

Napa County

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



Agenda

***Consolidated**

Tuesday, May 2, 2023

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 Support 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.

The agenda is divided into three sections:

CONSENT ITEMS - These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any CONSENT ITEMS can be discussed separately at the request of any person. CONSENT ITEMS are usually approved with a single motion.

SET MATTERS - PUBLIC HEARINGS - These items are noticed hearings, work sessions, and items with a previously set time.

ADMINISTRATIVE ITEMS - These items include significant policy and administrative actions and are classified by program areas. Immediately after approval of CONSENT ITEMS if the time for hearing SET MATTERS has not arrived, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Supervisors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Clerk of the Board of Supervisors, 1195 Third Street, Suite 305, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection after the meeting. Availability of materials related to agenda items for inspection does not include materials which are exempt from disclosure under the California Government Code.

ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD:**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. 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. Leave a voice mail on the public comment line at 707-299-1776 (comments will be limited to three minutes).
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. **APPROVAL OF MINUTES**
 - A. Clerk of the Board requests approval of minutes from the April 18, 2023, regular meeting. [23-0722](#)
Attachments: [April 18, 2023](#)
4. **PRESENTATIONS AND COMMENDATIONS**
 - A. Director of Human Resources to recognize County employees with 25 to 29 years of service. [23-0575](#)
 - B. Presentation of a proclamation to a member of the Napa County Landmarks Board of Directors, recognizing May 2023 as Historic Preservation Month in Napa County. [23-0620](#)
Attachments: [Proclamation](#)
 - C. Presentation of a proclamation to Kris Brown, Deputy Director of Health and Human Services Agency (HHS) Comprehensive Services for Older Adults (CSOA) and Elaine Clark, Director of Napa/Solano Area Agency on Aging (N/S AAA) declaring May 2023 as “Older Americans Month (OAM)” in Napa County. [23-0666](#)
Attachments: [Proclamation](#)
 - D. Presentation of a proclamation to the Chair of the Napa County Mental Health Board, Robert Palmer, Vice Chair of the Napa County Mental Health Board, Kristine Haataja, and Deputy Director of HHS - Behavioral Health, Cassandra Eslami, declaring May 2023 as "Mental Health Awareness Month" in Napa County. [23-0746](#)
Attachments: [Proclamation](#)
5. **DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS**
6. **CONSENT ITEMS - SPECIAL DISTRICTS**

7. CONSENT ITEMS**Agricultural Commissioner**

- A.** Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign Agreement No. 230387B with Kristin Lowell, Inc. for a maximum of \$5,800 for the term April 1, 2023 through June 30, 2023 for civil engineering services for the Napa County Winegrape Pest and Disease Control District to develop the per acre assessment for Fiscal Year 2023-2024. [23-0718](#)

Attachments: [Agreement](#)

Auditor-Controller

- B.** Auditor-Controller requests the acceptance of the internal audit compliance review of the Proximity Workforce Housing Assistance Program for the period of January 1, 2022 to December 31, 2022. [23-0689](#)

Attachments: [Internal Audit Report](#)

County Counsel

- C.** County Counsel requests adoption of an Ordinance amending Chapter 10.04 of the Napa County Code to allow the Board of Supervisors to establish speed limits by resolution. [23-0696](#)

Attachments: [Ordinance \(Clean\)](#)
[Ordinance \(Redline\)](#)

County Executive Office

- D.** Interim County Executive Officer requests the reappointment of James Hudak to represent Public Member on the Napa County Treasury Oversight Committee with the term to commence immediately and expire on March 31, 2027. [23-0674](#)

- E.** Interim County Executive Officer requests the appointment of Tessa Lorraine to fill a term representing Organization Concerned with Older Adults to the Napa County Commission on Aging with terms of office to commence immediately and expire September 30, 2024. [23-0695](#)

Attachments: [COA Recommendation](#)
[Lorraine Application](#)

County Fire Department

- F. Deputy County Fire Chief requests the following actions (4/5 vote required): [23-0712](#)

Donation from Angwin Volunteer Fire Department (non-profit)

1. Acceptance of a donated 2023 Can-Am Defender XT HD10 utility vehicle (UTV) from Angwin Volunteer Fire Department (AVFD) to the Napa County Fire Department;
2. Authorization of the Chair to sign Bill of Transfer accepting the Can-Am UTV from AVFD;
3. Establish a capital asset in the amount of \$28,846 for the UTV;
4. Approval of Budget Transfer increasing appropriations in the Fire Department's budget with offsetting revenues in the amount of \$28,846 to recognize the value of the donation;
5. Authorize to send the attached letter of appreciation to AVFD;

Donations from Napa Communities Firewise Foundation

6. Acceptance of donation of two 2022 Honda UTVs and two 2023 Big T utility trailers from Napa Communities Firewise Foundation (NCFF) to the Napa County Fire Department;
7. Authorization of the Chair to sign Bills of Transfer accepting the two UTVs and two utility trailers from NCFF; and
8. Establish capital assets in the following amounts:
 - 2022 Honda SXS10M5DL UTV - \$27,482
 - 2022 Honda SXS10M5PL UTV - \$29,124
 - 2023 Big T 35SA12 Utility Trailer (2) - \$3,406/each

Health and Human Services Agency

- G. Director of Health and Human Services Agency (HHS) requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 220056B with On the Move, Inc., to extend the term through October 30, 2025, increase the contract maximum to \$34,590 and revise reporting requirements for the Housing Navigators Program (HNP). [23-0415](#)

Attachments: [Agreement](#)

- H.** Director of Health and Human Services Agency (HHS) requests approval of and authorization for the Chair to terminate the current Agreement No. 4000 with Community Resources for Children (CRC) and sign a new Agreement No. 230351B, for a contract maximum of \$600,691 for Fiscal Year 2023-2024, and each subsequent renewal, for the California Work Opportunity and Responsibility to Kids (CalWORKs) Stage One child care program. [23-0416](#)

Attachments: [Agreement](#)

- I.** Director of Health and Human Services Agency (HHS) requests approval of and authorization for the Chair to sign Agreement No. 230363B with Marin County for a contract maximum of \$41,046 for the term of April 1, 2023 through June 30, 2024, to provide services through Family Builders, Inc., and the Youth Acceptance Project (YAP) to assist lesbian, gay, bisexual, transgender, queer or questioning, and more (LGBTQ+) children/youth and their families with preservation or reunification. [23-0540](#)

Attachments: [Agreement](#)

- J.** Director of Health and Human Services Agency (HHS) requests approval of and authorization for the Chair to sign the following agreements in order to provide Prevention and Early Intervention (PEI) services under the County's Mental Health Services Act (MHSA) PEI Plan for the term July 1, 2023 through June 30, 2026: [23-0594](#)
1. Agreement No. 230372B with Mentis, Inc., for a maximum of \$97,540, for the provision of outreach and engagement services to BIPOC (Black, Indigenous, People of Color) College Students;
 2. Amendment No. 2 to Agreement No. 210355B with Cope Family Center, Inc., for a maximum of \$90,000, for the continued coordination of multi-agency prevention services, outreach assessment, and brief mental health services for at-risk families throughout Napa County;
 3. Amendment No. 2 to Agreement No. 210357B with Napa County Office of Education, for a maximum of \$80,000, for the continued services of its Student Assistance Program (SAP) in court and community schools to offer mental health screening, assessment, and PEI services to students at-risk of, or involved with, the juvenile justice system;
 4. Amendment No. 2 to Agreement No. 210359B with Napa Valley Education Foundation, for a maximum of \$160,000, for the continued Student Assistance Programs in American Canyon Schools, to provide support groups, immediate support of students' emotional, safety, and physical health needs, and more intensive supports including individualized intervention support plans, individual mental health supports, and individual counseling from school social workers or other staff or referrals to community mental health providers as needed;
 5. Amendment No. 2 to Agreement No. 210360B with On the Move, Inc., for a maximum of \$50,000, for the continued lesbian, gay, bisexual, transgender, and queer or questioning (LGBTQ+) assessments, cultural competency trainings, advocacy, outreach, and evaluation for Napa County; and
 6. Amendment No. 2 to Agreement No. 210362B with UpValley Family Centers of Napa Valley, Inc., for a maximum of \$80,000, for continued culturally-based group mentoring on-site at St. Helena and Calistoga Elementary and Junior/Senior high schools.

Attachments: [Mentis Agreement](#)
[Cope Agreement](#)
[Napa Valley Education Foundation Agreement](#)
[Napa County Office of Education Agreement](#)
[On the Move Agreement](#)
[Up Valley Agreement](#)

- K.** Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 3 to Revenue Agreement No. 220359B for up to \$181,500 in the current fiscal year with Advocates for Human Potential (AHP) replacing the current Statement of Work and Payment Schedule to update the number of billing quarters for direct services for the administration of the Mobile Response Team (MRT). [23-0597](#)
- Attachments:** [Agreement](#)
- L.** Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180245B with Lytle, Inc., dba Hobart Sales and Service with no change to the contract maximum of \$20,000 per fiscal year, extending the term of the Agreement through June 30, 2026, and updating the Scope of Work and Compensation exhibits, to provide kitchen and vaccination storage equipment repair, servicing and maintenance. [23-0601](#)
- Attachments:** [Agreement](#)
- M.** Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230104B with David Mellow dba Medical Emergency Dynamics for a new contract maximum of \$10,000 for Fiscal Year 2022-2023, and each subsequent renewal, for the provision of cardiopulmonary resuscitation (CPR) and First Aid training to licensed Resource Families and Resource Family applicants and CPR, First Aid and automated external defibrillator (AED) training to required health care staff within HHSA. [23-0603](#)
- Attachments:** [Agreement](#)

Housing & Homeless Services – Division of CEO’s Office

- N.** Director of Housing & Homeless Services requests review of form loan and covenant documents developed for the Affordable Accessory Dwelling Unit Forgivable Loan Program and adoption of a Resolution authorizing the County Executive Officer or designee to sign the loan documents in substantial compliance with the form documents, as approved by County Counsel. [23-0670](#)
- Attachments:** [Loan Agreement](#)
[Promissory Note](#)
[Regulatory Agreement](#)
[Resolution](#)
[Deed of Trust](#)

Information Technology Services – Division of CEO’s Office

- O.** Chief Information Officer requests approval of and authorization for the Chair to sign Agreement No. 230345B with Axon Enterprise, Inc. for the term April 1, 2023 through March 31, 2028 with a contract maximum of \$46,980 for unlimited Axon device storage and application programming interface (API). [23-0487](#)

Attachments: [Agreement](#)

Library

- P.** Director of Library Services and Community Outreach requests acceptance of the California Library Literacy Services (CLLS) additional funding in the amount of \$4,938 for the Adult Literacy Program, bringing the total grant funding for Fiscal Year 2022-2023 to \$49,385. [23-0509](#)

Public Works

- Q.** Director of Public Works requests approval of and authorization for the Chair to sign Federal Apportionment Exchange Program and State Match Program Agreement No. 230374B with the State of California Department of Transportation for the term July 1, 2022, through June 30, 2023, providing revenue in the amount of \$337,648 to the County Roads Fund for general transportation purposes. [23-0612](#)

Attachments: [Agreement](#)

- R.** Director of Public Works requests approval of and authorization for the Chair to sign Agreement No. 230377B with Peterson Power Systems, dba Peterson CAT (Peterson Power), to provide professional generator maintenance, inspection, and repair services for an annual maximum of \$81,762 for routine services and \$50,000 for non-routine services for the term of July 1, 2023 through June 30, 2026, with two additional one-year renewal options, with an annual maximum of \$83,302 for routine services and \$50,000 for non-routine services. [23-0623](#)

Attachments: [Agreement](#)

- S. Director of Public Works requests the following actions regarding the purchase of a 2023 Ford Transit Van 350 LR 148” (4/5 vote required): [23-0685](#)

1. A waiver of competitive bidding requirements and sole source award to Watsonville Ford of Watsonville, CA for the purchase of one (1) 2023 Ford Transit 350 LR 148”, pursuant to Napa County Code Section 2.36.090; and

2. Approval of a Budget Adjustment increasing appropriations in Vehicle Replacement Budget (Fund 4100, Org 4102000, Object 55400) by \$58,000 with the use of its available fund balance and establishment of a capital asset in the amount of \$58,000 for the purchase of a Ford Transit Van 350 LR 148”.

Attachments: [Watsonville Ford Quote](#)

- T. Director of Public Works requests the following (4/5 vote required): [23-0719](#)

1. Declare the 1999 Ford F450 Stencil Truck as surplus and no longer required for public use and authorize Public Works Director, or designee, to sign the certificate of title for the surplus item being sold at action; and

2. Authorize the sale of the Ford F450 Stencil Truck at JJ Kane Auctioneers located at 8668 Sparling Lane, Dixon, CA 95620.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

9. 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)

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. Interim County Executive Officer and Clerk of the Board request appointment/reappointment to the following boards of the Association of Bay Area Governments (ABAG): [23-0724](#)
1. General Assembly - Delegate and Alternate, with no term end date; and
2. Executive Board - Representative and Alternate, with terms effective July 1, 2023 through June 30, 2025.

Sheriff

- B.** Sheriff requests the following actions in accordance with California State Assembly Bill 481 and Napa County Ordinance No. 1476: [23-0511](#)
1. Review of Sheriff's Office Policy 704 - Military Equipment and Annual Military Equipment Report; and
 2. Approval of and authorization for continued use of certain law enforcement equipment.
- Attachments:** [AB 481 Equipment Report](#)
[Military Equipment Policy](#)
[Ordinance 1476](#)

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS**In-Home Support Services Public Authority of Napa County**

- A.** PUBLIC HEARING 9:00 AM - Amending Conflict of Interest Code [23-0591](#)
- Authority Counsel requests approval of amending the Conflict of Interest Code for the In-Home Supportive Services Public Authority (IHSS).
- Attachments:** [Resolution](#)

13. SET MATTERS OR PUBLIC HEARINGS**County Executive Office**

- A.** PUBLIC HEARING 9:00 AM - Introduction of Ordinance [23-0729](#)
- Interim County Executive Officer requests introduction and intention to adopt an Ordinance amending Section 2.80.040 (Duties and Responsibilities), Section 2.80.050 (Director and Assistant Director-Offices Created) and Section 2.80.060 (Director and Assistant Director-Powers and Duties) of Chapter 2.80 (Emergency Services) of the Napa County Code, relating to the designation of the Napa County Sheriff as the Director of Emergency Services. (UNANIMOUS VOTE REQUIRED)
- STAFF REQUESTS CONTINUATION TO JUNE 6, 2023, AT 9:00 AM
- Attachments:** [Ordinance \(Redline\)](#)
[Ordinance \(Clean\)](#)

Planning, Building and Environmental Services (PBES)

- B.** PUBLIC HEARING 9:00 AM - Proposed General Plan Amendment: [23-0637](#)
Safety Element Update

Interim Director of Planning, Building and Environmental Services requests the Chair hold a public hearing and adopt a resolution replacing the 2009 Safety Element with the 2023 Safety Element Update.

Attachments: [Board of Supervisors Safety Element Resolution](#)
[Napa County Final Draft Safety Element Update \(Clean\)](#)
[Napa County Final Draft Safety Element Update \(Redline\)](#)
[Napa County Final Draft Safety Element Update \(Planning Commission Redline Draft\)](#)
[CalFire Checklist](#)
[PowerPoint Presentation \(added after meeting\)](#)

Sheriff

- C.** SET MATTER 9:00 AM - Annual Report [23-0510](#)

Sheriff to present the Napa County Sheriff's Office 2022 Annual Report.

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

14. LEGISLATIVE ITEMS**15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS****16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS****17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS****18. CLOSED SESSION**

- A.** SET MATTER 11:30 AM [23-0565](#)

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): Claims of Minh C. Tran, Claim Nos. 21-241, 23-306 (2 claims).

- B. SET MATTER 11:30 AM [23-0762](#)
- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(Government Code Section 54957)
- C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED [23-0777](#)
LITIGATION
Significant exposure to litigation pursuant to Government Code section
54956.9(d)(2) (1 matter)

19. ADJOURNMENT**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MAY 16, 2023 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, APRIL 28, 2023 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