



A Tradition of Stewardship  
A Commitment to Service

**MINUTES OF THE  
NAPA COUNTY – BOARD OF SUPERVISORS MEETING**

**April 6, 2021**

**Draft Summary of the Proceedings**

**1. CALL TO ORDER; ROLL CALL**

**The Board of Supervisors of the County of Napa met in regular session on Tuesday, April 6, 2021 at 9:00 a.m. with the following supervisors present: Chair Alfredo Pedroza, Vice Chair Belia Ramos, Supervisors Diane Dillon, Ryan Gregory, and Brad Wagenknecht. The meeting was called to order by Chair Alfredo Pedroza.**

**2. PLEDGE OF ALLEGIANCE**

**Fire Chief Geoff Belyea led the assembly in the pledge of allegiance.**

**3. APPROVAL OF MINUTES**

**None.**

**13. SET MATTERS OR PUBLIC HEARINGS**

- A. 9:00 AM 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.**

**Dr. Karen Relucio made presentation.**

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

- B. 4:00 PM County Counsel requests consideration and adoption of a Resolution of Findings of Fact and Decision on Appeal regarding appeals filed by Patricia Damery and Paul Rowe and Jeff Atlas to a decision by the Napa County Planning Commission on February 5, 2020 to approve a request from Anthem Winery and Vineyards, c/o Justin H. Arbuckle and Julie A. Arbuckle, in the form of a Use Permit.  
(CONTINUED FROM JANUARY 26, 2021)**

**ENVIRONMENTAL DETERMINATION:** Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration, the proposed Project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the following area(s): Biological Resources, Geology and Soils, and Noise. The Project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

**R-2021-34**

**County Counsel Jeffery M. Brax presented report.**

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

**Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve the Resolution of Findings of Fact and Decision on Appeal. Motion passed 4 – 1, with Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes / Diane Dillon voting no.**

**4. PRESENTATIONS AND COMMENDATIONS**

**None.**

**5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS**

**None.**

**6. CONSENT ITEMS - SPECIAL DISTRICTS**

**A. In-Home Supportive Services (IHSS) Public Authority of Napa County meeting**

- B.** Public Authority Manager requests approval of the following actions: Authorization for the Chair to sign an Agreement with the Health Care Employees/Employer Medical & Dental Trust, effective September 1, 2020, in order to provide health insurance benefits to IHSS care providers pursuant to the MOU signed between the Napa County IHSS Public Authority and SEIU Local 2015; and Delegate authority for the Public Authority Manager to sign the annual Health Care Employees/Employer Medical Trust rate renewal notification.

**A-210320B (IHSS)**

- C.** County Executive Officer and Aging and Disability Program Manager request the reappointment of the following applicants to the Napa County In-Home

Supportive Services (IHSS) Advisory Committee with the terms commencing immediately and expiring September 2022: Name Representing Doug Weir Current or Past User of IHSS Marilee Muller Provider of IHSS to Family or Non-Family Member

- D. **Lake Berryessa Resort Improvement District (LBRID) meeting**
- E. District Engineer requests the creation of a capital asset in the amount of \$57,311 for the sole source purchase of proprietary solar powered pond mixing equipment with appurtenances. (4/5 vote required)
- F. **Napa County Housing Authority (NCHA) special meeting**
- G. Auditor-Controller requests the acceptance of the internal audit quarterly monitoring report for the Napa County Housing Authority for the quarter ended September 30, 2020.

**Motion moved by Brad Wagenknecht, seconded by Ryan Gregory, to approve special districts consent calendar. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

7. CONSENT ITEMS

Law & Justice

- A. District Attorney requests approval of and authorization for the Chair to sign:  
Amendment No. 5 to Agreement 170972B with NEWS for the provision of flexible funding assistance, to increase the maximum compensation to the amount of \$119,250 for the term April 6, 2021 through December 31, 2021; and Agreement with Puertas Abiertas for the provision of flexible funding assistance, with a maximum compensation of \$30,000 for the term April 1, 2021 through December 31, 2021.

**A-210321B**

Public Safety

- B. County Fire Chief requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 210168B with Napa Roots Landscaping increasing the amount by \$50,000 for a new maximum of \$100,000 to continue providing abatement services regarding the Fire Hazard Abatement Program.
- C. County Fire Chief request a waiver of competitive bidding requirements and sole source award for repairs to Engine 18 from

Golden State Emergency Vehicle Services, Sacramento, California for an approximate total of \$170,000 pursuant to County Ordinance Code 2.36.090.

- D. Sheriff requests approval of and authorization for the Chair to sign an agreement with American Medical Response for a maximum of \$15,000 for the term April 13, 2021 through June 30, 2021 to provide Sheriff's Office sworn staff with California Police Officer Standards and Training mandated first aid, cardiopulmonary resuscitation and automated external defibrillator training.

**A-210322B**

Community Resources & Infrastructure

- E. Interim Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign an agreement with Kristin Lowell, Inc. for a maximum of \$5,800 for the term April 6, 2021 through December 31, 2021 for civil engineering services for the Napa County Winegrape Pest and Disease Control District to develop the per acre assessment for Fiscal Year 2021-2022.

**A-210323B**

- F. Director of Library Services and Community Outreach requests the following: Acceptance of a \$60,000 donation from the Napa County Library Foundation; and Authorization for the Chair to sign a letter of appreciation in acceptance of the donation.
- G. Director of Planning, Building and Environmental Services requests the following actions related to the Bay Area Regional Energy Network (BayREN): Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200309B with the Association of Bay Area Governments (ABAG) to deliver services related to the BayREN; and Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 8562 with MCE Clean Energy to provide services related to the Advanced Energy Upgrade Napa Program.
- H. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with GHD for a maximum of \$300,000 per fiscal year for the term April 6, 2021 through June 30, 2021, with an annual fiscal year automatic rollover provision until June 30, 2024, to provide on-call engineering professional services for various local roadway capital improvement projects.

**A-210324B**

- I. Director of Public Works requests the following actions: Approval of Budget Transfer No. AIR006 increasing appropriations in the Capital Asset account by \$23,506 with an offsetting decrease to the Maintenance- Buildings/Improvements account within the Airport Operations Budget and establishment of a Capital Asset in the amount of \$23,506 for the purchase of a FOD BOSS Triplex Sweeper for the Airport (4/5 vote required); and Authorize a waiver of competitive bidding and sole source award to Myslik, Inc. of Morrison, Colorado for the purchase of one FOD BOSS TFB-24GF Triplex sweeper in the amount of \$23,506 pursuant to Napa County Code Section 2.36.090.
- J. Director of Public Works requests the following actions for two Roads Capital Improvement Projects necessary due to damage sustained during the 2014 Earthquake: Approval of Budget Transfer No. DPW 047 for the following (4/5 vote required): Increase appropriation by \$629,048 in the Accumulated Capital Outlay (ACO) Fund budget (Fund 3000, Sub-Division 3000000) offset by the use of its available fund balance to fund the following: Increase appropriation by \$26,239 in Third Ave mile post marker (MPM) 0.06, RDS 17-32, project budget in the Roads CIP budget (Fund 2040, Sub-Division 2040500, Program R8120) offset by increase in revenue from the transfer from the ACO; and Increase appropriation by \$602,809 in Third Ave MPM 1.75, RDS 17-33, project budget in the Roads CIP budget (Fund 2040, Sub-Division 2040500, Program R8130) offset by increase in revenue from the transfer from the ACO; and Award of the construction contract for the "Third Ave. Culvert (LOP 208) MPM 0.60, RDS 17-32 and Third Ave. Bridge (LOP 209) MPM 1.75, RDS 17-33," to Granite Rock Company of San Jose, California, for their low base bid of \$369,208 and authorization for the Chairman to sign the construction contract.

**A-210325B**

- K. Director of Public Works requests approval of Budget Transfer No. DPW 048 in the following programs to perform tree trimming, brush cutting and drainage improvements on Silverado Trail ahead of the upcoming asphalt repairs and overlay: (4/5 vote required) Increase appropriations by \$160,000 in the Measure T Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220053) to transfer to Programs 20042 and 20043, offset by use of its available fund balance; Increase appropriations by \$50,000 in Roads CIP (Fund 2040, Sub-Division 2040500) Program 20042 budget offset by transfer from Measure T SRF; Increase appropriations by \$110,000 in Roads CIP (Fund 2040, Sub-Division 2040500) Program 20043 budget offset by transfer from Measure T SRF; Increase appropriations by \$75,000 in the SB1 Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220052) to

transfer to Program 20044 offset by use of its available fund balance; Increase appropriations by \$75,000 in Roads CIP (Fund 2040, Sub-Division 2040500) Program 20044 budget offset by transfer from SB1 SRF; Increase appropriations by \$235,000 in Roads Operations budget (Fund 2040, Sub-Division 2040000) offset by transfers from Programs 20042, 20043 and 20044.

- L. Director of Public Works requests adoption of a resolution approving the Fiscal Year 2021-2022 list of Senate Bill (SB) 1 streets and roads projects and authorization to submit the list of projects to the California Transportation Commission (CTC), which will qualify Napa County to receive local streets and roads funding in accordance with SB 1, the Road Repair and Accountability Act of 2017.

**R-2021-32**

General Admin & Finance

- M. Auditor-Controller requests approval of and authorization for the Chair to sign an agreement with Brown Armstrong Accountancy Corporation, for a maximum of \$76,100 per fiscal year for the auditing services related to fiscal years 2020-21, 2021-22 and 2022-23, with a provision for two automatic annual renewals at the discretion of the Auditor-Controller.

**A-210326B**

- N. Chief Information Officer requests a revision of the Schedule of Approved Capital Assets in the Adjusted Budget for Fiscal Year 2020-2021 with no change to the total appropriation of \$548,300 to purchase archive storage hardware.
- O. Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200360B with The Salvation Army, increasing the contract maximum by \$200,000 for a total of \$600,000, and extending the term to June 30, 2022 to provide prepared meals for occupants of temporary shelters, respite facilities and alternate care facilities established as part of the COVID-19 emergency response efforts.
- P. Director of Interim Human Resources Director and Director of Health and Human Services Agency request adoption of a resolution amending the Table and Index of Classes by updating the hourly rate of pay for the Work Experience Associate classification, effective April 6, 2021, with no increase to full-time equivalents, and no impact to the County General Fund.

**R-2021-33**

- Q. County Executive Officer and Risk and Emergency Services Manager request approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 170517B with Nixle, LLC for an increase of \$1,802 for a total contract maximum of \$49,360 for the term beginning April 1, 2021 through October 31, 2022 to add an additional Nixle communication portal for the Napa Courts services system.
- R. County Executive Officer requests approval of and authorization for the Chair to sign Amendment No. 6 to Agreement No. 200351B with Emergency Construction Services, Inc., extending the term through June 30, 2021, with no change in the maximum compensation to provider COVID-19 compliant custodial and sanitization services assisting with the prevention and spread of COVID-19.
- S. County Executive Officer requests the following actions: Appoint Tracy Cleveland as the Agricultural Commissioner/Sealer of Weights and Measures as authorized by California Food and Agricultural Code §2122 and California Business and Professions Code §12200; and Authorization for the Chair to sign an employment agreement with Tracy Cleveland to serve as the Agricultural Commissioner/Sealer of Weights and Measures.

**A-210327B**

**Item removed for separate discussion. See item 8.**

- T. County Executive Officer requests appointment of William Thomas to the Napa County Winegrape Pest and Disease Control District Board of Directors, representing Napa County Vineyards, with the term of office to commence immediately and expire March 26, 2023.

**Motion moved by Ryan Gregory, seconded by Brad Wagenknecht, to approve consent calendar as presented.  
Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

**8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**

**- Item 7S:**

**Deputy County Executive Officer Helene Franchi presented a report.**

**Tracy Cleveland made presentation.**

**One (1) person spoke during public comment.**

**Motion moved by Brad Wagenknecht, seconded by Ryan Gregory, to approve appointing Tracy Cleveland as the Agricultural Commissioner/Sealer of Weights and Measures. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

9. PUBLIC COMMENT

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

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

**None.**

11. ADMINISTRATIVE ITEMS

General Admin & Finance

- A. Moment of Silence remembering and honoring the 78 Napa County residents, who died of COVID-19 and 3 residents who died from last year's wildfires.
- B. County Executive Officer and Risk and Emergency Services Manager will provide an update on the efforts of disaster service workers during the 2020-2021 disasters, initiatives to expand employee engagement around disaster service work, and a recognition ceremony by the Board of Supervisors attended by Congressman Thompson, Senator Bill Dodd, and Assembly member Aguiar-Curry for Napa County disaster service workers who have supported the County in this unprecedented year.

**County Executive Officer Minh C. Tran presented report.**

**Risk Manager Kerry Whitney made presentation.**

**Assembly Member Cecilia Aguiar-Curry made presentation.**

**Senator Bill Dodd made presentation.**

**Vice Chair Belia Ramos made presentation.**

**Supervisor Ryan Gregory made presentation.**

**Chair Alfredo Pedroza made presentation.**

**Supervisor Brad Wagenknecht made presentation.**

**Supervisor Diane Dillon made presentation.**



**County Executive Officer Minh C. Tran made presentation.**

- C. County Executive Officer and Emergency Services Officer will provide an update on the status of the After Action Reports being prepared by Constant Associates, which review the Emergency Operation Center (EOC) operations during the LNU Lightning Complex and Glass Fires.

**Emergency Services Officer Leah Greenbaum presented report.**

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

- D. County Fire Chief and a representative from the Napa Communities Firewise Foundation will discuss the following and seek direction: Provide information on the upcoming fire season and present the recently completed Countywide California Wildfire Protection Plan (CWPP) with recommended vegetation management projects; Approval of Budget Transfer No. NCF001 will increase the appropriations in the General Fund Non-Departmental Division (10500) to transfer-out \$1,000,000, releasing a Board assignment of fund balance from the PG&E settlement for fire protection with an offsetting transfer-in to the Fire Protection Division (21000); and increasing appropriations in Fire Protection Division (21000) by \$1,000,000 for Community Grants to provide vegetation management through a contribution to the Napa Community Firewise Foundation; (4/5 Vote Required) Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 210112B with Napa Communities Firewise Foundation increasing the maximum amount of the contract to reflect direction provided in Number 2 above for vegetation management projects; and Discussion of increased appropriations to be included in the Recommended FY 21-22 Fire budget.

**Fire Chief Geoff Belyea made presentation.**

**Napa Communities Firewise Foundation Representative Christopher Thompson presented report.**

**Eighteen (18) people spoke during public comment.**

**Discussion held.**

**Motion moved by Diane Dillon, seconded by Ryan Gregory, to approve the Agreement and Budget Transfer. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

- E. County Fire Chief requests direction on the preparation of an ordinance amending County Code Chapter 8.36 to improve the clarity

of the rules and regulations governing the abatement of combustible vegetation and other fire hazards, and improve safety of the public and first responders.

**ENVIRONMENTAL DETERMINATION:** Napa County has determined the Fire Hazard Abatement Program to be Categorically Exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(2), 15061(b)(3), 15304, 15307, 15308 and 15378.

**Fire Chief Geoff Belyea made presentation.**

**Discussion held.**

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

**Motion moved by Diane Dillon, seconded by Ryan Gregory, to approve requested actions. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

- F. Director of Planning, Building and Environmental Services (PBES) requests direction on the preparation of an ordinance to amend the California Building Code as adopted in the Napa County Code (Title 15), to require additional fire-resistive construction methods for residential buildings.

**Director of Planning, Building, & Environmental Services David Morrison presented report.**

**Chief Building Official Mike Zimmer presented report.**

**One (1) person spoke during public comment.**

**Direction provided to staff.**

**Motion moved by Diane Dillon, seconded by Brad Wagenknecht, to approve requested that staff return after their outreach with an ordinance regarding the length of eaves as recommended, protection for small accessories structures in regard to ventilation in the roof vents and the recommendation made regarding decks and balconies. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

- G. Director of Public Works will provide an update and seek possible direction on the proposal from Illumination Technologies California (ITC) to install monopoles at various locations in Napa County to

provide commercially viable telecommunications services, an artificial intelligence (AI) driven wild fire protection system, and additional poles for telecommunications services at various underserved locations in remote areas.

**Director of Public Works Steven Lederer presented report.**

**Fire Chief Geoff Belyea presented report.**

**Eleven (11) people spoke during public comment.**

**Direction provided to staff to provide another update when available.**

- H. Sheriff will provide an update on the Zonehaven emergency management project that will aide first responders to safely evacuate the community during wildfires or other emergencies.

**Undersheriff Jon Crawford made a presentation.**

- I. Emergency Services Officer and Deputy Director of Health and Human Services Agency - Self Sufficiency Programs request the following actions: Receive a presentation on shelter operations during the 2020 wildfires and an update on partnerships that support the County's sheltering operations during emergencies. Approve and authorize the Chair to sign a Memorandum of Understanding with the California Department of Social Services to host mass care and shelter supplies to support emergency sheltering needs.

**A-8622**

**Emergency Services Officer Leah Greenbaum made presentation.**

**Motion moved by Belia Ramos, seconded by Brian Wagenknecht, to approve requested actions. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

- J. County Executive Officer and Emergency Services Officer will deliver a presentation on the 2021-2022 Emergency Preparedness Public Outreach and Education Campaign.

**Emergency Services Officer Leah Greenbaum made presentation.**

- K. County Executive Officer will provide an update on key legislative bills passed related to wildfires since 2017, and bills currently moving through the legislature.

**Item removed from the agenda.**

- L. County Executive Officer requests discussion and possible action regarding the creation of a Fire Preparedness Ad Hoc Committee and the appointment of two (2) members of the Board of Supervisors to serve on the committee.

**Deputy County Executive Officer Helene Franchi presented report.**

**Discussion held.**

**Motion moved by Diane Dillon, seconded by Brian Wagenknecht, to approve Alfredo Pedroza and Ryan Gregory as Fire Preparedness Ad Hoc Committee members. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.**

12. SET MATTERS OR PUBLIC HEARINGS - SPECIAL DISTRICTS

**None.**

14. LEGISLATIVE ITEMS

**None.**

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

**Chair Alfredo Pedroza reported on Supervisor Wagenknecht assuming the position of Chair of the Climate Action Committee.**

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**Supervisor Ryan Gregory requested the Firewise program to be agendized for discussion at a future meeting.**

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**None.**

18. CLOSED SESSION

**None.**

19. ADJOURNMENT

**Adjourned to the Board of Supervisors special meeting Tuesday,  
April 20, 2021, at 9:00 a.m.**

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ALFREDO PEDROZA, Chair

ATTEST:

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NEHA HOSKINS, Clerk of the Board