



## 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.

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**Tuesday, October 10, 2023**

**9:00 AM**

**Board of Supervisors Chambers  
1195 Third Street, Third Floor**

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**\*Consolidated**

1. CALL TO ORDER; ROLL CALL

**Present: Chair Belia Ramos, Vice-Chair Joelle Gallagher, Supervisors Anne Cottrell, Ryan Gregory, and Alfredo Pedroza. The meeting was called to order by Chair Belia Ramos.**

2. PLEDGE OF ALLEGIANCE

**Director of Library Services and Community Outreach Anthony Halstead led the assembly in the Pledge of Allegiance.**

3. PET OF THE WEEK

**Chair Belia Ramos introduced the new Pet of the Week section on the agenda.**

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

4. PRESENTATIONS, PROCLAMATIONS, AND COMMENDATIONS

**[23-1621](#)**

- A. Presentation of a proclamation to Jon Gjestvang, Chief Information Officer, declaring October 2023 as "Cybersecurity Awareness Month" in Napa County.

**Chair Belia Ramos presented the proclamation.**

**Chief Information Officer Jon Gjestvang made presentation.**

- B. Presentation of a proclamation to be received by NEWS - Domestic Violence and Sexual Abuse Services Executive Director Tracy Lamb, declaring October 2023 as “Domestic Violence Awareness Month” in Napa County. [23-1706](#)

**Chair Belia Ramos presented the proclamation.**

**NEWS - Domestic Violence and Sexual Abuse Services Program Manager Christina Gomez made presentation.**

5. CONSENT CALENDAR - SPECIAL DISTRICTS

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

Napa County Groundwater Sustainability Agency

- A. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign License Agreement No. 240146B (NCGSA) with the City of Napa for the installation of a dual-completion monitoring well to be installed on property owned by the City of Napa. [23-1555](#)

**Enactment No:** A-240146B (NCGSA)

6. CONSENT CALENDAR

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

Clerk of the Board

- A. Clerk of the Board requests approval of minutes from the September 26, 2023 regular meeting. [23-1691](#)

Corrections

- B. Director of Corrections requests the Board accept and instruct the Clerk of the Board to file the letter of expenditures of the Inmate Welfare Fund for Fiscal Year 2022-23. [23-0817](#)

County Counsel

- C. County Counsel requests adoption of an Ordinance entitled the “Safe Firearm Storage,” which will be made part of Title 9 to the Napa County Code. [23-1694](#)

**Enactment No:** O-1485

- D. County Counsel requests the adoption of a resolution setting a time, date, and place of hearing to consider a petition to change the boundary line between Napa and Sonoma Counties. [23-1709](#)

**Enactment No: R-2023-128**

County Executive Office

- E. County Executive Officer and Aging and Disability Program Manager request the reappointment of Elaine Paoli to represent Current or Past User of IHSS to the Napa County In-Home Supportive Services (IHSS) Advisory Committee with the term commencing immediately and expiring September 1, 2025. [23-1659](#)
- F. County Executive Officer requests the appointment of Eduardo Moreno to represent the position of At Large to the Napa County Veterans' Commission with the term of office to commence immediately and expire March 20, 2026. [23-1690](#)

Health and Human Services Agency

- G. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign the following agreements in accordance with new Department of Health Care Services (DHCS) California Advancing and Innovating Medi-Cal (CalAIM) payment reform requirements for Fiscal Year 2023-2024, and each subsequent renewal: [23-1279](#)
1. Amendment No. 2 to Agreement No. 190292B with MedMark Treatment Centers - Fairfield, Inc. for \$94,900; and
  2. Amendment No. 2 to Agreement No. 190293B with Successful Alternatives for Addiction Counseling Services, Inc. for \$270,100.

**Enactment No: A-190292B Amend. 2; A-190293B Amend. 2**

- H. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 230171B with Mentis, Inc., for Fiscal Year 2023-2024, and each subsequent renewal, for a new contract maximum of \$75,000 to provide Suicide Prevention Program services. [23-1465](#)

**Enactment No: A-230171B Amend. 1**

- I. Director of Health and Human Services Agency (HHSA) requests approval of and authorization for the Chair to sign certification statements with Department of Health Care Services (DHCS) for the Health Care Program for Children in Foster Care (HCPCFC) (Agreement No. 240156B) and Child Health and Disability Prevention Program (CHDP) (Agreement No. 240157B), confirming the County's agreement to comply with all applicable provisions of State and Federal laws governing these programs for Fiscal Year 2023-2024. [23-1568](#)

**Enactment No: A-240156B; A-240157B**

## Human Resources – Division of CEO’s Office

- J. Director of Human Resources and Director of Housing and Homeless Services request adoption of a Resolution amending the Departmental Allocation List for the Housing and Homeless Services Division of the County Executive Office, effective October 10, 2023, with a net increase of two 1.0 full-time equivalents (FTE), and no impact to the County General Fund. [23-1692](#)

**Assistant County Executive Officer Rebecca Craig made presentation.**

**Discussion held.**

**Enactment No: R-2023-129**

- K. Director of Human Resources and County Executive Officer request adoption of a Resolution amending the Departmental Allocation List for the County Fire Department, effective October 10, 2023, with a net increase of one 1.0 full-time equivalent (FTE), and no impact to the County General Fund. [23-1695](#)

**Enactment No: R-2023-130**

- L. Director of Human Resources and Auditor-Controller request adoption of a Resolution amending the Departmental Allocation List for the Auditor-Controller’s Office, effective August 19, 2023, with no new full-time equivalents (FTEs), and no impact to the County General Fund. [23-1696](#)

**Enactment No: R-2023-131**

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

- M. Chief Information Officer requests approval of Enterprise Agreement No. 240173B with Microsoft Corporation for a maximum of \$2,080,442 for the term of November 1, 2023 through October 31, 2026 for the County to enroll in the Microsoft Enterprise License. [23-1322](#)

**Enactment No: A-240173B**

## Library

- N. Director of Library Services and Community Outreach requests acceptance of California Library Literacy Services (CLLS) English as a Second Language (ESL) Grant in the amount of \$35,500 for Fiscal Year 2023-24. [23-1563](#)

## Public Works

- O. Director of Public Works requests the following regarding the Chiles Pope Valley Bridge Replacement Project, RDS 15-23 for a total of \$105,275: [23-1570](#)
1. Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170727B with Biggs Cardosa Associates, Inc. (BCA) to increase the maximum compensation by \$105,275, for a new maximum of \$1,152,950 for offsite mitigation, hazardous material surveys and additional permitting services; and
  2. Approval of a Budget Adjustment for the following (4/5 vote required):
    - a. Increase Transfers Out appropriations by \$105,275 in the Measure T Non-Operating Special Revenue Fund (Fund 2440, Sub-Division 1220053, Account 56100) to transfer to Project 14010 offset by use of its available fund balance; and
    - b. Increase Construction Services appropriations by \$105,275 in Project 14010 (Fund 2040, Sub-Division 2040500, Project 14010, Account 52360) offset by Transfers-In revenue from the Measure T Non-Operating Special Revenue Fund.
- Enactment No: A-170727B Amend. 2**
- P. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 230000B with BrightView Landscaping Services, Inc. (BrightView) to increase non-routine services by \$35,000 for a new contract maximum of \$191,304 in Fiscal Year 2023-24, to address the need for additional landscape maintenance services at the Calistoga Fairgrounds, South Campus, and other various County owned or operated properties. [23-1661](#)
- Enactment No: A-230000B Amend.2**
- Q. Director of Public Works requests approval of and authorization for the Chair to sign a Certificate of Acceptance for an Avigation and Hazard Easement Deed from Leslie E. Lawson and Margaret E. Lawson, Co-Trustees of the Grantor, the Leslie E. and Margaret E. Lawson Family Trust, (Assessor's Parcel Nos. 057-120-050, 057-120-051) to preserve the Napa County Airport's right to engage in and support aviation uses and to prevent the subject property from being used in a manner which creates avigation hazards. [23-1676](#)
- R. Director of Public Works requests approval of a Budget Adjustment increasing Construction Services appropriations by \$28,325 in Project 22020-Child Welfare Services (CWS) Safety & Security Improvements (Fund 3000, Sub-Division 3000504, Account 52360) offset by use of its available fund balance to be used for the project expenses. (4/5 vote required) [23-1680](#)

- S. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 4375 with Air Francis, LLC, consenting to the assignment and assumption of the lease at 3470 Airport Road to Giostyle LLC, for the term October 10, 2023 through October 23, 2025.

[23-1687](#)

**Enactment No: A-4375 Amend. 1**

Sheriff

- T. Sheriff requests approval of the following actions:
1. A Budget Adjustment increasing appropriations by \$120,915 in Equipment (Fund 1000, Subdivision 1360000, Account 55400) and \$27,044 in Maint-Equipment (Fund 1000, Subdivision 1360000, Account 52500) with offsetting grant revenue (Fund 1000, Subdivision 1360000, Account 43790) from the California Department of Parks and Recreation, Division of Boating and Waterways for a one-time augmentation in the amount of \$147,959 related to the Boating Safety and Law Enforcement Financial Aid Program (4/5 vote required); and
  2. Betterment of existing capital asset No. 100804 (Boat No. 1) current book value of \$54,266, increasing its value by \$26,452 for a FLIR camera and establishment of Boat No. 3 as a capital asset in the amount of \$94,463, recognizing the total combined value of two Mercury motors, Raymarine radar and FLIR camera; and
  3. A waiver of competitive bidding requirements and sole source awards to Star Marine Electronics, Inc. of Oakland, CA for the purchase of a Raymarine radar and two FLIR cameras in the amount of \$61,446, and to Berryessa Boat, Jet Ski, & UTV Repair of Napa, CA for purchase of a Mercury 200XLDTS motor and a Mercury CXLDTS motor in the amount of \$59,469 pursuant to County Ordinance § 2.36.090.

[23-1150](#)

7. PUBLIC COMMENT

**Three (3) people spoke during public comment.**

**8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**

**Supervisor Ryan Gregory reported on attending an MCE Clean Energy Board retreat where customer programs for energy saving incentives were discussed. Supervisor Gregory also reported on attending the regular Napa Valley Transportation Authority (NVTa) Board meeting that included a site visit of the Soscol Junction interchange and roundabout construction project, and lastly, Supervisor Gregory reported on attending the Mental Health Board meeting where Behavior Health Services at the Library were discussed and he thanked Director of Library Services and Community Outreach Anthony Halstead and Director of Health and Human Services Agency (HHSA) Jennifer Yasumoto for their coordination.**

**Vice Chair Joelle Gallagher suggested the Language Access Committee can discuss stopgap measures to ensure a Spanish translator is present during Board of Supervisors meetings until the Language Access Plan is put into place.**

**Supervisor Anne Cottrell reported on an emergency communications meeting held in Angwin two weeks ago and thanked County Executive Officer Ryan Alsop for attending. A program through Pacific Gas & Electric (PG&E) for free Tesla batteries for qualifying residents was discussed. Supervisor Cottrell also reported on putting together a community meeting for growers, vintners, and residents regarding the Chiles-Pope Valley Bridge construction project scheduled for 2024. Supervisor Cottrell acknowledged Napa County Library staff and Director of Library Services and Community Outreach Anthony Halstead, who participated in the Town of Yountville parade. Lastly, Supervisor Cottrell reported that the Pope Valley Farm Center will have pumpkins available on October 22.**

**Supervisor Alfredo Pedroza complimented the Public Works Roads Crew for recent paving in District 4. Supervisor Pedroza also referenced Supervisor Gregory's comments on the Soscol Junction interchange and roundabout construction project and thanked Napa Wine Company and Opus One Winery for their participation in the Napa Valley Forward program through NVTa for a roundabout at the intersection of Highway 29 and Oakville Cross Road.**

**Chair Belia Ramos reported visiting Adult Health Napa Valley, which is celebrating its 25th anniversary, and an invitation was extended to all Supervisors to tour their adult day program. Chair Ramos also reported on a meeting with former New York City Housing Development Corporation President Marc Jahr on how the County can make the \$10-\$20 billion Bay Area Housing Finance Authority (BAHFA) housing bond measure work in its favor and turn it into more money.**

**9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**

**None**

**10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**

**None**

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.

[23-1524](#)

**Deputy County Fire Chief Jason Martin made presentation.**

**Discussion held.**

12. PUBLIC HEARING - SPECIAL DISTRICTS

**None**



## 13. PUBLIC HEARINGS

## Planning, Building and Environmental Services (PBES)

## A. PUBLIC HEARING 9:00 AM - Rutherford Ranch Appeal

[23-1452](#)

Consideration and possible direction regarding an appeal filed by Water Audit California (Appellant) concerning the Rutherford Ranch Winery Use Permit Major Modification Application No. P19-00126 and Use Permit Exception to the Conservation Regulations Application No. P23-00145 submitted by Marko B. Zaninovich and Theo Zaninovich (Applicants) and the decisions made by the Napa County Planning Commission on June 21, 2023 to: (1) adopt the Negative Declaration; (2) approve Use Permit Exception to the Conservation Regulations No. P23-00145 to allow the following new improvements which encroach into minimum stream setback of 45 feet from top of bank: install two (2) water tanks, remove 15 unpermitted improvements located within the stream setback, restoration and revegetation of areas where improvements are removed, and recognition and continued use of the unpermitted pump house; and (3) approve Use Permit Major Modification No. P19-00126 to allow the following: recognition of days of operation Monday through Sunday and hours of operation for Production 6:00 a.m. - 5:30 p.m. and visitation 10:00 a.m. - 6:00 p.m., increase employment to 58 full-time and 5 part-time employees, increase visitation, tours, and tastings with seasonal fluctuations, approve a new marketing plan, allow on-premises consumption of wine, convert the entire residence to winery offices, install a commercial kitchen in the existing winery building, increase the number of parking spaces, and other related accessory and infrastructure improvements. The project site is located on a 17.37-acre parcel at 1680 Silverado Trail South, St. Helena, CA 94574. The General Plan designation is Agriculture, Watershed, and Open Space (AWOS) the Zoning is Agricultural Watershed (AW). APN: 030-300-030 (APPELLANT, APPLICANTS AND STAFF REQUEST A CONTINUANCE TO NOVEMBER 7, 2023 AT 9:00 A.M.)

**Planning, Building, and Environmental Services Planning Manager Michael Parker made presentation.**

**Motion Text:** Approve the requested action.

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

**Recusals:** None

**Result:** Passed

## 14. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) [23-1677](#)

Title: Agricultural Commissioner/Sealer of Weights & Measures

**Closed Session held. No reportable action.**

- B. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957(b)(1)) [23-1698](#)

Title: Fire Administrator

**Closed Session held. The Board of Supervisors voted 5-0 to appoint David Shew as the new Fire Administrator.**

**Napa County Fire Administrator David Shew made presentation.**

**Discussion held.**

## 15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, OCTOBER 17, 2023 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board