Director of Public Works Steven Lederer made presentation.

Gensler Project Manager Eric Wong made presentation.

Assistant County Executive Officer Rebecca Craig made presentation.

Discussion held.

Direction provided to staff.

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

County Counsel

A. PUBLIC HEARING - Conflict of Interest Code

[24-546](#)

Adopt a Resolution updating the Napa County Conflict of Interest Code.
(No Fiscal Impact; Mandatory)

CONTINUED FROM MARCH 12, 2024

STAFF REQUESTS CONTINUANCE TO MAY 7, 2024 AT 9:00 AM.

County Counsel Sheryl Bratton made presentation.

Motion Text: Approve the request for continuance
to May 7, 2024, at 9:00AM.

Voting Yes: Gregory, Cottrell, Pedroza, Ramos, and Gallagher

Recusals: None

Result: Passed

Planning, Building and Environmental Services (PBES)

B. PUBLIC HEARING - Introduction of Ordinance

[24-369](#)

Introduction and intention to adopt an Ordinance adopting local modifications of the 2022 edition of the California Energy Code to reduce greenhouse gas emissions and to reduce the impacts of climate change, and adopt a Resolution of Findings as required by state law (Fiscal Impact: None, Discretionary).

Chair Joelle Gallagher opened the public hearing.

Planning, Building, and Environmental Services Director of Special Projects David Morrison made presentation.

Discussion held.

Direction provided to staff.

Item continued to a future date.

C. PUBLIC HEARING - Nova Business Park Appeal

[24-415](#)

Move to continue the public hearing for an appeal filed by Water Audit California (Appellant) of the Nova Business Park, LLC (Applicant) Mitigated Negative Declaration, Mitigation Monitoring and Reporting Program, and Tentative Subdivision Map approved by the Napa County Planning Commission on December 20, 2023. (No Fiscal Impact)

(APPELLANT, APPLICANT, AND STAFF REQUEST A CONTINUANCE TO APRIL 23, 2024, AT 9:00 AM)

Director of Planning, Building, and Environmental Services Brian Bordona made presentation.

Discussion held.

Motion Text: Approve the request for continuance to April 23, 2024, at 9:00AM.

Voting Yes: Gregory, Pedroza, Cottrell, Ramos, and Gallagher

Recusals: None

Result: Passed

14. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) [24-592](#)

Agency Designated Representatives:

Christine Briceño, Director of Human Resources

Employee Organization: SEIU Local 1021 - NAPE

(Public Services Employee Unit and

Supervisory Unit of the County of Napa)

Unrepresented Employees: Non-Classified, Management and

Confidential Employees of the County of Napa (Excluding Elected Officials)

Closed Session held. No reportable action. Direction was provided to the negotiator.

- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) [24-548](#)
Title: County Counsel

Closed Session held. No reportable action.

- C. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) [24-547](#)
Title: County Executive Officer

Closed Session held. No reportable action.

15. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, APRIL 23, 2024, AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board