



A Tradition of Stewardship  
A Commitment to Service

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

**February 23, 2021**

**Draft Summary of the Proceedings**

1. CALL TO ORDER; ROLL CALL

**The Board of Supervisors of the County of Napa met in special session on Tuesday, February 23, 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

**Chair Alfredo Pedroza 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.

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

**Discussion held.**

- B. 11:00 AM Dr. Robert Eyler, Economist at Sonoma State University will provide the Board an update on the economic outlook for Napa County.

**Sonoma State Univ. Economist Dr. Robert Eyler made presentation.**

**Discussion held.**

**Informational only – no action required.**

- C. 11:15 AM County Executive Officer requests the Board receive a presentation of the 5-year fiscal forecast.

**County Executive Office Management Analyst Benjamin Guerrieri made presentation.**

**Discussion held.**

**Auditor-Controller Tracy Schulze presented report.**

4. PRESENTATIONS AND COMMENDATIONS

**Supervisor Brad Wagenknecht made a presentation with the Martin Luther King Jr. essay contest winners.**

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

**Fire Chief Geoff Belyea presented report on the Napa County Fire Department Chipping Crew program.**

6. CONSENT ITEMS - SPECIAL DISTRICTS

A. **Lake Berryessa Resort Improvement District (LBRID) Special Meeting**

- B. District Engineer requests the Governing Board confirm an emergency situation still exists due to damage caused by the 2020 LNU Lighting Complex Fire, requiring immediate action to repair LBRID water and wastewater facilities. (4/5 vote required)

C. **Napa Berryessa Resort Improvement District (NBRID) Special Meeting**

- D. District Engineer requests the Governing Board confirm an emergency situation still exists due to damage caused by the 2020 LNU Lighting Complex Fire, requiring immediate action to repair NBRID water and wastewater facilities. (4/5 vote required)

- E. District Engineer requests approval of Budget Transfer No. NBR004 for the following (4/5 vote required) for no net increase: Decrease appropriations by \$140,000 for the following: \$20,000 in the NBRID Capital Program 21044 Tank Access Road (Fund 5240, Sub-Division 5240500) budget; \$17,000 in the NBRID Capital Program 21045 Fire Hydrant Replacement (Fund 5240, Sub-Division 5240500) budget; \$93,000 in the NBRID Capital Program 21046 Water Service Restoration (Fund 5240, Sub-Division 5240500) budget; \$10,000 in the NBRID Capital Program 21048 Woodhaven Ct Lift Station (Fund 5240, Sub-Division 5240500) budget; Reallocate appropriations by \$140,000 for the following with offsetting reductions to the

above budgets with no net change: \$33,000 in Fund 5240, Sub-Division 5240500, Program 21040 O&M Response with offsetting revenues from the transfer in from General Fund Sub-Division 1058006; \$16,000 in Fund 5240, Sub-Division 5240500, Program 21042 Pre-Settling Tank Mitigation with offsetting revenues from the transfer in from General Fund Sub-Division 1058006; \$90,000 in Fund 5240, Sub-Division 5240500, Program 21047 Sewer Service Laterals with offsetting revenues from the transfer in from General Fund Sub-Division 1058006; \$1,000 in Fund 5240, Sub-Division 5240500, Program 21050 Land Application Area with offsetting revenues from the transfer in from General Fund Sub-Division 1058006.

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

7. CONSENT ITEMS

Public Safety

- A. Sheriff requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 170645B with Tyler Technologies, Inc. extending the term through December 15, 2023 and allowing a 3% annual increase, for a maximum amount not to exceed \$9,375 per fiscal year, for maintenance and support of civil process software.
- B. Sheriff requests approval of and authorization for the Chair to sign a revenue agreement with the Bureau of Reclamation for a maximum of \$257,054 for the term February 1, 2021 through January 31, 2022 with up to four option years and a three percent annual increase through January 31, 2026 to provide enhanced law enforcement services throughout the federal lands located in Napa County at the Lake Berryessa recreation areas.

**Item removed from agenda.**

- C. Sheriff requests approval of and authorization for the Chair to sign an agreement with LexisNexis Risk Solutions FL Inc. for a maximum amount not to exceed \$20,000 per fiscal, for the term March 1, 2021 through February 29, 2024 with an automatic annual renewal option, for an enterprise subscription to Accurint Virtual Crime Center, an investigative technology.

**A-210284B**

- D. Sheriff requests authorization to sign the State of California, Department of Parks and Recreation grant application for Fiscal Year

2021-2022 in an amount up to \$72,624 for reimbursement of salaries, equipment and training for law enforcement efforts in isolated areas of the County.

Human Services

- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 180014B with Shared Vision Consultants, Inc. increasing the amount by \$95,000 for a new maximum of \$156,210 through June 30, 2022, establishing an annual maximum of \$61,210 for Fiscal Year 2022-2023 and each subsequent fiscal year and replacing the Scope of Work and Compensation exhibits for the term February 9, 2021 through June 30, 2021 and each automatic renewal to allow for the revision of existing Policies and Procedures and preparation of necessary new Policies and Procedures, and to provide assistance in completing the Child Welfare Services System Improvement Plan for submission to the California Department of Social Services.
- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190019B with M. Susan Haun, MA, doing business as Strategies by Design increasing the amount by \$21,350 for a new maximum of \$83,750, extending the term through December 31, 2021, amending the Scope of Work Exhibit and the Compensation Exhibit for the provision of Tobacco Control Program evaluation services.
- G. Director of Health and Human Services requests approval of and authorization for the Chair to: Rescind approval of Agreement No. 210215B with TransUnion Risk and Alternative Data Solutions, Inc., made on December 15, 2020; and Sign a new Subscriber Agreement and Pricing Sheet with TransUnion Risk and Alternative Data Solutions, Inc. for an annual maximum of \$2,000 for the term March 1, 2021 through February 28, 2022 and each automatic renewal thereof to provide web access to comprehensive law enforcement and business reports to be used in welfare fraud investigations.

**A-210290B**

- H. County Executive Officer and Director of Health and Human Services request the following: Declare certain items of capital asset property as surplus and no longer required for public use; and Authorize removal of the capital assets from the Health and Human Services Agency capital asset inventory.
- I. Director of Health and Human Services requests approval of the following actions related to the California Mental Health Services Authority (CalMHSA) members for the provision of State Hospital bed

purchase and usage for Fiscal Year 2020-2021, and to make payments to the State for the State bed usage: Adoption of a resolution authorizing the CalMHSA, a Joint Powers Authority, renewing the Participation Agreement through June 30, 2021 for the CalMHSA State Hospitals Program and to extend the Contract for State Hospital Beds through June 30, 2021; Authorization for the Deputy Director of Health and Human Services Agency (HHSA) Mental Health or the Mental Health Director to sign the Purchase Agreement Amendment of State Hospitals Memorandum of Understanding between the California Department of State Hospitals and CalMHSA, as the administrative agent for the participating counties, for the term July 1, 2020 through June 30, 2021; Authorization for the Deputy Director of HHSA Mental Health or the Mental Health Director to sign the Participation Agreement with CalMHSA for the term July 1, 2020 through June 30, 2021 for procurement of State Hospital beds; and Authorization for the Deputy Director of HHSA of Mental Health or the Mental Health Director to continue acting as the County's representative on the CalMHSA Board of Directors.

**R-2021-10**

- J. Director of Health and Human Services requests adoption of a resolution approving the California Statewide Automated Welfare System (CalSAWS) Data Retention Policy.

**R-2021-11**

Community Resources & Infrastructure

- K. Interim Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200387B with Napa County Resource Conservation District (NCRCD), extending the term to June 30, 2022, amending the scope of services and increasing the compensation by \$3,157, for a new maximum of \$19,455 to complete grant requirements as outlined in the 2021 Noxious Weed Program with the California Department of Food and Agriculture (CDFA).
- L. Director of Planning, Building, and Environmental Services (PBES) requests adoption of a resolution amending Resolution No. 2020-129 which authorizes AQP LLC to conduct television production for a series titled "The Quest" at the Castello di Amorosa winery as follows: Allow filming to extend from February 13, 2021 to March 10, 2021, due to the effects of the State Stay-at-Home Order; and Allow AQP LLC to extend the hours of filming from 11:00 PM to 12:00 PM on six nights, to avoid conflict with the winery's hospitality operations.

**R-2021-12**

- M. Director of Public Works requests approval and authorization for the Chair to sign Amendment No. 12 to Agreement No. 3061 - Napa Valley Transportation Authority (NVTa) Joint Powers Agreement to remove outdated language indicating NVTa is the abandoned vehicle abatement authority, memorialize the membership fees currently being paid to NVTa by the member agencies, clarify that NVTa funds may be used to pay debt obligations related to capital improvements, and make other non-substantive clarifications.
- N. Director of Public Works requests approval of and authorization for the Chair to sign an Improvement Agreement with the City of American Canyon and execute three Easement Deeds for water and sewer infrastructure in favor of the City of American Canyon.

**A-8620**

- O. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Forster and Kroeger Landscape Maintenance, Inc. of San Rafael, California in the amount of \$109,726 for an initial term through December 31, 2021 with two automatic renewals for vegetation management services for the Brookside Drive Storm Damage Repair Project, RDS 18-09.

**A-210285B**

- P. Director of Public Works requests approval of plans and specifications for the "2017 Storm Slide Repair, Mt. Veeder Road MPM 5.1" project, RDS 19-13 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.
- Q. Director of Public Works requests approval of the plans and specifications for the "2020 Glass Fire FHWA Guardrail Replacement Project", RDS 20-49 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.
- R. Director of Public Works requests the following actions related to the Oakville to Oak Knoll Site 9 Grading and Group D Revegetation Project, PW 21-15: Approval of plans and specifications; 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.

- S. Director of Public Works requests the following: Authorize the Director of Public Works to accept and execute a deposit agreement to be negotiated by the Director of Public Works and approved as to form by County Counsel with Illumination Technologies California (ITC) to provide funding to the County for a consultant to prepare documents required by the California Environmental Quality Act; Approval to create a new Capital Improvement Project (CIP) within the Roads Capital Improvement Program budget (Fund 2040, Sub-Division 2040500) for the Napa Monopoles Project (Program 21065); and Approval of Budget Transfer No. DPW 038 appropriating \$154,721 in the Program 21065 budget with offsetting revenue from the ITC. (4/5 vote required)

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

- T. Director of Public Works requests authorization for the Airport Manager to provide written notification to REACH Air Medical Services approving a lease extension.

General Admin & Finance

- U. County Counsel requests approval of and delegation of authorization to sign a conflict waiver with Goldfarb & Lipman LLP in connection with the acquisition and rehabilitation of a multi-family apartment complex located at 2301 Adrian Street, Napa, California, to be funded through the State of California Homekey program.
- V. County Counsel requests the following actions to reappoint qualified individuals to seats on special districts where no candidates filed for that seat at the time nominations closed for the most recent election, pursuant to the Board's authority under California Elections Code sec. 10515(b): Reappoint Rob Tamarisk and Christy Vough to the governing board of the Circle Oaks County Water District, each for a four-year term ending in December 2024; and Reappoint Wesley Plunkett to the governing board of the Spanish Flat Water District for a four-year term ending in December 2024.
- W. Chief Information Officer requests adoption of a resolution approving revisions and additions to the Public Defender, Public Works, Agricultural Commissioner, and Health and Human Services Agency retention schedules in Section 40 of the County Policy Manual effective February 23, 2021. (4/5 vote required)

**R-2021-13**

- X. Interim Director of Human Resources and Director of Health and Human Services Agency request the adoption of a resolution amending the Departmental Allocation List for the Self-Sufficiency

Services Division and the Child Welfare Services Division of the Health and Human Services Agency, as follows, effective February 23, 2021, with a net decrease of one 1.0 full-time equivalent, and no increase to the County General Fund: Deleting one 1.0 FTE Office Assistant I/II; Deleting one 1.0 FTE Workforce Development Manager; Deleting one 1.0 FTE Supervising Staff Services Analyst; Adding one 1.0 FTE Project Manager - H & HS; and Adding one 1.0 FTE Staff Services Analyst I/II.

**R-2021-14**

- Y. Interim Director of Human Resources and County Executive Officer request adoption of a Resolution amending the Table and Index of Classes, the Departmental Allocation List for the Central Services Division of the County Executive Office, and appropriate personnel policies as follows, effective June 27, 2020, with no net increase in full-time equivalents, and no impact to the County General Fund: Amend the Table and Index of Classes by: Deleting Senior Buyer; and Adding Senior Buyer (CON). Amend the Departmental Allocation List for the Central Services Division of the County Executive Office by: Deleting one 1.0 FTE Senior Buyer; and Adding one 1.0 Senior Buyer (CON). Amend appropriate personnel policies as outlined in "Exhibit A" of the Resolution.

**R-2021-15**

- Z. Registrar of Voters requests approval of and authorization for the Chair to sign the following regarding redistricting services: Master Agreement with Redistricting Partners for \$81,000 to provide redistricting services for the County, the County Board of Education and Napa Community College; Revenue Agreement with the Napa County Board of Education to reimburse for their share at \$21,500, and Revenue Agreement with Napa Community College Board of Trustees to reimburse for their share at \$21,500.

**A-210286B**

**A-210287B**

**A-210288B**

- AA. County Executive Officer requests the following actions: Reappointment of William Chadwick and Christine Wedding to the Napa County Advisory Board on Alcohol and Drug Programs to represent Interested Citizen, with the terms of office to commence immediately and expire on January 1, 2024. Appointment of Douglas Corby Skelton\* to represent Interested Citizen with the term of office to commence immediately and expire on January 1, 2024.

\*Recommendation letter attached

- BB. County Executive Officer requests the appointment of the following applicant to the Napa County Commission on Aging with the terms to commence immediately and expire September 30, 2022:

Name Representing District Renee Cazares\*Organization  
Concerned w/ Older Adults1

\*Recommended by the Commission on Aging

- CC. County Executive Officer requests appointment of the following applicants to serve on the Napa County Library Commission with the terms to commence immediately and expire January 31, 2024:

Name Representing Evy Warshawski City of Napa Myrna David Town  
of Yountville

**Motion moved by Belia Ramos, seconded by Brad Wageknecht, to approve consent calendar as amended. 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:**

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

**Discussion held.**

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

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

9. PUBLIC COMMENT

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

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

**None.**

11. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Planning, Building and Environmental Services requests adoption of a resolution amending Part 1: Section 12B, titled "Rebuilding After a Disaster," to provide extended relief for temporary uses associated with businesses affected by the 202 Hennessey and Glass wildfires; and amending Part I: Section 12C, titled "Maintain Safe and Healthy Business Operations During the COVID-19 Pandemic," to accommodate physical distancing for businesses affected by COVID pandemic and State Health Order.

**R-2021-16**

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

**Discussion held.**

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

- B. Director of Planning, Building and Environmental Services (PBES) requests the adoption of a resolution withdrawing Napa County from the Napa Sub-Region Housing Allocation Committee (NSHAC), while encouraging continued coordination with the cities and town regarding regional housing issues through a Board of Supervisors ad hoc subcommittee.

**R-2021-17**

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

**Discussion held.**

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

- C. Director of Public Works requests adoption of a resolution authorizing the following related to the County owned property located at 2344 Old Sonoma Road (4/5 vote required): Declaring the County's intention to sell surplus real property located at 2344 Old Sonoma Road; Establishing a minimum price for sale of the Property and other terms, conditions and requirements applicable to all bids; Setting the procedures, date, time and place for opening and review of sealed bids for purchase of the Property; Setting the date, time and place of a

meeting of the Board of Supervisors to consider the recommendations of staff as to the selection and order of bids; and Directing the Clerk of the Board to publish and post notice.

**R-2021-18**

**Deputy Director of Public Works Leigh Sharp presented report.**

**Discussion held.**

**Motion moved by Diane Dillon, seconded by Ryan Gregory, to approve requested actions. Motion passed 4 – 1, with Diane Dillon, Ryan Gregory, Belia Ramos, and Brad Wagenknecht voting yes / Alfredo Pedroza voting no.**

General Admin & Finance

- D. County Executive Officer will provide an update on a Board proposal to limit self-funded candidate loans and seek direction from the Board.

**County Executive Office Management Analyst Sue Kuss presented report.**

**Discussion held.**

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

- E. County Executive Officer requests the following: Reappointment of Elba Gonzalez-Mares to the First 5 Napa County Children and Families Commission representing Member with the term of office to commence immediately and expire January 1, 2025; and Appointment of one of the following new applicants to the First 5 Napa County Children and Families Commission to represent Member, with terms to commence immediately and expire January 1, 2025:

Name District Juan Carlos Cisneros\*5Crystal  
McAuley4\*Recommended by First 5 County Children and Families Commission

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

- F. County Executive Officer requests the following actions to the Napa County Mental Health Board: Reappointment of Rowena Korobkin representing Family Member of Consumer or Consumer and Tiffany Iverson representing Interested and Concerned Citizen for new 3 year terms; and Appointment of two of the following individuals with terms to commence immediately and expire January 1, 2024:

| Name              | Representing                     |
|-------------------|----------------------------------|
| Heidi Van De Ryt* | Family Member of Consumer        |
| Edward Ortiz*     | Interested and Concerned Citizen |
| Patricia Sullivan | Interested and Concerned Citizen |

\*Recommended by the Mental Health Board

**Motion moved by Diane Dillon, seconded by Brad Wagenknecht, to approve requested actions. 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

**None.**

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**Supervisor Brad Wagenknecht requested cannabis be agendized for discussion at a future meeting.**

**Vice Chair Belia Ramos requested Save the Family Farms be agendized for discussion at a future meeting.**

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**County Executive Officer Minh C. Tran reported on Board of Supervisors meeting date scheduling.**

18. CLOSED SESSION

A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)

Property: Napa County Fairgrounds, Calistoga, California (APNs 011-140-006, 011-140-007, 011-140-056, 011-140-009, and 011-140-055)

Agency Negotiator: Minh C. Tran, County Executive Officer

Negotiating Parties: Napa County and City of Calistoga

Under Negotiation: ☒ Price ☒ Terms of Payment

**Closed session held. No reportable action.**

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION– (Government Code Section 54956.9(d) (1))

Name of case: Thezzanica Sunga et al. v. County of Napa et al., Napa County Superior Court Case No. 19CV000746.

**Closed session held. No reportable action.**

19. ADJOURNMENT

**Adjourned to the Board of Supervisors regular meeting Tuesday, March 2, 2021, at 9:00 a.m.**

\_\_\_\_\_  
ALFREDO PEDROZA, Chair

ATTEST:

\_\_\_\_\_  
NEHA HOSKINS, Clerk of the Board