

# Napa County

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



## Agenda - Final

**Tuesday, January 14, 2025**

**9:00 AM**

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

### **Board of Supervisors**

*Joelle Gallagher, District 1*

*Liz Alessio, District 2*

*Anne Cottrell, District 3*

*Amber Manfree, 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: 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 \$500 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 \$500 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 \$500 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. **APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**
  - A. Proclamation recognizing Supervisor Joelle Gallagher for her service and accomplishments as Board Chair in 2024. (No Fiscal Impact) [24-2124](#)  
**Attachments:** [Proclamation \(added after meeting\)](#)
  - B. Proclamation recognizing January 2025 as “Positive Parenting Awareness Month” in Napa County. (No Fiscal Impact) [24-2141](#)  
**Attachments:** [Proclamation \(added after meeting\)](#)
5. **CONSENT CALENDAR - SPECIAL DISTRICTS**
6. **CONSENT CALENDAR**

**Agricultural Commissioner**

- A. Approve and authorize Amendment No. 1 to Agreement No. 170682B with the California Department of Food and Agriculture increasing the contract maximum by \$56,221 for a new maximum of \$188,185 for reimbursement of expenditures associated with the pest detection program through June 2025. (Fiscal Impact: \$188,185 Revenue; General Fund; Budgeted; Mandatory) [25-20](#)  
**Attachments:** [Agreement](#)

**Clerk of the Board**

- B. Approval of minutes from the December 17, 2024 and January 7, 2025 regular meetings. (No Fiscal Impact) [25-1](#)  
**Attachments:** [December 17, 2024](#)  
[January 7, 2025](#)
- C. Appoint Barbara J. Wiggins representing Community Member to the In-Home Supportive Services Advisory Committee with term of office to commence immediately and expire on September 1, 2026. (No Fiscal Impact) [25-39](#)  
**Attachments:** [Wiggins Application](#)

- D.** Reappoint Kristi Morrow, for a second term, to the Napa County Commission on Aging to represent Organization Concerned with Older Adults with term of office to commence immediately and expire on September 30, 2026. (No Fiscal Impact) [25-40](#)  
**Attachments:** [Morrow Application](#)
- E.** Reappoint Barbara Pahre, for a fifth term, to the Golden Gate Bridge, Highway, and Transportation District Board with terms of office to commence immediately and expire on January 1, 2027. (No Fiscal Impact) [25-41](#)  
**Attachments:** [Pahr Application](#)
- F.** Reappoint Mary G. Palmer, for a second term, to represent Senior Community Representative on the Napa/Solano Area Agency on Aging Oversight Board with term of office to commence immediately and expire on December 31, 2027. (No Fiscal Impact) [25-42](#)  
**Attachments:** [Palmer Application](#)
- G.** Reappoint James V. Jones, for a tenth term, as Trustee for the Bar Association, and Anthony Halstead, for a fourth term, as Trustee for the Board of Supervisors, to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2025. (No Fiscal Impact) [25-43](#)  
**Attachments:** [Jones Application](#)  
[Halstead Application](#)
- H.** Reappoint Vanessa M. Rubio and Juan Cisneros, both for a second term, to the First 5 Napa County Children and Families Commission with the terms of office to commence immediately and expire January 1, 2028. (No Fiscal Impact) [25-45](#)  
**Attachments:** [Rubio Application](#)  
[Cisneros Application](#)

### County Counsel

- I.** Adopt an Ordinance amending Ordinance No. 1452 and modifying Napa County Code Chapter 2.106 Title 2 (Administration and Personnel) on establishing a Juvenile Camp in Napa County to change the name of the Napa Juvenile Camp to Skyline Academy. (No Fiscal Impact) [24-2123](#)  
**Attachments:** [Ordinance - Clean](#)  
[Ordinance - Redline](#)

- J.** Approve and authorize Amendment No. 7 to Agreement No. 190183B with the law firm of Downey Brand, LLP for legal services and representation at the California Public Utilities Commission (CPUC), to adjust the hourly rates for calendar year 2025. (Fiscal Impact: negligible; General Fund; Budgeted; Discretionary). [25-68](#)

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

**County Fire Department**

- K.** Approve an increase of capital assets and a Budget Amendment to increase appropriations by \$5,200 in the Fire Operations to pay vehicle taxes on a Ford Expedition command vehicle purchased from Cordelia Fire District. (Fiscal Impact: \$5,200 Expense; Fire Fund, Not Budgeted; Discretionary) [24-2129](#)  
[4/5 vote required]

**District Attorney**

- L.** Adopt a Resolution authorizing the District Attorney to apply for, execute and sign grant subaward documents, including amendments, extensions and modifications, thereof, for the Unserved/Underserved Victim Advocacy and Outreach (UV) Program. (Fiscal Impact: \$196,906 Revenue; General Fund; Budgeted; Discretionary) [25-16](#)

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

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

- M.** Adopt a Resolution to amend the Departmental Allocation List for Information Technology Services, a Division of the County Executive Office, with no net increase to full-time equivalents, effective January 18, 2025. (No Fiscal Impact; Discretionary) [25-21](#)

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

- N.** Adopt a Resolution to amend the Departmental Allocation List for Public Works, with no net increase to full-time equivalents, effective January 18, 2025. (No Fiscal Impact; Discretionary) [25-22](#)

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

- O.** Adopt a Resolution to amend the Departmental Allocation List for Health & Human Services Agency, with a net increase of 1.0 full-time equivalent, effective January 18, 2025. (Fiscal Impact: \$86,000 Expense; HHSA Fund; Budgeted; Discretionary) [25-35](#)

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

**Probation**

- P.** Approve and authorize Agreement No. 250275B with RDA Consulting, SPC to develop the County’s Realignment Annual Plan, an annual requirement to be submitted to the State under Assembly Bill 109 (Fiscal Impact: \$50,000 Expense; Realignment Special Revenue Funds; Budgeted; Discretionary). [25-48](#)

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

**Public Works**

- Q.** Approve and authorize Amendment No. 1 to Space License Agreement No. 200341B with Stanford Youth Solutions dba Stanford Sierra Youth & Families for continued use of two cubicles located at 2751 Napa Valley Corporate Drive for no rental fee, to extend the term to be automatically renewed and coterminous with Service Agreement No. 220199B and any amendments thereto, or successor agreements that provide the same or substantially similar services, to provide support to parents currently involved in the Child Welfare and Wraparound Services in Napa County. (No Fiscal Impact; Discretionary) [24-2023](#)
- Attachments:** [Agreement](#)
- R.** Accept and file a report on Space License and Lease Agreements executed by the County Executive Officer during the period July 1, 2024, through December 31, 2024, pursuant to Resolution No. 2018-36. (No Fiscal Impact; Discretionary) [24-2142](#)
- Attachments:** [Report](#)
- S.** Approve the Plans & Specifications for the Zinfandel Expedited Repair Project, PW 24-23; award a construction contract to Pomilia Civil of Redwood Valley, CA in the amount of \$159,809 for the Project; and approve a Budget Amendment. (Fiscal Impact: \$600,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary) [25-15](#)  
[4/5 vote required]
- Attachments:** [Budget Summary](#)

**Sheriff**

- T.** Adopt a Resolution authorizing a training agreement with California State Parks Division of Boating and Waterways, and authorize the Sheriff to sign the agreement and any other necessary documents. (Fiscal Impact: \$1,300 Revenue; General Fund; Not Budgeted; Discretionary) [24-2094](#)
- Attachments:** [Resolution](#)

7. **PUBLIC COMMENT**
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. Appoint District 2 Supervisor Liz Alessio’s nomination of Walter Brooks and District 4 Supervisor Amber Manfree’s nomination of Pete Richmond to the Napa County Planning Commission. The terms of office commence immediately and run coterminous with the terms of District 2 Supervisor Liz Alessio (December 31, 2028) and District 4 Supervisor Amber Manfree (December 31, 2028). (No Fiscal Impact) [25-71](#)

Applicants:

Walter Brooks  
Alan “Chuck” Dell’ario  
Pete Richmond  
Gary Woodruff

**Attachments:** [Brooks Application](#)  
[Dell'ario Application](#)  
[Richmond Application](#)  
[Woodruff Application](#)

**County Executive Office**

- B. Approve the formation of an Ad Hoc Committee on Inclusivity and designate to serve on the committee no more than two members of the Board of Supervisors. (No Fiscal Impact) [25-36](#)

**12. PUBLIC HEARING - SPECIAL DISTRICTS****13. PUBLIC HEARINGS****Planning, Building and Environmental Services (PBES)**

- A. PUBLIC HEARING - Sentinel LLC/Inglenook Residence Appeal [25-5](#)

Move to continue the public hearing for an appeal filed by Water Audit California (Appellant) to the Napa County Planning Commission’s decision on November 15, 2023, to approve a Use Permit Exception to the Conservation Regulations (No. P22-00404-UP) filed by Adobe Associates, Inc. on behalf of Niebaum-Coppola Estate Winery LP (Applicant) to allow a private access road to encroach into the creek setback in order to serve existing agricultural structures and a potential future residence. (No Fiscal Impact)

(CONTINUED FROM DECEMBER 17, 2024. STAFF REQUESTS CONTINUANCE TO JANUARY 28, 2025.)

**14. CLOSED SESSION**

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) [25-108](#)  
Title: County Executive Officer
  
- B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [25-109](#)  
(Government Code section 54956.9(d)(1))  
Alexis Davenport v. County of Napa  
California CRD Case No. 202312-22829901 / EEOC Charge No. 37A-2024001396

**15. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, JANUARY 28, 2025 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, JANUARY 10, 2025 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