

# **Napa County**

Board of Supervisors Chambers  
1195 Third Street, Third Floor  
Napa, CA 94559



## **Agenda**

### **8:00 AM SPECIAL MEETING**

**\*Consolidated**

**Tuesday, March 1, 2022**

**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**

**\* 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.**

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.

**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**

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 (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 regular and special meetings:

[22-356](#)

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

**Attachments:** [July 27, 2021](#)  
[August 10, 2021](#)  
[August 17, 2021](#)  
[October 05, 2021](#)  
[February 8, 2022](#)

**4. PRESENTATIONS AND COMMENDATIONS****5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS****6. CONSENT ITEMS - SPECIAL DISTRICTS****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](#)

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

**7. CONSENT ITEMS****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](#)

**Attachments:** [District's Resolution](#)  
[Resolution](#)

**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](#)

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

**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](#)

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

**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](#)

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

- 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](#)

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

- 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](#)

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

- 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](#)

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

- 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](#)

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

### 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.

**Attachments:** [Letter of Appreciation](#)

### 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](#)

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

- 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](#)

**Attachments:** [Resolution](#)  
[Exhibit A Map](#)  
[Exhibit B Public Notice](#)  
[Exhibit C Public Comment Summary](#)  
[Exhibit D Photos](#)

**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**

**9. PUBLIC COMMENT**

**10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**

**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%.

**Attachments:** [Special Projects Fund Procedures](#)  
[5-Year Forecast](#)  
[PowerPoint Presentation \(added after meeting\)](#)

- 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](#)

**12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS**

**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.

**Attachments:** [PowerPoint Presentation \(added after meeting\)](#)

**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 ( $\pm$ 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)

**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****[22-345](#)**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Director of Planning, Building, and Environmental Services



- B.** CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government [22-382](#)  
Code Section 54956.8)  
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

## **19. ADJOURNMENT**

### **ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MARCH 8, 2022 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, FEBRUARY 25, 2022 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