



A Tradition of Stewardship
A Commitment to Service

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

June 16, 2020

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, June 16, at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Belia Ramos, Ryan Gregory and Brad Wagenknecht. The meeting was called to order by Chair Diane Dillon.

2. PLEDGE OF ALLEGIANCE

Sheriff John Robertson led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

None.

6. CONSENT ITEMS

Public Safety

- A. Sheriff requests approval of and authorization for the Chair to sign Amendment No. 4 to Revenue Agreement No. 170880B (formerly Agreement No. 1841) with the Town of Yountville in the amount of \$1,167,363 for the term July 1, 2020 through June 30, 2021 with an automatic renewal clause for three additional years for the provision of law enforcement services.

A-170880B Amend. 4

Human Services

- B. Director of Health and Human Services requests adoption of a resolution approving the submission of an In-Home Supportive Services (IHSS) rate package requesting an increase in IHSS provider hourly wages from \$13.00 to \$14.45, adding a health benefit rate of \$0.40, adjusting the Public Authority administration rate to \$0.33, and maintaining the payroll tax rate of \$1.10 for a new Public Authority Rate of \$16.28, effective September 1, 2020.

Community Resources & Infrastructure

- C. Director of Library Services and Community Outreach requests the following: Acceptance of a \$20,000 donation from Friends of Napa County Library to support guest speakers, projects and programs; and Authorization for the Chair to sign a letter of appreciation in acceptance of this donation.
- D. Director of Planning, Building and Environmental Services request adoption of a resolution authorizing an application for Local Early Action Planning (LEAP) program funds from the California Department of Housing and Community Development in the amount of \$150,000 for the planning of housing production related to preparation of the sixth cycle Housing Element update (2023-2030).
- E. Director of Public Works requests the following: Award the 2014 Napa Earthquake Yountville Bridge Repair Project RDS 18-08 to Valentine Corporation of San Rafael, California for their low base bid of \$209,369 and authorization for the Chair to sign the construction contract; and Approval of Budget Transfer No. DPW055 for the following (4/5 vote required): Increase appropriation by \$310,000 in the Roads Operations budget (Fund 2040, Sub-Division 2040000) to transfer to Program R8410 offset by use of its available fund balance; and Increase appropriations by \$310,000 in Program R8410 (Yountville Bridge Repair Projects RDS 18-08) in the Roads CIP budget (Fund 2040, Sub-Division 2040500) offset by an increase from the transfer from the Roads Operations budget.

A-210013B

- F. Director of Public Works requests the following actions related to Agreement No. 190151B with St. Francis Electric: Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 190151B, increasing compensation by \$40,000 per fiscal year for a new maximum of \$109,900 per fiscal year, effective June 16, 2020; and Approval of Budget Transfer No. DPW056 increasing

appropriations in other professional services by \$40,000 in the County Service Area No. 3 Streets & Roads budget (Fund 2800, Sub-Division 2800005) offset from its available fund balance of \$265,664.03 to supplement the existing budget and complete streetlight maintenance and repair services in County Service Area No. 3.
(4/5 vote required).

A-190151B Amend. 2

- G. Director of Public Works requests the following: Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200218B with The KPA Group to provide Phase II project design and construction administration assistance services for the South Napa Shelter Project, PW 20-16 with an increased compensation of \$172,220 for a new maximum of \$217,920; and Approval of Budget Transfer No. CEO022 for the following (4/5 vote required): Increase appropriations by \$100,000 in the Homeless Services budget (Fund 1000, Sub-Division 1021502) offset by increase in revenue by \$100,000 in Community Based Transitional Housing Funds to be transferred to Program 20030 for security improvements; and Increase appropriations by \$624,550 in Program 20030 (South Napa Shelter Project) budget offset by use of \$100,000 in Community Based Transitional Housing Funds from Housing and Homeless Services and \$524,550 in Housing, Homeless Assistance and Prevention Funding for shelter construction and security improvement services.

A-200218B Amend. 1

- H. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Napa County Resource Conservation District (RCD), for a maximum of \$175,000 for the term of May 1, 2020 through June 30, 2023 to provide biological monitoring work on the Napa River Oakville to Oak Knoll (OVOK) Restoration Project.

A-200379B

- I. Director of Public Works requests the following: Award of the contract for the "Napa County Replacement Jail Early Site Work Project," PW 20-100A to Coleman Environmental Engineering, Inc. of Upper Lake, California, for their low base bid of \$1,679,000, and authorization for the Chair to sign the construction contract; Cancel \$2,218,750 of Designation for Capital Replacement within the Accumulated Capital Outlay Fund (Fund 3000, Sub-Division 3000000, Account 32100) (4/5 vote required); and Approval of Budget Transfer No. DPW057 for the following (4/5 vote required): Increase appropriations by \$2,218,750 in the Accumulated Capital Outlay Fund (Fund 3000, Sub-Division 3000000) with the use of its available fund balance; and Increase appropriations and revenue by \$2,218,750 in the Replacement Jail

Project Budget (Fund 3000, Sub-Division 3000505, Program 19005) offset by transfer from the Accumulated Capital Outlay Fund.

A-200380B

- J. Director of Public Works requests approval of plans and specifications for the Silverado Trail Barrier repairs at Taplin Road DAF No. RAC-NAP-22, RDS 18-25 and MPM 26.5 - DAF No. RAC-NAP-23, RDS 18-26 and authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code.
- K. Director of Public Works requests the following actions related to electric vehicle (EV) charging system installation for 2751 Napa Valley Corporate Drive (also known as South Campus): Creation of new Capital Improvement Project (CIP), South Campus EV Project (Fund 3000, Sub-Division 3000504, Program 20045); Approval of Budget Transfer No. DPW054 for the following (4/5 vote required):
 - a. Increase appropriations by \$128,635 in the Transfer Account of Fleet Operations budget (Fund 4100, Sub-Division 4100000) offset by \$85,400 decrease to the Equipment Account and remaining \$43,235 from its available fund balance to transfer to Program 20045;
 - b. Increase appropriations by \$128,635 in Program 20045 offset by transfer from Fleet Operations budget; Approval of and authorization for the Chair to sign an easement with PG&E; Approval of plans and specifications for the "South Campus EV Charger Project" and authorization to advertise for sealed bids and opening of bids at a time, date and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code.
- L. Director of Public Works requests approval for the Chair to sign two letters of support for Napa Valley Transportation Authority's (NVTa's) submittal of two grant applications to the California Transportation Commission, which will help fund the Soscol Junction Interchange Project.

Chair Diane Dillon recused on this item.

Item pulled for separate discussion. See item 7.

General Admin & Finance

- M. Auditor-Controller requests acceptance of various donations by individuals or organizations given to Napa County for the response to the 2019 Corona Virus Incident.

- N. Director of Housing and Homeless Services requests adoption of a resolution rescinding and replacing Resolution No. 2019-125 and consenting to, adopting and ratifying the terms and conditions relating to the Emergency Solutions Grant allocation for communities affected by the 2017 and 2018 wildfires which provides funding for housing and homeless services programs.
- O. County Executive Officer and Risk and Emergency Services Manager requests approval of and authorization for the Chair to sign Amendment No 1 to Agreement No 180072B with George Hills Company, Inc. extending the term through June 30, 2021 with an automatic renewal provision to continue to provide third party administration (TPA) services in relation to liability claims filed against the County.

A-180072B Amend. 1

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

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

-6L

Discussion held.

Motion moved by Belia Ramos, seconded by Brad Wagenknecht, to approve the requested action as amended. Motion passed 4 – 0, with Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes. Chair Diane Dillon was recused.

8. PUBLIC COMMENT

None.

9. SET MATTERS OR PUBLIC HEARINGS

A. **9:00 AM**

Recess to the Silverado Community Services District (SCSD) meeting (see SCSD Minutes).

B. **9:00 AM**

Recess to the Monticello Public Cemetery District (MPCD) meeting (see MPCD Minutes).

C. **9:15 AM PUBLIC HEARING**

Director of Public Works requests the following actions relating to County Service Area No. 3 (CSA No. 3) - Fire Protection and Street Maintenance Assessment District: Open Public Hearing to accept testimony on the Fiscal Year 2020-2021 budget for a total appropriation of \$545,672; and continue for consideration to June 23, 2020 at 9:00 a.m. for adoption of the recommended budget.

County Executive Office Management Analyst Sue Kuss made presentation regarding Fiscal Year 2020-2021 budget.

Motion moved by Brad Wagenknecht, seconded by Alfredo Pedroza, to approve the tentative adoption of the budget and to continue this item for consideration to June 23, 2020 at 9:00 a.m. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

D. **9:15 AM PUBLIC HEARING**

County Executive Officer and Auditor-Controller request the following relating to County Service Area No. 4 (CSA No. 4) - Farmworker Housing Assessment District: Open Public Hearing to accept testimony on the proposed Fiscal Year 2020-2021 budget for a total appropriation of \$488,582 in Budget Division 28100; and Continue for consideration to June 23, 2020 at 9:00 a.m. for adoption of the recommended budget.

Interim Director of Housing & Homeless Services Molly Rattigan made presentation regarding the proposed Fiscal Year 2020-2021 budget.

Discussion held.

Motion moved by Ryan Gregory, seconded by Alfredo Pedroza, to approve the tentative adoption of the budget and to continue this item for consideration to June 23, 2020 at 9:00 a.m. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

E. **9:15 AM PUBLIC HEARING**

County Executive Officer and Auditor-Controller request the following relating to the Fiscal Year 2020-2021 Napa Valley Tourism Improvement District budget: Open Public Hearing to accept public testimony on the Fiscal Year 2020-2021 budget for a total appropriation of \$6,718,000 in Budget Division 28300; and continue for consideration to June 23, 2020 at 9:00 a.m. for adoption of the recommended budget.

Chair Diane Dillon was recused from this item.

Assistant County Executive Officer Mary Booher made presentation regarding the Fiscal Year 2020-2021 budget.

Two (2) person spoke during public comment.

Discussion held.

Motion moved by Brad Wagenknecht, seconded by Belia Ramos, to approve the tentative adoption of the budget and to continue this item for consideration to June 23, 2020 at 9:00 a.m. Motion passed 4 – 0, with Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes. Chair Diane Dillon was recused from this item.

F. 9:15 AM

Recess to the In-Home Supportive Services (IHSS) Public Authority of Napa County meeting (see IHSS Minutes).

G. 9:15 AM

Recess to the Lake Berryessa Resort Improvement District (LBRID) meeting (see LBRID Minutes).

H. 9:20 AM

Recess to the Napa Berryessa Resort Improvement District (NBRID) meeting (see NBRID Minutes).

I. 9:20 AM PUBLIC HEARING

Director of Public Works and the Auditor-Controller request the following relating to Napa County Community Facilities District 2012-1 MST (Milliken-Sarco-Tulocay): Open the Public Hearing to accept testimony on the Fiscal Year 2020-2021 budget for a total appropriation of \$395,726 in Budget Division 28700; and continue for consideration to June 16, 2020 at 9:00 a.m. for adoption of the recommended budget.

County Executive Office Management Analyst Sue Kuss made presentation regarding the proposed Fiscal Year 2020-2021 budget.

Motion moved by Brad Wagenknecht, seconded by Alfredo Pedroza, to approve the tentative adoption of the budget and to continue this item for consideration to June 23, 2020 at 9:00 a.m. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

J. **9:30 AM**

Recess to the Napa County Housing Authority (NCHA) meeting (see NCHA Minutes).

K. **9:30 AM PUBLIC HEARING**

Continuation of Fiscal Year 2020-21 Recommended Budget Hearings in accordance with the Fiscal Year 2020-21 Recommended Budget Hearing Schedule.

Item removed from agenda.

L. **10:00 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.

Public Health Officer Dr. Karen Relucio made presentation regarding COVID-19 updates.

Discussion held.

One (1) person spoke during public comment.

M. **11:00 AM PUBLIC HEARING**

Director of Planning, Building and Environmental Services requests the following actions for the Vinum Greenwood Café Specific Plan Amendment and Use Permit request: Adoption of a Resolution amending the text to the Napa Valley Business Park Specific Plan with respect to the Vinum Greenwood Café project property to enable conversion of an existing 3,090 sq. ft. office building within a 1880's farmhouse to a café, winery with wine tasting, and office; and Approval of Use Permit to replace the terms of Use Permit U-89-55, U-90-11 and #98272-MOD converting the office building to a café, winery with wine tasting, and office. The project is located on an approximately 1.17 acre site within the IP:AC (Industrial Park: Airport Compatibility) zoning district at the northwest corner of Airport Boulevard and Devlin Road, 499 Devlin Road, Napa (Assessor's Parcel Number 057-200-028). The General Plan designation is Industrial.

CEQA Status: Consideration and possible adoption of a Negative Declaration. According to the proposed Negative Declaration, the proposed project would not have any potentially significant environmental impacts. The project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

Planning, Building & Environmental Services Planner III John McDowell made presentation regarding the Vinum Greenwood Café specific plan amendment and use permit.

Discussion held.

Seven (7) people spoke during public comment.

Motion moved by Alfredo Pedroza, seconded by Belia Ramos, to approve the continuance of this item for consideration to July 28, 2020 at 10:00 a.m. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

N. 1:45 PM

Recess to the Napa County Groundwater Sustainability Agency (NCGSA) meeting (see NCGSA Minutes).

O. 2:00 PM

Pacific Gas & Electric representatives will provide an update on activities to date in Napa County.

Risk & Emergency Services Manager Kerry Whitney introduced the staff representatives from Pacific Gas & Electric.

Pacific Gas & Electric Representative Mark van Gorder made presentation regarding an update to operational activities.

Vice President of Pacific Gas & Electric Aaron Johnson made presentation regarding Community Wildfire Safety Program.

Pacific Gas & Electric Representative Jason Regan made presentation regarding an update on Pacific Gas & Electric activities to help increase wildfire safety.

Pacific Gas & Electric Representative Joe Horak made presentation on Proposed CRC locations and the Community Wildfire Safety Program.

Discussion held.

P. 3:00 PM

County Fire Chief and a representative from the Napa Communities Firewise Foundation will provide information on the upcoming fire season and work that has been accomplished in the County.

Fire Chief Geoff Belyea made presentation regarding a new informational campaign that will assist the public during fire season.

Napa Communities Firewise Foundation President Christopher Thompson made presentation regarding the highlights of the program.

Discussion held.

Q. **3:30 PM**

County Executive Officer and Director of Health and Human Services requests approval of the recommended recipients of Fiscal Year 2020-2021 Tobacco Master Settlement Agreement (MSA) grant funds.

Director of Health and Human Services Jennifer Yasumoto made presentation on Master Settlement Agreement grant funding.

Napa Emergency Women's Services Executive Director Tracy Lamb made presentation.

Napa Valley Educational Foundation Executive Director Jennifer Stewart made presentation.

Social Worker Sara Berry made presentation.

Executive Director at Collabria Care Celine Regalia made presentation.

Managing attorney of Bay Area Legal Aid Christy Lee made presentation.

Napa Valley Family Center Education Program Manager Zach Guzik made presentation.

On the Move Youth Crisis Program Manager Angel Contreras made presentation.

Mentis Executive Director Rob Weiss made presentation.

Aldea Children & Family Services Chief Executive Officer Kerry Ahearn made presentation.

Parents Can Family Resource Center Executive Director Marlena Garcia made presentation.

Cope Family Center Grants Manager Caryl Chakerian made presentation.

Share the Care Founder Yvonne Baginski made presentation.

Discussion held.

One (1) person spoke during public comment.

Motion moved by Brad Wagenknecht, seconded by Belia Ramos, to approve the requested action as amended. Motion passed 3 – 0, with Chair Diane Dillon, Belia Ramos, and Brad Wagenknecht voting yes. Supervisors Ryan Gregory and Alfredo Pedroza recused.

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Public Works requests approval of and authorization for the Chair to execute the following lease amendment and license agreement amendment with the existing Fixed Base Operator at the Napa County Airport, which will enable the County to unencumber the western half of the Airport terminal area for potential redevelopment: Amendment No. 2 to Napa County Agreement No. 3371 with Napa Jet Center, Inc., consenting to the relocation of Area #1 - Terminal Building Area to an alternate space; and Amendment No. 1 to Napa County Agreement No. 6163 with Napa Jet Center, Inc., regarding the relocation of license space for the installation and operation of a self-serve fuel facility.

A-200376B

A-200377B

Deputy Director of Public Works – General Services Leigh Sharp made presentation regarding Napa County Airport.

Discussion held.

Motion moved by Alfredo Pedroza, seconded by Ryan Gregory, to approve staff returning with the RFP's after they are received at a date to be determined. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

11. LEGISLATIVE ITEMS

Treasurer-Tax Collector Robert Minahen reported on the Department of Finance inserted some language into an education omnibus budget trailer bill which provides them with full control over civil penalties upon counties.

Treasurer-Tax Collector Robert Minahen also reported on the Department of Finance trying to institute that property taxes going to school districts, not being viewed as property taxes when dealing with school funding only if you are in an excess Educational Revenue Augmentation fund county.

One (1) person spoke during public comment.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Vice Chair Alfredo Pedroza reported on attending the Metropolitan Transportation Committee meeting where he discussed being a part of the Blue Ribbon Taskforce that looks at transportation and mobility for the future. Vice Chair Pedroza also reported on attending the Climate Action Committee meeting to discuss the upcoming partnerships on a regional level.

Supervisor Belia Ramos reported on attending an Association of Bay Area Governments meeting to discuss the housing crisis.

Supervisor Ryan Gregory reported on attending the Association of Bay Area Governments General Assembly to discuss the next budget as well as the housing crisis. Supervisor Gregory also reported on attending the Napa Sanitation District meeting to discuss the Capital Improvement Projects.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Supervisor Brad Wagenknecht requested that the process behind Committee seat allocations be agendized at a future meeting.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran reported on the status of the tenant protection ordinance and providing additional staffing to assist with contact tracing support during the COVID-19 pandemic.

15. CLOSED SESSION

None.

16. ADJOURNMENT

Adjourned to the Board of Supervisors regular meeting, Tuesday, June 23, 2020 at 9:00 a.m.

DIANE DILLON, Chair

ATTEST:

NEHA HOSKINS, Clerk of the Board