



# Napa County

## Board Agenda Letter

1195 THIRD STREET  
SUITE 310  
NAPA, CA 94559  
www.countyofnapa.org  
Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 12/17/2024

**File ID #:** 24-2080

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**TO:** Board of Supervisors  
**FROM:** Brian D. Bordona, Director of Planning, Building, and Environmental Services  
**REPORT BY:** Jesse Gutierrez, Principal Planner - Sustainability  
**SUBJECT:** Amendment No. 1 to Agreement No. 240241B with Ascent Environmental, Inc. and Budget Amendment

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### **RECOMMENDATION**

Approve and authorize Amendment No. 1 to Agreement No. 240241B with Ascent Environmental, Inc.; and approve a Budget Amendment for continued and additional specialized services to develop a Regional Climate Action and Adaptation Plan. (Fiscal Impact: \$25,328 Net Expense; General Fund; Not Budgeted; Discretionary)  
[4/5 vote required]

### **BACKGROUND**

In June 2019, Napa County; the Cities of American Canyon, Calistoga, Napa, and St. Helena; and the Town of Yountville adopted Resolutions regarding the "Countywide Commitment to Address Climate Change." Following the Resolutions, all six jurisdictions came together to form the Climate Action Committee (CAC) consisting of two elected appointees from each of the jurisdictions for a total of 12 members. At the December 2020 meeting, the Committee agreed to create a formal Climate Action Committee (CAC) that included signing a Joint Powers Agreement (JPA).

At the October 6, 2022, meeting of the Napa County League of Governments (NCLOG), which includes representatives from all six jurisdictions, there was broad support for proceeding with a Regional Climate Action and Adaptation Plan to provide a policy and implementation framework for reducing GHG emissions. There was also general agreement that each jurisdiction should consider the proposal for a Regional Climate Action and Adaptation Plan at a future Council/Board meeting, to guide Climate Action Committee (CAC) representatives as they move forward. Over the next five months, all six jurisdictions approved the idea of moving forward with preparing a Regional Climate Action and Adaptation Plan.

At their May 16, 2023, meeting, the County Board of Supervisors directed staff to begin work on a Request For

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Proposals to work on a Regional Climate Action and Adaptation Plan. The plan would provide a policy and implementation framework for reducing GHG emissions.

On November 27, 2023 the CAC unanimously affirmed staff's recommendation of Ascent Environmental's proposal for specialized services to develop a Regional Climate Action and Adaptation (RCAAP) and associated California Environmental Quality Act (CEQA). The RCAAP will identify specific actions and strategies to reduce greenhouse gas emissions (GHG) and adapt to climate change within the City of American Canyon, City of Calistoga, City of Napa, County of Napa, City of St. Helena, and Town of Yountville.

Agreement No. 240241B between Napa County and Ascent Environmental Inc., was approved by the County Board of Supervisors on December 19, 2023. As part of the development of the RCAAP actions and strategies, Ascent and supporting staff have held six community outreach focus groups to discuss the region's most pressing concerns with organizations that work directly with residents in the region. The six focus groups highlighted conversations with organizations working with- Families, Youth, Community Organizations, Agricultural focus, Public Health, and Multi-Language Services. The project also launched a public facing website - <https://climateactionnapa.konveio.com/> on which the public could participate on a project survey and where they can access supporting documents and stay informed on upcoming ways to participate. There were also two virtual meetings held which were open to the public.

Ascent has delivered memos from their research and studies supporting the strategies, measures, and actions of the RCAAP. The greenhouse gas inventory (GHG) memo, completed in 2022 by Ascent, is the baseline information which laid the groundwork for updating and forecasting what GHG measures could be in the future if the region proceeds with "business as usual" and how emissions can be reduced considering current and upcoming policy change and by using the strategies in the plan. In addition to the GHG forecast memo, Ascent has drafted potential GHG reduction measures, strategies, and actions. In April 2024 the final Climate Vulnerability Assessment (VA) was presented which identifies and analyzes climate change effects that will impact Napa County. The VA is the first step in the adaptation part of the RCAAP process which aims to improve community resilience in the face of current and future hazardous conditions and experiences associated with the changing climate.

This Amendment No. 1 and Budget Amendment will cover additional costs and work not budgeted in the initial agreement. In addition to the work necessary to complete the RCAAP, additional support was required for the following: updates and revisions to emissions forecasts, revisions to GHG Measures, revisions to Climate VA and Adaptation Measures, ensuring RCAAP is compliant with Section 508 of the Rehabilitation Act of 1973, an additional community outreach virtual meeting with support, additional Climate Action Committee meeting support, additional project coordination and management for additional work, and contingent additional support and project coordination.

Amendment No. 1 will increase the maximum compensation by \$76,750 and perform the services outlined above. The maximum payments under this Agreement shall be a total \$465,270 for professional services and \$211,040 for expenses.

Agreement No. 240241B was for a maximum of \$599,560 of which \$500,000 was paid through a budget allocation obtained by State Senator Dodd and the remainder split between the municipalities on a pro rata basis. Costs related to Amendment No. 1 will be similarly divided among the municipalities. In accordance with the cost-sharing formula agreed to in the JPA, the member jurisdictions are responsible for paying for costs under the Amendment, as follows:

- Napa County: \$25,328
- City of Napa: \$22,948
- American Canyon: \$9,824
- St. Helena: \$6,524
- Calistoga: \$6,370
- Yountville: \$5,756

Ascent Environmental will evaluate the options that the jurisdictions have under the California Environmental Quality Act (CEQA) to adopt the RCAAP. If an Environmental Impact Report (EIR) is required, Ascent and staff estimate that there would be an additional \$250,000 to \$400,000 in costs. The cost of an EIR would be borne by the member jurisdictions unless additional funding is secured.

Requested Actions:

1. Approve and authorize Amendment No. 1 to Agreement No. 240241B with Ascent Environmental, Inc. increasing the contract maximum by \$76,750 for a new contract maximum of \$676,310 for continued and additional specialized services to develop a Regional Climate Action and Adaptation Plan.
2. Approval of a Budget Amendment increasing General Fund - PBES appropriations \$76,750 in Fund 1000, Division 1704000, Account 52490. This will be offset by revenues from Other Governmental Agencies (43950) in the amount of \$51,422 and use of available fund balance.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Preparation of a Climate Action Plan is included in both the General Plan and the Strategic Plan and has been supported by the Board of Supervisors in several Resolutions.
Is the general fund affected?	Yes
Future fiscal impact:	The project will be completed in FY 2024-2025.

Consequences if not approved:

The County and other jurisdictions will have to prepare/update individual Climate Action Plans. There will be reduced cooperation and coordination in regional greenhouse gas emission reduction efforts, and potentially less access to future grant and/or state funding.

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.