

# Napa County

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



## Agenda

**\*Consolidated**

**Tuesday, September 12, 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 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](http://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.

**PUBLIC HEARINGS** - These items are noticed public hearings pursuant to government code.

**ADMINISTRATIVE ITEMS** - These items include significant policy and administrative actions and are classified by program areas.

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](http://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. 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](mailto: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](mailto: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 August 22, 2023, regular meeting. [23-1542](#)

**Attachments:** [August 22, 2023](#)

**4. PRESENTATIONS AND COMMENDATIONS**

- A. Presentation of a Proclamation to the Napa County Suicide Prevention Council (NCSPC), to Deputy Director of Health and Human Services Agency (HHSA) - Behavioral Health, Cassandra Eslami, and Mentis Prevention Director, Jeni Olsen, declaring September 2023 "Suicide Prevention Month" in Napa County. [23-1334](#)

**Attachments:** [Proclamation \(added after meeting\)](#)

**5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS****6. CONSENT ITEMS - SPECIAL DISTRICTS****Napa County Housing Authority**

- A. Auditor-Controller requests acceptance of the internal audit quarterly monitoring report to the Napa County Housing Authority for the quarter-ended June 30, 2023. [23-1481](#)

**Attachments:** [Report](#)

**Napa Berryessa Resort Improvement District**

- B. District Engineer requests the approval of Plans and Specifications for the Wastewater Disposal Sprayfields Project, NB 23-02 and authorization to advertise 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. [23-1485](#)
- C. District Engineer requests rejection of all bids pursuant to Section 20150.9 of the Public Contract Code for the "Woodhaven Sewer Lift Station Replacement Project", NB 22-03. [23-1490](#)

**7. CONSENT ITEMS****Assessor-Recorder-County Clerk**

- A. Assessor-Recorder-County Clerk requests approval of and authorization for the Chair to sign Addendum No. 18 to Memorandum of Understanding (MOU) Agreement No. 170547B with the California Department of Justice increasing the amount by \$1,636 for a new maximum of \$28,963 and extending the term through June 30, 2024 for cost-sharing in a statewide Electronic Recording Delivery System (ERDS). [23-1531](#)

**Attachments:** [Addendum Attachment](#)

**Auditor-Controller**

- B. Auditor-Controller requests adoption of a Resolution establishing the Napa County tax rates for the Fiscal Year 2023-24 Secured Tax Roll. [23-1549](#)

**Attachments:** [Resolution](#)

**County Executive Office**

- C. County Executive Officer requests adoption of a Resolution continuing the State of Local Emergency due to pervasive tree mortality in Napa County. [23-1326](#)

**Attachments:** [Resolution](#)  
[Letter to Rep. Thompson](#)

- D. County Executive Officer requests the Board approve transmittal of the amended responses to the 2022-23 Grand Jury Final Report: "Napa County Groundwater Management" as prescribed by Section 933 of the Penal Code to the Presiding Judge. [23-1507](#)

**Attachments:** [Groundwater Management Report](#)  
[Napa County Groundwater Management Response - CLEAN](#)  
[Napa County Groundwater Management Response - REDLINE](#)

- E. County Executive Officer requests the Board authorize (4/5 vote required): [23-1526](#)
1. A Budget Adjustment increasing the General Fund Transfer Out (1050000-56100) by \$245,000 offset by a decrease in General Fund Appropriation for Contingency (1059000-58100); and
  2. Increase Property and Other Insurance Premiums (4500001-52705) by \$295,000 offset by increase in Transfer In (4500001-48200) of \$245,000 and reduction in appropriation from Interest on Other Debt (4500001-54315) of \$50,000 due to higher than anticipated property insurance premiums.

- F. County Executive Officer requests the Board authorize the Chair to execute Temporary Use Consent Agreement No. 240154B with State Public Works Board (SPWB) and Board of State and Community Corrections (BSCC) for an Intensive Navigation Center use of the Re-Entry Facility. [23-1536](#)

**Attachments:** [Agreement](#)

#### District Attorney

- G. District Attorney requests approval of and authorization for the Chair to sign a Certification of Assurance of Compliance document that authorizes the District Attorney to apply for and sign grant Subaward documents with the California Office of Emergency Services in the anticipated amount of \$157,433 for the term of January 1, 2024, through December 31, 2024 for the County Victim Services (XC) Program. [23-1469](#)

**Attachments:** [Certification of Assurance](#)

#### Housing & Homeless Services – Division of CEO’s Office

- H. Director of Housing & Homeless Services requests the following: [23-1535](#)
1. Approval of and authorization for the Chair to sign Agreement No 240143B with Generation Housing, a non-profit corporation, for a maximum amount of \$110,000 for the term July 1, 2023, through June 30, 2024, for professional services to develop comprehensive reports for key aspects of the local housing system; and
  2. Approval of a Budget Adjustment increasing appropriation by \$110,000 in Consulting Services in Affordable Housing (Fund 2080, Org 2080000, Object 52310) with use of available fund balance. (4/5 vote required)

**Attachments:** [Agreement](#)

- I. Director of Housing & Homeless Services requests permission to apply for and accept Bay Area Housing Finance Authority (BAHFA) Older Adult Rental Assistance Pilot Program Grant Funding in the amount of up to \$5,000,000 (five million) dollars through June 2028 to prevent homelessness and improve long-term housing stability for extremely-low income senior residents experiencing severe housing burden. [23-1539](#)

**Information Technology Services – Division of CEO’s Office**

- J.** Chief Information Officer requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 210093B with Granicus, LLC. increasing the contract maximum by \$92,922 for a new total of \$415,968, to provide ongoing agenda system services while discontinuing the VoteCast Standard Package and eComment services. [23-0807](#)

**Attachments:** [Agreement](#)

- K.** Chief Information Officer, Director of Public Works, and County Executive Officer request the following actions related to the design and installation of upgrading the Audio/Video (A/V) system for the Board of Supervisors chambers (4/5 vote required): [23-1256](#)

1. Approval to establish a new Capital Improvement Project 24006, “Board Chambers A/V Upgrade” PW 23-36 (Fund 3000, Org 3000500) in the amount of \$60,000;
2. Approval to establish two (2) Capital Assets for a total of \$24,300, which includes one (1) Video Production Editing Module \$17,200; and one (1) Tricaster Control Panel \$7,100 (Fund 4200, Org 4200000, Object 55400); and
3. Approval of Budget Adjustment to increase intrafund transfer out appropriations by \$236,850 in the Public Television Educational and Governmental Funds (PEG) (Fund 2150, Org 2150000) offset by the following:
  - a. Increasing intrafund transfer in by \$60,000 in the Capital Improvement Project (CIP) 24006, “Board Chambers A/V Upgrade” PW23-36 (Fund 3000, Org 3000500), while also increasing appropriations;
  - b. Increasing intrafund transfer in by \$24,300 for the Capital Assets (Fund 4200, Org 4200000, Object 55400), while also increasing appropriations; and
  - c. Increasing intrafund transfer in by \$152,550 for additional free-standing fixtures and equipment, not part of the CIP or Capital Assets (Fund 4200, Org 4200000, Object 53410), while also increasing appropriations.

**Attachments:** [Correction Memorandum \(added after meeting\)](#)

- L. County Executive Officer, Chief Information Officer and Director of Library Services and Community Outreach request the following actions related to the implementation of Broadband solutions: [23-1545](#)
1. Approval of and authorization for the Chair to sign Memorandum of Understanding (MOU) No. 8667 with Comcast Cable Communications, LLC (Comcast) for the pursuit of funding for Broadband deployment projects effective September 12, 2023 which shall continue to the later of the California Public Utilities Commission (CPUC) review period or, if awarded, 36 months from the date of award; and
  2. Approval of and authorization for the Chair to sign a Letter of Support for Comcast's grant application to the Federal Funding Account (FFA) for an award to financially assist with Last Mile Broadband deployment.
- Attachments:** [Agreement](#)  
[Letter of Support](#)

### Public Works

- M. Director of Public Works requests approval of a Budget Transfer for the following regarding the "Hall of Justice Improvements for Long Term Court Holding," PW 22-30 (4/5 vote required): [23-1371](#)
1. Increase transfer-out appropriations by \$190,000 in the Accumulated Capital Outlay (ACO), (Fund 3000, Org 3000000, Object 57900) offset by use of its available fund balance to transfer to Project 23013; and
  2. Increase Construction Services appropriations by \$190,000 in Project 23013 budget (Fund 3000, Org 3000505, Object 52360) offset by a transfer-in revenue from the ACO.
- Attachments:** [Budget Summary](#)
- N. Director of Public Works requests approval of the Plans and Specifications 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 Code for the Partrick Road Bridge Project, RDS 20-12. [23-1447](#)
- Attachments:** [Budget Summary](#)



- O.** Director of Public Works requests approval of and authorization for the Chair to sign the following: [23-1470](#)
1. Agreement No. 240147B between Napa County, GF Carneros Inn, LLC, and Carneros Inn Mutual Water Company for water and wastewater services via an easement to serve Carneros Fire Station 210 located at 5260 Old Sonoma Road, Napa CA 94559; and
2. Amendment No. 2 to Agreement No. 200288B with Shaw Kawasaki Architects, extending the term of the Agreement an additional year.
- Attachments:** [Carneros Agreement](#)  
[Shaw Kawasaki Architects Agreement](#)
- P.** Director of Public Works requests the following: [23-1473](#)
1. Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230464B with Siemens Industry, Inc. to include additional scope of work to complete the migration of the Siemens Control System to the Siemens Desigo System and increase the compensation by \$17,225 in FY23-24, for a new maximum of \$86,833; and
2. Approval of a Budget Adjustment increasing Intangible Assets appropriation by \$17,225 in the Property Management Maintenance Budget (Fund 4300, Org 4300000, Object 55600) offset by use of its available fund balance. (4/5 vote required)
- Attachments:** [Agreement](#)

- Q.** Director of Public Works requests the following: [23-1492](#)
1. Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230255B with Cal Engineering & Geology, reassigning the contract to Haley & Aldrich, Inc., and increasing annual maximum compensation by \$450,000 for a new annual maximum of \$750,000;
  2. Award of a construction contract for the “Mt. Veeder Road MPM 6.25 Slide Repair Project,” RDS 23-24, to Rehak General Engineering, LLC of Auberry, California, for their low bid of \$672,690, and authorization for the Chair to sign the construction contract; and
  3. Approval of a Budget Adjustment for the following (4/5 vote required):
    - a. Increase Transfer Out appropriations by \$390,716 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Org 3000000, Object 56100) offset by use of available fund balance to be transferred to Mt. Veeder Road MPM 6.25 Slide Repair Project (Fund 2040, Org 2040500, Project 23036); and
    - b. Increase Construction Services appropriations by \$390,716 in Mt. Veeder Road MPM 6.25 Slide Repair Project (Fund 2040, Org 2040500, Project 23036, Object 52360) offset by transfer-in revenue from ACO.

**Attachments:** [Agreement](#)  
[Bid Results](#)  
[Budget Summary](#)  
[Rehak Agreement](#)

- R.** Director of Public Works requests approval of and authorization for the Chair to execute a non-commercial land Lease Agreement No. 240056B with Jessica Sanders for available land owned by Napa County Airport for the purpose of grazing cattle for the term of July 1, 2023 through June 30, 2028 for \$5,564 per year (4/5 vote required). [23-1499](#)

**Attachments:** [Agreement](#)

- S. Director of Public Works requests the following related actions to authorize Napa County Airport to participate in the State and Federal Surplus Property Program (Program) operated by the State of California, Department of General Services, Office of Fleet and Asset Management: [23-1504](#)
1. Authorization for the County Executive Officer to sign and submit required documentation to enroll the County in the Program, which authorizes the County Airport to acquire surplus property through donation or purchase and to surplus capital assets, as appropriate; and
  2. Adoption of a Resolution authorizing specific County staff to be representatives of the County to acquire surplus property for the Airport through the Program.
- Attachments:** [Resolution](#)
- T. Director of Public Works requests the following actions: [23-1508](#)
1. Approval of and authorization for the Chair to sign Agreement No. 240148B with the Napa Valley Vine Trail Coalition regarding the design of the Yountville to St. Helena Segment of the Napa Valley Vine Trail; and
  2. Authorization to submit an application for an Active Transportation Program (ATP) Cycle 7 grant, and approval of a commitment of \$5 million of future County funding no sooner than Fiscal Year 2025-26 for the construction of the Project.
- Attachments:** [Agreement](#)
- U. Director of Public Works requests adoption of a Resolution establishing stop control for the eastbound and westbound traffic on Coombsville Road at its intersection with 4th Avenue. [23-1511](#)
- Attachments:** [Resolution](#)  
[Traffic Report](#)
- V. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230000B with Brightview Landscape Services, Inc., for a new annual maximum compensation of \$156,304, to remove County Service Area No. 3 (CSA No. 3) from the contract and Scope of Work. [23-1512](#)
- Attachments:** [Agreement](#)
- W. Director of Public Works requests approval of plans and specification 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 Code for the Chiles Pope Valley Road Bridge Replacement Project. [23-1550](#)
- Attachments:** [Budget Summary](#)
-

- X. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200379B with the Napa County Resource Conservation District (NCRCD) increasing compensation by \$30,000 for an annual maximum of \$205,000 with a (1) one-year extension to continue to provide biological monitoring services related to the Oakville to Oak Knoll (OVOK) Restoration Project. [23-1561](#)

**Attachments:** [Agreement](#)

**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 Fire Department**

- A. Deputy County Fire Chief will provide information regarding measures taken to prepare for the current fire season and seek Board direction and possible action. [23-1523](#)

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

**Planning, Building and Environmental Services (PBES)**

- B. Director of Planning, Building and Environmental Services requests authorization to issue a Request for Proposal (RFP) to Prepare a Regional Climate Action and Adaptation Plan (RCAAP) and associated California Environmental Quality Act (CEQA) document. [23-1520](#)

**Attachments:** [Request for Proposal](#)  
[Sample Professional Services Agreement](#)

**12. PUBLIC HEARING - SPECIAL DISTRICTS**

**13. PUBLIC HEARINGS**

**14. LEGISLATIVE ITEMS**

**15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS**

**16. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS**

**17. CLOSED SESSION**

- A.** CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8) [23-1558](#)  
Property: Napa County Fairgrounds, Calistoga, California (APNs 011-140-006, 011-140-007, 011-140-056, 011-140-009, and 011-140-055)  
Agency Negotiator: Ryan Alsop, County Executive Officer  
Negotiating Parties: Napa County and City of Calistoga Under Negotiation:  Price  Terms of Payment
- B.** PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) [23-1491](#)  
Title: County Executive Officer

**18. ADJOURNMENT****ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, SEPTEMBER 26, 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, SEPTEMBER 8, 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