

# Napa County

Board of Supervisors Chambers  
1195 Third Street, Third Floor  
Napa, CA 94559



## Agenda - Final

**Tuesday, July 23, 2024**

**9:00 AM**

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

### **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.*

[www.countyofnapa.org](http://www.countyofnapa.org)

**GENERAL INFORMATION**

The Board of Supervisors meets as specified in its adopted annual calendar on Tuesdays at 9:00 A.M. in regular session at 1195 Third Street, Suite 310, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**

Levine Act Compliance: Effective January 1, 2023, the Levine Act (Government Code Section 84308) governs contributions in Board of Supervisor proceedings related to licenses, permits, or entitlements, as defined in the Act. Board members are prohibited from accepting contributions exceeding \$250 from parties, their agents, or participants during such proceedings and for 12 months after a final decision. If a Board member received a contribution exceeding \$250 within the past 12 months, disclosure is required on the record, and the member must not use their position to influence decisions. Parties and participants must disclose applicable contributions exceeding \$250 on the record, providing the following: • Name of the party or participant and any other person making the contribution • The name of the recipient • The amount of the contribution; and • The date the contribution was made. This information does not constitute legal advice. Parties and participants are advised to consult their legal counsel for guidance on compliance.

**ON A MATTER ON THE AGENDA**

Please proceed to the podium when the matter is called and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board, but is generally limited to three minutes.

**ON A MATTER NOT ON THE AGENDA**

Public comment is an opportunity for members of the public to speak on items that are not on the agenda but are within the subject matter jurisdiction of Napa County and its related districts and agencies. Public comment is limited to three minutes per speaker, subject to the discretion of the Chair. Comments should be brief and focused, and speakers should be respectful of one another who may have different opinions. The Board is here to listen to everyone who wishes to address them, but everyone has the responsibility to act in a civil manner. Please remember this meeting is being recorded and broadcast on live television. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Board from taking any action today on matters raised during public comment.

### How to Watch or Listen to the Napa County Board of Supervisors Meetings

The Napa County Board of Supervisors will continue to meet pursuant to the annually adopted meeting calendar available at the following link:

<https://www.countyofnapa.org/1429/Board-of-Supervisors-Special-Districts-C>

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access.

Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Attend in-person at the Board of Supervisors Chambers, 1195 Third Street, Napa Suite 305.
2. Watch via YouTube at <https://www.youtube.com/@NapaCounty/streams>.
3. Watch online at <https://napa.legistar.com/Calendar.aspx> (click the “In Progress” link in the “Video” column).
4. Watch on Napa Valley TV Channel 28.
5. Watch on Zoom via [www.zoom.us/join](http://www.zoom.us/join) (Meeting ID: 842-343-169) or listen on Zoom by calling 1-669-900-6833 (Meeting ID: 842-343-169).
6. To listen or watch in Spanish, please visit <https://www.countyofnapa.org/3723/>

**If you are unable to attend the meeting in person and wish to submit a general public comment or a comment on a specific agenda item, please do the following:**

1. Call the Board of Supervisors Public Comment Line at 707-299-1776 during the item on which you want to speak. Comments will be limited to three minutes, subject to the discretion of the Chair. If you cannot make the meeting, you may leave a comment by voice mail by calling the Public Comment Line before or after the meeting.
2. Email your comment to [publiccomment@countyofnapa.org](mailto:publiccomment@countyofnapa.org) 24 hours in advance of the meeting to ensure that your comment will be shared with all members of the Board of Supervisors.

For more information, please contact the Clerk of the Board's office at 707-253-4580 or email [clerkoftheboard@countyofnapa.org](mailto:clerkoftheboard@countyofnapa.org).

1. CALL TO ORDER; ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. PET OF THE WEEK
4. PROCLAMATIONS AND COMMENDATIONS
5. CONSENT CALENDAR - SPECIAL DISTRICTS

#### Lake Berryessa Resort Improvement District

- A. Approve and authorize Amendment No. 1 to Agreement No. 240306B (LBRID) with GHD, Inc. for a new maximum of \$186,071 to finalize design of the Lake Berryessa Resort Improvement District Wastewater Ponds Groundwater Inflow Mitigation Project in advance of public bid; and approve a Budget Amendment for the Project. (Fiscal Impact: \$2,265,934 Expense offset by State Revenue; Lake Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-1254](#)
- Attachments:** [Agreement](#)

#### Napa Berryessa Resort Improvement District

- B. Adopt a Resolution; authorize a letter requesting a loan from the Napa County Board of Supervisors in the amount of \$1,160,366 pursuant to Government Code Section 25214.4; authorize the promissory note; and approve a Budget Amendment if Napa County approves the loan. (Fiscal Impact: \$160,366 Revenue, Napa Berryessa Resort Improvement District Fund, Not Budgeted, Discretionary) [4/5 vote required] [24-1172](#)
- Attachments:** [Letter](#)  
[Resolution](#)  
[Promissory Note](#)

6. CONSENT CALENDAR

#### Auditor-Controller

- A. Approve and instruct the Clerk of the Board to file the Internal Audit Plan for Fiscal Year 2024-25 and accept the results of Fiscal Year 2023-24 Audit Plan. (No Fiscal Impact) [24-1187](#)
- Attachments:** [Audit Plan FY 24-25](#)  
[Audit Plan Results FY 23-24](#)

- B. Accept and file the quarterly report of cash and non-cash donations received for the quarter-ended June 30, 2024 (Fiscal Impact: \$170,655 Revenues, Various Funds; Not Budgeted; Discretionary). [24-1228](#)

**Attachments:** [Report](#)

- C. Accept and instruct the Clerk of the Board to file the interim Compliance Review of the Proximity Workforce Housing Assistance Program for the period of January 1, 2024 - June 30, 2024. (No Fiscal Impact; Discretionary) [24-1263](#)

**Attachments:** [Report](#)

#### Clerk of the Board

- D. Approval of minutes from the July 9, 2024 regular meeting. (No Fiscal Impact) [24-928](#)

**Attachments:** [July 9, 2024](#)

#### Corrections

- E. Approve and authorize Amendment No. 1 to Agreement No. 220058B with the Salvation Army for meals for incarcerated persons housed within the Napa County Jail in the event of emergencies. (Fiscal Impact: \$100,000 Expense; General Fund; Budgeted; Discretionary) [24-1179](#)

**Attachments:** [Agreement](#)

- F. Approve and authorize Amendment No. 3 to Agreement No. 180161B with Legal Research Associates to provide legal research services and materials to incarcerated persons housed in the Jail. (Fiscal Impact: \$15,000 Expense; General Fund; Budgeted; Discretionary) [24-1195](#)

**Attachments:** [Agreement](#)

#### County Counsel

- G. Approve and authorize six amendments to Conflict Public Defender services agreements. (Fiscal impact: \$263,098 Expense; General Fund; Budgeted; Discretionary). [24-1217](#)

**Attachments:** [Agreement 220013B Hafenstein](#)

[Agreement 230239B Jones](#)

[Agreement 220010 Beekman Chikhani](#)

[Agreement 210304B Wilensky](#)

[Agreement 220011B Keeley](#)

[Agreement 250045B Whittington](#)

- H.** Adopt an Ordinance ordering a special election and consolidating it with the November 5, 2024 statewide presidential general election for the purpose of enabling the voters of Napa County to approve or reject Napa Valley Transportation Authority - Tax Agency (“Authority”) Ordinance No. 2024-01 (more commonly known as the Napa Valley Transportation Improvement Act) which would, if approved by the voters, establish a one-half percent countywide sales tax, replacing the existing one-half percent sales tax previously approved by the voters in 2012 (Measure T), that will take effect on July 1, 2025. (No Fiscal Impact, Mandatory) [24-1226](#)
- Attachments:** [BOS Ordinance](#)  
[NVTA-TA Resolution](#)  
[Measure U Ordinance](#)
- I.** 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. (No Fiscal Impact; Discretionary). [24-1233](#)
- Attachments:** [Ordinance](#)

#### County Executive Office

- J.** Adopt a Resolution granting a loan from the County in the amount of \$1,160,366 to the Napa Berryessa Resort Improvement District in accordance with the promissory note for the purpose of funding 1) ongoing operations of facilities and 2) implementation of two small capital projects, and approve a Budget Amendment to fund the loan to Napa Berryessa Resort Improvement District. (Fiscal Impact: \$1,160,366 Expense; General Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-1173](#)
- Attachments:** [Letter](#)  
[Resolution](#)  
[Promissory Note](#)
- K.** Adopt a Resolution adopting a Workplace Violence Prevention Plan in accordance with SB553. (No Fiscal Impact, Mandatory) [24-1202](#)
- Attachments:** [Resolution](#)  
[Plan](#)
- L.** Adopt a Resolution continuing the State of Local Emergency due to pervasive tree mortality in Napa County. (No Fiscal Impact; Discretionary) [24-1206](#)
- Attachments:** [Resolution](#)

- M. Approve and authorize out of country travel for Chair Joelle Gallagher; Great Wine Capitals Executive Committee Member Supervisor Alfredo Pedroza; Director of Planning, Building, and Environmental Services Brian D. Bordona; and Agricultural Commissioner/Sealer of Weights and Measures Tracy Cleveland to attend the Great Wine Capitals Annual 2024 Conference in Verona, Italy from October 20-24, 2024 for a cost not to exceed \$33,000. (Fiscal Impact: \$33,000 Expense; General Fund; Budgeted; Discretionary) [24-1229](#)

### County Fire Department

- N. Approve a waiver of competitive bidding requirement and provide a sole source award to Golden State Fire Apparatus due to technical compatibility requirements. (Fiscal Impact: \$2,800,000 Expense; Fire Fund; Budgeted; Discretionary) [24-1260](#)  
[4/5 vote required]

### Health and Human Services Agency

- O. Approve and authorize Agreement No. 240378B with Aldea, Inc., and Agreement No. 240379B with Stanford Youth Solutions, Inc., each for \$29,000 for Fiscal Year 2024-2025, and each subsequent renewal, for the provision of Therapeutic Foster Care services for foster families. (Fiscal Impact: \$58,000 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory). [24-868](#)

**Attachments:** [Agreement 240378B Aldea, Inc.](#)  
[Agreement 240379B Stanford Youth Solutions, Inc.](#)

### Housing & Homeless Services – Division of CEO’s Office

- P. Approve and authorize Agreement No. 250043B with Collabria Care for a maximum amount of \$25,000 for the term July 1, 2024, through June 30, 2025, with three (3) one-year renewals, to provide outreach services and application assistance for the older adult, extremely low-income rental stabilization program known as the Stable Housing and Community Resiliency Program. (Fiscal Impact: \$25,000 Expense; Affordable Housing Fund, Budgeted, Discretionary) [24-1188](#)

**Attachments:** [Agreement](#)

### Human Resources – Division of CEO’s Office

- Q. Adopt a Resolution amending the Departmental Allocation List for the Health and Human Services Agency. (Fiscal Impact: \$12,000 Expense; HHSA Fund; Budgeted; Discretionary) [24-1121](#)

**Attachments:** [Resolution](#)

- R.** Approve and authorize Amendment No. 2 to Agreement 220215B with Public Service Search, L.L.C. for the term through June 30, 2025, with an option to extend for two additional years through June 30, 2027, to provide recruiting services in specialized fields for hard-to-fill classifications. (Fiscal Impact: \$216,000 Expense; General Fund and Health and Human Services Agency Fund; Budgeted; Discretionary) [24-1236](#)
- Attachments:** [Agreement](#)
- S.** Approve and authorize Amendment No. 1 to Agreement 230174B with The Centre for Organization Effectiveness for a maximum annual amount of \$500,000 for the term effective July 1, 2023, through June 30, 2025, with an option to extend for three additional years through June 30, 2028, to conduct specialized professional development academies, training, coaching, and strategic planning sessions countywide. (Fiscal Impact: \$500,000 Expense; General Fund; Budgeted; Discretionary) [24-1237](#)
- Attachments:** [Agreement](#)

**Information Technology Services – Division of CEO’s Office**

- T.** Approve and authorize Amendment No. 3 to Agreement 170009B with Tyler Technologies, Inc., increasing the contract by \$70,000 for a new maximum of \$389,052 and extending the term through June 30, 2026, for consulting services, data storage, maintenance, and support for the County’s current customized Digital Health Department System. (Fiscal Impact: \$70,000 Expense; Information Technology Services Fund; Budgeted; Discretionary) [24-1050](#)
- Attachments:** [Agreement](#)



---

**Library**

- U. Approve and authorize 17 agreements with 14 different organizations for Napa County Arts and Culture Advisory Committee grant awards and a Napa Valley Tourism Improvement District-Unincorporated grant award for the term July 1, 2024, through June 30, 2025. (Fiscal Impact: \$267,753 Expense; General Fund \$242,753 and Napa Valley Tourism Improvement District [NVTID]-Unincorporated \$25,000; Budgeted; Discretionary). [24-1184](#)

**Attachments:** [General Arts Culture Category Recommendations](#)  
[Tourism Arts Culture Category Recommendation](#)  
[Agreement No. 250103B American Canyon Arts Foundation](#)  
[Agreement No. 250104B Bel Canto](#)  
[Agreement No. 250105B Calistoga Theater Co](#)  
[Agreement No. 250106B Cameo Cinema Foundation](#)  
[Agreement No. 250107B di Rosa Preserve](#)  
[Agreement No. 250108B di Rosa Preserve](#)  
[Agreement No. 250109B E & M Presents](#)  
[Agreement No. 250110B Cafeteria Kids Theater](#)  
[Agreement No. 250111B Music in the Vineyards](#)  
[Agreement No. 250112B Music in the Vineyards](#)  
[Agreement No. 250113B Napa County Historical Society](#)  
[Agreement No. 250114B Arts Association Napa Valley](#)  
[Agreement No. 250115B Napa Valley Festival Association](#)  
[Agreement No. 250116B Napa Valley Museum](#)  
[Agreement No. 250117B Napa Valley Unified Educ. Fdn.](#)  
[Agreement No. 250118B Nimbus Arts](#)  
[Agreement No. 250119B Nimbus Arts](#)

- V. Accept and file the fourth quarter report of Friends group donations received under \$10,000 gifted to the Library from April 1, 2024, through June 30, 2024, and sign letters of appreciation. (Fiscal Impact, \$9,724 Revenue; Library Fund; Budgeted; Discretionary) [24-1196](#)

**Attachments:** [Donations List](#)  
[Letter of Appreciation - Friends of American Canyon](#)  
[Letter of Appreciation - Town of Yountville Community Foundation](#)

**Planning, Building and Environmental Services (PBES)**

- W. Approve and authorize Agreement No. 8676 with the San Francisco Regional Water Quality Control Board to continue to provide oversight and issue operating permits to existing wineries. (No Fiscal Impact; Discretionary) [24-1251](#)

**Attachments:** [Agreement](#)

**Probation**

- X. Approve and authorize Amendment No. 1 to Agreement No. 200078B with Satellite Tracking of People LLC to provide juvenile and adult electronic monitoring for the Probation and Corrections departments. (Fiscal Impact: \$100,000 Expense; General Fund; Budgeted; Discretionary) [24-1130](#)
- Attachments:** [Agreement](#)
- Y. Approve and authorize Agreement No 250071B with the City of Napa for use of its shooting range by Probation sworn personnel. (Fiscal Impact: \$24,000 Expense; General Fund; Budgeted; Discretionary) [24-1178](#)
- Attachments:** [Agreement](#)

**Public Works**

- Z. Approve and authorize three (3) agreements for a maximum of \$250,000 each per fiscal year for the term July 1, 2024, to June 30, 2025, with automatic one-year renewal option for up to four (4) additional years to provide on-call arborist services to support disaster response and construction projects for Napa County. (Fiscal impact: \$750,000 Expense; Various Capital Improvement Projects; Budgeted; Discretionary) [24-1137](#)
- Attachments:** [Agreement 250047B Butler Enterprises, Inc.](#)  
[Agreement 250048B American Tree Medics, Inc.](#)  
[Agreement 250049B North Fork Enterprises, LLC](#)
- AA. Approve recommendations for and authorize staff to issue reimbursements for Edible Food Recovery Capacity Building projects to support the expansion of edible food recovery programs as required by Senate Bill 1383. (Fiscal Impact: \$90,000 Expense; Zone-1 Garbage; Budgeted; Discretionary) [24-1214](#)
- AB. Approve and authorize creation of Project 25008 for the “Redwood Road 2.3 Repair Wall” RDS 24-20, and appropriation for expenditures from the PG&E Settlement Designation within the Capital Improvement Projects Fund; and approve a Budget Amendment. (Fiscal impact: \$350,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary) [24-1216](#)  
[4/5 vote required]
- Attachments:** [Budget Summary](#)

- AC. Approve and authorize creation of Project 25007 for the “HSIP Cycle 12 Guardrail Project” RDS 25-03 and approve a Budget Amendment to increase appropriations from Senate Bill 1 Non-Operating Special Revenue Fund. (Fiscal Impact: \$75,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-1219](#)

**Attachments:** [Budget Summary](#)

#### Sheriff

- AD. Adopt a Resolution accepting the State of California Department of Parks and Recreation, Off-Highway Motor Vehicle Recreation Division Grant Funding. (Fiscal Impact: \$88,303 Revenue; General Fund; Budgeted; Discretionary) [24-1032](#)

**Attachments:** [Resolution](#)

7. **PUBLIC COMMENT**  
For all matters not listed on the agenda but within the jurisdiction of the Board of Supervisors and Special Districts. (see page 1)
8. **BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**
9. **DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**
10. **ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**
11. **ADMINISTRATIVE ITEMS**

#### Clerk of the Board

- A. Appointment of one of the following applicants to serve as the Public At Large Representative on the Napa County Veterans Commission with a term of office commencing immediately and ending on March 20, 2028. (No Fiscal Impact) [24-1025](#)

John Lee  
Matthew Price

**Attachments:** [Lee Application](#)  
[Price Application](#)  
[Letter of Recommendation](#)

#### Health and Human Services Agency

- B. Receive a presentation on the Emergency Medical Care Committee/Emergency Medical Services Agency. (No Fiscal Impact) [24-863](#)

**Attachments:** [PowerPoint \(added after meeting\)](#)

**Housing & Homeless Services – Division of CEO’s Office**

- C. Receive a presentation regarding Farmworker Housing Needs & Impacts Assessment. (No Fiscal Impact) [24-1198](#)

**Attachments:** [PowerPoint \(added after meeting\)](#)

**Information Technology Services – Division of CEO’s Office**

- D. Receive a presentation and approve and authorize a Strategic Plan for Broadband for Napa County. (No Fiscal Impact; Discretionary) [24-569](#)

**Attachments:** [Strategic Plan](#)  
[Planning and Feasibility Report](#)  
[PowerPoint \(added after meeting\)](#)

**Planning, Building and Environmental Services (PBES)**

- E. Receive a presentation and adopt a Resolution adding Section 12D to Part I of the County Policy Manual setting forth policies and goals governing the Code Compliance Division and direct Code Compliance Staff to maintain a Procedures Manual in accordance with the adopted Policy. (No Fiscal Impact; Discretionary) [24-1177](#)

**Attachments:** [Resolution](#)  
[Section 12D - Code Compliance Policy](#)  
[Code Compliance Policies and Procedures Manual 2017](#)  
[PowerPoint \(added after meeting\)](#)

- F. Receive a presentation on the progress of Fire Rebuild Program; adopt a Resolution correcting clerical errors and inconsistencies in Part III: Part 10 of the County’s Fee Policy; and provide direction on the expiration of Disaster Recovery policies. (No Fiscal Impact, Discretionary) [24-1277](#)

**Attachments:** [Resolution](#)  
[Policy Part I Section 12B - Rebuilding After a Disaster](#)  
[Policy Part III Part 10 - Disaster Fee Waiver](#)  
[Overall Breakdown by Supervisorial District and Fire Event](#)  
[PowerPoint \(added after meeting\)](#)

**12. PUBLIC HEARING - SPECIAL DISTRICTS****13. PUBLIC HEARINGS****Planning, Building and Environmental Services (PBES)****A. PUBLIC HEARING - William Cole Winery Appeal**[24-1066](#)

Open and move to continue the public hearing for an appeal filed by Water Audit California (Appellant) to the Napa County Planning Commission's decision on May 1, 2024, to approve the William Cole Winery Use Permit Modification No. P19-00101-UP and Variance P19-00441-VAR filed by William and Jane Ballentine on behalf of the William Ballentine Jr. and Jane Sorenson TR (Applicant). (No Fiscal Impact)

(APPELLANT, APPLICANT, AND STAFF REQUEST A CONTINUANCE TO OCTOBER 15, 2024, AT 2:00 PM)

**County Fire Department****B. PUBLIC HEARING - Fire Capital Facilities Fee**[24-1079](#)

Adopt a Resolution to adjust the Fire Capital Facilities Fee to align with the Consumer Price Index for properties located within the unincorporated area of the County that are also within the American Canyon Fire Protection District. (No Fiscal Impact; Mandatory).

**Attachments:** [Resolution](#)  
[2024 Consumer Price Index](#)  
[2023 Development Impact Fee Study](#)

**14. CLOSED SESSION****A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION**[24-1272](#)

(Government Code section 54956.9(d)(1)) Name of case: Hopkins, et al. v. County of Napa, et al., U.S. District Court (N.D. Cal.) Case No. 3:22-cv-04644-JSC

**15. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,  
AUGUST 6, 2024 AT 9:00 A.M.**

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON FRIDAY, JULY 19, 2024 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE BOARD OF SUPERVISORS AND AVAILABLE FOR PUBLIC INSPECTION.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board