

Napa County

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



Agenda - Final

Tuesday, February 27, 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

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 (Meeting ID: 842-343-169) or listen on Zoom by calling 1-669-900-6833 (Meeting ID: 842-343-169).

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.

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.

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

Napa County Housing Authority

- A. Acceptance of donation report for quarter ending December 31, 2023 (No Fiscal Impact; Discretionary) [24-148](#)

Attachments: [Report](#)

Napa Berryessa Resort Improvement District

- B. Approve a Budget Amendment to increase appropriations in the District operations budget in the amount of \$250,000 offset by its available fund balance to cover the cost of continued operations and maintenance expenses through the end of the fiscal year (Fiscal Impact: \$250,000, Napa Berryessa Resort Improvement District Operations Fund, Not Budgeted; Mandatory) [24-254](#)
[4/5 vote required]

6. CONSENT CALENDAR**Clerk of the Board**

- A. Approval of minutes from the February 6, 2024 regular meeting. (No Fiscal Impact) [24-308](#)

Attachments: [February 6, 2024](#)

- B. Reappointment of Frank J. Cabral, for a third term, to serve as the Napa County representative on the Napa County Mosquito Abatement District Board of Trustees with a term of office to commence immediately and expire on December 31, 2025. (No Fiscal Impact) [24-221](#)

Attachments: [Cabral Application](#)
[Letter of Recommendation](#)

- C. Reappointment of Gregory Matsumoto, for a third term, and Kimberly Richard, for a fourth term, to represent the Public At Large to the Napa County Wildlife Conservation Commission with terms of office to commence immediately and expire February 1, 2027. (No Fiscal Impact) [24-298](#)

Attachments: [Matsumoto Application](#)
[Richard Application](#)

- D.** Reappointment of Tim M. Borman, for a sixth term, to represent Public Member, on the Napa County Fire Services Advisory Committee with term of office to commence immediately and expire on December 31, 2025. (No Fiscal Impact) [24-299](#)

Attachments: [Borman Application](#)

County Fire Department

- E.** Approve and authorize the Chair to sign Amendment No. 7 to Agreement No. 180073B with Superior Building Services, Inc. to add 951 California Boulevard as a regular routine custodial service location and increase maximum compensation under the agreement due to the relocation of the Napa County Fire Department office. (Fiscal Impact: \$16,000; Fire Fund; Not Budgeted; Discretionary) [24-270](#)

Attachments: [Agreement](#)

Health and Human Services Agency

- F.** Approve and authorize Amendment No. 4 to Agreement No. 190321B with Community Resources for Children, Inc., to decrease the contract maximum by \$45,755 for a new annual contract maximum of \$187,686. (Fiscal Impact: \$187,686 annual expense with \$44,755 annual savings; Health and Human Services Agency Fund, Child Welfare Services Division; Budgeted; Discretionary). [24-164](#)

Attachments: [Agreement](#)

- G.** Approve and authorize Agreement No. 240260B with Puertas Abiertas Community Resource Center for a contract maximum of \$9,710 to obtain training, outreach, and interpretation services related to engagement with indigenous Mesoamerican community members. (Fiscal Impact: \$9,710 expense; Health and Human Services Agency Fund, Public Health Division; Budgeted; Discretionary). [24-213](#)

Attachments: [Agreement](#)

- H.** Approve and accept Revenue Agreement No. 240252B from Advocates for Human Potential (AHP) for a maximum of \$3,425,528 for the term June 23, 2023 through June 30, 2027 for Behavioral Health Bridge Housing (BHBH) grant funding in order to provide treatment housing support for Behavioral Health clients. (Fiscal Impact: \$3,425,528 revenue; Health and Human Services Agency Fund, Behavioral Health Division; Not Budgeted; Discretionary) [24-216](#)

Attachments: [Agreement](#)

Housing & Homeless Services – Division of CEO’s Office

- I. Approve and authorize Amendment No. 4 to Agreement 170266B with Bitfocus, Inc. to provide specialized project management services to integrate Department of Housing & Homeless Services data with multiple County Department data sources to create a centralized data ecosystem, as well as increase the number of licenses for users of the Homeless Management Information System (HMIS) and approve a Budget Amendment related to this agreement (Fiscal Impact \$43,775 expense; Housing & Homeless Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-181](#)

Attachments: [Agreement](#)

Human Resources – Division of CEO’s Office

- J. Adopt a Resolution to amend the Departmental Allocation List for the County Counsel’s Office effective March 2, 2024, with no increase to full-time equivalents and approve a Budget Amendment. (Fiscal Impact: \$30,000 annual expense; General Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-264](#)

Attachments: [Resolution](#)

- K. Adopt a Resolution to amend the Table and Index of Classes, the Departmental Allocation List for the Napa County Fire Department and appropriate personnel policies. (Fiscal Impact: \$190,170 annual expenses; Fire Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-265](#)

Attachments: [Resolution](#)
[Exhibit A - 3 \(Redlined\)](#)
[Exhibit A - 3 \(Clean\)](#)
[Exhibit A - 4 \(Redlined\)](#)
[Exhibit A - 4 \(Clean\)](#)
[Exhibit A - 5 \(Redlined\)](#)
[Exhibit A - 5 \(Clean\)](#)

- L. Adopt a Resolution to amend the Departmental Allocation List for the Probation Department. (Fiscal Impact: \$50,000 annual expense; General Fund; Budgeted; Discretionary) [24-284](#)

Attachments: [Resolution](#)

- M.** Adopt a Resolution to amend the Departmental Allocation List for Multiple Departments, the Table & Index of Classes, and appropriate personnel policies, effective January 6, 2024. (Fiscal Impact: \$7,200 annual expense; General Fund; Budgeted; Discretionary) [24-285](#)

Attachments: [Resolution](#)
[Exhibit A \(Redlined\)](#)
[Exhibit A \(Clean\)](#)

- N.** Adopt a Resolution to amend the Departmental Allocation List for the Department of Housing & Homeless Services effective March 2, 2024, with no increase to full-time equivalents and approve a Budget Amendment. (Fiscal Impact: \$27,000 annual expense; General Fund, Affordable Housing Fund, and Housing Authority Fund; Not Budgeted; Discretionary) [24-287](#)

[4/5 vote required]

Attachments: [Resolution](#)

- O.** Adopt a Resolution to amend the Departmental Allocation List for the Health & Human Services Agency effective March 2, 2024 and approve a Budget Amendment. (Fiscal Impact: \$550,000 annual expense; HHS Fund and General Fund; Budgeted and Not Budgeted; Discretionary) [24-290](#)

[4/5 vote required]

Attachments: [Resolution](#)

Probation

- P.** Approve and authorize Agreement No. 240275B with B.I. Correctional Services, Inc. for the term March 1, 2024 through June 30, 2026 to provide cognitive-based interventions and evidence-based programming for youth in custody. (Fiscal Impact: \$149,757; General Fund; Budgeted; Discretionary) [24-230](#)

Attachments: [Agreement](#)

Public Works

- Q.** Approve and authorize Quitclaim Deeds to release the County's interest in and to Clover Flat Landfill, as specified in two now-expired Memorandums of Lease. (No Fiscal Impact) [23-464](#)

Attachments: [Memorandum of Lease #1](#)
[Memorandum of Lease #2](#)
[QuitclaimDeed #1](#)
[QuitclaimDeed #2](#)

- R. Approve and authorize Agreement No. 240278B with ADKO Engineering for a maximum of \$500,000 per fiscal year and for the term of February 27, 2024 to July 1, 2028 for on-call services needed to support the design and construction of local and FEMA funded roadway related projects. (Fiscal Impact: \$500,000; Various Capital Improvement Projects; Budgeted; Discretionary) [24-174](#)
- Attachments:** [Agreement](#)
- S. Approve and authorize Amendment No. 2 to Agreement No. 190353B with KNM Properties, Inc. to extend the term of the agreement through June 30, 2027, with an automatic renewal not to exceed two additional years, and no change to the compensation, for property management services located at 650 Imperial Way. (Fiscal Impact: \$2,390 Annually; Property Management Fund; Budgeted; Mandatory) [24-214](#)
- Attachments:** [Agreement](#)
- T. Approve plans and specifications for the “Taxiway K and Runway 19R Run-up Apron Reconstruction Project,” PW 24-04, and authorize staff to advertise sealed bids and open 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) [24-286](#)
- U. Approve and authorize payment to Silverado Veterinary Hospital for an outstanding balance crossing multiple fiscal years from fiscal year 2019-20 through 2022-23 due to a billing error. (Fiscal Impact: \$11,575.51 expense; Animal Shelter Fund; Not budgeted; Discretionary) [24-303](#)
- Attachments:** [Exhibit](#)
- V. Approve and authorize Agreement No. 240283B with Bureau Veritas for a contract maximum of \$895,774 for construction management services and Amendment No. 3 to Agreement No. 170727B with Biggs Cardosa Associates, Inc., for a contract maximum of \$275,212 for design services to support the construction of the Chiles Pope Valley Road Bridge. (Fiscal Impact: \$1,170,986; Roads Fund; Budgeted; Discretionary) [24-313](#)
- [4/5 vote required]
- Attachments:** [Project Budget](#)
[Agreement - Bureau Veritas](#)
[Agreement - Biggs Cardosa Associates, Inc.](#)

- W. Approve and authorize Agreement No. 240285B with G.H.D. INC. for a maximum of \$467,493 for design and construction administration services needed to support the “North County Crossroads Paving Project,” RDS 24-08. (Fiscal Impact: \$467,493; Roads Fund; Budgeted; Discretionary)
[4/5 vote required] [24-315](#)

Attachments: [Agreement](#)

- X. Adopt a Resolution temporarily closing portions of Silverado Trail, Oak Knoll Avenue, Big Ranch Road, and El Centro Avenue from 7:00 A.M. to 1:30 P.M. on Sunday, March 3, 2024, for the 45th Annual Kaiser Permanente Napa Valley Marathon & Half Marathon (No Fiscal Impact, Discretionary). [24-317](#)

Attachments: [Resolution](#)
[Course Maps](#)
[Letter to Residents](#)

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**

County Executive Office

- A. Receive a presentation of the five-year budget forecast (No fiscal impact). [24-210](#)

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

- B. Adopt a Resolution amending Part I: Section 39 Napa County Purchasing Policy and repealing expired Part I: Section 8G Napa County Environmentally Preferred Purchasing Policy. (No Fiscal Impact) [24-350](#)

Attachments: [Resolution](#)
[Purchasing Policy \(redline\)](#)
[Purchasing Policy \(clean\)](#)
[Matrix](#)

12. **PUBLIC HEARING - SPECIAL DISTRICTS**

13. PUBLIC HEARINGS**Treasurer-Tax Collector**

- A. PUBLIC HEARING - Introduction of Ordinance [24-301](#)

Introduction and intention to adopt an Ordinance approving an update to Part 180 of the Napa County Policy Manual adding a 25% enhanced collection fee for certain delinquent unsecured property taxes. (Fiscal Impact: Increased revenues to offset collection costs, Discretionary)

Attachments: [Ordinance](#)

Planning, Building and Environmental Services (PBES)

- B. PUBLIC HEARING - Sentinel LLC/Inglenook Residence Appeal [24-10](#)

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 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 serving agricultural structures and a future residence to encroach into the creek setback. (No Fiscal Impact)

(APPELLANT, APPLICANT, AND STAFF REQUEST A CONTINUANCE TO MARCH 12, 2024 AT 9:00 AM)

- C. PUBLIC HEARING - Hyperion Vineyard Holdings (KJS Investment Properties and Sorrento Inc.) Appeal No.P23-00350-APL. [24-53](#)

Open and 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)

(APPELLANT, APPLICANT, AND STAFF REQUEST A CONTINUANCE TO MAY 7, 2024, AT 2:00 PM)

14. CLOSED SESSION

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,
MARCH 12, 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, FEBRUARY 23, 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