



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, November 5, 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, and Belia Ramos. Supervisor Alfredo Pedroza was excused. The meeting was called to order by Chair Joelle Gallagher.

2. PLEDGE OF ALLEGIANCE

Deputy County Fire Chief Jason Martin led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

Animal Shelter Manager Katie Ribardiere presented the Pets of the Week (Mr. Bashful & Mr. Sneezy).

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

Motion Text:	Approve the Proclamations and Commendations as presented.
Voting Yes:	Cottrell, Gregory, Ramos, and Gallagher
Excused:	Pedroza
Recusals:	None
Result:	Passed

- A. Presentation of a Proclamation recognizing November 2024 as “National Adoption Awareness Month” in Napa County. (No Fiscal Impact) [24-1745](#)

Chair Joelle Gallagher presented the proclamation.

Health and Human Services Agency-Child Welfare Services Social Worker Supervisor Lauren Harris received the proclamation and made presentation.

- B. Proclamation recognizing Jason Martin for his service and contributions as Deputy County Fire Chief for Napa County. [24-1903](#)

Chair Joelle Gallagher presented the proclamation.

Deputy County Fire Chief Jason Martin received the proclamation and made presentation.

The Board of Supervisors provided comments towards Deputy County Fire Chief Jason Martin.

County Executive Officer Ryan J. Alsop made presentation.

5. CONSENT CALENDAR - SPECIAL DISTRICTS

Motion Text: Approve the Special Districts Consent Calendar.

Voting Yes: Gregory, Cottrell, Ramos, and Gallagher

Excused: Pedroza

Recusals: None

Result: Passed

Napa County Housing Authority

- A. Accept and file the quarterly report for the Napa County Housing Authority for the quarter ended September 30, 2024. (Fiscal Impact: None; Discretionary) [24-1848](#)

Napa Berryessa Resort Improvement District

- B. Approve a Budget Amendment for the Napa Berryessa Resort Improvement District (NBRID) Wastewater Disposal Sprayfield Project. (Fiscal Impact: \$2,809 Expense; NBRID Fund; Not Budgeted; Discretionary) [24-1891](#)
[4/5 vote required]

6. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar as amended.

Voting Yes: Gregory, Cottrell, Ramos, and Gallagher

Excused: Pedroza

Recusals: None

Result: Passed

Clerk of the Board

- A. Approval of minutes from the October 29, 2024 regular meeting. (No Fiscal Impact) [24-935](#)

County Counsel

- B. Approve and authorize Amendment No. 3 to Agreement No. 230362B with Logikcull Systems, Inc. for Logikcull Discovery Solution software and document hosting effective November 1, 2024 for a new maximum compensation of \$112,800. (Fiscal Impact: \$51,000 Expense; General Fund; Budgeted; Discretionary) [24-1887](#)

Enactment No: A-230362B Amend. 3

County Executive Office

- C. Approve a Budget Amendment to increase appropriations for the American Rescue Plan Act Childcare Infrastructure Forgivable Loan program, authorize the Auditor Controller to recognize and appropriate all interest earned this fiscal year for Community Grants, and grant authority to the County Executive Officer to modify the number of childcare spots for Le Petit Elephant Nursery and Preschool. (Fiscal Impact: \$2,015,377 Expense; General Fund; Not Budgeted; Discretionary) [24-1858](#)
[4/5 vote required]

Correction memorandum provided.

- D. Adopt a Resolution continuing the State of Local Emergency due to pervasive tree mortality in Napa County. (No Fiscal Impact; Discretionary) [24-1888](#)

Enactment No: R-2024-117

Health and Human Services Agency

- E. Approve and authorize Amendment No. 3 to Agreement No. 220199B with Stanford Youth Solutions, dba Stanford Sierra Youth & Families for the term upon approval through June 30, 2025, and each subsequent renewal, for Peer Partner Services, with no change to the contract maximum. (Fiscal Impact: \$236,500 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary). [24-1689](#)

Enactment No: A-220199B Amend. 3

- F. Approve and authorize a certification statement (Agreement No. 8683) with the Department of Health Care Services Program for Children in Foster Care confirming the County's agreement to comply with all applicable provisions of State and Federal laws governing these programs for Fiscal Year 2024-2025. (No Fiscal Impact, Mandatory). [24-1737](#)

Enactment No: A-8683

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- G. Approve and authorize a certification statement (Agreement No. 8684) with the Department of Health Care Services for California Children's Services confirming the County's agreement to comply with all applicable provisions of State and Federal laws governing this program for Fiscal Year 2024-2025. (No Fiscal Impact, Mandatory). [24-1738](#)
- Enactment No: A-8684**
- H. Terminate Agreement No. 190134C and Approve and authorize Agreement No. 250203B with Shaunna Edwards, LCSW, for \$80,200 for Fiscal Year 2024-2025, and each subsequent automatic renewal, for the provision of consulting and clinical supervision services. (Fiscal Impact: \$80,200 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary). [24-1771](#)
- Enactment No: A-250203B**
- I. Approve and authorize Amendment No. 1 to Agreement No. 240035B with Adventist Health St. Helena and Adventist Health Vallejo, with no change to the contract maximum, for Fiscal Year 2024-2025, and each subsequent renewal, to increase the prior rates. (Fiscal Impact: \$700,000 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory). [24-1775](#)
- Enactment No: A-240035B Amend. 1**
- J. Approve and authorize Agreement No. 250219B with Winston's Community Unity Project for a contract maximum of \$75,000 per fiscal year upon approval through June 30, 2029 to provide subsidized occupational training and employment for qualified participants enrolled in Napa County's Health and Human Services Agency Self Sufficiency Services Division work experience program. (Fiscal Impact: \$75,000 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary). [24-1791](#)
- Enactment No: A-250219B**
- K. Adopt a Resolution authorizing joint application for and acceptance of the County Allocation Awards under the Transitional Housing Program Round 6, allocation of \$99,940, and Housing Navigation and Maintenance Program Round 3, allocation of \$35,141, for Fiscal Year 2024-2025, and authorizing the Director of Health and Human Services Agency to sign the Allocation Acceptance Forms from the California Department of Housing and Community Development. (Fiscal Impact: \$135,081 Revenue; Health and Human Services Agency Fund; Budgeted; Discretionary). [24-1797](#)
- Enactment No: R-2024-118**
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Planning, Building and Environmental Services (PBES)

- L. Approve and authorize Amendment No. 8 to Agreement No. 170518B with Interwest Consulting Group to extend the terms of the agreement to June 30, 2026, with an automatic renewal for no more than two (2) additional years, to assist with building and code compliance plan review as needed with no change to the annual maximum. (No Fiscal Impact; Discretionary) [24-1841](#)

Enactment No: A-170518B Amend. 8

- M. Approve and authorize removal of two capital assets that fully depreciated and are no longer required for public use from the Planning, Building, and Environmental Services capital asset listing. (No Fiscal Impact; Discretionary) [24-1843](#)

Public Works

- N. Authorize and approve the creation of Project 25013 for the “2025 Annual Guardrail Repair, RDS 25-04,” and approve a Budget Amendment. (Fiscal Impact: \$88,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [24-1820](#)
[4/5 vote required]

Sheriff

- O. Approve the Boating Safety Miscellaneous Equipment Grant for Fiscal Year 2024-25, associated Budget Amendment, and authorize the Sheriff to approve all grant related documents. (Fiscal Impact: \$51,934 Expense and Revenue; General Fund; Not Budgeted; Discretionary) [24-1794](#)
[4/5 vote required]

- P. Approve and authorize Amendment No. 1 to Agreement No. 240266B with Dynamic Planning, LLC for Napa County’s hazard mitigation plan update. (Fiscal Impact: \$225,000 Expense, General Fund; Budgeted; Discretionary). [24-1859](#)

Enactment No: A-240266B Amend. 1

7. PUBLIC COMMENT

None

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Ryan Gregory reported on attending his final Legislative Subcommittee meeting on November 4, 2024, where they reviewed the final draft of the legislative platform before its presentation on December 3, 2024.

Supervisor Belia Ramos reported on receiving the keys and starting the move-in for the District Five (5) office, where they are having an open house on December 4, 2024, from 4:30pm to 6:30pm. The event will be happening alongside a food drive for the local food bank at American Canyon City Hall. Supervisor Ramos also mentioned there will be updates coming from California State Association of Counties (CSAC) and Association of Bay Area Governments (ABAG) due to an upcoming housing meeting to review the next steps on the housing portfolio as preparation for Bay Area Housing Finance Authority (BAFHA) and the 2026 election cycle.

Vice Chair Cottrell reported on hosting a meeting with Congressman Thompson at the American Legion Hall in St. Helena on Thursday, November 7, 2024, at 6:00pm to debrief on current events.

Chair Joelle Gallagher reported on a District One (1) emergency preparedness readiness meeting in the Downtown Neighborhoods in conjunction with the Napa Valley Community Organizations Active in Disaster (COAD) at the Women's Club on Thursday, November 7, 2024, at 5:30pm. Chair Gallagher mentioned her return from the Great Wine Capitals meeting in Verona, Italy and the Board should expect a presentation soon. Lastly, Chair Gallagher reported on the importance of the community support in the County's efforts to overcome the childcare crisis.

Director Steven Lederer reported on a ribbon cutting ceremony at the Chiles Pope Valley Road Bridge on Thursday, November 7, 2024, at 3:00pm.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

A. SET TIME - 2:00 PM

[24-1635](#)

Present the 2024 Napa County Employee Recognition Awards. (No Fiscal Impact, Discretionary)

County Executive Officer Ryan J. Alsop made presentation.

Director of Human Resources Christine Briceño made presentation.

Vice-Chair Anne Cottrell presented the award and made presentation.

Director of Public Works Steven Lederer made presentation.

Public Works Building Maintenance Worker Patrick Scott received the award and made presentation.

Chair Joelle Gallagher presented the award and made presentation.

Auditor-Controller Tracy Schulze made presentation.

Auditor-Controller Senior Systems Support Analyst Benjamin Sargent received the award and made presentation.

Supervisor Belia Ramos presented the award and made presentation.

Director of Health and Human Services Jennifer Yasumoto made presentation.

Health and Human Services Agency Social Worker Supervisor Carly Caveney received the award and made presentation.

Supervisor Ryan Gregory presented the award and made presentation.

Clerk of the Board Neha Hoskins made presentation.

The Board of Supervisors provided comments towards Senior Deputy Clerk of the Board Greg Morgan.

Senior Deputy Clerk of the Board Greg Morgan received the award and made presentation.

County Executive Officer Ryan J. Alsop presented the award.

Director of Health and Human Services Agency Jennifer Yasumoto received the award and made presentation.

The Board of Supervisors provided comments towards Director of Health and Human Services Agency Jennifer Yasumoto.

County Executive Officer Ryan J. Alsop presented the award and made presentation.

Director of Public Works Steven Lederer made presentation.

Public Works Facilities Superintendent Kirk Matoza received the award and made presentation.

Chair Joelle Gallagher presented the award and made presentation.

Director of Housing and Homeless Services Jennifer Palmer received the award and made presentation.

One (1) person spoke during public comment.

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

County Executive Office

A. PUBLIC HEARING - User Fee Update

[24-1165](#)

Conduct a Public Hearing and adopt a Resolution establishing, increasing, decreasing, and deleting certain fees in Part III Fees of the Napa County Board Policy Manual. (Fiscal Impact: \$2.3 million Revenue; \$2 million General Fund, \$320,000 Fire Fund, \$19,000 Animal Shelter Fund; Not Budgeted; Discretionary)

Correction memorandums provided.

Chair Joelle Gallagher opened the public hearing.

Assistant County Executive Officer Rebecca Craig made presentation.

Discussion held.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the requested actions as amended.

Voting Yes: Gregory, Cottrell, Ramos, and Gallagher

Excused: Pedroza

Recusals: None

Result: Passed

Supervisor Belia Ramos made presentation.

Motion Text: Approve to reopen the public hearing and reconsider the decision based on new information.

Voting Yes: Ramos, Cottrell, Ramos, and Gallagher

Excused: Pedroza

Recusals: None

Result: Passed

Chair Joelle Gallagher re-opened the public hearing.

Assistant County Executive Officer Rebecca Craig made presentation.

Discussion held.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the requested actions as amended.

Voting Yes: Ramos, Gregory, Cottrell, and Gallagher

Excused: Pedroza

Recusals: None

Result: Passed

Enactment No: R-2024-119

14. CLOSED SESSION

None

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,
NOVEMBER 12, 2024 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board