



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.

www.countyofnapa.org

Tuesday, May 7, 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**

The Napa County Sheriff's Color Guard presented the colors.

Napa County Sheriff Oscar Ortiz led the assembly in the Pledge of Allegiance.

3. **PET OF THE WEEK**

Animal Shelter Manager Katie Ribardiere presented the Pet of the Week (Tyson).

4. **PROCLAMATIONS AND COMMENDATIONS**

[24-669](#)

A. **Presentation of a Proclamation recognizing May 12-18, 2024 as "Peace Officer Memorial Week" in Napa County.**

Supervisor Belia Ramos presented the proclamation.

Napa County Sheriff Oscar Ortiz accepted the proclamation and made presentation.

- B. Presentation of a Proclamation recognizing May 2024 as “Mental Health Awareness Month” in Napa County. (No Fiscal Impact) [24-396](#)

Chair Joelle Gallagher presented the proclamation.

Deputy Director of Health and Human Services Agency/Behavioral Health Director Cassandra Eslami accepted the proclamation and made presentation.

- C. Presentation of a Proclamation recognizing May 2024 as “Historic Preservation Month” in Napa County. (No Fiscal Impact) [24-571](#)

Supervisor Ryan Gregory presented the proclamation.

Executive Director of Napa County Landmarks Christine French accepted the proclamation and made presentation.

- D. Presentation of a Proclamation recognizing May 2024 as “Wildfire Preparedness Month” in Napa County. (No Fiscal Impact) [24-671](#)

Vice-Chair Anne Cottrell presented the proclamation.

Napa County Fire Chief Michael Marcucci accepted the proclamation and made presentation.

Newly appointed Napa County Fire Marshal Erik Hernandez made presentation.

5. CONSENT CALENDAR - SPECIAL DISTRICTS

Motion Text:	Approve the Special Districts Consent Calendar.
Voting Yes:	Gregory, Pedroza, Cottrell, Ramos, and Gallagher
Recusals:	None
Result:	Passed

Napa Berryessa Resort Improvement District

- A. Approve a Budget Amendment for the Napa Berryessa Resort Improvement District (NBRID) Woodhaven Sewer Lift Station Project. (Fiscal Impact: \$20,000 Expense, NBRID Fund, Not Budgeted; Discretionary) [4/5 vote required] [24-703](#)

6. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar.
Voting Yes: Ramos, Cottrell, Gregory, Pedroza, and Gallagher
Recusals: None
Result: Passed

Agricultural Commissioner

- A. Adopt a Resolution accepting the FY24-25 Engineer's Report for the Napa County Winegrape Pest & Disease Control District, set a public hearing with respect to notice requirements for the proposed assessment, and designate County staff to answer any questions pertaining to the proposed assessment. (Fiscal Impact: \$568,812 Revenue; Pest District Fund; Mandatory)

Enactment No: R-2024-39

[24-730](#)

Auditor-Controller

- B. Accept and file the report for the property tax administrative fee cost allocation to public entities in Napa County for Fiscal Year 2023-24 for services rendered in Fiscal Year 2022-23. (Fiscal Impact: \$578,783 Revenue, Budgeted, Mandatory)

[24-538](#)

Clerk of the Board

- C. Approval of minutes from the April 23, 2024 regular meeting. (No Fiscal Impact)
- D. Appointment of William Molinari to the Napa County Assessment Appeals Board to represent Certified Public Accountant/Public Accountant with a term of office to commence immediately and expire on September 7, 2026. (No Fiscal Impact)
- E. Appointment of Heather M. Luna and Barbara J. Wiggins to the Napa County Commission on Aging to represent Organization Concerned with Older Adults with terms of office to commence immediately and expire on September 30, 2024. (No Fiscal Impact)

[24-759](#)

[24-760](#)

[24-762](#)

County Counsel

- F. Adopt a Resolution updating the procedure for the preparation and adoption of amendments to Napa County's Conflict of Interest Code (No Fiscal Impact; Discretionary)

Enactment No: R-2024-40

[24-550](#)

County Executive Office

- G. Adopt a Resolution to Amend the bylaws for the Veterans' Commission for administrative updates and to clarify officer roles. (No Fiscal Impact) [24-621](#)

Enactment No: R-2024-41

Health and Human Services Agency

- H. Approve and authorize Amendment No. 2 to Agreement No. 190166B with Ever Well Health Systems, LLC, to increase the contract maximum by \$350,000 for a new annual contract maximum of \$600,000 for Fiscal Year 2023-2024, and each subsequent renewal, for the provision of adult residential services for various levels of mental health needs. (Fiscal Impact: \$600,000 Expense; Health and Human Services Agency Fund, Behavioral Health Division; Budgeted; Mandatory). [24-336](#)

Enactment No: A-190166B Amend. 2

- I. Approve and authorize Amendment No. 1 to Agreement No. 230351B with Community Resources for Children (CRC) to increase the contract maximum by \$399,309 for a new annual contract maximum of \$1,000,000; replace Exhibit A (Scope of Work) to align with Civil Rights regulations; and replace Exhibit B (Compensation) to reflect the increase to the contact maximum for the California Work Opportunity and Responsibility to Kids (CalWORKs) Stage One child care program. (Fiscal Impact: \$1,000,000 Expense; Health and Human Services Agency Fund, Self Sufficiency Services Division; Budgeted; Mandatory). [24-673](#)

Enactment No: A-230351B Amend. 1

- J. Approve and authorize Amendment No. 1 to Agreement No. 230307B with Department of Health Care Services (DHCS) to incorporate revised exhibits to the Medi-Cal Mental Health Plan zero-dollar agreement for the original term of July 1, 2022 through June 30, 2027. (No Fiscal Impact). [24-690](#)

Enactment No: A-230307B Amend. 1

- K. Approve and authorize Amendment No. 1 to Agreement No. 170142B with Department of Health Care Services (DHCS) regarding performance conditions and requirements, extending the term of the current zero-dollar agreement one year through June 30, 2025. (No Fiscal Impact). [24-692](#)

Enactment No: A-170142B Amend. 1

- L. Approve and authorize Amendment No. 4 to Agreement No. 170263B with SmithWaters Group, to increase the contract maximum by \$15,000 for a new annual contract maximum of \$135,000 for Fiscal Year 2024-2025, and each subsequent renewal, for the provision of mandated mental health Patients' Rights advocacy services. (Fiscal Impact: \$135,000 Expense; Health and Human Services Agency Fund, Behavioral Health Division; Budgeted; Mandatory). [24-733](#)

Enactment No: A-170263B Amend. 4

Housing & Homeless Services – Division of CEO's Office

- M. Adopt a Resolution regarding the assessments for County Service Area No. 4 (CSA No. 4) to accept the Engineer's Report; set a public hearing for June 4, 2024; direct the Clerk of the Board to comply with applicable notice requirements; and designate Alex Carrasco of the Housing & Homeless Services Division as the person to answer questions. (Fiscal Impact \$663,614 Revenue, County Service Area No. 4 Fund, Budgeted, Discretionary) [24-457](#)

Enactment No: R-2024-42

Human Resources – Division of CEO's Office

- N. Adopt a Resolution to amend the Table and Index of Classes to add a new Information Security Analyst classification and amend the Departmental Allocation List for Information Technology Services, effective May 11, 2024, with no net increase of full-time equivalents. (Fiscal Impact: \$26,200 annual expense; Information Technology Services Fund; Budgeted; Discretionary) [24-756](#)

Enactment No: R-2024-43

- O. Adopt a Resolution to amend the Director of Planning, Building, and Environmental Services salary to reflect an increase, effective February 17, 2024, as authorized by Napa County Ordinance Code Sections 2.50.032 and 2.100.400. (Fiscal Impact: \$15,300 annual expense; General Fund; Budgeted; Discretionary) [24-779](#)

Enactment No: R-2024-44

Information Technology Services – Division of CEO's Office

- P. Approve and authorize Amendment No. 2 to Agreement No. 170548B with Iron Mountain Information Management, LLC., increasing appropriations by \$20,000 for a new maximum of \$75,000 per year, for continued offsite tape storage and asset disposition services. (Fiscal impact: \$75,000 Expense, ITS Fund, Budgeted; Discretionary) [24-583](#)

Enactment No: A-170548B Amend. 2

- Q. Approve a Budget Amendment and increase Capital Improvement Project 24006, “Board Chambers A/V Upgrade” PW 23-36 in the amount of \$75,000 to purchase additional equipment and install additional HVAC equipment; authorize the purchase of a capital asset for a closed captioning encoder; authorize a waiver of competitive bidding and a sole source award to Link Electronics. (Fiscal Impact: \$75,000 Expense; Public Television Educational and Governmental Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-736](#)
- R. Approve and authorize Amendment No. 1 to Agreement No. 240184B with Infoverity, U.S. Inc., to repurpose unused project travel budget of \$55,000 for extended post Go-Live support services related to the Master Data Management solution. (No Fiscal Impact) [24-757](#)
- Enactment No: A-240184B Amend. 1**

Public Works

- S. Approve and authorize creation of Capital Improvement Project 24028 for the “Atlas Peak Generator Replacement Project” PW 24-21 and approval of a Budget Amendment in the amount of \$50,000 for design, plans specification, and project bidding services needed to support replacement of the generator at the Atlas Peak Communications Facility. (Fiscal Impact: \$50,000 Expense; Accumulated Capital Outlay; Not Budgeted; Discretionary)
[4/5 vote required] [24-553](#)
- T. Approve and authorize Agreement No. 240353B with the State of California Department of Transportation for the term July 1, 2023 through June 30, 2024, providing revenue in the amount of \$337,648 to the County Roads Fund for general transportation purposes. (Fiscal Impact: \$337,648 Revenue; Roads Fund; Budgeted; Discretionary) [24-647](#)
- Enactment No: A-240353B**
- U. Approve the Plans and Specifications for the “Redwood Road 5.76 Slide Repair Project,” 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) [24-652](#)
- V. Award of Construction Contract to Ashron Construction and Restoration, Inc. of Galt, California in the amount of \$388,500 for the “2023 Annual Bridge Repairs, RDS 23-11R”, and approve a Budget Amendment. (Fiscal Impact: \$124,200 Expense; SB1 Non-Operating Special Revenue Fund (SRF); Not Budgeted; Discretionary)
[4/5 vote required] [24-665](#)

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- W. Approve the Plans and Specifications for the “2024 Annual Guardrail Repair, RDS 24-02” 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) [24-689](#)
- X. Adopt a Resolution certifying to the State Department of Transportation, the total mileage of Napa County maintained roads as of April 2024 in accordance with the provisions of California Streets and Highways Code section 2121. (No Fiscal Impact) [24-731](#)
- Enactment No: R-2024-45**
- Y. Authorize submission of an application for an Active Transportation Infrastructure Investment Program (ATIIP) Grant; approve a Budget Amendment of \$178,170; and approve and authorize Amendment No. 3 to Agreement No. 240200B with Kimley-Horn to provide consultant services to prepare an environmental impact report for the Napa Valley Vine Trail (NVVT) segment from Yountville through St. Helena. (Fiscal Impact: \$178,170 Expense; Accumulated Capital Outlay (ACO); Not Budgeted; Discretionary). [24-742](#)
- [4/5 vote required]
- Enactment No: A-240200B Amend. 3**
- Z. Approve the Plans and Specifications for the “Pope Valley Paving Project” and authorize the advertisement 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) [24-743](#)
- AA. Award of Construction Contract to O.C. Jones and Sons, Inc. of Berkeley, California in the amount of \$1,779,579 for the “Measure T Yountville Cross Road and Finnell Road Paving Project,” RDS 24-10, and approve a Budget Amendment. (Fiscal Impact: \$1,995,656 Expense; Measure T Special Revenue Fund; Not Budgeted; Discretionary) [24-753](#)
- [4/5 vote required]
- AB. Approve a Budget Amendment to appropriate funding from the SB-1 Non-Operating Special Revenue Fund for the “Zinfandel Bridge Approach Scour Project.” (Fiscal Impact: \$100,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not budgeted; Discretionary) [24-761](#)
- [4/5 Vote Required]
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Sheriff

- AC. Approve a Budget Amendment increasing appropriations in the Office of Emergency Services Grants budget capital assets with offsetting revenue from the Fiscal Year 2020 Homeland Security Grant Program. (Fiscal Impact: \$25,000 Expense and Revenue; General Fund; Not Budgeted; Mandatory)
[4/5 vote required]

[24-684](#)

7. PUBLIC COMMENT

One (1) person spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Chair Joelle Gallagher acknowledged that the State of California releases comparative data on the performance of the 47 child support agencies based on federal measures, and while Napa County Child Support Services continually ranks as among the best in the state, it was ranked as No. 1 as of March 2024, and she commended the agency on its efforts.

Director of Child Support Services Douglas Durward and Assistant Director of Child Support Services Shana Avery made presentation.

Supervisor Belia Ramos commended Napa County Child Support Services.

Supervisor Ryan Gregory reported on attending the Napa County Regional Parks and Open Spaces District's annual celebration at Skyline Park and thanked its leaders and staff for their work and all of those who were in attendance. Supervisor Gregory also reported on touring the Heritage House permanent supportive housing project and acknowledged how a former senior living facility that has sat empty for years was rehabilitated and amazingly transformed into what it is today and how it is contributing to the homeless count going down, and he congratulated everyone involved in the project and its success.

Vice-Chair Anne Cottrell provided an update on a trip to Washington, DC with Napa County Executive Office Legislative and Policy Analyst Andrew Mize where they attended the following meetings: Environmental Protection Agency (EPA) - discussions included climate change and its impacts to agriculture, and the Inflation Reduction Act that applies to specialty crops; House Financial Services Minority Staff Committee - discussions included looking into ways to support residents who face insurance challenges; and Congressman Mike Thompson and staff and Senator Alex Padilla's staff - discussions included the Federal Emergency Management Agency (FEMA) Building Resilient Infrastructure and Communities (BRIC) Grant. Congressman Thompson also discussed a bill he is authoring to provide funding for residents and businesses for home hardening and defensible space work. There were several other meetings that included members and staff of the Napa Valley Vintners, who also advocated for federal support and solutions on wildfire mitigation, property insurance, improvements to crop insurance, and research on smoke impacts to grape crops, which demonstrated the effectiveness of both residents and elected officials speaking to the same issues.

Supervisor Belia Ramos reported on touring Camp Coombs with representatives from Skyline Park and the Napa County Regional Parks and Open Space District and commended State Senator Bill Dodd for carrying legislation to enable the County to purchase the piece of land. Supervisor Ramos echoed Supervisor Gregory's report on Heritage House and what a positive impact it will have on the community. As the Association of Bay Area Governments (ABAG) President, Supervisor Ramos made a presentation on the proposed regional housing bond measure to the State's Bay Area Caucus, which is near the final approval process to be placed on the ballot. Lastly, Supervisor Ramos attended climate solutions showcase at the American Legion Hall and thanked the organizers. The Bay Area Regional Energy Network (BayREN) is a good resource for information on how to get grants for energy efficient home improvements, and

Planning, Building and Environmental Service Planner II - Natural Resources Ryan Melendez also has information on home improvements.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

Agricultural Commissioner

- A. Receive a presentation of the annual Crop Report for 2023. (No Fiscal Impact)

[24-704](#)

Napa County Farm Bureau President Peter Nissen made presentation.

Agricultural Commissioner/Sealer of Weights and Measures Tracy Cleveland made presentation.

Discussion held.

County Executive Office

- B. Approve and authorize the transmission of a position letter expressing support for California Senate Bill 1031, by Senators Scott Wiener and Aisha Wahab. (No Fiscal Impact)
[UNANIMOUS VOTE REQUIRED]

[24-769](#)

Napa County Executive Office Legislative & Policy Analyst Andrew Mize made presentation.

Discussion held.

Motion Text: Approve the requested action.

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

Recusals: None

Result: Passed

County Fire Department

- C. Receive a presentation on the fire resiliency vision for Napa County and an analysis of current fire prevention efforts. (No Fiscal Impact)

[24-763](#)

Napa County Fire Administrator David Shew made presentation.

Discussion held.

Two (2) people spoke during public comment.

- D. Receive a presentation on the status of the 2022 Building Resilient Infrastructure and Communities Grant application. (No Fiscal Impact) [24-784](#)

Napa County Fire Administration Project Manager Jeffrey "JR" Rogers made presentation.

Discussion held.

Sheriff

- E. Sheriff to present the Napa County Sheriff's Office 2023 Annual Report and information regarding emergency preparedness, response, and disaster recovery. (No Fiscal Impact) [24-432](#)

Napa County Sheriff Oscar Ortiz made presentation.

Discussion held.

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

Sheriff

- A. PUBLIC HEARING - Law Enforcement Equipment [24-368](#)

Introduction and intention to adopt a Napa County Ordinance reviewing and approving previously adopted Ordinance No. 1476 relating to the Sheriff's Office military equipment use policy pursuant to AB 481. (No Fiscal Impact)

Chair Joelle Gallagher opened the public hearing.

Napa County Sheriff Oscar Ortiz made presentation.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the intention to adopt the Ordinance.

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

Recusals: None

Result: Passed

Planning, Building and Environmental Services (PBES)

- B. PUBLIC HEARING - Hyperion Vineyard Holdings (A.K.A. KJS Investment Properties and Sorrento Inc.) Appeal No. P23-00350-APL [24-105](#)

Move to continue the public hearing for an appeal filed by Center for Biological Diversity (Appellant) of the KJS Investment Properties and Sorrento Inc. (Applicant) Agricultural Erosion Control Plan No. P17-00432-ECPA approved by the Director of the Napa County Planning, Building and Environmental Services (PBES) Department on November 3, 2023. (No Fiscal Impact)

(PUBLIC HEARING OPENED AND CONTINUED FROM FEBRUARY 27, 2024. APPELLANT, APPLICANT, AND STAFF REQUEST A CONTINUANCE TO JUNE 25, 2024 AT 2:00 PM.)

Chair Joelle Gallagher opened the public hearing.

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

Motion Text: Approve the request for continuance to June 25, 2024 at 2:00 PM.
Voting Yes: Gregory, Pedroza, Cottrell, Ramos, and Gallagher
Recusals: None
Result: Passed

County Counsel

- C. PUBLIC HEARING - Conflict of Interest Code [24-781](#)

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

(CONTINUED FROM APRIL 9, 2024)

Chair Joelle Gallagher opened the public hearing.

County Counsel Sheryl D. Bratton made presentation.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Adopt the Resolution.
Voting Yes: Gregory, Cottrell, Pedroza, Ramos, and Gallagher
Recusals: None
Result: Passed
Enactment No: R-2024-46

14. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

[24-782](#)

Agency Designated Representatives:

Christine Briceño, Director of Human Resources

Employee Organization: SEIU Local 1021 - NAPE

(Public Services Employee Unit and

Supervisory Unit of the Napa County)

Unrepresented Employees: Non-Classified, Management and

Confidential Employees of the Napa County (Excluding Elected Officials)

Closed Session held. No reportable action.

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,
TUESDAY, MAY 21, 2024 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board