



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, May 21, 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 Ryan Gregory, Alfredo Pedroza and Belia Ramos. The meeting was called to order by Chair Joelle Gallagher.

2. PLEDGE OF ALLEGIANCE

Chair Joelle Gallagher led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

4. PROCLAMATIONS AND COMMENDATIONS

A. Presentation of a Proclamation recognizing May 2024 as “Asian American and Pacific Islander (AAPI) Heritage Month” in Napa County. (No Fiscal Impact)

[24-722](#)

Chair Joelle Gallagher presented the proclamation.

Fil-Am of American Canyon Past President Elmer Manaid accepted the proclamation.

Fil-Am of American Canyon President Jodl Cruz made presentation.

- B. Presentation of a Proclamation recognizing May 2024 as “CalFresh Awareness Month” in Napa County. (No Fiscal Impact) [24-788](#)

Chair Joelle Gallagher presented the proclamation.

Deputy Director of Health and Human services Agency- Self Sufficiency Programs Lynn Perez accepted the proclamation and made presentation.

Napa County Farmers Market Executive Director Cara Mae Woledge made presentation.

5. CONSENT CALENDAR - SPECIAL DISTRICTS

Motion Text: Approve the Special Districts Consent Calendar.

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

Recusals: None

Result: Passed

Napa County Housing Authority

- A. Acceptance of donation report for quarter ending March 31, 2024 (Fiscal Impact \$20,925 Revenue; Housing Authority Fund; Budgeted; Discretionary) [24-744](#)

Lake Berryessa Resort Improvement District

- B. Approve and authorize Amendment No. 4 to Agreement No. 190141B (LBRID) with Specialized Utility Services Program (SUSP) to increase the total contract amount by \$33,000 for a new maximum of \$388,200 for Fiscal Year 2023-2024 and approval of a Budget Amendment to increase appropriations in the operations budget. (Fiscal Impact: \$70,000 Expense, Lake Berryessa Resort Improvement District (LBRID), Not budgeted; Discretionary) [24-589](#)
[4/5 vote required]

Enactment No: A-190141B Amend. 4 (LBRID)

Napa Berryessa Resort Improvement District

- C. Approve and authorize Amendment No. 4 to Agreement No. 190142B (NBRID) with Specialized Utility Services Program (SUSP) for a new annual maximum of \$390,000 to provide continued operations, management, and maintenance services for the District's water and wastewater facilities through June 30, 2024. (Fiscal Impact: \$50,000 Expense; NBRID Fund; Budgeted; Discretionary) [24-587](#)

Enactment No: A-190142B Amend. 4 (NBRID)

6. CONSENT CALENDAR

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

Agricultural Commissioner

- A. Approve and authorize Amendment No. 1 to Agreement No. 170682B with the California Department of Food and Agriculture (CDFA), increasing the contract maximum by \$9,280 for a new maximum of \$410,574 for reimbursement of expenditures associated with the pest detection program. (Fiscal Impact: \$410,574 Revenue, General Fund, Budgeted, Mandatory)

[24-861](#)

Enactment No: A-170682B Amend. 1

Auditor-Controller

- B. Deny three (3) State assessed unitary property tax refund claims for return of 2019-20 taxes paid on Assessor Parcel No. 799-000-161 and 2021-22 taxes paid on Assessor Parcel Nos. 799-000-162 and 799-000-218 in accordance with Revenue and Taxation Code section 100 and Sections 5096 and 5097 (two Telecom, one Utility company). (Fiscal Impact: \$3,353,653 Revenue; Discretionary)

[24-715](#)

Clerk of the Board

- C. Approval of minutes from the May 7, 2024 regular meeting. (No Fiscal Impact)

[24-873](#)

Corrections

- D. Approve and authorize Amendment No. 1 to Agreement No. 200042B with Spearhead Protection, Inc., extending the term through June 30, 2027, with an automatic renewal of up to two additional one-year terms for as-needed security services for incarcerated persons requiring medical care outside the jail at Queen of the Valley Medical Center and/or hospitals or medical facilities inside/outside of Napa County. (Fiscal Impact: \$120,000 expense; General Fund; Budgeted; Discretionary)

[24-862](#)

Enactment No: A-200042B Amend. 1

- E. Approve and authorize Amendment No. 2 to Agreement No. 170074B with Bombola Agency, Inc. for the term July 1, 2024, through June 30, 2027, with an automatic renewal of up to two additional one-year terms for pre-employment background investigations. (Fiscal Impact; \$55,000 expense; General Fund; Budgeted; Discretionary)

[24-867](#)

Enactment No: A-170074B Amend. 2

- F. Approve and authorize Amendment No. 3 to Agreement No. 170721B, with Los Carneros Investigative Services for the term July 1, 2024, through June 30, 2027, with an automatic renewal of up to two additional one-year terms for polygraph examinations. (Fiscal Impact; \$25,000 expense; General Fund, Budgeted; Mandatory) [24-870](#)

Enactment No: A-170721B Amend. 3

- G. Approve and authorize Amendment No. 1 to Agreement No. 200124B with Fakouri Electrical Engineering, Inc., for the term July 1, 2024, through June 30, 2027, with automatic renewal of two additional one-year terms to obtain uninterruptible power supply system routing maintenance and emergency services at the jail. (Fiscal Impact; \$25,000 expense; General Fund, Budgeted; Discretionary) [24-872](#)

Enactment No: A-200124B Amend No. 1

County Counsel

- H. Adopt an Ordinance Reviewing and Approving Previously Adopted Ordinance No. 1476 Relating to the Sheriff's Office Military Equipment Use Policy, Pursuant to AB 481. (No Fiscal Impact) [24-738](#)

Enactment No: O-1490

- I. Approve and authorize Amendment No. 4 to Agreement No. 190327B with Kaplan Kirsch Rockwell (KKR) to provide legal advice related to land use, airport development, airport land use consistency and other legal issues. (Fiscal Impact: \$100,000 Expense; Airport Fund; Budgeted; Discretionary) [24-816](#)

[4/5 vote required]

Enactment No: A-190327B Amend. 4

- J. Adopt a resolution replacing the County Executive Officer as a permanent position on the Napa County Deferred Compensation Board of Control with the Assistant County Executive Officer. (No Fiscal Impact) [24-818](#)

Enactment No: R-2024-47

County Executive Office

- K. Approve Amendment No. 1 to Agreement No. 220095B with Visit Napa Valley, INC. to authorize annual contributions up to \$500,000 annually for five years. (Fiscal Impact: \$500,000 Expense, Napa Valley Tourism Improvement District-Unincorporated; Budgeted; Discretionary) [24-856](#)

One (1) person spoke during public comment.

Enactment No: A-220095B Amend. 1

County Fire Department

- L. Accept donation of a 2023 Can-Am Defender Max Limited Utility Terrain Vehicle (UTV) and a 2024 Cargo Express Trailer from the Deer Park Firefighters Association and Community Friends. (No Fiscal Impact; Fire Fund; Not Budgeted; Discretionary) [24-726](#)
[4/5 vote required]
- M. Approve a Budget Amendment to complete the buildout of two replacement mechanic service trucks; waive competitive bidding requirements for specialized equipment and services; and authorize assets to be deemed as surplus and disposed at public auction. (Fiscal Impact: \$30,000; Fire Fund; Not Budgeted; Discretionary) [24-881](#)
[4/5 vote required]

Health and Human Services Agency

- N. Approve and authorize Amendment No. 1 to Agreement No. 230316B with A&A Health Services, LLC, to increase the contract maximum by \$250,000 for a new annual contract maximum of \$500,000 for Fiscal Year 2023-2024, and each subsequent renewal, for the provision of adult residential care for Mental Health clients. (Fiscal Impact: \$500,000 Expense; Health and Human Services Agency Fund, Behavioral Health Division; Budgeted; Mandatory). [24-747](#)
Enactment No: A-230316B Amend. 1
- O. Approve and authorize Agreement No. 240373B with The Regents of the University of California - Davis Campus Continuing and Professional Education for a contract maximum of \$181,815 for Fiscal Year 2024-2025 for the provision of training services for staff and affiliated contractors. (Fiscal Impact: \$181,815 Expense; Health and Human Services Agency Fund, Multiple Divisions; Budgeted; Discretionary) [24-748](#)
Enactment No: A-240373B
- P. Approve and authorize Agreement No. 250003B with Panoramic Software, Inc., for a contract maximum of \$109,000 for the term July 1, 2024 through June 30, 2029 for PG-Pro Web application software. (Fiscal Impact: \$109,000; Health and Human Services Agency Fund, Comprehensive Services for Older Adults; Budgeted; Discretionary). [24-751](#)
Enactment No: A-250003B
- Q. Approve the CalWORKs System Improvement Plan (Cal-SIP) Report for implementation as mandated by the State. (No Fiscal Impact; Mandatory). [24-770](#)

Human Resources – Division of CEO’s Office

- R. Adopt a Resolution to amend the Table and Index of Classes and appropriate personnel policies to add the Staff Assistant I/II - BOS classifications to Non-Classified (Other) employee group and remove from the Confidential employee group. (No Fiscal Impact) [24-874](#)

Enactment No: R-2024-48

- S. Resolution to amend Napa County Policy Manual Part I: Section 37C-1 Management Compensation Plan - Management Classified, 37C-3 Management Compensation Plan - Management Non-Classified (Other), and 37C-4 Management Compensation Plan - Confidential. (No Fiscal Impact) [24-877](#)

Enactment No: R-2024-49

Information Technology Services – Division of CEO’s Office

- T. Approve and authorize Amendment No. 5 to Agreement No. 200378B with TruePoint to extend the term of the Agreement through June 30, 2025 for on-call software support. (No Fiscal Impact) [24-666](#)

Enactment No: A-200378B Amend. 5

Library

- U. Accept a donation in the amount of \$48,700 from the Napa County Library Foundation and authorize a letter of appreciation. (Fiscal Impact, \$48,700 Revenue; Napa County Library Fund; Budgeted; Discretionary) [24-821](#)

- V. Accept additional funding from the California Library Literacy Services (CLLS) in the amount of \$4,786 for the Adult Literacy Program, bringing the total grant funding for Fiscal Year 2023-2024 to \$47,860. (Fiscal Impact, \$4,786 Revenue; Napa County Library Fund; Budgeted; Discretionary) [24-860](#)

Planning, Building and Environmental Services (PBES)

- W. 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 in the amount of \$18,005 for Fiscal Year 2024-2025 and authorize the Director of Planning, Building, and Environmental Services to execute the necessary grant documents. (Fiscal Impact: \$18,005 Revenue; General Fund; Budgeted; Discretionary) [24-859](#)

Enactment No: R-2024-50

Public Works

X. Approve a Budget Amendment to fund the “Juvenile Justice Center (JJC) Security System Maintenance Project.” (Fiscal Impact: \$150,000 Expense; Capital Projects Fund; Not Budgeted; Discretionary) [24-768](#)
[4/5 Vote Required]

Y. Adopt a Resolution to accept Preliminary Engineer’s Report, approve the service plan, and schedule the public hearing for June 11, 2024, at 2:00 p.m. to levy assessments of \$143,312 to fund services in County Service Area (CSA) No. 3 for Fiscal Year 2024-25. (Fiscal Impact: net zero, CSA No. 3; Discretionary) [24-787](#)

Enactment No: R-2024-51

Sheriff

Z. Approve and authorize Amendment No. 20 of revenue Agreement No. 200005B (formerly Agreement No. 3220) with the City of American Canyon for the provision of law enforcement services within the City’s municipal boundaries. (Fiscal Impact: \$30,837,529 revenue; General Fund; Budgeted; Discretionary) [24-729](#)

Enactment No: A-200005B Amend. 20

AA. Authorize the purchase of a capital asset for a replacement X-ray generator with appropriation authority for the Sheriff’s Office due to the current devices being unserviceable. (Fiscal Impact: \$6500 expense; General Fund, Not Budgeted; Mandatory) [24-876](#)
[4/5 vote required]

7. PUBLIC COMMENT

None

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Ryan Gregory reported on attending the annual pancake breakfast at the Dry Creek-Lokoya volunteer fire station that was also attended by Napa County Fire Administrator David Shew, as well as representatives from Cal Fire and Napa Communities Firewise Foundation.

Vice Chair Anne Cottrell praised Public Works staff regarding Item 6X. The department had previously obtained a bid for \$1.7 million for juvenile hall repairs but later discovered replacement parts and completed the work themselves for \$150 thousand. Vice Chair Cottrell reported on a trip to Monterey on behalf of the Rural County Representatives of California (RCRC) where they toured lettuce fields and an 800-unit farm worker housing project. Lastly, Vice Chair Cottrell acknowledged the Deer Park Firesafe Council, which includes many Deer Park volunteer firefighters, who came out to Tucker Farm Center last Sunday to help with defensible space work. The Council is looking to do other volunteer work for people in need.

Supervisor Belia Ramos reported on the new Wine Country Airporter Service, a partnership between private and public agencies, such as Napa Valley Transportation Authority (NVTA) and Caltrans, to utilize park and ride lots to provide shuttle transportation to and from San Francisco International Airport. Supervisor Ramos also shared that during a trip to Washington, DC last week to advocate on behalf of the Association of Bay Area Governments (ABAG) and Metropolitan Transportation Commission (MTC) whenever she introduced herself, no one asked where Napa was located but frequently provided compliments on the area, which was a source of pride. While she missed the local Bike to Work Day, Supervisor Ramos rode a bike through the Capitol and found how easy it was to maneuver through places with dedicated bike lanes, wider areas, and less parking allocated around intersections and was hopeful for Napa County.

Chair Joelle Gallagher reported there will be the raising of the Pride Flag in recognition of Pride Month and Harvey Milk Day tomorrow at 8:30 a.m. at the South County Campus and at 9:30 a.m. at the County Administration Building. Chair Gallagher thanked public commentor David Graves and suggested future discussions on how the County can work with the local tourism industry on how to best support the Glasgow Declaration and use climate resiliency as a marketing tool. Chair Gallagher reported on attending last week's Climate Action Committee (CAC) meeting which included the following: discussion of an opportunity to be part of a pilot program that would provide data for Electric Vehicle (EV) charging stations that will involve working with a Ph.D. student rather than a consultant; there has been great progress on the Regional Climate Action Plan with the Committee on track to have a final draft by the end this summer; and she commended Napa County Fire Administrator David Shew on his presentation on climate impacts of wildfires and the need to create climate resilient policies in fire severity zones. Lastly, Chair Gallagher reported she and several of her fellow Supervisors attended the annual Napa Valley Grapegrowers event which honored Paul Goldberg of Bettinelli Vineyards as the 2024 Grower of the Year, and they also attended the Heart of Napa Awards where the Napa Valley Farmworker Foundation received the award for Nonprofit of the Year.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

Clerk of the Board

- A. Appointment of one of the following applicants to serve on the Napa County Library Commission as a County of Napa Representative with a term of office commencing immediately and ending on January 31, 2027. (No Fiscal Impact)

[24-875](#)

Marie Paz B. Maurer
Linda S. Bouwer
Yuan D'antilio

Motion Text: Appoint Yan D'antilio per the recommendation of the Napa County Library Commission.

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

Recusals: None

Result: Passed

Housing & Homeless Services – Division of CEO's Office

- B. Receive a presentation of the "State of Housing in Napa Valley" report. (No Fiscal Impact)

[24-737](#)

Director of Housing and Homeless Services Jennifer Palmer made presentation.

Generation Housing Executive Director Jen Klose made presentation.

Generation Housing Research Manager Max Zhang made presentation.

Discussion held.

Three (3) people spoke during public comment.

Library

- C. Approve the Arts & Culture Advisory Committee’s annual grant award recommendations as part of the Community Investment program for Fiscal Year 2024-25. (Fiscal Impact: \$242,753; General Fund; Budgeted; Discretionary) [24-798](#)

Director of Library Services and Community Outreach Anthony Halstead and Napa Valley Arts Council President/CEO Christopher DeNatale made presentation.

Discussion held.

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

12. PUBLIC HEARING - SPECIAL DISTRICTS

Napa Berryessa Resort Improvement District

- A. PUBLIC HEARING - Water/Sewer Availability Charge [24-312](#)

Adopt a Resolution accepting the District Engineer’s report and imposing the availability (standby) charges for Fiscal Year 2024-2025 of \$10 per parcel per month for water service, and \$10 per parcel per month for sewer service for the Napa Berryessa Resort Improvement District (NBRID) and receive a presentation of NBRID’s operating budget forecasts and available options to address annual revenue shortfalls and State Program funding sources of prioritized capital improvement projects, subsequent to the certified Median Household Income Survey Report. (Fiscal Impact: \$127,300 Revenue; NBRID Fund; Budgeted; Discretionary)

Chair Joelle Gallagher opened the public hearing.

District Engineer Christopher Silke made presentation.

Discussion held.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Adopt the Resolution.
Voting Yes: Cottrell, Gregory, Pedroza, Ramos, and Gallagher
Recusals: None
Result: Passed
Enactment No: R-2024-01 (NBRID)

Silverado Community Services District

- B. PUBLIC HEARING - Special Tax [24-716](#)
 Conduct a public hearing to consider any objections or protests with respect to special taxes for the Silverado Community Services District (SCSD), accept the Annual Special Tax Report for Fiscal Year 2024-25, and adopt the recommended special tax totaling \$218,584 for Fiscal Year 2024-25. (Fiscal Impact: net zero; SCSD; Discretionary)

Chair Joelle Gallagher opened the public hearing.

Director of Public Works Steven Lederer made presentation.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the requested actions.
Voting Yes: Cottrell, Gregory, Pedroza, Ramos, and Gallagher
Recusals: None
Result: Passed

13. PUBLIC HEARINGS

Planning, Building and Environmental Services (PBES)

- A. PUBLIC HEARING - Sixth Cycle Housing Element Update Rezones [24-745](#)

 Introduction and Intent to Adopt an Ordinance Implementing Sixth Cycle Housing Element Update Rezonings And Modifications To Title 18 Of The Napa County Code. (No Fiscal Impact)

Correction Memorandum provided.

Chair Joelle Gallagher opened the public hearing.

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

Discussion held.

Chair Joelle Gallagher closed the public hearing.

Motion Text: Approve the intent to adopt the Ordinance as amended to include NOI-2 to Napa County Code Section 18-60.120.
Voting Yes: Gregory, Pedroza, Cottrell, Ramos, and Gallagher
Recusals: None
Result: Passed

B. PUBLIC HEARING - Inn at the Abbey Development Agreement

[24-852](#)

Discussion and direction regarding revised proposed terms of a Development Agreement between Napa County and Jackson Family Investments, LCC (Applicant or Owner), concerning their existing Use Permit Major Modification application, #P19-00038-MOD, the Inn at the Abbey. (No Fiscal Impact)

Chair Joelle Gallagher opened the public hearing.

The Board of Supervisors provided disclosures.

Director of Planning, Building and Environmental Services Brian Bordona made presentation.

Project representative attorney Rob Anglin made presentation.

Discussion held.

Two (2) people spoke during public comment.

Direction provided to staff.

Motion Text: Approve the revised terms of the Development Agreement.

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

Recusals: None

Result: Passed

14. CLOSED SESSION

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

[24-855](#)

Agency Designated Representatives:

Christine Briceño, Director of Human Resources

Employee Organization: SEIU Local 1021 - NAPE

(Public Services Employee Unit and Supervisory Unit of the Napa County)

Unrepresented Employees: Non-Classified, Management and Confidential Employees of the Napa County (Excluding Elected Officials)

Closed session held. Direction was given to staff. No reportable action.

- B. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957(b)(1))
Title: Public Defender

[24-857](#)

Closed session held. No reportable action.

- 15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,
TUESDAY, JUNE 4, 2024 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board