



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, July 9, 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

Chair Joelle Gallagher led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

Animal Shelter Manager Katie Ribardiere presented the Pets of the Week (Bentley)

4. PROCLAMATIONS AND COMMENDATIONS

None

5. CONSENT CALENDAR - SPECIAL DISTRICTS

None

6. CONSENT CALENDAR

One (1) person spoke during public comment.

Assessor-Recorder/County Clerk John Tuteur provided a response to the public comment.

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

Clerk of the Board

- A. Approval of minutes from the June 25, 2024 regular meeting. (No Fiscal Impact) [24-927](#)
- B. Appointment of Princess Okieme to the Napa County Child Care and Development Planning Council as the Community Representative with term of office to commence immediately and expire on June 30, 2027. (No Fiscal Impact) [24-972](#)

County Executive Office

- C. Approve and authorize Amendment No. 1 to Agreement No. 200063B with Napa Valley Vine Trail Coalition to extend the agreement term through June 30, 2025. (Fiscal Impact: \$55,000 Expense; Budgeted; Unincorporated Napa Valley Tourism Improvement District; Discretionary) [24-1112](#)
Enactment No: A-200063B Amend. 1

County Fire Department

- D. Accept the Federal Emergency Management Agency (FEMA) 2022 Building Resilience for Infrastructure and Communities (BRIC) Grant. (Fiscal Impact: \$50 million; Fire Fund; Budgeted; Discretionary) [24-1201](#)

District Attorney

- E. Approve out of state travel for District Attorney Allison Haley to Dallas, Texas from August 11 - 15, 2024 to attend the 36th Annual Crimes Against Children Conference. (Fiscal Impact: \$3,000 expense; General Fund; Budgeted; Discretionary). [24-1006](#)

Information Technology Services – Division of CEO’s Office

- F. Approve and authorize Amendment No. 3 to Agreement No. 170687B with Megabyte Systems, Inc. and its corresponding Budget Amendment, for scanning records for Napa County Assessor-Recorder-County Clerk, increasing agreement amount by \$48,785 for a new maximum of \$477,259. (Fiscal Impact \$48,785; Information Technology Services (ITS); Not budgeted; Discretionary) [24-966](#)
[4/5 vote required]

Enactment No: A-170687B Amend. 3

Library

- G. Approve and authorize Amendment No. 1 to Agreement No. 220018B Unity Courier Service (Unity) for additional courier services and fuel surcharge, and Memorandum of Understanding Agreement No. 250004B with Napa Valley College and Memorandum of Understanding Agreement No. 250005B with Solano Community College to develop a pricing structure and to purchase services and/or products on the colleges’ behalf. (Fiscal Impact: \$550,000 Expense; Library Fund; Budgeted, Discretionary) [24-866](#)

Enactment No: A-220018B Amend. 1; A-250004B; A-250005B

- H. Approve and authorize Amendment No. 2 to Agreement No. 210369B with Innovative Interfaces Inc. to update product type from “Vega Premium Discover” within the contract to, “Vega Discover Consortia” for the library Polaris subscription. (No Fiscal Impact; Discretionary) [24-1092](#)

Enactment No: A-210369B Amend. 2

Planning, Building and Environmental Services (PBES)

- I. Approve and authorize Amendment No. 3 to Agreement No. 190083B and Amendment No. 2 to Agreement No. 220139B with Environmental Science Associates (ESA) to extend the terms through June 30, 2025 for environmental analysis of vineyard erosion control plans and to prepare, review and coordinate environmental impact reports. (Fiscal Impact: \$28,676; Budgeted; General Fund; Discretionary) [24-982](#)

Enactment No: A-190083B Amend. 3; A-220139B Amend. 2

- J. Approve and authorize Amendment No. 1 to Agreement No. 220310B with Granicus to extend the term through June 30, 2025 for assistance with detection, investigation, and management of short-term rentals in the unincorporated areas of Napa County. (No Fiscal Impact; Discretionary) [24-1167](#)

Enactment No: A-220310B Amend. 1

- K. Approve and authorize Amendment No. 1 to Agreement No. 200110B with Selectron Technologies for a new contract maximum of \$287,165 and to extend the term through June 30, 2029, to provide managed hosting service for automated inspection scheduling. (Fiscal Impact: \$137,165 Expense; Building Inspection Fund; Budgeted; Discretionary) [24-1168](#)

Enactment No: A-200110B Amend. 1

Probation

- L. Approve and authorize Amendment No. 6 to Agreement No. 170879B with Redwood Toxicology to provide drug screening services for adult and juvenile probationers. (Fiscal Impact: \$56,500; General Fund; Budgeted; Discretionary) [24-1133](#)

Enactment No: A-170879B Amend. 6

Public Works

- M. Award a Construction Contract to Ghilotti Construction Company, Inc. of Santa Rosa, CA in the amount of \$2,578,994 for the South County Paving Project, RDS 24-03, and approve a Budget Amendment. (Fiscal Impact: \$3,698,744 Expense; Measure T Non-Operating Special Revenue Fund, Capital Improvement Projects Fund; Not Budgeted; Discretionary) [24-871](#)
[4/5 vote required]

- N. Approve and authorize eight (8) Agreements for a maximum of \$50,000 each, per fiscal year, for the term of July 1, 2024 through June 30, 2027 with an automatic one-year renewal option for up to two additional years to provide on-call tree trimming and removal services for Napa County. (Fiscal impact: \$400,000 Expense; Roads and Property Management Divisions; Budgeted; Discretionary) [24-1071](#)

**Enactment No: A-250013B; A-250014B; A-250015B; A-250016B;
A-250017B; A-250018B; A-250019B; A-250020B**

- O. Approve and authorize Agreement No. 250036B with United Site Services of California, Inc. to provide pumping and disposal services for septic systems and grease traps for the term July 1, 2024 through June 30, 2027, with two one-year automatic renewal options. (Fiscal Impact: \$9,575 Expense; Various Funds; Budgeted; Discretionary) [24-1078](#)

Enactment No: A-250036B

- P. Approve creation of a capital improvement project (CIP), “Fuel Farm Improvement Project,” (PW24-30); approve Amendment No. 1 to Agreement No. 240127B with Roundtable Technical Resource, LLC for project design services; authorize a waiver of competitive bidding and award a sole source construction contract to American Environmental Aviation, Inc., for the “Fuel Farm Improvement Project,” making the associated findings in support of the award; and approve an associated Budget Amendment. (Fiscal impact: \$907,460 Expense; Airport CIP Fund; Not Budgeted; Discretionary).
[4/5 vote required]
Enactment No: A-240127B Amend.1 [24-1119](#)
- Q. Approve and authorize Agreement No. 250053B with Sanchez Brothers Landscaping, Inc. for a maximum of \$250,000 for Fiscal Year 2024-25 and \$80,000 per fiscal year for the remainder of the contract for landscape and irrigation maintenance, design, repair, and refurbishment within County Service Area No. 3 (CSA No. 3). (Fiscal Impact: \$250,000; CSA No. 3; Budgeted; Discretionary)
Enactment No: A-250053B [24-1160](#)
- R. Approve and authorize disposal of eleven (11) County surplus vehicles, a vehicle partition, and one County surplus piece of equipment and its modification and authorize the sale of these assets at auction. (Fiscal Impact: increased revenue; Fleet Fund; Not Budgeted, Discretionary)
[4/5 vote required] [24-1163](#)
- S. Approve and authorize Agreement No. 250052B with Bellecci & Associates for Engineering, Environmental, and Construction Support Services and approve a Budget Amendment for the HSIP Cycle 11 “Silverado Trail Intersection Improvements” project (RDS 22-26). (Fiscal Impact: \$25,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-1164](#)
- T. Adopt a Resolution temporarily closing Duhig Road from 6:00 A.M. to 11:00 A.M. on Sunday, July 21, 2024, for the Napa to Sonoma Wine Country Half Marathon and 5k (No Fiscal Impact; Discretionary).
Enactment No: R-2024-72 [24-1171](#)

7. PUBLIC COMMENT

Two (2) people spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Vice-Chair Anne Cottrell reported on recent meetings and conversations with small/pre-winery definition ordinance wineries on the challenges they face with obtaining or amending a use permit and would like an update from staff by the end of the year on the goals and results of the County's small winery and use modification, compliance, and micro-winery programs. Vice-Chair Cottrell also reported on a site visit of the Toll Fire near Calistoga last week and thanked Napa County Fire Chief Brian Hamm. She noticed County firefighters and several volunteer engines onsite, which is important due to the lack of hydrants and water tanks in the area. Vice-Chair Cottrell mentioned the updating of the agreement between the County and volunteer firefighters and underscored the goal of recognizing their value and to retain strong volunteers and increase those numbers, as well as provide ongoing opportunities for their input. Not only do they respond to locations all over the valley, but they provide a connection to the community and are a source of local knowledge that is critical in a large event. Vice-Chair Cottrell thanked the Fire Administration team for their role in updating the agreement.

Assessor-Recorder/County Clerk John Tuteur reported the assessment roll for the 2024-25 tax year was finished. The total value is \$55.2 billion, which includes an increase of \$2.4 billion, or 4.59%, from last year's value. Napa County has the fourth highest per capita assessment roll in the state following Marin, San Francisco, and San Mateo Counties. Mr. Tuteur suggested property owners compare their values from last year so that they have an opportunity between now and November to contact the Assessor's office with any questions or concerns.

Discussion held.

Supervisor Belia Ramos requested the County Executive Officer bring back a workshop to better understand the advantages and disadvantages of the County's project labor agreements and for the Board to consider as they relate to the upcoming facilities master plan. Several jurisdictions within the county, most recently American Canyon, have adopted their own project labor agreement policies and ordinances, and the last time Napa County had a large capital improvement project, this subject was reviewed only in a limited budgetary sense and not at a broader level.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

Napa County Groundwater Sustainability Agency

- A. JOINT MEETING OF THE GROUNDWATER SUSTAINABILITY AGENCY AND TECHNICAL ADVISORY GROUP UPDATE [24-1082](#)

Receive an update on the Napa Valley Subbasin Groundwater Sustainability Plan (GSP) implementation including: the need for adaptive management due to climate change; benefits from recharge opportunities; coordination with growers’ participating in pilot sites; and implementation of the GSP and the three Workplans.

Planning, Building and Environmental Services Natural Resources Conservation Manager Jamison Crosby introduced Technical Advisory Group (TAG) Members Chair Albert Filipelli, Dr. Monica Cooper, Dr. Julie Chambon, Dr. Miguel Garcia, and Dr. Mathias Kondolf.

Planning, Building and Environmental Services Natural Resources Conservation Manager Jamison Crosby made presentation.

Luhdorff & Scalmanini Consulting Engineers Senior Principal Hydrologist Vicki Kretsinger Grabert made presentation.

Stillwater Sciences Fluvial Geomorphologist Christian Braudrick made presentation.

ERA Economics Principal Economist Duncan MacEwan made presentation.

Four (4) people spoke during public comment.

Discussion held.

11. ADMINISTRATIVE ITEMS

None

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

Planning, Building and Environmental Services (PBES)

A. PUBLIC HEARING - Introduction of Ordinance

[24-913](#)

Introduction and intention to 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, and adopt a Resolution of Findings as required by state law (No Fiscal Impact; Discretionary).

Chair Joelle Gallagher opened the public hearing.

Planning, Building and Environmental Services Special Projects Manager David Morrison made presentation.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the requested actions.

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

Recusals: None

Result: Passed

Enactment No: R-2024-73

Public Works

- B. PUBLIC HEARING - Napa Valley Transportation Improvement Act Ordinance (Measure U)

[24-1049](#)

Introduction and intention to 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)

Chair Joelle Gallagher opened the public hearing.

Director of Public Works Steven Lederer made presentation.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the intent to adopt the ordinance.
Voting Yes: Pedroza, Gregory, Cottrell, Ramos, and Gallagher
Recusals: None
Result: Passed

- 14. CLOSED SESSION

None

- 15. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, JULY 23, 2024 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board