



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

Tuesday, March 1, 2022

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

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**

Chair Ryan Gregory 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:

[22-356](#)

July 27, 2021, August 10, 2021, August 17, 2021, October 05, 2021 and February 8, 2022.

Correction Memorandum provided.

Motion Text: Approve minutes as amended.

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

Recusals: None

Result: Passed

4. **PRESENTATIONS AND COMMENDATIONS**

None

5. **DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS**

Interim County Counsel Thomas Zeleny reported on a PRA request.

6. CONSENT ITEMS - SPECIAL DISTRICTS

Motion Text: Approve Special District Consent Calendar.

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

Recusals: None

Result: Passed

Napa County Groundwater Sustainability Agency

- A. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 200362B with CONCUR, Inc., to add additional tasks and extend the term of the agreement to June 30, 2022 for a total of \$439,920 to support the formation of the Technical Advisory Group (TAG) to assist with implementation of the Groundwater Sustainability Plan (GSP). [22-436](#)

Enactment No: A-200362B Amend. 4

7. CONSENT ITEMS

Motion Text: Approve Consent Calendar.

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

Recusals: None

Result: Passed

County Counsel

- A. County Counsel requests adoption of a resolution authorizing the Calistoga Joint Unified School District to issue Series 2022 Bonds of the District without further approval of the Board of Supervisors or Officers of Napa County. [22-399](#)

Enactment No: R-2022-18

County Fire Department

- B. County Fire Chief requests approval of and authorization for the Chair to sign an agreement with Code Three Fire and Safety for a maximum of \$6,000 for the term July 1, 2021, through June 30, 2022, with an automatic two-year renewal provision to administer preventive and annual maintenance to County-owned fire extinguishers. [22-328](#)

Enactment No: A-220245B

Elections

- C. Registrar of Voters requests adoption of a Resolution authorizing the Chair to sign an agreement with the California Secretary of State for \$30,000 for the reimbursement of Voters Choice Act voter outreach and education costs. [22-347](#)

Enactment No: A-220250B; R-2022-19

Human Resources – Division of CEO’s Office

- D. Director of Human Resources, on behalf of the Napa County Employee Relations Panel (ERP), requests adoption of a Resolution enacting the ERP’s recommendation to create a Non-Supervisory Probation Bargaining Unit and a Supervisory Bargaining Unit and directs that a representation election be conducted for both units. [22-366](#)

Enactment No: R-2022-20

- E. Director of Human Resources requests adoption of a Resolution rescinding and replacing Resolution No. 2022-10, adopted January 25, 2022, correcting an administrative oversight in “Exhibit A,” which listed incorrect hourly rates for four classifications. [22-424](#)

Enactment No: R-2022-21

- F. Director of Human Resources and Auditor-Controller request adoption of a Resolution amending the Departmental Allocation List for the Auditor-Controller’s Office, by adding one 1.0 FTE Property Tax Specialist - Limited Term, effective March 1, 2022 through June 30, 2022, with a net increase of one full-time equivalent, and no impact to the General Fund. [22-426](#)

Enactment No: R-2022-22

- G. Director of Human Resources and County Executive Officer request adoption of a Resolution amending the Table and Index of Classes and the Departmental Allocation List for multiple divisions of the County Executive Office, as outlined in “Exhibit A,” effective March 5, 2022, with a net increase of 0.3 full-time equivalents, and a slight impact to the County General Fund. [22-433](#)

Enactment No: R-2022-23

- H. Director of Human Resources and Director of Health and Human Services Agency (HHSA) request adoption of a Resolution amending the Departmental Allocation List for the Public Health Division of HHSA, by adding one 1.0 FTE Community Aide - Limited Term, effective March 1, 2022 through June 30, 2024, with a net increase of one full-time equivalent, and no impact to the General Fund. [22-434](#)

Enactment No: R-2022-24

Library

- I. Director of Library Services and Community Outreach requests the following: [21-1172](#)
1. Acceptance of a donation in the amount of \$3,000 from the Robert and Ellen Streich Family Endowment for the Adult Literacy Program; and
 2. Authorization for the Chair to sign a letter of appreciation in acceptance of the donation.

Public Works

- J. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 210089B with American Sanitation, Inc. to increase the annual contract maximum by \$5,000 for a new annual maximum of \$10,500, to provide portable toilets and cleaning service at the Calistoga Fairgrounds and other County owned and operated properties. [21-1434](#)
- Enactment No: A-210089B Amend. 1**
- K. Director of Public Works requests adoption of a Resolution establishing No Parking -Tow Away zones on both sides of Sunnyside Road between Sanitarium Road and Hillcrest Road. [22-268](#)
- Enactment No: R-2022-25**

Sheriff

- L. Sheriff requests the following actions regarding replacement radio equipment: [22-331](#)
1. A waiver of competitive bidding requirements and sole source award to Motorola Solutions, Inc. of Chicago, Illinois for the purchase of replacement radio equipment in the amount of \$115,213, pursuant to County Ordinance § 2.36.090; and
 2. Establishment of nine (9) portable radios and nine (9) mobile radios as capital assets in a total amount of \$115,213.
 3. Approval of a Budget Transfer in Sheriff's Operations budget Equipment expense (Fund 1000, Org 1360000, Account 55400) increasing appropriations by \$115,213 offset by decreases in appropriations of the same budget by \$60,266 from Maintenance-Vehicles expense (Account 52520) and \$54,947 from Communications expense (Account 52800). (4/5 vote required)

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

9. PUBLIC COMMENT

County Counsel Thomas Zeleny made presentation.

Forty-Two (42) people spoke during public comment.

Supervisor Alfredo Pedroza made presentation.

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. County Executive Officer requests the Board to: [22-359](#)
1. Receive a presentation of the 5-year fiscal forecast;
 2. Consider Special Projects Fund and Accumulated Capital Outlay Fund name revisions; and
 3. Consider revising the percent of the General Fund Transient Occupancy Tax (TOT) which supports the Special Projects Fund from 12.5% to 15%.

Assistant County Executive Officer Rebecca Craig made presentation.

Senior Management Analyst Daniel Sanchez made presentation.

Discussion held.

Direction provided to staff.

Motion Text: Approve consideration to change the name of the special projects fund.

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

Recusals: None

Result: Passed

- B. County Executive Officer requests the Board of Supervisors receive a demonstration of the Granicus VoteCast system which provides the ability to electronically cast votes.

[22-402](#)

Chief Information Officer Jon Gjestvang and Clerk of the Board Neha Hoskins made presentation.

Discussion held.

Direction provided to staff.

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

None

13. SET MATTERS OR PUBLIC HEARINGS

County Executive Office

- A. SET MATTER 9:05 AM

[22-393](#)

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.

One (1) person spoke during public comment.

Discussion held.

County Counsel

B. SET MATTER 2:00 PM (Walt Ranch)

[22-448](#)

County Counsel recommends reconsideration of the tentative action on the appeal filed by Center for Biological Diversity (Appellant) of a decision by the Director of the Napa County Department of Planning, Building and Environmental Services on October 6, 2021, relating to revision of 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). Staff also recommends setting a new hearing date for the appeal on March 22, 2022. (CONTINUED FROM FEBRUARY 8, 2022)

Supervisor Alfredo Pedroza recused due to potential conflict of interest.

County Counsel Thomas Zeleny made presentation.

Deputy County Counsel Jason Dooley made presentation.

Discussion held.

Twelve (12) people spoke during public comment.

Direction provided to staff to continue the item to April 19, 2022 with a new public hearing.

Motion Text: Approve reconsideration of staff's recommendation.

Voting Yes: Ramos, Wagenknecht, Dillon, and Gregory

Recusals: Pedroza

Result: Passed

14. LEGISLATIVE ITEMS

None

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Supervisor Brad Wagenknecht requested proclamations acknowledging the Week of the Young Child (April) and age-friendly planning in coordination with the Napa/Solano Area Agency on Aging (May).

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None

18. CLOSED SESSION

A. 8:00 AM CLOSED SESSION

[22-345](#)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Director of Planning, Building, and Environmental Services

No reportable action.

B. CONFERENCE WITH REALPROPERTY NEGOTIATOR (Government Code Section 54956.8)

[22-382](#)

Property: Napa County Fairgrounds, Calistoga, California
(APNs 011-140-007 and 011-140-055)

Agency Negotiator: Minh C. Tran, County Executive Officer

Negotiating Parties: Napa County, Ole Health and Adventist St. Helena

Under Negotiation: ☒ Price ☒ Terms of Payment

No reportable action.

19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,
TUESDAY, MARCH 8, 2022 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board