

**MINUTES OF THE
NAPA COUNTY HOUSING COMMISSION**

June 25, 2025

Draft Summary of the Proceedings

1. Call to Order/Roll Call

Present: Commissioners Judith Myers, Jennifer Putnam, Arnulfo Solorio, and Mike Swanton

Absent: Commissioners Keri Akemi-Hernandez, Manuel Rios, Michael Silacci

Meeting was called to order by: Mike Swanton

2. Public Comment

None.

3. Approval of Minutes

None.

4. Set Matters or Public Hearing Items

None.

5. Consent

None.

6. Monthly Reports

A. Receive an update on the Farmworker Center Standards project.

Report by Emma Moyer, Housing and Community Development Staff Service Manager.

Director Palmer added that in advance of the county providing future funding to private entities that offer farmworker housing centers on their own property, the recipient of such funding would need to agree to the minimum standards outlined in the Farmworker Center Standards.

No public comment. Discussion held.

B. Monthly from California Human Development Corporation (CHDC)

Director Palmer introduced CHDC's new CEO, Heather Henry.

Gaby Valencia, CHDC Housing Director, reported 60 lodgers across all three centers. However, there is an expected dip in occupancy between July and September due to less demand for farmworkers. Once harvest begins, occupancy will gear back up.

No public comment. Discussion held.

C. Monthly Report on Capital Improvement Projects (CIP), and appointment of two commissioners to a CIP ad hoc committee.

Director Palmer provided an update on donation from Department of Water Resources that allowed centers to replace three (3) commercial dishwashers (valued at \$79,000).

Motion text: Appoint Commissioners Swanton and Putnam to the CIP ad hoc committee.

Voting Yes: Commissioners Myers, Putnam, Solorio, and Swanton

Voting No: None

Result: Passed

No public comment. Discussion held.

7. Administrative Items

A. Presentation by BayREN's Bay Area Multifamily Building Enhancements (BAMBE) Program. For discussion only, no action required.

Presentation by Ryan Melendez and William Doran, Planners with the Department of Planning Building and Environmental Services. BAMBE provides energy saving upgrades to multifamily buildings. Offers no cost technical assistance and rebates. Eligible property must install two or more upgrades which show a reduction of energy of 10% or more. The three county-owned centers are awaiting technical assistance to better understand what upgrades the buildings are eligible for.

Director Palmer reports that the potential opportunity through BAMBE may trump a project on the capital improvement list because it comes with funding. Furthermore, the energy upgrades would improve operational costs.

No public comment. Discussion held.

B. Presentation on enhancing the Calistoga Farmworker Center's Wi-Fi Network.

Presentation by Director Palmer and Mark Revis, Napa County IT Project Manager. IT Department is set to apply for a California Public Utilities Commission grant in July. If awarded, the grant will fund infrastructure to improve Wi-Fi to all residential areas including the dorms, cafeteria, and the office. It is currently cost prohibitive to include River Ranch and Mondavi. Alternate options for these centers will be researched.

No public comment. Discussion held.

C. Recommend acceptance of the quarterly monitoring report to the Napa County Housing Authority for the quarter ended March 31, 2025.

Susan McDonald, Account Auditor, highlighted that the audit highlights that in 2024, there was an increase in the number of departures and past due rents at the Mondavi Center.

Gaby Valencia, CHDC Housing Director, explained that some lodgers leave without paying despite reminders from onsite managers.

Commissioner Swanton recommends contacting lodger's employer should lodger withhold payment.

No public comment. Discussion held.

D. Discussion on what it would take to create shared housing solutions for male and female farmworkers at the county-owned farmworker centers. For discussion only, no action required.

Director Palmer reports that family farmworker housing continues to be a focus. Farmworker Housing Needs Assessment data does not reflect a large need for congregate living. Nonetheless, there is an opportunity to provide housing at the centers regardless of gender.

Commissioner Putnam recommends piloting use of existing RVs to house female farmworkers while a more comprehensive plan is established.

No public comment. Discussion held.

E. Appointment of two commissioners to serve on an ad hoc committee focused on strategic planning for securing additional Joe Serna, Jr. Farmworker Housing Grant funding.

Director Palmer reported that the goals for the ad hoc committee are to meet with county staff who are liaisons at the state office to help educate everyone on the ad hoc committee on the process to advocate for a renewal, an escalator, and increased annual funding.

Motion text: Appoint Commissioners Myers and Solorio to the Joe Serna, Jr. Farmworker Housing Grant ad hoc committee.

Voting Yes: Commissioners Myers, Putnam, Solorio, and Swanton

Voting No: None

Result: Passed

No public comment. Discussion held.

8. Executive Director Report

County is exploring use of the farmworker center kitchens to explore providing meals to individuals at the shelter.

9. Commissioner Comments and Direction to Staff

Commissioner

10. Future Agenda Items

None.

11. Adjourn

Meeting adjourned to the next regular meeting on Wednesday, May 28, 2025, at 3:00 pm.

Keri Akemi-Hernandez, Chair

ATTEST:

Jennifer Palmer, Secretary of the Commission