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, January 23, 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

   Deputy County Executive Officer of Communications Holly Dawson led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

4. PRESENTATIONS, PROCLAMATIONS, AND COMMENDATIONS

   A. Present a certificate of Board Commendation to Catalina Chavez recognizing her dedicated service to Napa County as a long-standing member of the Advisory Board for Alcohol and Drug Programs. **24-114**

   Chair Joelle Gallagher presented a proclamation.

   Napa County Advisory Board for Alcohol and Drug Programs Member William Chadwick made presentation.

   Napa County Advisory Board for Alcohol and Drug Programs Member Catalina Chavez-Tapia made presentation.

5. CONSENT CALENDAR - SPECIAL DISTRICTS

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

In-Home Supportive Services Public Authority of Napa County

A. Accept and file the In-Home Supportive Services Agency financial audit report for the fiscal year ended June 30, 2023. (No Fiscal Impact, Mandatory) **24-66**

Napa Berryessa Resort Improvement District

B. Approve a Budget Amendment for Fiscal Year 2023-24 Napa Berryessa Resort Improvement (NBRID) Debt Service totaling $356,621 to pay the debt service for the Series A (Wastewater System Improvements) and Series B (Water System Improvements) Bonds. (Fiscal Impact: $356,621 expense; NBRID-Debt Service Fund; Not budgeted; Mandatory) [4/5 vote required] **23-1589**

6. CONSENT CALENDAR

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

Auditor-Controller

24-64

A. Accept and file the Napa County Local Transportation Fund financial audit report for fiscal year ended June 30, 2023. (No Fiscal Impact, Mandatory)

24-65

B. Accept and file the GANN Appropriation Limit agreed-upon procedure reports for fiscal years ended June 30, 2022 and June 30, 2023. (No Fiscal Impact, Mandatory)

24-95

C. Accept and file the quarterly report of cash and non-cash donations received for the quarter-ended December 31, 2023 (Fiscal Impact: Increased Revenues, Discretionary).

24-112

D. Accept and file the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report - Schedule of Expenditures of Federal Awards (SEFA), for fiscal year ended June 30, 2023. (No Fiscal Impact, Mandatory)

Clerk of the Board

E. Approval of minutes from the January 8, 2024 & January 9, 2024, special and regular meetings. **24-109**

F. Reappointment of James V. Jones, for a ninth term, as Trustee for the Bar Association and Anthony Halstead, for a third term, as Trustee for the Board of Supervisors to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2024 (No Fiscal Impact). **24-153**

G. Reappointment of Kelsey Petithomme, for a second term, to represent Member with the term of office to commence immediately and expire January 1, 2028; appointment of Torence J. Powell to represent Member with the term of office to commence immediately and expire January 1, 2027; and appointment of Vanessa M. Rubio with the term of office to commence immediately and expire January 1, 2025 on the First 5 Napa County Children and Families Commission. (No Fiscal Impact) **24-154**

County Counsel

H. Adopt an Ordinance approving a minor boundary change between Napa and Sonoma counties proposed by Sheldon Richards. (No Fiscal Impact, Mandatory) **24-73**

Enactment No: **O-1487**

County Fire Department

I. Approve and authorize Amendment No. 2 to Agreement No. 190110B with Priority Dispatch, Inc. increasing the annual maintenance amount to $10,630 and extending the term July 1, 2023, through June 30, 2024 for Emergency Medical Dispatching services. (Fiscal Impact: $10,630 expense; Fire Fund 2100 Division 2100000; Budgeted; Discretionary) **24-54**

Enactment No: **A-190110B Amend. 2**

J. Approve and authorize Memorandum of Understanding Agreement No. 240250B with the City of Napa, City of American Canyon Fire Protection District, City of St. Helena, and the City of Calistoga to apply for regional grants from various governments. (No Fiscal Impact). **24-135**

Enactment No: **A-240250B**

Health and Human Services Agency

K. Approve and authorize Amendment No. 2 to Agreement No. 190328B with Hospital Association of Southern California (ReddiNet) to exchange real-time medical information, increasing the amount by $1,205 for a new maximum of $65,475 and extending the term through June 30, 2027. (Fiscal Impact: $65,475; Health and Human Services Agency Fund 2000, Public Health Division 20001; Budgeted; Discretionary) **24-06**

Enactment No: A-190328B Amend. 2

L. Approve and authorize Agreement No. 240204B with On the Move, Inc., for a contract maximum of $164,892 for the Transitional Housing Program (THP) Round 5 and Housing Navigation and Maintenance Program (HNMP) Round 2 grant allocations from the California Department of Housing and Community Development (HCD). (Fiscal Impact: $164,892; Health and Human Services Agency Fund 2000, CWS Division 20004; Budgeted; Discretionary) **24-07**

Enactment No: A-240204B

M. Approve and authorize Certification Statement Agreement No. 240246B with the Department of Health Care Services (DHCS) for California Children's Services (CCS) confirming the County's agreement to comply with all applicable provisions of State and Federal laws governing this program for Fiscal Year 2023-2024. (No Fiscal Impact, Mandatory). **24-27**

Enactment No: A-240246B

N. Approve and authorize Agreement No. 240217B with Cope Family Center; Agreement No. 240219B with Puertas Abiertas Community Resource Center; Agreement No. 240220B with Parents Child Advocacy Network; and Agreement No. 240218B with Up Valley Family Centers of Napa Valley for Fiscal Year (FY) 2023-2024 to provide outreach and linkage to the Medi-Cal program and services and facilitate the Medi-Cal application process. (Fiscal Impact: $96,513; Health and Human Services Agency Fund 2000; Public Health Subdivision 20001; Budgeted; Discretionary). **24-75**

Enactment No: A-240217B; A-240218B; A-240219B; A-240220B,

O. Accept an anonymous donation in the amount of $11,350 to the County Children's Trust Fund (CCTF). (Fiscal Impact: $11,350; Health and Human Services Agency Fund 2000; Child Welfare Services Division, Special Revenue Fund Children's Trust Fund 2000450; Budgeted; Discretionary) **24-93**

Housing & Homeless Services – Division of CEO's Office

P. Approve and authorize Amendment No. 3 to Master Services Agreement No. 220376B with Partnership Health Plan for the County to provide community support to Medi-Cal participants through December 2024 generating approximately $750,000 in yearly revenue (Fiscal Impact: Revenues of $750,000, Housing & Homeless Fund 2030, Budgeted, Discretionary). **24-110**

Enactment No: **A-220376B Amend. 3**

Human Resources – Division of CEO's Office

Q. Adopt a Resolution to amend the Table and Index of Classes to reflect a salary increase for members of the Board of Supervisors, effective July 1, 2023, as authorized by Napa County Ordinance No. 1263. (Fiscal Impact, $18,500 annual expense; General Fund; Budgeted; Mandatory) **24-26**

Enactment No: **R-2024-04**

R. Adopt a Resolution to amend the Departmental Allocation List for the Planning, Building, and Environmental Services Department. (Fiscal Impact: $20,737 annual expense; Building Inspection Fund; Budgeted; Discretionary) **24-63**

Enactment No: **R-2024-05**

S. Adopt a Resolution to amend the Table and Index of Classes, the Departmental Allocation List for the County Executive Office, and appropriate personnel policies. (Fiscal Impact: $19,287 annually; General Fund; Budgeted; Discretionary) **24-88**

Enactment No: **R-2024-06**

T. Adopt a Resolution to amend the Departmental Allocation List for Housing & Homeless Services effective January 23, 2024, with a net increase of 1.0 full-time equivalent and a Budget Amendment increasing Housing and Homeless Division appropriations by $87,000 from Affordable Housing Fund available fund balance. (Fiscal Impact: $170,000 annually; BAHFA Grant Funding; Not Budgeted; Discretionary) **24-138**
[4/5 vote required]

Enactment No: **R-2024-07**

Library

U. Accept and file the quarterly report of donations in the amount of $2,000 or less gifted to Library from October 1, 2023, through December 31, 2023, and authorization to accept a donation in the amount of $3,000 from the Rasmussen Family Fund. (Fiscal Impact, $3,000; Napa County Library Fund 2020; Budgeted; Discretionary) **23-2058**

Probation

V. Approve and authorize Agreement No. 240248B with Dr. Ryan Dunnigan, for a maximum of $18,000 annually for the term January 1, 2024 to June 30, 2025, with the provision of two automatic annual renewals, to provide mandated pre-employment psychological and arming evaluation services, return to duty/fitness psychological evaluations, and individual post-incident debriefing sessions. (Fiscal Impact: $18,000; General Fund 1000, Division 1420; Not Budgeted; Mandatory) **24-33**

Enactment No: **A-240248B**

Public Works

W. Accept a bequest in the amount of $510,000 from the Ursula Haase Trust of 2008 to the Napa County Animal Shelter and authorize the Chair to sign a letter of appreciation and a trust distribution receipt. (Fiscal Impact: $510,000 Revenue; Animal Shelter Fund 5040, Division 50400 (Operations) and Division 50405 (Capital Projects); Not Budgeted; Discretionary) **24-76**

Director of Public Works Steven Lederer made presentation.

X. Award a construction contract to Gordon N. Ball, Inc. for the replacement of the Chiles Pope Bridge, appropriate funding from the Accumulated Capital Outlay Fund, and relieve the apparent low bidder Anvil Builders of its erroneous bid. (Fiscal Impact: $9,181,038; Roads Fund; Not Budgeted; Discretionary) **24-86**
[4/5 vote required]

Y. Approve and authorize Amendment No.1 to Agreement No. 230243B with Mead & Hunt, Inc. for professional engineering services in support of the Airport's approved Terminal Area Redevelopment Phase 1 Project by increasing contract on-call services by $50,000 for a new maximum compensation of $163,435. (Fiscal impact: $50,000; Airport Fund 5010, Division 50105, Project 23041; Budgeted; Discretionary) **24-100**

Enactment No: **A-230243B Amend. 1**

Sheriff

Z. Authorize the purchase of a capital asset for a replacement conference table with appropriation authority for the Sheriff's Office. (Fiscal Impact: $10,126, General Fund 1000, Division 13600, Budgeted; Discretionary) **24-42**
[4/5 vote required]

AA. Adopt a Resolution and approve appropriation authority to participate in the federally funded Fiscal Year 2023 Emergency Management Performance Grant for a maximum amount of $151,952, and appropriate authority for related expenditures and identified revenue for the period of July 1, 2023, through June 30, 2025, to support emergency preparedness efforts. (Fiscal Impact: $151,952, General Fund 1000, Office of Emergency Services Division 13800, Not Budgeted, Discretionary) [4/5 vote required] **24-77**

Enactment No: R-2024-08

AB. Adopt a Resolution and approve appropriation authority to participate in the federally funded Homeland Security Grant Program (HSGP) for three grant years- federal FY23, FY24 and FY25, with an allocation of $204,898 for FY23 for the period September 1, 2023, through May 31, 2026. (Fiscal Impact, $204,898, Office of Emergency Services Division 13800 and Fire Protection Operations Division 21000, Not Budgeted, Discretionary) [4/5 vote required] **24-90**

Enactment No: R-2024-09

AC. Approve and authorize Agreement No. 240266B with Dynamic Planning for a maximum amount of $186,955 for the term January 23, 2024, through June 30, 2025, with an automatic renewal provisional for two additional years for a Multi-Jurisdictional Hazard Mitigation Plan. (Fiscal Impact, $186,955, General Fund 1000, Budgeted, Discretionary) **24-106**

Enactment No: A-240266B

7. PUBLIC COMMENT

Two (2) people spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Anne Cottrell reported on attending last week's Rural County Representatives of California (RCRC) meeting where the following was discussed: a presentation on the California State budget - it will be a challenging year ahead, one specific item being the Cal Fire home hardening pilot project went from $25 million to closer to $12 to $13 million; AB 817 related to the Brown Act that will allow more counties to run commission meetings remotely (Napa County supported the bill in concept and will be asked again to support it); AB 491 related to code enforcement that will allow counties to collect more expenses incurred (RCRC is seeking support); AB 702 related to juvenile justice financing that Napa County opposed - the bill was pulled and may be coming back in a different form; and Supervisor Cottrell was appointed to an hoc committee on the Williamson Act which helps agricultural producers preserve farmland and we need to continue to look at how to support that and blend it with the State's conservation goals.

Supervisor Ryan Gregory reported on the following: attending the Napa Chamber of Commerce's annual luncheon last Friday to support local businesses and the new CEO Jeri Hansen; and attending yesterday's Napa County Commission on Aging meeting where Director of Housing & Homeless Services Jennifer Palmer made a presentation on the Bay Area Housing Finance Authority (BAHFA) pilot senior rental assistance program where Napa County received a $5 million grant.

Supervisor Alfredo Pedroza reported on attending a California State Bay Area Caucus meeting in Sacramento yesterday to discuss a potential regional measure for the 2026 ballot. The focus is on transit users and how to restore transit in a different way and looking at legislation that creates more revenue for transit and also gives the Metropolitan Transportation Commission (MTC) more authority to encourage more collaboration and consolidation work.

Supervisor Belia Ramos reported the following; attending a meeting with Assemblymember Cecilia Aguiar-Curry regarding a legislative fix for the State's vehicle licensing fee shortfall and commended the efforts of Treasurer-Tax Collector Robert Minahen and County Executive Office Legislative and Policy Analyst Andrew Mize - the Governor's proposed budget contains significant revenue shortfalls, including a $2 million ABAG claw back for regional early action planning; attending an ABAG meeting last Thursday where she was appointed as President of the Executive Board; and being appointed as Treasurer of the California State Association of Counties (CSAC) and attending an Executive Board retreat later this month.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

A. Receive a presentation from Dr. Robert Eyler, economist at Sonoma State University who will provide the Board with an update on the economic outlook for Napa County (No Fiscal Impact, Discretionary). **23-1847**

County Executive Officer Ryan J. Alsop made presentation.

Sonoma State University Economist Dr. Robert Eyler made presentation.

Discussion held.

B. Approve the Fiscal Year 2024-25 Strategic Financial Plan and Budget Policy. (No Fiscal Impact, Discretionary) **24-99**

Correction memorandum provided.

County Executive Officer Ryan J. Alsop made presentation.

County Executive Office Senior Management Analyst Daniel Sanchez made presentation.

Discussion held.

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

C. Adopt a Resolution and approve and authorize Agreement No. 240259B taking necessary steps to sell approximately 70.6-acres of County-owned land commonly known as the Calistoga Fairgrounds property to the City of Calistoga for $2,000,000 with a retained right for County to repurchase the Property under the following circumstances: change in zoning and/or proposed sale or lease. (Fiscal Impact: $2,000,000 Revenue; General Fund; Not Budgeted; Discretionary) [4/5 vote required] **24-81**

CONTINUED FROM JANUARY 9, 2024

Correction Memorandum provided.

County Executive Officer Ryan J. Alsop made presentation.

Three (3) people spoke during public comment.

Discussion held.

Motion Text:	**Approve the requested actions.**
Voting Yes:	**Cottrell, Gregory, Pedroza, Ramos and Gallagher**
Recusals:	**None**
Result:	**Passed**
Enactment No:	**R-2024-10; A-240259B**

12. PUBLIC HEARING - SPECIAL DISTRICTS

None

13. PUBLIC HEARINGS

None

14. CLOSED SESSION

A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Government Code Section 54957) **24-111**

Closed Session not held. Item removed from the agenda.

15. ADJOURNMENT

This meeting was adjourned in memory of Napa County Farm Bureau CEO Ryan Klobas.

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, FEBRUARY 6, 2024 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board