Tuesday March 15, 2021 9:00 AM Virtual Meeting

1. CALL TO ORDER; ROLL CALL (Video timestamp 00:00:21)
   Committee Members Present: Joelle Gallagher, Kellie Anderson, Ron Rhyno, Terry Scott, Teresa Zimny, Heather Stanton, Alternate Committee Member Anne Cottrell, Keri Akemi-Hernandez (arrived after Item 4A).
   Committee Members Not Present: Jenna Bolyarde, Mike Swanton, Megan Dameron.
   Staff Present: David Morrison, Trevor Hawkes, Alexandria Quackenbush, Robert Mone.

2. PLEDGE OF ALLEGIANCE (Video timestamp 00:01:34)
   Chair Scott led the salute to the flag.

3. CITIZEN COMMENTS AND RECOMMENDATIONS (Video timestamp 00:02:10 and 00:04:36)
   Public comment: Larry Kromann, Esbeidy Pina.

4. APPROVAL OF MINUTES (Video timestamp 00:02:45)
   The Clerk of the Committee request approval of Minutes for the meetings held on:
   October 26, 2021 (All Commissioners Present) and November 15, 2021 (All Commissioners Present).

   Committee Members voted to approve minutes for the meetings held on October 26 and November 15, 2021.

<table>
<thead>
<tr>
<th>JG</th>
<th>MD/AC</th>
<th>KA</th>
<th>TG</th>
<th>RR</th>
<th>TS</th>
<th>KA-H</th>
<th>TZ</th>
<th>MS</th>
<th>HS</th>
<th>JB</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd</td>
<td>X/A</td>
<td>Y</td>
<td>Y</td>
<td>1st</td>
<td>Y</td>
<td>X</td>
<td>Y</td>
<td>X</td>
<td>Y</td>
<td>X</td>
</tr>
</tbody>
</table>
5. AGENDA REVIEW / MEETING OVERVIEW (Video timestamp 00:03:10 and again at 00:8:15)
Trevor Hawkes gave the review.

A request for clarification was made by members on the purpose of the HEAC, the role of committee members, and future meeting locations/format (in-person/virtual).

Member Comments: Committee Member Stanton, and Member Anderson.

6. DISCLOSURES (Video timestamp 00:20:35)
None.

7. BUSINESS ITEMS
A. Policies and Programs – Discussion and Advisory Item (Video timestamp 00:21:00)
   Development of Housing Element Policies and Programs.

BAE Consultant Matt Kowta provided a summary of the update process for the County’s Housing Element and the status of reviewing the existing goals, policies, and programs as well as gathering input from HEAC members on developing draft goals, policies and programs for the Housing Element update. Specifically, Mr. Kowta summarized the requirements/considerations when developing goals, policies, and programs and solicited feedback from HEAC members on the existing goals, policies, and programs with further discussion had between members about possible new goals or modifications to the exiting goals.

Member Comments: Chairperson Scott, Member Gallagher, Member Stanton, Member Zimny, Member Rhyno, Member Anderson, Member Gamble, Member Cottrell, Member Akemi-Hernandez.

Committee Members provided guidance to staff and consultants on which goals, policies, and programs should be included as part of the Housing Element update and the overall areas of focus to consider while developing the goals, policies, and programs. The attachments for this meeting were reviewed (Programs Summary sheet, Potential Goal and Policy Revisions) and the presentation of those goals, policies, and programs was provided with discussion by members and staff throughout. Areas of focus for goals, policies, or programs that were mentioned by HEAC members, and the public included:

- Local employee preference for rent or workforce housing (possible ordinance)
- Further address a better jobs and housing balance
- Facilitate opportunities for farmworker housing and workforce housing
- Improved tracking of progress with regards to meeting housing goals
- Specific and inclusive polices to directly address AFFH
- Improved marketing of affordable housing developers/opportunities for affordable housing

Committee Members requested that staff provide background information via the County’s Annual Progress Reports (APRs) to all members, so they can review the progress on the specific Housing Element items and consider revisions.

Public comment: Angelica Chavez, Esbeidy Pina.

B. Development and Status of the Sites Inventory Analysis – Discussion and Advisory Item (Video timestamp 01:49:40)
ESA Consultant Hillary Gitelman provided a status update and summary of the Housing Element update process for the inventory of possible sites to accommodate housing for the planning period. The update summarized the content covered at the prior HEAC meeting as well as those tasks accomplished since the prior meeting. Hillary provided context regarding the Housing Element Update components, planning process, and related actions that will occur along with the Housing Element Update (such as the RHNA transfer process). Further, Ms. Gitelman outlined the approach for the sites inventory analysis and the process taken to evaluate sites for inclusion in the sites inventory. An example was provided of a possible site and the evaluation process considered as part of the review.

Public comment: None

Member Comments: Member Cottrell, Member Anderson, Member Rhyno.

Committee Members requested additional clarification on the methodology behind the site selection process and information on the possible sites with focus requested on providing justification for why a site was selected and why it has not developed in previous cycles.

8. NEXT STEPS / STAFF AND COMMITTEE MEMBER COMMENTS (Video timestamp 02:19:30)
County Staff Trevor Hawkes outlined the next steps in the Napa County Housing Element Update process, including interim dates and deadlines between the next HEAC Meeting (noting three remaining HEAC meetings) and future input provided to the planning Commission and Board of Supervisors with submittal/review of the revised Housing Element by HCD.

Member Comments: Committee Member Anderson, Chairperson Scott, Member Gallagher, Member Stanton.

Committee members requested additional information (at least four or five days prior to the next HEAC meeting) for use in review of the goals, policies, and programs as well as consideration of in-person meetings for future meetings.
County staff will send the additional materials to HEAC members for their reference (to include draft the Housing Needs Assessment and draft Assessment of Fair Housing documents). County staff also indicated that comments and input on the Housing Element can continue to be sent through Trevor Hawkes.

Public comment: None

9. ADJOURNMENT (Video timestamp 02:29:14)

Meeting adjourned.

ALEXANDRIA QUACKENBUSH, Clerk of the Committee

Key
Vote: JG = Joelle Gallagher; MD = Megan Dameron; KA = Kellie Anderson; TG = Tom Gamble; RR = Ron Rhyno; TS = Terry Scott; KA-H = Keri Akemi-Hernandez; TZ = Teresa Zimny; MS = Mike Swanton; HS = Heather Stanton; JB = Jenna Bolyarde; AC = Anne Cottrell (Alternate)
Notations under vote: Y = Yes; N = No; A = Abstain; X = Excused; 1st = 1st motion; 2nd = 2nd motion

Example

<table>
<thead>
<tr>
<th>JG</th>
<th>MD</th>
<th>KA</th>
<th>TG</th>
<th>RR</th>
<th>TS</th>
<th>KA-H</th>
<th>TZ</th>
<th>MS</th>
<th>HS</th>
<th>JB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y</td>
<td>Y</td>
<td>X</td>
<td>Y</td>
<td>N</td>
<td>1st</td>
<td>N</td>
<td>Y</td>
<td>N</td>
<td>2nd</td>
<td>Y</td>
</tr>
</tbody>
</table>

Housing Element
Advisory Committee

4 of 4

MARCH 15, 2022