



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, August 20, 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

Napa Valley Register Reporter Barry Eberling led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

4. PROCLAMATIONS AND COMMENDATIONS

None

5. CONSENT CALENDAR - SPECIAL DISTRICTS

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

Napa County Housing Authority

- A. Acceptance of donation report for quarter ending June 30, 2024. (Fiscal Impact \$7,356 Revenue; Housing Authority Fund; Budgeted; Discretionary) [24-1317](#)

Lake Berryessa Resort Improvement District

- B. Approve the Plans and Specifications for Phase I of the “LBRID Wastewater Ponds Groundwater Inflow Mitigation Project” and authorize the advertisement for sealed bids, and opening of the bids at a time, date, and location to be published by the District Engineer pursuant to Section 20150.8 of the Public Contract Code. (No Fiscal Impact; Discretionary) [24-1359](#)
- C. Authorize preparation of the necessary accounting entries to close the financial books for the fiscal year ended June 30, 2024. (Fiscal Impact: \$3,554,206 Expense; Lake Berryessa Resort Improvement District Fund; Not budgeted; Discretionary) [24-1410](#)
[4/5 vote required]

Napa Berryessa Resort Improvement District

- D. Authorize preparation of the necessary accounting entries to close the financial books for the fiscal year ended June 30, 2024. (Fiscal Impact: \$259,930 Expense; Napa Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary) [24-1433](#)
[4/5 vote required]

6. CONSENT CALENDAR

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

Auditor-Controller

- A. Authorize preparation of the necessary accounting entries to close the financial books for the fiscal year ended June 30, 2024. (Fiscal impact: identified with each requested item in the attached letter; Various Funds; Not budgeted; Discretionary) [24-1274](#)
[4/5 vote required]
- B. Deny four (4) State assessed unitary property tax refund claims for return of 2019-20, 2020-21, 2021-22, and 2022-23 taxes paid on Assessor’s Parcel No. 799-000-226 in accordance with Revenue and Taxation Code section 100 and Sections 5096 and 5097 (one Railroad company). (Fiscal Impact: \$22,643.68 Revenue; Discretionary) [24-1362](#)

- C. Adopt a Resolution to authorize the issuance of the fiscal year 2023-24 promissory note for delinquent secured taxes and the continuance of the Teeter Plan for fiscal year 2024-25. (Fiscal Impact: \$1,705,498 Revenue, Various Funds, Budgeted, Mandatory) [24-1400](#)

Enactment No: R-2024-83

Child Support Services

- D. Approve and authorize the Director of Child Support Services to sign the revised Plan of Cooperation Agreement No. 8677 with the California Department of Child Support Services amending language that addresses the role of the program participants and simplifies existing processes for the Child Support Program. (No Fiscal Impact; Mandatory) [24-1416](#)

Enactment No: A-8677

Clerk of the Board

- E. Approval of minutes from the August 6, 2024 regular meeting. (No Fiscal Impact) [24-930](#)
- F. Reappoint Miguel Garcia, Mathias Kondolf, Albert Filipelli, Julie Chambon, and Monica Cooper to the Napa County Technical Advisory Group with terms of office to commence immediately and expire on June 30, 2026. (No Fiscal Impact) [24-1309](#)
- G. Appointment of Jimmy T. Kontras to represent Regular Member on the Napa County Dangerous Animal Hearing Panel with term of office to commence immediately and expire on January 31, 2027. (No Fiscal Impact) [24-1366](#)
- H. Reappointments of Fren Yaffa, Neil Watter, and Susan Ensey as Napa County representatives, and Fran Rosenberg as Napa County Alternate 1 to the Napa/Solano Agency on Aging Advisory Council. The terms of office are to commence immediately and expire on June 30, 2026. (No Fiscal Impact) [24-1367](#)
- I. Reappoint Stacey D. Capitani representing Napa Valley Vintners/Top 5 Revenue on the Unincorporated Napa Valley Tourism Improvement District Governing Committee with term of office to commence immediately and expire on June 30, 2028. (No Fiscal Impact) [24-1386](#)

County Counsel

- J. Approve and authorize Amendment No. 1 to Agreement No. 230248B with Thomson Reuters for Westlaw legal research software adding two additional user licenses for a new maximum compensation of \$17,451, expiring on January 31, 2026. (Fiscal Impact: \$1,939 Expense; General Fund; Budgeted; Discretionary) [24-1313](#)

Enactment No: A-230248B Amend. 1

- K. Approve and authorize the Informed Consent Letter with Liebert Cassidy Whitmore to allow the law firm to represent the Community College District in negotiations between the County and the College District for law enforcement services. (No fiscal Impact; Discretionary) [24-1347](#)

County Executive Office

- L. Approve and authorize Agreement No. 250100B with Willdan Financial Services to conduct a nexus study for Affordable Housing, Traffic, Utility Connections, and Small Woodland Conversion mitigation projects. (Fiscal Impact: \$68,460 Expense; General Fund; Budgeted; Discretionary) [24-1252](#)

Item pulled for discussion. Please see Item 9.

Enactment No: A-250100B

- M. Accept and file the Annual Report of fees waived by various County departments during FY 2023-24. (Fiscal Impact: \$52,027 net expense; Various Funds; Budgeted; Discretionary) [24-1307](#)
- N. Approve transmittal of the proposed responses to the 2023-24 Grand Jury Final Reports to the Presiding Judge as prescribed by Section 933 of the Penal Code. (No Fiscal Impact; Mandatory) [24-1365](#)

Item pulled for discussion. Please see Item 9.

County Fire Department

- O. Approve a Budget Amendment to increase the appropriations by \$70,000 in Fire Operations to purchase a 2023 Ford Expedition and 6 Motorola Dual Band Radios, waive competitive bidding requirements, and provide a sole source award to Cordelia Fire District for the vehicle. (Fiscal Impact: \$70,000 Expense; Fire Fund, Not Budgeted: Discretionary) [4/5 vote required] [24-1397](#)

Health and Human Services Agency

- P. Approve and authorize Agreement No. 250159B with Mentis, Inc., for \$1,520,000 for Fiscal Year 2024-2025, and each subsequent annual renewal, for the provision of Early and Periodic Screening, Diagnostic and Treatment program services. (Fiscal Impact: \$1,520,000 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [24-1300](#)
- Enactment No: A-250159B**
- Q. Approve and authorize Agreement No. 250090B with Ole Health dba CommuniCare OLE, for a maximum of \$452,738 for the term of July 1, 2024 through June 30, 2027, for the provision of the Dental Access Program. (Fiscal Impact: \$452,738 Expense; Health and Human Services Agency Fund and General Fund; Budgeted; Discretionary) [24-1392](#)
- Enactment No: A-250090B**
- Item pulled for discussion. Please see Item 9.**

Human Resources – Division of CEO’s Office

- R. Approve and authorize Agreement No. 240398B with ExamWorks for the term of January 1, 2024, through June 30, 2024, to provide advisory medical record review, independent medical examinations, and/or reports, and pay for previous work regarding an independent medical examination. (Fiscal Impact: \$80,000 annual expense; Fund dependent upon Department usage; Budgeted; Discretionary) [24-969](#)

Enactment No: A-240398B

- S. Adopt a Resolution to amend Napa County Policy Manual Part I to add Section 37DD - Lactation Accommodation Policy. (No Fiscal Impact) [24-1306](#)

Enactment No: R-2024-84

Information Technology Services – Division of CEO’s Office

- T. Approve and authorize Agreement No. 250075B with AMS.NET, for a maximum of \$29,800 through June 30, 2025 for professional services required for network configuration at the Napa County Replacement Detention Facility; and a waiver of competitive bidding requirement and sole source award (pursuant to Napa County Code Section 2.36.090). (Fiscal Impact: \$29,800 Expense; Capital Projects Fund; Budgeted; Discretionary) [24-1015](#)

Enactment No: A-250075B

- U. Approve and authorize Agreement No. 250096B with Pictometry International Corporation for a maximum of \$252,180 to provide aerial photography services through August 31, 2027 (Fiscal Impact: \$252,180 Expense; Information Technology Services Fund; Budgeted; Discretionary). [24-1336](#)

Enactment No: A-250096B

- V. Adopt a Resolution approving revisions to the Clerk of the Board and Public Works retention schedules in Section 40 of the County Policy Manual effective August 20, 2024. [24-1352](#)
[4/5 vote required]

Enactment No: R-2024-85

Planning, Building and Environmental Services (PBES)

- W. Approve a Budget Amendment to increase appropriations in Community Grants with use of fund balance to allow the Wildlife Conservation Commission to fund additional annual grant applications. (Fiscal Impact: \$10,000 Expense; Not Budgeted; Discretionary) [24-1374](#)
[4/5 vote required]

- X. Adopt and approve a temporary office closure on Thursday, September 19, 2024, from 11:00 a.m. to 2:00 p.m. for a department-wide team building, professional development luncheon. (No Fiscal Impact; Discretionary) [24-1394](#)

Probation

- Y. Approve and authorize Agreement No. 250149B with Jan C. Bouch, for the term August 1, 2024 through June 30, 2025 to provide executive coaching and mentoring of Probation Supervisors and Managers. (Fiscal Impact: \$58,000 Expense; General Fund; Budgeted; Discretionary) [24-1413](#)

Enactment No: A-250149B

Public Works

- Z. Approve and authorize the disposal of one surplus piece of equipment by way of trade-in. (Fiscal Impact: \$28,000 Revenue; Fleet; Not Budgeted; Discretionary) [24-1192](#)

- AA. Adopt a Resolution authorizing the filing of an application, acceptance of allocation of funds, and execution of a grant agreement by the Director of Public Works with the California Department of Transportation Aeronautics Division in support of the Airport Improvement Program for a State Matching Grant for the Taxiway K and 19R Runup Apron Rehabilitation Project. (Fiscal Impact: \$219,629 Revenue; Airport CIP Fund; Budgeted; Discretionary) [24-1299](#)

Enactment No: R-2024-86

- AB. Approve and authorize Agreement No. 250070B with St. Francis Electric for a maximum of \$150,000 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 Electrical Maintenance and On-Call Services for Napa County. (Fiscal Impact: \$150,000 Expense; Roads and County Service Area No. 3 Funds; Budgeted; Discretionary) [24-1308](#)

Enactment No: A-250070B

- AC. Authorize the purchase of a capital asset for a Motorola Two-Way All-Band radio, sole source award to Motorola Solutions, and approve a Budget Amendment. (Fiscal Impact: \$7,400 Expense; Roads Fund; Not Budgeted; Discretionary) [24-1341](#)
[4/5 vote required]

- AD. Award a Construction Contract to “E.E. Gilbert Construction, Inc.” for the “Redwood Road 5.76 Slide Repair Project”; and approve a Budget Amendment. (Fiscal Impact: \$166,377 Expense; Measure T Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-1348](#)
- Sheriff
- AE. Approve and authorize revenue Agreement No. 170821B with Napa County Office of Education to provide a School Resource Officer at Juvenile Court and Camille Creek Community School. (Fiscal Impact: \$201,938 Revenue; General Fund; Budgeted; Discretionary) [24-1305](#)
- Enactment No: A-170821B**
- AF. Approve and authorize Agreement No. 250148B with Axon Enterprise, Inc. for body worn cameras, conducted energy devices, and fleet video systems and approval of a waiver for competitive bidding and sole source award. (Fiscal Impact: \$3,042,638 Expense; General Fund; Budgeted; Discretionary) [24-1375](#)
- Enactment No: A-250148B**
- AG. Adopt a Resolution; and approve and authorize grant agreement 250162B and related Budget Amendment to participate in the Urban Area Security Initiative (UASI) administered by Bay Area UASI FY22 grant funding for the performance period of July 1, 2024, to December 31, 2024 to enhance regional preparedness. (Fiscal Impact: \$7,872 Revenue; General Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-1385](#)
- Enactment No: R-2024-87; A-250162B**

7. PUBLIC COMMENT

One (1) person spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Chair Joelle Gallagher announced the passing of philanthropist and community leader Joseph Peatman, Sr., who co-founded the law firm Dickenson, Peatman & Fogarty in 1964 and was a Board of Supervisor from 1969 to 1972, the CEO of the Peter A. and Vernice H. Gasser Foundation, and he was involved in many other community organizations that benefited many residents of the Napa Valley, as well as being a partner in the development of affordable and supportive housing. Heartfelt condolences were offered to his family and friends. Chair Gallagher also requested review of potentially adding members to the Technical Advisory Group be agendized for a future meeting.

Vice-Chair Anne Cottrell congratulated Ryan J. Alsop on the one-year anniversary of his role as the Napa County Executive Officer on August 4, 2024 and noted the milestones of the sale of the Calistoga Fairgrounds and Pet of the Week being added to Board of Supervisors meetings, and she thanked him for his work and being accessible to staff, community members, and industry groups. Vice-Chair Cottrell reported on the Berryessa Estates community event she and Sheriff Oscar Ortiz held last week. The event was well attended, and she thanked the community groups and departments who participated with special thanks to Berryessa Estates resident and Napa Communities Firewise Foundation liaison Jonathan Niksa, and to her assistant Leah Doyle-Stevens. Vice-Chair Cottrell announced a second event of a climate education series with professor Drew Isaacs will be held at Pacific Union College in Angwin this Thursday night. Vice-Chair Cottrell noted that she and many of her colleagues were present for the opening of the new St. Helena to Calistoga segment of the Napa Valley Vine Trail last weekend and that she spoke with Vine Trail Executive Director Shawn Casey-White, who mentioned that while the segment of the trail is safe, it is not yet complete, as more signage is being added. Lastly, Vice-Chair Cottrell requested presentations on the following be agendized for a future meeting: 1) connectivity for bike and pedestrian infrastructure; and 2) e-bike regulations on county trails.

Supervisor Belia Ramos made a presentation on social housing from her trip to Vienna, Austria last month on behalf of the Association of Bay Area Governments and the Metropolitan Transportation Commission. In a city of nearly 2 million residents, they have virtually no homelessness due to their framework to produce housing for all. Some key elements include rent control measures put into place since 1917 that keep rents stable, city-wide principles for their housing first model to help prevent homelessness, and funding from a 1% tax on all salaries, with half being paid directly from each person's wages and the other half paid by their employer.

Supervisor Ryan Gregory commented on the opening of the new St. Helena to Calistoga segment of the Napa Valley Vine Trail community event last Friday and he expressed enthusiasm for the segment's unique attributes as a bike rider himself. He thanked Napa County for \$1.3 million in funding and hopes the County will also be involved in funding the proposed St. Helena to Yountville segment. Supervisor Gregory also referenced a policy Napa County developed a few years ago pertaining to electric transports on trails.

Discussion held.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

- 6L

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

Discussion held.

Motion Text: Approve the requested action.

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

Recusals: None

Result: Passed

- 6N

County Executive Office Senior Management Analyst Daniel Sanchez made presentation.

Discussion held.

Direction given to staff.

Motion Text: Approve the requested action.

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

Recusals: None

Result: Passed

- 6Q

Motion Text: Approve the requested action.

Voting Yes: Ramos, Cottrell, and Gallagher

Recusals: Gregory and Pedroza

Result: Passed

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. Adopt a Resolution authorizing the execution of a Termination Agreement and related documents; and provide payment to defease the County’s portion of the State lease for the Re-Entry Facility. (Fiscal Impact: \$16 million; Capital Improvement Projects Fund; Budgeted; Discretionary) [24-1292](#)

Assistant County Executive Officer Rebecca Craig made presentation.

Discussion held.

Motion Text: Adopt the Resolution.
Voting Yes: Ramos, Gregory, Cottrell, Pedroza, and Gallagher
Recusals: None
Result: Passed
Enactment No: R-2024-88

Housing & Homeless Services – Division of CEO’s Office

- B. Receive a presentation regarding the “Napa Valley Housing Needs Assessment”. (No fiscal impact) [24-1199](#)

Director of Housing and Homeless Services Jennifer Palmer made presentation.

Generation Housing Director of Special Initiatives Josh Shipper, PhD made presentation.

Generation Housing Research Manager Max Zhang made presentation.

Discussion held.

One (1) person spoke during public comment.

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

Public Works

A. PUBLIC HEARING - Zone One Rates

[24-1325](#)

Adopt a Resolution adjusting rates effective October 1, 2024, for the residential and commercial operational cost associated with the collection of solid waste, recyclables, green waste, and food waste applicable to the Unincorporated Area of Garbage Zone One, a service which is provided by Napa County Recycling and Waste Services, LLC. (Fiscal Impact: \$16,200 net revenue; Zone One; Budgeted; Discretionary)

Chair Joelle Gallagher opened the public hearing.

Director of Public Works Steven Lederer made presentation.

Discussion held.

Chair Joelle Gallagher closed the public hearing.

Motion Text:	Adopt the Resolution.
Voting Yes:	Cottrell, Gregory, Pedroza, Ramos, and Gallagher
Recusals:	None
Result:	Passed
Enactment No:	R-2024-89

Planning, Building and Environmental Services (PBES)

- B. PUBLIC HEARING 9:00 AM- Sentinel LLC/Inglenook Residence Appeal

[24-1186](#)

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 JUNE 11, 2024. APPELLANT, APPLICANT, AND STAFF REQUEST A CONTINUANCE TO NOVEMBER 12, 2024, AT 9:00 AM.)

Motion Text: Continue the Public Hearing to November 12, 2024 at 9:00 a.m.

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

Recusals: None

Result: Passed

- C. PUBLIC HEARING 2:00 PM - Duckhorn Vineyards Winery Appeal [24-642](#)
(Use Permit Major Modification No. P19-00097-MOD)

Conduct a public hearing to consider the appeals filed by Appellant John Murphy on behalf of Preserve Lodi Lane and Appellant Water Audit California concerning Napa County Planning Commission's decision on May 3, 2023, to approve the Duckhorn Vineyards Winery Use Permit Major Modification Application No. P19-00097 and adopt the Revised Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program. (No Fiscal Impact) (CONTINUED FROM NOVEMBER 7, 2023)

Chair Joelle Gallagher opened the public hearing.

The Board of Supervisors provided disclosures.

Planning, Building and Environmental Services Supervising Planner Trevor Hawkes made presentation and announced appellant Water Audit California and the applicant reached a settlement.

Appellant representative/Attorney Amy Minter made presentation on behalf of the appellant Preserve Lodi Lane.

Appellant John Murphy made presentation on behalf of the appellant Preserve Lodi Lane.

Ten (10) people spoke during public comment.

Duckhorn Winery Chief Operating Officer Zach Rasmussen made presentation on behalf of the applicant.

Traffic Engineer Dalene Whitlock made presentation on behalf of the applicant.

Applicant representative/Attorney Rob Anglin made presentation on behalf of the applicant.

Appellant representative/Attorney Amy Minter provided a rebuttal on behalf of the appellant Preserve Lodi Lane.

Appellant John Murphy provided a rebuttal on behalf of the appellant Preserve Lodi Lane.

Discussion held.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Accept the settlement between applicant and appellant Water Audit California; waive the preparation of a Resolution of Findings of Fact; and adopt additional conditions of approval.

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

Recusals: None

Result: Passed

Motion Text: Motion of intent to deny the appeal filed by Preserve Lodi Lane; direct County Counsel to prepare a Resolution of Findings of Fact to include revised conditions of approval; and bring the Findings back to the Board on November 12, 2024.

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

Recusals: None

Result: Passed

14. CLOSED SESSION

None

15. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, SEPTEMBER 10, 2024 AT 9:00 A.M. IN MEMORY OF JOSEPH PEATMAN, SR.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board