

Napa County

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



Agenda - Final

Tuesday, December 17, 2024

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 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

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.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Levine Act Compliance: Effective January 1, 2023, the Levine Act (Government Code Section 84308) governs contributions in Board of Supervisor proceedings related to licenses, permits, or entitlements, as defined in the Act. Board members are prohibited from accepting contributions exceeding \$250 from parties, their agents, or participants during such proceedings and for 12 months after a final decision. If a Board member received a contribution exceeding \$250 within the past 12 months, disclosure is required on the record, and the member must not use their position to influence decisions. Parties and participants must disclose applicable contributions exceeding \$250 on the record, providing the following: • Name of the party or participant and any other person making the contribution • The name of the recipient • The amount of the contribution; and • The date the contribution was made. This information does not constitute legal advice. Parties and participants are advised to consult their legal counsel for guidance on compliance.

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, subject to the discretion of the Chair. 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).
6. To listen or watch in Spanish, please visit <https://www.countyofnapa.org/3723/>

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. Call the Board of Supervisors Public Comment Line at 707-299-1776 during the item on which you want to speak. Comments will be limited to three minutes, subject to the discretion of the Chair. If you cannot make the meeting, you may leave a comment by voice mail by calling the Public Comment Line before or after the meeting.
2. Email your comment to publiccomment@countyofnapa.org 24 hours in advance of the meeting to ensure that 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. PET OF THE WEEK****4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**

- A. Proclamations to outgoing Supervisors Ryan Gregory, District 2, and Alfredo Pedroza, District 4, after a combined 17 years of distinguished service to the residents of Napa County. (No Fiscal Impact)

[24-1966](#)

Attachments: [Alfredo Pedroza Retirement \(Added after meeting\)](#)
[Ryan Gregory Retirement Proclamation \(Added after meeting\)](#)

5. CONSENT CALENDAR - SPECIAL DISTRICTS**In-Home Supportive Services Public Authority of Napa County**

- A. Accept and file the In-Home Supportive Services Agency financial audit report for the fiscal year ended June 30, 2024. (No Fiscal Impact, Mandatory)

[24-2110](#)

Attachments: [Financial Audit Report](#)
[Communications Letter](#)

Monticello Public Cemetery District

- B. Approve and authorize Amendment No. 4 to Agreement No. 230118B (MPCD) with Prestige Lawn Care Maintenance to increase the \$1,800 monthly maintenance fee by \$200 for a total monthly fee of \$2,000 beginning in January 2025 to perform extra edging work around the boundaries of the newly constructed pathway system within the cemetery. (Fiscal Impact: \$1,200 Expense; Monticello Public Cemetery District; Budgeted; Discretionary)

[24-2114](#)

Attachments: [Agreement](#)

6. CONSENT CALENDAR**Auditor-Controller**

- A. Accept and file the Appropriation Limit agreed-upon procedure report for fiscal year ended June 30, 2024. (No Fiscal Impact; Mandatory)

[24-2115](#)

Attachments: [Agreed Upon Procedures Report](#)

Clerk of the Board

- B. Approval of minutes from the December 2, 2024 special meeting and the December 3, 2024 regular meeting. (No Fiscal Impact)

[24-938](#)

Attachments: [December 2, 2024](#)
[December 3, 2024](#)

County Executive Office

- C. Adopt a Resolution continuing the State of Local Emergency due to pervasive tree mortality in Napa County. (No Fiscal Impact; Discretionary) [24-1889](#)

Attachments: [Resolution](#)

- D. Approve and authorize Amendment No. 3 to Agreement No. 230373B with MGT of America Consulting, LLC., to amend the scope of work for preparation of a fee study and to increase the total cost. (Fiscal Impact: \$46,935 Expense; General Fund and Building Fund; Budgeted; Discretionary) [24-2120](#)

Attachments: [Agreement](#)

County Fire Department

- E. Approve and authorize Amendment No. 1 to Agreement No. 250180B with Napa Communities Firewise Foundation to amend the fee structure to recognize how personnel costs are expended within specific projects. (No Fiscal Impact; Discretionary). [24-2037](#)

Attachments: [Agreement](#)

District Attorney

- F. Adopt a Resolution authorizing the District Attorney to apply for, execute and sign grant subaward documents, including amendments, extensions and modifications, thereof, for the Violence Against Women Vertical Prosecutions (VV) Program. (Fiscal Impact: \$202,545 Revenue; General Fund; Budgeted; Discretionary) [24-2007](#)

Attachments: [Resolution](#)

Health and Human Services Agency

- G. Approve and authorize Revenue Agreement No. 250228B with the California Department of Public Health for Fiscal Year 2024-2025 for a maximum of \$300,000 to fund the California Tobacco Prevention Program. (Fiscal Impact: \$300,000 Revenue; Health and Human Services Agency Fund; Budgeted; Mandatory) [24-1861](#)

Attachments: [Agreement](#)

- H. Approve and authorize Amendment No. 3 to Agreement No. 210314B with Crestwood Behavioral Health, Inc., to increase the contract maximum by \$170,480 for a new contract maximum of \$3,652,855, for Fiscal Year 2024-2025, and each subsequent renewal, to support staff training and the implementation of staff cost of living adjustments. (Fiscal Impact: \$3,652,855 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [24-1991](#)

Attachments: [Agreement](#)

- I. Approve and authorize Amendment No. 1 to Agreement No. 230094B with Community Health Initiative Napa County, Inc., to increase the contract maximum by \$25,000 for a new contract maximum of \$200,000 for the term upon approval through June 30, 2025, and each subsequent renewal, for Medi-Cal outreach activities and application services on behalf of clients who have applied or are re-applying for Medi-Cal. (Fiscal Impact: \$200,000 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [24-2017](#)

Attachments: [Agreement](#)

Housing & Homeless Services – Division of CEO’s Office

- J. Approve and authorize Agreement No. 250238B with Providence Queen of the Valley Medical Center Case Management, Advocacy, Resource and Referral, Education Network for annual fee for service in the maximum amount of \$25,000 for the term September 1, 2024 through June 30, 2025, with three (3) one year renewals, to provide outreach services and application assistance for the Stable Housing and Community Resiliency Program. (Fiscal Impact: \$25,000 Expense; Affordable Housing Fund; Budgeted; Discretionary) [24-2145](#)

Attachments: [Agreement](#)

Human Resources – Division of CEO’s Office

- K. Adopt a Resolution establishing a \$1,800 Matching Employer Contribution for Management, Confidential, and Non-Classified Officers and Non-Classified employees who are participants in Napa County's 401(a) Retirement Savings Plan during calendar year 2025, an \$800 Matching Employer Contribution for SEIU employees who are participants in Napa County's 401(a) Retirement Savings Plan during calendar year 2025, and a \$900 Matching Employer Contribution for NCPPA employees who are participants in Napa County's 401(a) Retirement Savings Plan during calendar year 2025. (Fiscal Impact: \$111,600 Expense; Fund Dependent on Department Participation; Budgeted; Discretionary) [24-1934](#)

Attachments: [Resolution](#)

- L. Approve and authorize an increase of the County's self-funded Dental Program rate to \$130.00 per month for employees and retirees, effective January 1, 2025. (Fiscal Impact: \$64,000 Expense; Fund dependent upon Department usage; Budgeted; Discretionary) [24-2054](#)
- M. Adopt a Resolution to amend the Table and Index of Classes and Departmental Allocation List for multiple departments as a result of a market equity study with no increase in full-time equivalents, effective December 21, 2024. (Fiscal Impact: \$362,200 Expense; Fund dependent on Department position allocation; Budgeted; Discretionary) [24-2074](#)
- Attachments:** [Resolution](#)
- N. Adopt a Resolution to amend Napa County Policy Manual, Part I, Section 37C1-4 - Management Compensation Plan, effective December 21, 2024. (No Fiscal Impact) [24-2097](#)
- Attachments:** [Resolution](#)
[37C Exhibit A - redline](#)
[37C Exhibit B - clean](#)

Library

- O. Approve and authorize Amendment No. 1 to Agreement 240052B with Midwest Tape for a new annual maximum compensation of \$160,000 with a corresponding Budget Amendment to allow additional spending for Hoopla digital services to align with patron demand (Fiscal Impact, \$40,000 Expense; Library Fund; Not Budgeted, Discretionary) [4/5 Vote Required] [24-1998](#)
- Attachments:** [Agreement](#)
- P. Approve and authorize Amendment No. 1 to Agreement No. 240004B with Springshare LLC (formerly Patron Point) adding an additional subscription and extending the contract through June 30, 2030. (Fiscal Impact: \$43,792 Expense; Library Fund; Budgeted, Discretionary) [24-2043](#)
- Attachments:** [Agreement](#)

Planning, Building and Environmental Services (PBES)

- Q. Adopt a Resolution authorizing the submittal of an application to the Department of Resources Recycling and Recovery for a solid waste Local Enforcement Agency Grant and authorize the Director of Planning, Building, and Environmental Services to execute all necessary grant documents. (Fiscal Impact: \$21,218 Revenue; General Fund; Budgeted; Discretionary) [24-2052](#)
- Attachments:** [Resolution](#)

- R. 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] [24-2080](#)

Attachments: [Agreement](#)

- S. Adopt the Napa County Drought Resilience Plan (DRP) for domestic wells and state small water systems; and adopt a Resolution revising the bylaws of the Napa County Drought and Water Shortage Task Force (DWSTF). (No Fiscal Impact; Mandatory) [24-2116](#)

Attachments: [Drought Resilience Plan](#)
[Resolution](#)

Probation

- T. Approve and authorize Memorandum of Understanding (MOU) No. A-8686B with the Napa Valley Unified School District (NVUSD) for Probation to assign officers to supervise and support the academic success of youth on probation and provide community-based services. (No Fiscal Impact, Discretionary) [24-2048](#)

Attachments: [Agreement](#)

Public Works

- U. Approve and authorize creation of Capital Improvement Project 25016 for the “2026 Bridge Preventive Maintenance Project,” RDS 26-02 and approve a Budget Amendment in the amount of \$200,000 for design. (Fiscal Impact: \$200,000 Expense; SB1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [4/5 vote required] [24-1908](#)

Attachments: [Budget Summary](#)

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- V. Approval of plans and specifications for the “1127 First Street HVAC & Roof Replacement Project,” PW 21-23, authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Public Contract Code section 20150.8; approve a Budget Amendment in the amount of \$211,719; and approve and authorize Amendment No. 2 to Agreement No. 220210B with YEI Engineers, Inc to increase the contract amount by \$150,656 for a new maximum of \$451,200. (Fiscal Impact: \$211,719 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)
[4/5 Vote Required]
Attachments: [Agreement](#) [24-1967](#)
- W. Approve and authorize Amendment No. 2 to Agreement No. 220333B with Geocon Consultants for a new maximum amount of \$767,420 for inspection services related to the Napa County Replacement Detention Facility project, PW20-100. (Fiscal Impact: \$76,070 Expense, Capital Improvement Projects Fund; Budgeted, Discretionary)
Attachments: [Agreement](#) [24-2026](#)
- X. Accept a donation in the amount of \$5,000 from Gayle and Glenn Cook to the Napa County Animal Shelter and Adoption Center and sign a letter of appreciation. (Fiscal Impact: \$5,000 Revenue; Animal Shelter Operations; Budgeted; Discretionary)
Attachments: [Thank you letter](#) [24-2070](#)
- Y. Approve and authorize Amendment No. 3 to Agreement No. 230000B with BrightView Landscape Services, Inc. to remove Devlin Road Segment E Stormwater Treatment Facilities from the scope of work, reduce maximum compensation for routine services due to this reduction in services, and increase maximum compensation for non-routine/special on-call services. (Fiscal Impact: \$47,618 Expense; Various Funds; Budgeted; Discretionary)
Attachments: [Agreement](#) [24-2073](#)
- Z. Approval of plans and specifications for the “South Campus Building A&B Maintenance Project,” PW 21-37B and authorization to advertise for sealed bids, and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract. (No Fiscal Impact; Discretionary) [24-2111](#)
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- AA. Approve and authorize Agreement No. 250266B with Matrix Consulting Group, Ltd with maximum compensation of \$28,500 through June 30, 2025 to prepare a cost allocation alternatives analysis for the Napa County Animal Shelter and Adoption Center. (Fiscal Impact: \$28,500 Expense; Animal Shelter Fund; Budgeted; Discretionary) [24-2131](#)

Attachments: [Agreement](#)

Sheriff

- AB. Approve and authorize a Memorandum of Understanding No. A-8687 with Napa Valley Transportation Authority for mutual aid assistance to Napa County Office of Emergency Services during a declared disaster. (No Fiscal Impact; Discretionary) [24-2055](#)

Attachments: [Agreement](#)

7. **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)
8. **BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**
9. **DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**
10. **ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**

Napa Berryessa Resort Improvement District

- A. Receive an update on the Napa Berryessa Resort Improvement District community meeting held on November 13, 2024 where various funding options were presented to the community, and provide direction to staff to advance one of the funding scenarios outlined in the financial plan to boost revenue to bring fiscal stability to the operating budget. (No Fiscal Impact) [24-2128](#)

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. Approve a “Statement on Valuing, Supporting, and Protecting Historically Marginalized Communities.” (No Fiscal Impact) [24-2029](#)

Attachments: [Statement](#)
[Signed Statement \(added after meeting\)](#)

12. PUBLIC HEARING - SPECIAL DISTRICTS

13. PUBLIC HEARINGS**County Counsel****A. PUBLIC HEARING - Introduction of Ordinance [24-1905](#)**

Introduction and intention to adopt an Ordinance removing Section 2.88.040 and amending Sections 2.88.050, 2.88.060, 2.88.070, and 2.88.080 of Chapter 2.88, Appeals, and Section 3.32.100 of Chapter 3.32, Uniform Transient Occupancy Tax, regarding the filing and contents of appeals packets. (No Fiscal Impact)

(STAFF REQUESTS A CONTINUANCE TO JANUARY 28, 2025 AT 9:00 AM.)

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

B. PUBLIC HEARING - Introduction of Ordinance [24-2021](#)

Introduction and intention to adopt an Ordinance amending Chapter 8.80 (Disaster Recovery) to extend the effective date and expand the provisions to any declared local emergencies affecting property or structures. (No Fiscal Impact)

Attachments: [Ordinance - Clean](#)
[Ordinance - Redline](#)
[Revised Ordinance - Clean \(added after meeting\)](#)
[Revised Ordinance - Redlined \(added after meeting\)](#)

County Executive Office**C. PUBLIC HEARING - Skyline Wilderness Park Acquisition [24-1977](#)**

Adopt a Resolution to approve and authorize Agreement No. 250243B purchasing approximately 874 acres of land commonly known as the Skyline Wilderness Park property from the State of California; and approve and authorize Amendment No. 9 to Agreement No. 1654 authorizing Skyline Park Citizens' Association to continue operating Skyline Wilderness Park for one year with four one-year extensions. (Fiscal Impact: \$7.2 million Expense; Capital Improvement Fund; Budgeted; Discretionary)

Attachments: [Resolution](#)
[PSA Agreement](#)
[Amendment](#)

- D.** PUBLIC HEARING - Napa Valley Tourism Improvement District Renewal [24-2109](#)

Conduct a public hearing to adopt a Resolution of Renewal for the Napa Valley Tourism Improvement District (NVTID) and Management District Plan. (No Fiscal Impact)

Attachments: [Resolution](#)
[Management District Plan-Clean](#)
[Management District Plan-Redline](#)

Planning, Building and Environmental Services (PBES)

- E.** PUBLIC HEARING - Williamson Act Agricultural Preserves and Contracts 2024 [24-2092](#)

Adopt a Resolution establishing certain Agricultural Preserves (Types A & H), and approve and authorize thirty three (33) new contracts as identified in the attached Resolution, which includes rescission of five (5) existing contracts and replacing them with six (6) new contracts. (Fiscal Impact: less annual property tax revenues; General, Library and Fire Funds; Not Budgeted; Discretionary)

Attachments: [Resolution](#)
[Template Contract Type A 2024](#)
[Template Contract Type H 2024](#)
[Map Agricultural Contracts 2024](#)
[Memo Agricultural Commissioner](#)
[Correction Memorandum \(Added after meeting\)](#)

- F.** PUBLIC HEARING - Sentinel LLC/Inglenook Residence Appeal [24-2107](#)

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 DECEMBER 3, 2024, APPELLANT, APPLICANT, AND STAFF RECOMMEND CONTINUANCE TO JANUARY 14, 2025, AT 9:00 AM.)

Probation

- G.** PUBLIC HEARING - Introduction of Ordinance [24-2067](#)

Introduction and intention to adopt an Ordinance Amending Ordinance No. 1452 and modifying Napa County Code Chapter 2.106 to Title 2 (Administration and Personnel) on establishing a Juvenile Camp in Napa County. (No Fiscal Impact)

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

14. CLOSED SESSION

- A.** CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [24-2137](#)
(Government Code section 54956.9(d)(1))
Alexis Davenport v. County of Napa
California CRD Case No. 202312-22829901 / EEOC Charge No.
37A-2024001396
- B.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government [24-2108](#)
Code Section 54957)
Title: Director of Public Works
- C.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government [24-1956](#)
Code Section 54957)
Title: County Counsel
- D.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government [24-1957](#)
Code Section 54957)
Title: County Executive Officer

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,
JANUARY 7, 2025 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, DECEMBER 13, 2024 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