

# **Napa County**

1195 THIRD STREET  
THIRD FLOOR  
NAPA, CA 94559



## **Agenda**

**Special Meeting (Closed Session) - 8:00 AM**

**Tuesday, October 5, 2021**

**9:00 AM**

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

### **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*

**GENERAL INFORMATION**

The Board of Supervisors meets as specified in its adopted annual calendar on Tuesdays at 9:00 A.M. in regular session at 1195 Third Street, Suite 310, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

**The agenda is divided into three sections:**

**CONSENT ITEMS** - These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the **CONSENT CALENDAR** will be discussed separately at the request of any person. **CONSENT CALENDAR** items are usually approved with a single motion.

**SET MATTERS - PUBLIC HEARINGS** - These items are noticed hearings, work sessions, and items with a previously set time.

**ADMINISTRATIVE ITEMS** - These items include significant policy and administrative actions and are classified by program areas. Immediately after approval of the **CONSENT CALENDAR**, if the time for hearing **SET MATTERS** has not arrived, **ADMINISTRATIVE ITEMS** will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Supervisors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Clerk of the Board of Supervisors, 1195 Third Street, Suite 305, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays.

Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under the California Government Code.

**This is a simultaneous meeting of the Board of Supervisors of Napa County, the Napa County Public Improvement Corporation, the Silverado Community Services District, the Monticello Public Cemetery District, the In-Home Support Services Public Authority of Napa County, the Lake Berryessa Resort Improvement District, the Napa Berryessa Resort Improvement District, the Napa County Housing Authority and the Napa County Groundwater Sustainability Agency. The five District Supervisors also serve as the Board of Directors for each of the aforementioned entities.**

**ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA** please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

**AGENDA AVAILABLE ONLINE AT [www.countyofnapa.org](http://www.countyofnapa.org)**

**How to Watch or Listen to the Napa County Board of Supervisors Meetings****\*\*FACE MASKS MUST BE WORN AT ALL TIMES WHILE IN THE BOARD CHAMBERS.\*\***

The Napa County Board of Supervisors will continue to meet pursuant to the adopted 2021 calendar available at the following link:

[www.napa.legistar.com](http://www.napa.legistar.com)

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Watch on your TV - Napa Valley TV Channel 28 (programming subject to local pre-emption rules and schedules).
2. Listen on your cell phone via Zoom at 1-669-900-6833 then enter Meeting ID 842-343-169 once you have joined the meeting.
3. Watch via the Internet – view the Live Stream
  - a. via Zoom at the following link: <https://www.zoom.us/join> then enter Meeting ID 842-343-169.
  - b. via Granicus by clicking on the following link: [http://napa.granicus.com/ViewPublisher.php?view\\_id=2](http://napa.granicus.com/ViewPublisher.php?view_id=2)
4. You may submit public comment for any item that appears on the agenda or general public comment for any item or issue that does not appear on the agenda by emailing your comment to the following email address: [publiccomment@countyofnapa.org](mailto:publiccomment@countyofnapa.org). EMAILS WILL NOT BE READ ALOUD.

Via telephone: please call the Board of Supervisors Public Comment Line at (707) 299-1776.

**Please mute all audio devices and do not use the speakerphone to prevent echoing.**

Please provide your name and the agenda item on which you are commenting. Calls will be placed on hold and heard in the order received. The above-identified measures comply with all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act and Executive Order, as amended by AB 361.

For more information, please call at (707) 253-4421 or email [publiccomment@countyofnapa.org](mailto:publiccomment@countyofnapa.org).

**1. CALL TO ORDER; ROLL CALL****2. PLEDGE OF ALLEGIANCE****3. APPROVAL OF MINUTES**

- A. Clerk of the Board requests approval of minutes from the following meetings: [21-981](#)

Special Meeting of Tuesday, March 2, 2021;  
Special Meeting of Thursday, March 4, 2021; and  
Regular Meeting of Tuesday, April 6, 2021.

\*(CONTINUED FROM SEPTEMBER 28, 2021)

**Attachments:** [Special Meeting of Tuesday, March 2, 2021](#)  
[Special Meeting of Thursday, March 4, 2021](#)  
[Regular Meeting of Tuesday, April 6, 2021](#)

**4. PRESENTATIONS AND COMMENDATIONS**

- A. Presentation of a proclamation to Napa NEWS declaring October 2021 as Domestic Violence Awareness Month in Napa County. [21-962](#)

**Attachments:** [Proclamation](#)

**5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS****6. CONSENT ITEMS - SPECIAL DISTRICTS****Monticello Public Cemetery District**

- A. District Manager requests the Board of Trustees approve and authorize the following items for the Chair to sign: [21-877](#)

1. Adoption of a Resolution Electing to Become Subject to the Uniform Public Construction Cost Accounting Act (the "Act" or "UPCCAA") (Section 22000, et. seq. of the Public Contract Code) and Establishing Uniform Construction Cost Accounting Procedures; and

2. Second reading and adoption of an ordinance to provide informal bidding procedures under the Act.

**Attachments:** [Resolution](#)  
[CUPCCAA Ordinance](#)

- B.** District Manager requests approval of a Budget Transfer increasing appropriation by \$50,000 in Landscaping Services with the use of its available fund balance for landscaping and drainage projects. (4/5 vote required) [21-879](#)

**Attachments:** [MPCD - Cash Flow Analysis](#)

#### **Silverado Community Services District**

- C.** District Manager requests approval of a Budget Transfer increasing appropriation by \$40,000 in Landscaping Services with the use of its available fund balance in connection with landscape project on Island No. 27, which was destroyed by the 2017 wildfires. (4/5 vote required) [21-676](#)

**Attachments:** [SCSD - Cash Flow - No-Revenue Months1 - Revenue added](#)

- D.** District Manager requests the Board of Directors approve and authorize the following items for the Chair to sign: [21-876](#)

1. Adoption of a Resolution Electing to Become Subject to the Uniform Public Construction Cost Accounting Act (the "Act" or "UPCCAA") (Public Contract Code section 22000, et. seq.) and Establishing Uniform Construction Cost Accounting Procedures; and
2. Second reading and adoption of an ordinance to provide information bidding procedures under the Act.

**Attachments:** [Ordinance](#)  
[Resolution](#)

### **7. CONSENT ITEMS**

#### **County Departments**

##### **Agricultural Commissioner**

- A.** Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign renewal of Revenue Agreement No. 170410B with the California Department of Food and Agriculture (CDFA) for a maximum of \$998 for the term July 1, 2021 through December 31, 2021 for reimbursement of expenses related to the Light Brown Apple Moth (LBAM) exclusion program. [21-900](#)

##### **County Counsel**

- B.** County Counsel requests adoption of a resolution approving recommended amendments to the Assessment Appeals Board (AAB) Local Rules regarding the election of the Chair and the addition of a Vice Chair position. [21-955](#)

**Attachments:** [Resolution](#)

**Housing and Homeless Services – Division of CEO’s Office**

- C. County Executive Officer requests the adoption of a resolution to apply for and accept the 2021 Emergency Solutions Grant (ESG) Non-Competitive Balance of State allocation in an amount not to exceed \$120,000 and Competitive Balance of State allocation in an amount not to exceed \$400,000. [21-872](#)

**Attachments:** [Resolution](#)

- D. Director of Housing and Homeless Services requests approval of and authorization for the County Executive Officer or designee to sign and submit a Standard Agreement to Apply for funding in the amount of \$449,805 and any subsequent loan documents and agreements with the State of California in connection with the Homeless Housing, Assistance and Prevention Round 3 (HHAP-3) grant program. [21-966](#)

**Attachments:** [Agreement](#)

**Human Resources – Division of CEO’s Office**

- E. Director of Human Resources and County Executive Officer request adoption of a Resolution amending the Departmental Allocation List for Emergency Services Division of the County Executive Office, by adding one 1.0 FTE Staff Services Analyst I/II, effective October 5, 2021, with a net increase of one full-time equivalent, and a slight impact to the General Fund. [21-965](#)

**Attachments:** [Resolution](#)

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

- F. Chief Information Officer requests approval of and authorization for the Chair to sign a Professional Services Agreement with Grobstein Teeple, LLP. for a maximum of \$165,000 for the term October 1, 2021 through October 31, 2024 to continue to assess the County’s cybersecurity posture by performing penetration tests against the County’s Internet-facing systems. [21-919](#)

**Attachments:** [Agreement](#)

**Probation**

- G. Chief Probation Officer requests approval and authorization for the Chair to sign an agreement with Michael Frasier, doing business as Frasier Group Investigations, for an agreement for a maximum of \$37,000, for the term July 1, 2021 through June 30, 2022; the Frasier Group will conduct pre-employment background investigations of prospective employees in the Probation Department. [21-913](#)

**Attachments:** [Agreement](#)

**Sheriff**

- H. Sheriff requests a waiver of competitive bidding requirements and sole source award to Scanna MSC, Inc. of Sarasota, Florida for purchase of a ScanX Scout X-Ray System in the amount of \$28,499 pursuant to County Ordinance Code 2.36.090. [21-896](#)

**8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS****9. PUBLIC COMMENT****10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS****11. ADMINISTRATIVE ITEMS****County Departments****12. SET TIME MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS****13. SET MATTERS OR PUBLIC HEARINGS****County Departments****County Executive Office**

- A. SET MATTER 9:05 A.M. - 30 Minutes [21-956](#)

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

- B. SET MATTER 9:30 AM - 15 Minutes [21-632](#)

Presentation by County Fire Chief and discussion regarding measures taken to prepare for the upcoming fire season, for Board direction and possible action.

**14. LEGISLATIVE ITEMS****15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS****16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS****17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS**

**18. CLOSED SESSION**

- A.** 8:00 AM CLOSED SESSION [21-907](#)
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957(b)(1))
- Title: Director of Health & Human Services
- B.** CONFERENCE WITH LEGAL COUNSEL - POTENTIAL INITIATION OF LITIGATION [21-904](#)
- Potential initiation of litigation pursuant to Government Code Section 54956.9(d)(4): (1 matter)
- C.** CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8) [21-980](#)
- Property: 2344 Old Sonoma Road, Napa, California  
Agency Negotiator: Steve Lederer, Director of Public Works  
Negotiating Parties: Napa County and Napa Community Real Estate Fund, LP  
Under Negotiation:  Price  Terms of Payment

**19. ADJOURNMENT****ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, OCTOBER 19, 2021 AT 9:00 A.M.**

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON FRIDAY, OCTOBER 1, 2021 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE BOARD OF SUPERVISORS AND AVAILABLE FOR PUBLIC INSPECTION.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board