Meeting Minutes

Napa County Housing Element Advisory Committee

Joelle Gallagher  Terry Scott (Chair)  David Morrison, Secretary-Director
Megan Dameron  Keri Akemi-Hernandez (Vice-Chair)  Silva Darbinian, Committee Counsel
Anne Cottrell (Alternate)  Teresa Zimny  Trevor Hawkes, Planner III
Kellie Anderson  Mike Swanton  Alexandria Quackenbush, Committee Clerk
Tom Gamble  Heather Stanton  Jason Hall, Committee Clerk
Ron Rhyno  Jenna Bolyarde

Thursday July 14, 2022  1:00 PM  Virtual Meeting

1. CALL TO ORDER; ROLL CALL (Video timestamp 00:00:17)
   Committee Members Present: Megan Dameron (left prior to item 4), Anne Cottrell, Kellie Anderson, Tom Gamble, Ron Rhyno, Terry Scott (joined the meeting prior to item 4), Keri Akemi-Hernandez (acted as Chair), Mike Swanton, Heather Stanton, Jenna Bolyarde (joined after item 4).
   Committee Members Not Present: Joelle Gallagher, Teresa Zimny
   Staff Present: Silva Darbinian, David Morrison, Trevor Hawkes, Jason Hall.

2. PLEDGE OF ALLEGIANCE (Video timestamp 00:02:09)
   Trevor Hawkes led the salute to the flag.

3. CITIZEN COMMENTS AND RECOMMENDATIONS (Video timestamp 00:17:02)
   Public comment: (6) public comments were heard. Todd Ballard, Esbeidy Pina, Garrett, William and Parry Murray, Roland Dumas, Jill Hough, Dan.

4. APPROVAL OF MINUTES (Video timestamp 01:05:55)
   The Clerk of the Committee request approval of Minutes for the meetings held on:
   April 20, 2022.

   Committee Members voted to approve minutes for the meetings held on April 20, 2022

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Housing Element
Advisory Committee

1 of 3  JULY 14, 2022
5. **AGENDA REVIEW / MEETING OVERVIEW (Video timestamp)**
   Trevor Hawkes provided the review and summary of the documents attached to the agenda packet for further discussion under Agenda Item #7 Business Items.
   - Draft HEU: Attachment-1---Draft-HEU (countyofnapa.org)
   - Public Comments: Attachment-2---Public-Comments (countyofnapa.org)
   - Additional Public Comments: Attachment-3---Additional-Public-Comments (countyofnapa.org)
   - Comments Received Prior to Draft HEU: Attachment-4---Comments-received-prior-to-Draft-HEU (countyofnapa.org)

   It was noted that the live Spanish interpretation is available over Zoom for this meeting.

   **Member Comments:** Member Heather Stanton, Member Ron Rhyno, Member Anne Cottrel, Chair Terry Scott, Jenna Bolyarde, and Trevor Hawkes.

   Members discussed the order of the agenda and the timing for public comment. It was discussed that comments during agenda item #3 should be reserved for recommendations and for items that are not on the agenda. Comments for items on the agenda should be reserved until that item is reached. Public comments for this meeting were heard during this item.

6. **DISCLOSURES (Video timestamp 01:13:44)**
   Members gave disclosures with discussion.
   Committee Members explained that they had all received 90 emails of individual public comments from various organizations and members of the public.

7. **BUSINESS ITEMS**
   A. **Overview of the Public Draft Housing Element Update – Discussion and Advisory Item (Video timestamp 01:15:25)**
      BAE Consultant Matt Kowta gave a recap of Public Draft HEU submittal noting that the public review period has been extended through 7/25/2022. Mr. Kowta summarized the items updates for the Housing Element including the Goals, Policies, and Programs, the Quantified Objectives for the Planning Permits, and Governmental and Non-Governmental Constraints Analysis.

      Further summary was provided by Planning Director David Morrison on the Sites Inventory Analysis with an overview of the criteria considered when assessing a site for inclusion in the inventory. This overview led to further discussion by members and the public on specific sites.

      **Member Comments:** Member Rhyno, Member Cottrel, Chair Scott, Member Stanton, Vice Chair Akemi-Hernandez, Member Anderson, and Member Bolyarde.

      **Public comment:** Esbeidy Pina (via Chat), and Garrett (no last name provided).

   B. **Public Comments Received on the Public Draft Housing Update – Discussion and Advisory Item (Video timestamp 02:45:00)**
      Trevor Hawkes gave a review of Public Comments Received on the Public Draft Housing Element including a summary of the topics mentioned in the comment letters. All public comments received were reviewed by staff and attached to the meeting agenda at the following link:
As of mid-day 7/12/22, the County had received 157 items of public correspondence with 15 letters received prior to the release of the Draft HEU. A portion of the Draft Housing Element comments have been focused on rezoning or comments on specific sites.

**Member Comments:** Member Heather Stanton, Vice-Chair Keri-Akemi Hernandez,

Members discussed Item #7B and clarified that it did not signify that participant public comments can be received, but rather it was a discussion of the public comments already received and sent in. Public comments from the meeting participants would be heard after the discussion.

**Public comment:** Lorri (via Chat and no last name provided), Garrett (via Chat), Joanna (no last name provided)

**C. Schedule of Next Steps (Video timestamp 01:44:25)**
Schedule of Next Steps was the same as Item #8.

**Member Comments:** David Morrison

Members discussed when the next scheduled HEAC meeting would be. It was stated that although there is not one scheduled yet, there is a minimum of six HEAC meetings proposed so the next one would be meeting #6.

**Public comment:** None.

8. **NEXT STEPS / STAFF AND COMMITTEE MEMBER COMMENTS (Video timestamp 02:53:11)**
Trevor Hawkes explained that the 6th HEAC meeting would take place around September and needs to be scheduled. Vice-Chair Keri Akemi-Hernandez recommended having the meeting sooner.

**Public comment:** None.

9. **ADJOURNMENT (Video timestamp 03:59:00)**
Meeting adjourned.

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**JASON HALL, 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

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**Example**

**Housing Element Advisory Committee**

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