



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.

www.countyofnapa.org

Tuesday, March 26, 2024

9:00 AM

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

1. CALL TO ORDER; ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

County Fire Department Project Manager Jeffrey “JR” Rogers led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

Animal Shelter Manager Katie Ribardiere and Animal Attendant Kellie Demma presented the Pets of the Week (Kali and Midas).

4. PROCLAMATIONS AND COMMENDATIONS

- A. Presentation of a Proclamation designating the week of April 1 - April 7, 2024, as “National Public Health Week 2024” in Napa County. (No Fiscal Impact).

[24-409](#)

Chair Joelle Gallagher presented the proclamation.

Deputy Director of Health and Human Services Agency and Public Health Officer Christine Wu made presentation.

- B. Presentation of a Proclamation recognizing March 2024 as “Red Cross Month” in Napa County. (No Fiscal Impact) [24-413](#)

Chair Joelle Gallagher presented the proclamation.

American Red Cross Executive Director - North Bay Region Vincent Valenzuela made presentation.

American Red Cross Volunteer Jim Jett made presentation.

5. CONSENT CALENDAR - SPECIAL DISTRICTS

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

Napa County Housing Authority

- A. Approve a Budget Amendment and the purchase of two capital assets for replacement of radiant heat system boilers for \$55,410. (Fiscal Impact \$55,410 Expense and Revenue; Housing Authority Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-429](#)

- B. Approve and authorize Amendment No. 1 to Agreement No. 230047B (NCHA) with HCI Systems, Inc. to support critical fire system repairs at the county-owned farmworker centers. (Fiscal Impact: \$23,290 expense, Housing Authority Fund, Budgeted, Discretionary) [24-448](#)

Enactment No: A-230047B Amend. 1

Lake Berryessa Resort Improvement District

- C. Approve and authorize Agreement No. 240306B with GHD, Inc. for a maximum of \$60,188 to conduct geotechnical site investigations and develop a technical report that recommends the basis for designing construction upgrades to Wastewater Ponds 1 - 3 earthen berms, and approve a Budget Amendment. (Fiscal Impact: \$60,188, LBRID Fund 5220, Subdivision 5220500, Project 19007, Not Budgeted; Discretionary)
[4/5 vote required] [24-330](#)

Enactment No: A-240306B

6. CONSENT CALENDAR

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

Auditor-Controller

- A. Accept and instruct the Clerk of the Board to file the audit report of the Procurement Card Program for the period of July 1, 2023 - December 31, 2023. (Fiscal Impact: None, Discretionary) [24-359](#)

Clerk of the Board

- B. Approval of minutes from the March 12, 2024 regular meeting. (No Fiscal Impact) [24-455](#)
- C. Appointment of Linda Nellett to represent the City of Napa, and reappointment of Myrna A. David to represent the Town of Yountville on the Napa County Library Commission with a term of office commencing immediately and ending on January 31, 2027. (No Fiscal Impact) [24-423](#)

County Fire Department

- D. Approve a Budget Amendment to increase the Fire Operations Capital Assets appropriation by \$5,000 to purchase HazMat Equipment from an awarded OES Hazmat Grant of \$71,000 that falls short of the \$76,000 dollar amount of equipment. (Fiscal Impact, \$5,000; Fire Fund 2100, Budgeted; Discretionary) [24-424](#)
[4/5 vote required]
- E. Approve a Budget Amendment to increase the Fire Operations Capital Assets appropriation by \$4,000 to make a manufacturing modification to the new Truck 12 apparatus that was not included in the original capital asset request of \$1,540,540. (Fiscal Impact, \$4,000; Fire Fund 2100, Budgeted; Discretionary) [24-434](#)
[4/5 vote required]
- F. Approve a Budget Amendment to increase appropriations by \$675,000 in the Station 25 subdivision to replace the current Water Tender 25 located at the Napa Station, waive competitive bidding requirements, and provide a sole source award to Golden State Fire Apparatus due to technical compatibility requirements. (Fiscal Impact, \$675,000; Fire Fund 2100, Budgeted; Discretionary) [24-447](#)
[4/5 vote required]

- G. Approve and authorize Budget Amendment and Agreement No. 240322B with Schell Vista Fire Protection District to provide prevention and suppression services in areas of Napa County not located within the boundaries of municipalities for fire protection. (Fiscal Impact: \$30,000; Fire Fund 2100; Budgeted; Discretionary) [4/5 vote required] [24-451](#)

Enactment No: A-240322B

Health and Human Services Agency

- H. Approve and authorize Agreement No. 240279B with Seneca Family of Agencies for a contract maximum of \$1,785,693 for FY 2023-2024 and \$2,777,280 for FY 2024-2025 and each subsequent renewal for High Fidelity Wraparound Services and approve a Budget Amendment related to this agreement. (Fiscal Impact: \$1,785,693 expense and revenue; Health and Human Services Agency Fund, Behavioral Health Division; Not Budgeted; Discretionary) [4/5 vote required] [24-217](#)

Enactment No: A-240279B

- I. Approve and authorize Amendment No. 1 to Agreement No. 230036B with Evident Change, to increase the contract maximum by \$58,152 for a new contract maximum of \$88,173 and extending the term through June 30, 2029. (Fiscal Impact: \$88,173 expense; Health and Human Services Agency Fund, Child Welfare Services Division; Budgeted; Discretionary). [24-354](#)

Enactment No: A-230036B Amend. 1

- J. Approve and authorize Amendment No. 9 to Agreement No. 170436B with Jackson & Coker Locum Tenens, LLC, and Amendment No. 2 to Agreement No. 200176B with LocumTenens.com for Fiscal Year 2023-2024, and each subsequent renewal through June 30, 2029, for the continued provision of licensed psychiatric services within the Behavioral Health Division. (Fiscal Impact: \$1,050,000 expense for Agreement No. 170436B and \$925,000 expense for Agreement No. 200176B; Health and Human Services Agency Fund, Behavioral Health Division; Budgeted; Mandatory) [24-363](#)

Enactment No: A-170436B Amend. 9, A-200176B Amend. 2

Housing & Homeless Services – Division of CEO’s Office

- K. Apply for and accept the County allocation of \$698,090 for round five (5) of CalICH Homeless Housing, Assistance, and Prevention (HHAP) funding and execute subsequent loan documents and agreements with the State of California. (Fiscal Impact, \$698,090 revenue; Housing and Homeless Fund; Not budgeted; Discretionary) [24-484](#)

Human Resources – Division of CEO’s Office

- L. Adopt a Resolution to amend the Departmental Allocation List for the Health and Human Services Agency effective March 26, 2024, with no net increase to full time equivalents. (Fiscal Impact: \$135,000 annual expense; HHSA Fund; Budgeted; Discretionary) [24-450](#)

Enactment No: R-2024-25

- M. Adopt a Resolution to amend the Departmental Allocation List for Information Technology Services, a Division of the County Executive Office, effective March 26, 2024, with a net increase of 1.0 full-time equivalent, and approve a Budget Amendment. (Fiscal Impact: \$160,000 annual expense; Information Technology Services Fund; Not Budgeted; Discretionary) [24-452](#)
[4/5 vote required]

Enactment No: R-2024-26

- N. Adopt a Resolution to amend the Table and Index of Classes to add Defensible Space Inspector, effective March 26, 2024. (No Fiscal Impact; Discretionary) [24-460](#)

Enactment No: R-2024-27

Library

- O. Authorize the purchase of a capital asset for a Modular Conference Room and approval of a Budget Amendment to provide a dedicated meeting space for tutors and learners at the Napa Library. (Fiscal Impact: \$32,750 expense, Library Fund, Not budgeted; Discretionary) [24-228](#)
[4/5 vote required]

Probation

- P. Approve and authorize Agreement No. 240304B with L.E. Professional Standards Training for the term March 1, 2024 through June 30, 2024, with an automatic annual renewal for a contract maximum of \$56,000 each fiscal year, to provide law enforcement training. (Fiscal Impact: \$56,000; General Fund; Budgeted; Discretionary) [24-341](#)

Enactment No: A-240304B

Public Works

- Q. Approve and authorize Agreement No. 240311B with Nacht and Lewis Architect, Inc. for a maximum of \$418,320 for design and construction administration services needed to support the “South Campus Building A&B Maintenance Project,” PW 21-37, and approve a Budget Amendment for \$496,580 for engineering services and project administration. (Fiscal Impact: \$496,580 expense; Accumulated Capital Outlay Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-365](#)
- Enactment No: A-240311B**
- R. Approve and authorize Amendment No. 2 to Space License Agreement No. 230301B with Napa Jet Center, Inc., doing business as Atlantic Aviation, to change hangar utilization from one hangar to another hangar of similar size (approximately 4,200 square feet) at the Napa County Airport, with no change to monthly rent and utility fees, to be retroactively effective July 1, 2023 through June 30, 2025. (No Fiscal Impact; Discretionary) [24-395](#)
- Enactment No: A-230301B Amend. 2**
- S. Approval of plans and specifications for the “Measure T Yountville Cross Road, Finnell Road Paving Project,” RDS 24-10, 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. (No Fiscal Impact; Discretionary) [24-433](#)
- T. Award of Construction Contract to GD Nielson for the Administration Building Sewer Lateral Replacement, PW 24-13 project, and approve a Budget Amendment. (Fiscal Impact: \$250,000 expense; Accumulated Capital Outlay Fund; Not Budgeted; Discretionary)
[4/5 vote required] [24-475](#)

7. PUBLIC COMMENT

Five (5) people spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Vice-Chair Anne Cottrell requested information from CEO Ryan Alsop regarding a public comment received from Water Audit California.

County Executive Officer Ryan J. Alsop addressed a public comment received via email for Item 6I on the March 12, 2024, Board of Supervisors agenda (agreement with PRO-File Business Records).

Vice-Chair Cottrell shared a statement that while she understands the value of free speech, when an individual chooses to launch personal attacks during public comment, it doesn't advance any substantive agenda. Vice-Chair Cottrell also reported on attending the Fire Resources Fair at the Napa County Expo on March 16 and commended the Napa County Grapegrowers, Napa Valley Vintners, and Napa Communities Firewise Foundation for their sponsorship, Fire Administrator David Shew and Fire Marshall Jason Downs for their presentations and thanked everyone in the community who participated.

Supervisor Belia Ramos reported on attending an Association of Bay Area Governments (ABAG) workshop last Thursday where they received a presentation on the proposed Regional Housing bond measure, and they will be taking action on April 19, 2024, in hopes of placing the bond measure on the November ballot.

Chair Joelle Gallagher reported on attending the Climate Action Committee (CAC) meeting last Friday where they will be forwarding a Reusable Food Ware Ordinance. Outreach and education will be performed in the unincorporated areas, and the draft ordinance will be presented to the Board in the coming months. Chair Gallagher echoed Vice-Chair Cottrell's earlier statement and asked if the agenda could have a reminder to those presenting public comment to be respectful and free from personal attacks. Clerk of the Board Neha Hoskins read a paragraph that is currently on the agenda related to the subject, and Chair Gallagher stated she would be reiterating the reminder at the beginning of each meeting.

Supervisor Alfredo Pedroza reported on a Metropolitan Transportation Commission (MTC) and ABAG legislative visit at the State where they reviewed the State's budget. Supervisor Pedroza also commended the Napa Valley Expo Board of Directors for looking at the possibility of creating sports fields for temporary use at the fairgrounds that would provide opportunities to local families and children.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

Napa County Groundwater Sustainability Agency

- A. Receive a presentation on the Napa County Groundwater Sustainability Annual Report - Water Year 2023 (“Annual Report”), authorize staff to transmit it to Department of Water Resources, and approve three Workplans and a Combined Program Overview document related to GSP implementation. (No Fiscal Impact; Mandatory) [24-496](#)

Planning, Building, and Environmental Services Natural Resources Conservation Manager Jamison Crosby made presentation.

Ludhorff & Scalmanini Consulting Engineers Senior Principal Hydrologist Vicki Kretsinger Grabert made presentation.

Seven (7) people spoke during public comment.

Discussion held.

Motion Text: Approve the requested actions.

Voting Yes: Cottrell, Ramos, Pedroza, and Gallagher

Excused: Gregory

Recusals: None

Result: Passed

11. ADMINISTRATIVE ITEMS

County Counsel

- A. Consideration and adoption of a Resolution of Findings of Fact and Decision on Appeal regarding an appeal filed by Water Audit California (Appellant) concerning the Napa County Planning Commission's decision on June 21, 2023, to approve the Rutherford Ranch Winery Use Permit Major Modification No. P19-00126-MOD and Use Permit Exception to the Conservation Regulations P23-00145 submitted by Marko B. and Theo Zaninovich, Round Hill Cellars (Applicant or Rutherford Ranch) for an existing winery located at 1680 Silverado Trail South, St. Helena, CA. (No Fiscal Impact; Mandatory) [24-293](#)

Deputy County Counsel Laura Anderson made presentation.

Discussion held.

Motion Text: Adopt the Resolution.
Voting Yes: Ramos, Pedroza, Cottrell, and Gallagher
Excused: Gregory
Recusals: None
Result: Passed
Enactment No: R-2024-28

Planning, Building and Environmental Services (PBES)

- B. Receive and accept a presentation of the annual report regarding the status of the Napa County General Plan and progress in its implementation as required by Government Code Section 65400. (No Fiscal Impact, Mandatory) [24-322](#)

Planning, Building, and Environmental Services Supervising Planner Trevor Hawkes made presentation.

Discussion held.

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

Human Resources – Division of CEO’s Office

A. PUBLIC HEARING - Ordinance to amend Code Section 2.100.235

[24-320](#)

Intent to adopt an Ordinance amending Title 2 (Administration and Personnel) Article III (Terms of Employment) and amending language in Chapter 2, Section 100.235 (Administrative leaves of absence with pay) of the Napa County Code regarding giving the Director of Human Resources additional authority to grant paid leaves of absence.

Chair Joelle Gallagher opened the public hearing.

Director of Human Resources Christine Briceño made presentation.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the intent to adopt the Ordinance.

Voting Yes: Pedroza, Cottrell, Ramos, and Gallagher

Excused: Gregory

Recusals: None

Result: Passed

14. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6)

[24-465](#)

Agency Designated Representatives:

Christine Briceño, Director of Human Resources

Employee Organization: SEIU Local 1021 - NAPE

(Public Services Employee Unit and

Supervisory Unit of the County of Napa)

Unrepresented Employees: Non-Classified, Management and

Confidential Employees of the County of Napa (Excluding Elected Officials)

Closed session held. No reportable action.

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,
TUESDAY, APRIL 9, 2024, AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board