



## Meeting Minutes

### Napa County Board of Supervisors

Brad Wagenknecht, District 1  
Ryan Gregory, District 2  
Diane Dillon, District 3  
Alfredo Pedroza, District 4  
Belia Ramos, District 5

Minh C. Tran, County Executive Officer  
Thomas C. Zeleny, Interim County Counsel  
Neha Hoskins, Clerk of the Board

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Tuesday, February 8, 2022

9:00 AM

Board of Supervisors Chambers  
1195 Third Street, Third Floor

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#### 8:00 AM SPECIAL MEETING

**\*Consolidated**

1. CALL TO ORDER; ROLL CALL

**Present: Chair Ryan Gregory, Supervisors Diane Dillon, Alfredo Pedroza, Belia Ramos, and Vice Chair Brad Wagenknecht. The meeting was called to order by Chair Ryan Gregory.**

2. PLEDGE OF ALLEGIANCE

**Fire Chief Jason Martin led the assembly in the Pledge of Allegiance.**

3. APPROVAL OF MINUTES

A. Clerk of the Board requests approval of minutes from the following regular and special meetings:

[22-283](#)

August 24, 2021,  
September 14, 2021, and  
February 1, 2022.

**Correction Memorandum removing a sentence and providing reasons for Chair Alfredo Pedroza's and Supervisor Ryan Gregory's recusals under Item 8 of the September 14, 2021 minutes was provided.**

**Motion Text: Approve the minutes as amended.**

**Voting Yes: Wagenknecht, Pedroza, Dillon, Ramos, and Gregory**

**Recusals: None**

**Result: Passed**

4. PRESENTATIONS AND COMMENDATIONS

- A. Director of Human Resources to introduce new County employees. [22-259](#)

**Director of Human Resources Christine Briceno introduced the new County of Napa employees.**

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

None

6. CONSENT ITEMS - SPECIAL DISTRICTS

Lake Berryessa Resort Improvement District

- A. District Engineer requests approval of the following actions related to American Rescue Plan Act (ARPA) grant funding: [21-1417](#)

- 1. Approval of and authorization for the District Engineer to sign an Agreement with the Lake Berryessa Resort Improvement District for the term February 8, 2022 to December 31, 2026 for a maximum of \$1,350,000 to finance critical water and wastewater infrastructure projects;

- 2. Approval to create Capital Improvement Projects in Lake Berryessa Resort Improvement District budget for Water Treatment Plant Upgrades (Fund 5220, Organization 5220500, Project 22013), Lift Station A Sewer Tank Replacement (Fund 5220, Organization 5220500, Project 22014), Water Treatment Plant Generator Replacement (Fund 5220, Organization 5220500, Project 22015) and SCADA System Updates (Fund 5220, Organization 5220500, Project 22016) (4/5 vote required); and

- 3. Approval of Budget Transfer for the following increasing appropriations by \$150,000 for Water Treatment Plant Upgrades project budget (Project 22013), \$800,000 for Lift Station A Sewer Tank Replacement project budget (Project 22014), \$100,000 for Water Treatment Plant Generator Replacement project budget (Project 22015) and \$300,000 for SCADA System Updates project budget (Project 22016) offset by transfer in from COVID-19 ARPA budget. (4/5 vote required)

**(Held after Item 11A was presented.)**

**Discussion held.**

**Motion Text: Approve requested actions.**

**Voting Yes: Wagenknecht, Pedroza, Dillon, Ramos, and Gregory**

**Recusals: None**

**Result: Passed**

Monticello Public Cemetery District

- B. County Executive Officer requests consideration of the following applicants, Patrick Scribner Jr. and Cynthia Gosling, to fill one vacancy on the Monticello Public Cemetery District Advisory Committee with the term of office to commence immediately and expire December 31, 2024. [22-274](#)

**Item pulled for further discussion. See Item 8.**

7. CONSENT ITEMS

**Motion Text:** Approve Consent Calendar as amended.  
**Voting Yes:** Wagenknecht, Pedroza, Dillon, Ramos, and Gregory  
**Recusals:** None  
**Result:** Passed

County Counsel

- A. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 190327B with the law firm of Kaplan Kirsch Rockwell, increasing the maximum compensation from \$69,900 per fiscal year to \$150,000 per fiscal year and extending the term to June 20, 2022 with two renewals at the end of each fiscal year. [22-18](#)

County Executive Office

- B. County Executive Officer requests adoption of a Resolution making findings in accordance with Assembly Bill (AB) 361 and Government Code Section 54953, for Board of Supervisors and County boards and commissions (including committees) to hold remote teleconference meetings due to the threat of COVID-19. [22-280](#)

**Enactment No:** R-2022-13

Health and Human Services Agency

- C. Director of Health and Human Services requests approval of and authorization for the Chair to: [21-1266](#)
  - 1) Terminate the current Agreement No. 170496B with Crestwood Behavioral Health, Inc. for a maximum of \$800,000; and
  - 2) Sign a new Agreement No. 220164B with Crestwood Behavioral Health, Inc. for a maximum of \$875,000 with the term commencing upon approval through June 30, 2022, with a provision for four annual renewals to provide residential care and mental health services.

**Enactment No:** A-220164B

- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign Agreement No. 220230B, a Data Use and Disclosure Agreement with the California Department of Public Health for the term April 20, 2021 through April 19, 2026 setting forth the privacy and security requirements the County is required to follow with respect to the State's enhanced HIV/AIDS Case Reporting System. [22-246](#)

**Enactment No: A-220230B**

- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Revenue Agreement No. 200130B with the California Department of Public Health, increasing the maximum by \$5,783 for a new maximum of \$2,872,114 for the term October 1, 2019 through September 30, 2022 to administer the Women, Infants and Children (WIC) Nutrition Program. [22-249](#)

**Enactment No: A-200130B Amend. 3**

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Revenue Agreement No. 180334B with the California Department of Public Health increasing the maximum by \$1,954,276 for a new maximum of \$2,309,970 for the term April 1, 2021 through June 30, 2022 to provide funding for the prevention and control of disease. [22-250](#)

**Enactment No: A-180334B Amend. 2**

Housing and Homeless Services – Division of CEO's Office

- G. Director of Housing and Homeless Services requests approval to increase appropriations in Housing and Homeless Services Subdivision (Fund 2030, Subdivision 2030000) for salaries and benefits in the amount of \$175,000 for Shelter employees, and \$725,000 in services and supplies, with an offsetting increase in revenue from Emergency Solutions Grant-COVID (ESG-CV) grant funds totaling \$900,000. (4/5 vote required) [22-282](#)

**Item removed from the agenda.**

- H. Director of Housing and Homeless Services requests adoption of a Resolution rescinding and replacing Resolution No. 2021-119, consenting to, adopting and ratifying the terms and conditions relating to the 2021-22 Emergency Solutions Grant (ESG) Non-Competitive Balance of State allocation in an amount not to exceed \$520,000 which provides funding for housing and homeless services programs [22-324](#)

**Enactment No: R-2022-14**

## Human Resources – Division of CEO’s Office

- I. Director of Human Resources and Director of Health and Human Services Agency request adoption of a Resolution amending the Departmental Allocation List for multiple divisions of the Health and Human Services Agency, as outlined in “Exhibit A,” effective February 19, 2022, with a net increase of four full-time equivalents, and no impact to the County General Fund. [22-286](#)

**Enactment No: R-2022-15**

## Information Technology Services – Division of CEO’s Office

- J. County Executive Officer and Chief Information Officer request the following: [21-1323](#)
1. Declare certain items of personal property as surplus and no longer required for public use; and
  2. Authorize the Purchasing Agent to dispose of these items of personal property by donating them to Computers for Classrooms.

## Planning, Building and Environmental Services (PBES)

- K. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 220141B with BPR Consulting increasing compensation by \$80,000 for a new maximum of \$150,000 per fiscal year to provide Building Official services if needed. [22-237](#)

**Enactment No: A-220141B Amend. 1**

## Public Works

- L. Director of Public Works requests the following actions regarding the Campbell Creek Fish Passage Project, RDS 22-01: [21-1442](#)
1. Approval of and authorization for the Chair to sign an agreement with Cardno Engineering Inc. (Cardno), for a maximum compensation of \$382,355;
  2. Approval to create a new Roads Capital Improvement Project (CIP) for Campbell Creek Culvert (Fund 2040, Org 2040500, Project 22012) (4/5 vote required); and
  3. Approval of a Budget Transfer for the following (4/5 vote required):
    - a. Increase appropriation by \$374,675 in the SB1 Special Revenue Fund (Fund 2440, Sub-Division 1220052) with the use of its available fund balance to be transferred to Program 22012 budget; and
    - b. Increase appropriations by \$374,675 in Program 22012 budget offset by an increase in revenue from the transfer from the SB1 Special Revenue Fund.

**Enactment No: A-220242B**

- M. Director of Public Works requests adoption of a resolution temporarily closing portions of Silverado Trail, Oak Knoll Avenue, Big Ranch Road, and El Centro Avenue from 7:00 A.M. to 1:30 P.M. on Sunday, March 6, 2022 for the 43rd Annual Kaiser Permanente Napa Valley Marathon. [22-267](#)

**Enactment No: R-2022-16**

Sheriff

- N. Sheriff requests the following actions regarding the FY 2022/2023 Boating Safety and Enforcement Financial Aid Program: [21-1357](#)
1. Adoption of a Resolution to apply for and accept a grant award from the California Department of Parks and Recreation, Division of Boating and Waterways for the term July 1, 2022 through June 30, 2023, to conduct boating safety and enforcement activities; and
  2. Appoint the Sheriff or designee to execute all documents, including but not limited to applications, agreements, quarterly activity reports, payment requests, claim forms and other documents that may be required, subject to County Counsel approval.

**Enactment No: R-2022-17**

- O. Sheriff requests approval of and authorization for the Chair to sign Amendment No. 17 of revenue Agreement No. 200005B (previously No. 3220) with the City of American Canyon, increasing the amount by \$254,639 through June 30, 2024 for a new maximum of \$36,189,777 over the five (5) year term to add one (1) Records Technician II to the contracted staff for law enforcement services. [21-1368](#)

**Enactment No: A-200005B Amend. 17**

Treasurer-Tax Collector

- P. Treasurer-Tax Collector requests the adoption of a Resolution adopting the “Napa County Policy Regarding the Submission of Claims for Excess Proceeds,” delegating authority to the Treasurer-Tax Collector to distribute excess proceeds resulting from tax-defaulted property sales in accordance with Chapter 1.3 of the California Revenue and Taxation Code section covering sections 4671 through 4676. [21-1429](#)

**Item removed from the agenda.**

**Enactment No: R-2022-18**

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

- 6B

**Discussion held.**

**Motion Text: Appoint Cynthia Gosling to the Monticello Public Cemetery District Advisory Committee.**

**Voting Yes: Dillon, Wagenknecht, Pedroza, Ramos, and Gregory**

**Recusals: None**

**Result: Passed**

9. PUBLIC COMMENT

**Four (4) people spoke during public comment.**

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

Napa County Groundwater Sustainability Agency

[22-277](#)

- A. Director of Planning, Building and Environmental Services requests the Napa County Groundwater Sustainability Agency (NCGSA):
  1. Consider and provide feedback on staff’s recommendation regarding the formation and structure of Technical and Stakeholder Advisory Groups (TAG and SAG) to advise the NCGSA on Napa Valley Subbasin Groundwater Sustainability Plan (GSP) implementation;
  2. Authorize staff to begin development of four (4) workplans related to GSP implementation; and
  3. Direct staff to investigate and report back on options for ongoing funding of GSP implementation.

**Planning, Building, and Environmental Services Natural Resource Conservation Manager Jamison Crosby made presentation.**

**Planning, Building, and Environmental Services Director David Morrison made presentation.**

**Three (3) people spoke during public comment.**

**Discussion held.**

**Direction provided to staff.**

## 11. ADMINISTRATIVE ITEMS

## County Executive Office

- A. County Executive Officer requests the following actions regarding the U. S. American Rescue Plan Act (ARPA) allocating approximately \$15.8 million: [22-244](#)
1. Provide an update on the U.S. Treasury's Final Rule for State and Local Fiscal Recovery Funds and report that Staff will develop uses for the \$10 million of revenue recovery funds to be used for provision of government services under the standard allowance;
  2. Discussion and seek direction to expand the County's FY 2022-23 Master Settlement Agreement (MSA) grant program by \$3 million over three years;
  3. Discussion and approval of the proposed scope of work for the Child Care Gap Assessment allocating \$3 million for investment, including solicitation of a consultant for up to \$25,000;
  4. Discussion and seek direction on the proximity housing loan and accessory dwelling unit incentive programs and opportunities for investment of \$5 million;
  5. Approval of and authorization for the County Executive Officer (CEO) to sign an Agreement with the Lake Berryessa Resort Improvement District (District) for the term February 8, 2022 to December 31, 2026 for a maximum of \$1,350,000 to finance critical water and wastewater infrastructure projects; and
  6. Approval of a budget adjustment increasing appropriations in the ARPA subdivision (Fund 2460, Subdivision 1020050) by \$4,826,825 from its available fund balance and transferring to various departments in the General Fund, Health & Human Services Agency Fund, Housing and Homeless Fund, Child Support Services Fund, and the Lake Berryessa Resort Improvement District to reimburse department expenditures for supporting the pandemic response and complete various water and sewer projects. (4/5 vote required)

**Assistant County Executive Officer Rebecca Craig made presentation.**

**Director of Housing and Homeless Services Jennifer Palmer made presentation.**

**Discussion held.**

**Three (3) people spoke during public comment.**

**Direction provided to staff.**

**Motion Text: Approve requested actions for Nos. 1-5 and to include the creation of an Ad Hoc Committee.**

**Voting Yes: Pedroza, Wagenknecht, Dillon, Ramos, and Gregory**



**Recusals:** None  
**Result:** Passed  
**Enactment No:** A-220246B

**Motion Text:** Approve requested action for No. 6.  
**Voting Yes:** Wagenknecht, Ramos, Dillon, Pedroza, and Gregory  
**Recusals:** None  
**Result:** Passed

- B. County Executive Officer will provide a report on pending future agenda items requested by individual Board members at the January 25, 2022, and the February 1, 2022 Board of Supervisors meetings and will request discussion and direction regarding the following requests for presentations by: [22-278](#)
1. Napa Schools for Climate Action on their request and call to action;
  2. All Home on how grant monies were spent, their impact on diversion, and how the County can have a greater impact in the sphere of housing and homelessness;
  3. Bay Conservation and Development Commission on Bay Adapt Regional Strategy for a Rising Bay; and
  4. California Medical Services Program on Affordable Care Act.

**Assistant County Executive Officer Rebecca Craig made presentation.**

**Director of Housing and Homeless Services Jennifer Palmer made presentation.**

**Discussion held.**

**Direction provided to staff.**

Planning, Building and Environmental Services (PBES)

- C. Director of Planning, Building and Environmental Services will provide an update on the current drought and requests the following actions to address the continuing drought emergency: [22-333](#)
  - 1. Direct staff to work with stakeholders to revise the Water Availability Analysis (WAA) Guidance document to: incorporate applicable provisions of the Groundwater Sustainability Plan; update the guidelines to reflect recent court decisions regarding the public trust and California Environmental Quality Act (CEQA) review of wells; suspend the water use screening criterion for parcels located on the Napa Valley floor during a drought emergency; and transfer decision making authority under the WAA from the Public Works Department to the Planning, Building, and Environmental Services Department; and
  - 2. Direct staff to work with stakeholders to update Chapter 13.04 (Approved Water Supply Systems); Chapter 13.12 (Wells); and Chapter 13.15 (Groundwater Conservation) of the Napa County Code to: incorporate applicable provisions of the Groundwater Sustainability Plan; update the County Code to reflect recent court decisions regarding the public trust and California Environmental Quality Act (CEQA) review of wells; integrate applicable recommendations of the Groundwater Resources Advisory Committee (GRAC); and make other procedural and process revisions to bring these chapters into greater consistency with the County Code.

**Director of Planning Building, and Environmental Services David Morrison made presentation.**

**Discussion held.**

**Two (2) people spoke during public comment.**

**Motion Text:** Approve requested actions.

**Voting Yes:** Dillon, Pedroza, Ramos, Wagenknecht, and Gregory

**Recusals:** None

**Result:** Passed

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

None

13. SET MATTERS OR PUBLIC HEARINGS

County Executive Office

- A. SET MATTER 9:05 A.M. [22-281](#)

Presentation by Dr. Karen Relucio, the County's Public Health Officer and discussion regarding the Coronavirus (COVID-19) situation, for Board direction and possible action.

**Public Health Officer Dr. Karen Relucio made presentation.**

**Discussion held.**

County Counsel

- B. SET MATTER 11:00 AM (Walt Ranch) [21-1377](#)

County Counsel requests consideration and adoption of a Resolution of Findings of Fact and Decision on Appeal regarding an appeal filed by Center for Biological Diversity (Appellant) to a decision by the Director of the Napa County Department of Planning, Building and Environmental Services on October 6, 2021, to approve a revision to Mitigation Measure 6-1 and to incorporate the revised mitigation measure into the Mitigation Monitoring and Reporting Plan applicable to the Walt Ranch Vineyards Agricultural Erosion Control Plan - File No. P11-00205-ECPA submitted by Hall Brambletree Associates, LP (Applicant) to allow earthmoving associated with the development of approximately 209 net acres of vineyard (±316 gross acres) (the Project).

**Correction Memorandum provided.**

**Supervisor Alfredo Pedroza recused himself from the item.**

**Interim County Counsel Thomas Zeleny made presentation.**

**Nine (9) people spoke during public comment.**

**Discussion held.**

**Motion Text: Approve the continuance of this item to the next scheduled meeting on March 1, 2022.**

**Voting Yes: Dillon, Ramos, Wagenknecht and Gregory**

**Recusals: Pedroza**

**Result: Passed**

**Enactment No: R-2022-19**

14. LEGISLATIVE ITEMS

**None**

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

**Supervisor Brad Wagenknecht reported on attending last night’s Napa County Reads virtual presentation with Kelly Yang, the author of the book titled, “Front Desk.”**

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**None**

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**None**

18. CLOSED SESSION

[22-08](#)

A. 8:00 AM CLOSED SESSION

PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957(b)(1))

Title: Director of Planning, Building and Environmental Services

**Closed Session not held.**

19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MARCH 1, 2022 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board