

Napa County

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



Agenda

8:00 AM SPECIAL MEETING

***Consolidated**

Tuesday, March 8, 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

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

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
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. 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.

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: [22-444](#)

June 14, 2021, June 15, 2021, June 22, 2021, July 13, 2021, July 20, 2021 and March 1, 2022.

Attachments: [June 14, 2021](#)

[June 15, 2021](#)

[June 22, 2021](#)

[July 13, 2021](#)

[July 20, 2021](#)

[March 1, 2022](#)

[Correction Memorandum \(added after meeting\)](#)

4. PRESENTATIONS AND COMMENDATIONS

- A. Director of Human Resources to introduce new County employees. [22-456](#)

- B. County Executive Officer to present Napa County's 2021 Annual Report. [22-501](#)

Attachments: [Annual Report \(added after meeting\)](#)

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS**6. CONSENT ITEMS - SPECIAL DISTRICTS****7. CONSENT ITEMS****Agricultural Commissioner**

- A. Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170682B with the California Department of Food and Agriculture (CDFA), increasing the contract maximum by \$80,871 for a new maximum of \$1,407,166 for reimbursement of expenditures associated with the exotic pest detection program. [22-355](#)

Attachments: [Agreement](#)

Assessor

- B.** Assessor-Recorder-County Clerk ex officio Registrar of Voters requests adoption of a Resolution consolidating two City of St. Helena measure elections and one City of American Canyon measure election with the June 7, 2022 statewide election with full reimbursement for costs by the municipalities. [22-344](#)
- Attachments:** [Resolution](#)
[St Helena Measure G Resolution](#)
[St Helena Measure H Resolution](#)
[American Canyon Measure I Resolution](#)

Auditor-Controller

- C.** Auditor-Controller requests the Board to accept, and instruct the Clerk of the Board to file, the report for the property tax administrative fee cost allocation to public entities in Napa County for Fiscal Year 2021-22 for services rendered in Fiscal Year 2020-21 as authorized by Chapter 3.44 of the Napa County Code and Section 95.3 of the Revenue and Taxation Code. [22-326](#)
- Attachments:** [Report](#)

County Executive Office

- D.** County Executive Officer requests the Board: [22-276](#)
1. Authorize the Chair to sign a letter of designation to apply for the California Office of Small Business Advocate (CalOSBA) Microbusiness COVID-19 Relief Grant totaling \$173,400 to assist qualified microbusinesses that have been significantly impacted by the pandemic;
 2. Authorize the County Executive Officer to execute the grant agreement when received; and
 3. Authorize the Chair to sign an Agreement with Workforce Development Board of Solano County doing business as Solano-Napa Small Business Development Center to administer the grant program.
- Attachments:** [Letter](#)
[Agreement](#)
[MBCRG Program](#)

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- E.** County Executive Officer requests adoption of a Resolution designating Arts Council Napa Valley (ACNV) as the County's local art agency partner and authorizing ACNV to prepare an application for grant funds for art-related programs from the California Arts Council's State-Local Partnership Program should funds become available in Fiscal Years 2022-2024. [22-395](#)
- Attachments:** [Resolution](#)
- F.** County Executive Officer requests the reappointment of Debbie Peecook to the Napa County Dangerous Animal Hearing Panel representing Second Alternate with the term of office to commence immediately and expire January 31, 2025. [22-435](#)
- Attachments:** [Peecook Application](#)
- G.** County Executive Officer requests the reappointment of Jonathan Karpuk, Bernardo Narvaez, and Thomas Sabo representing Veteran, and Frank Lucier and Rose Sheehan representing Community to the Napa County Veteran's Commission with the terms of office to commence immediately and expiring March 20, 2026. [22-449](#)
- Attachments:** [Karpuk Application](#)
[Lucier Application](#)
[Narvaez Application](#)
[Sabo Application](#)
[Sheehan Application](#)
- H.** County Executive Officer requests adoption of a Resolution making findings in accordance with Assembly Bill (AB) 361 and Government Code Section 54953, for Board of Supervisors and County boards and commissions (including committees) to hold remote teleconference meetings due to the threat of COVID-19. [22-489](#)
- Attachments:** [Resolution](#)
- I.** County Executive Officer, acting as the Director of Emergency Services, requests adoption of a Resolution declaring a State of Local Emergency due to the 2021-2022 Drought. [22-491](#)
- Attachments:** [Resolution](#)
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District Attorney

- J.** District Attorney requests approval of and authorization for the Chair to sign a Certificate of Assurance for Compliance document that authorizes the District Attorney to apply for and sign grant Subaward documents with the California Office of Emergency Services for the electronic Suspected Child Abuse Report system (ES) program in the anticipated amount of \$200,000 for the one (1) year term of June 1, 2022 to May 31, 2023. [22-452](#)

Attachments: [eSCARs Grant Subaward](#)

Health and Human Services Agency

- K.** Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 190235B with St. Joseph Health Northern California, LLC doing business as Queen of the Valley Medical Center for an annual maximum of \$30,000 for the term January 1, 2022 through December 31, 2022 and two additional one year terms for designation as a Stroke Receiving Center. [21-1213](#)

Attachments: [Agreement](#)

- L.** Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Revenue Agreement No. 200303B with the California Department of Health Care Services for a new maximum of \$630,477 for the term January 1, 2020 through June 30, 2022 for the Medi-Cal Health Enrollment Navigators Project (Navigators Project). [22-385](#)

Attachments: [Agreement](#)

- M.** Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Revenue Agreement No. 200127B with the California Department of Public Health in the amount of \$150,000 for the term January 1, 2022 through June 30, 2022 for the Tobacco Control Program. [22-419](#)

Attachments: [Agreement](#)

- N.** Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Revenue Agreement No. 170806B with the Department of Health Care Services for a maximum of \$6,000,000 for the term July 1, 2022 through June 30, 2025 for Medi-Cal Administrative Activities for our community providers. [22-420](#)

Attachments: [Agreement](#)

- O. Director of Health and Human Services requests approval of and authorization for the Chair to sign the Acceptance of an Initial Real-time Allotment from the California Department of Public Health Tuberculosis Control Branch for a maximum of \$32,500 for the term July 1, 2021 through June 30, 2022 to fund tuberculosis prevention and control activities. [22-427](#)

Attachments: [Letter](#)

Public Works

- P. Director of Public Works requests the following actions related to the Health and Human Services Agency (HHSA) South Campus Child Welfare Services (CWS) Safety and Security Modifications Project which will appropriate \$250,000 in the project (4/5 vote required): [22-05](#)
1. Approval to establish a new CIP Project for "South Campus HHSA CWS Safety" (Fund 3000, Org 3000504, Project 22020);
 2. Approval of the following Budget Transfer;
 - a. Increase appropriation by \$250,000 in the HHSA CWS Administration budget (Fund 2000, Org 2000400) with the use of its available fund balance to transfer to Project 22020 to be utilized for design and construction;
 - b. Increase appropriations by \$250,000 in Project 22020 budget offset by a transfer from HHSA CWS Administration budget; and
 3. Approval of and authorization for the Chair to sign an agreement with TLCD Architecture Inc. for a maximum of \$84,802 for the term March 8, 2022, through June 30, 2022, with an automatic extension provision not to exceed two years, for architectural/engineering and associated services to provide architectural/engineering services and construction support to develop plans and specifications relating to safety and security modifications to the lobby and child playground areas in Building A at South Campus.

Attachments: [Budget Summary](#)
[Agreement](#)

- Q.** Director of Public Works requests the following actions: [22-437](#)
1. Approval of the 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 for the following projects:
 - a. Dry Creek Road MPM 6.2, RDS 21-30
 - b. Dry Creek Road MPM 9.48, RDS 21-39
 - c. Dry Creek Road MPM 9.75, RDS 21-06
 - d. Diamond Mountain Road MPM 1.1, RDS 21-04
 2. Approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 210301B with ADKO Engineering (ADKO) increasing maximum compensation by \$23,609 for a new maximum of \$498,054 adding Dry Creek MPM 6.2 Storm Slide Repair to their scope.

Attachments: [Budget- Dry Creek Rd MPM 6.2](#)
[Budget- Dry Creek Rd MPM 9.48](#)
[Budget- Dry Creek Rd MPM 9.75](#)
[Budget- Diamond Mountain Rd MPM 1.1](#)
[Total Budget- 4 Sites](#)
[Agreement](#)

8. **DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**
9. **PUBLIC COMMENT**
10. **ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**
11. **ADMINISTRATIVE ITEMS**

Planning, Building and Environmental Services (PBES)

- A.** Director of Planning, Building, and Environmental Services requests that the Board receive a report on the Countywide Climate Action Committee (CAC) and provide direction regarding possible future topics to be considered by the CAC. [22-479](#)
- Attachments:** [CAC Potential Action Items](#)
[CAC Member Survey Additional Actions](#)
- B.** Director of Planning, Building, and Environmental Services seeks direction on possible endorsement of the Bay Adapt Joint Platform. [22-494](#)
- Attachments:** [Bay Adapt Joint Platform](#)

12. SET MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS**13. SET MATTERS OR PUBLIC HEARINGS****County Executive Office****A. SET MATTER 9:30 AM****[22-348](#)**

County Executive Officer requests the Board receive a presentation from Napa Schools for Climate Action representatives regarding climate emergency awareness and a brief overview of their current initiative, “Fossil Free Future.”

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

Health and Human Services Agency**B. SET MATTER 11:00 AM - MSA****[22-461](#)**

County Executive Officer and Director of Health and Human Services request direction and possible action regarding the Tobacco Master Settlement Agreement (MSA) and General Fund (hereinafter, “Enhanced MSA”) grant award process for Fiscal Year 2022-2023, as follows:

1. Confirm that the total amount of funding available will be \$2.1M available for competitive awards for Fiscal Year 2022-2023, and for two subsequent fiscal years through Fiscal Year 2024-2025 for a total of \$6.3M available;
2. Adopt the Enhanced MSA grant application process; and
3. Initiate the grant application process.

Attachments: [MSA Grant Application](#)
[MSA Grant Application Schedule](#)
[Correction Memorandum \(added after meeting\)](#)

County Fire Department

- C. SET MATTER 11:30 AM [22-475](#)
(CONTINUED TO 1:30 PM)

County Fire Chief requests the following actions regarding a ballot measure, which if successful will impose a Transaction and Use Tax of one-quarter of one percent (.25%) for ten years:

1. Adoption of an Ordinance establishing the Transaction and Use Tax;
2. Adoption of a Resolution ordering a Special Election and consolidating it with the June 7, 2022 Primary Election for the purpose of enabling the Voters of Napa County to approve or reject the aforementioned Ordinance known as the Napa County Wildfire Prevention and Suppression Measure (Measure L); and
3. Discussion and possible action regarding whether the Board wishes to submit, or have members of the Board submit, an Argument in favor of the proposed Measure.

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

Planning, Building and Environmental Services (PBES)

- D. PUBLIC HEARING 2:00 PM (Benjamin Ranch Winery Appeal) [22-476](#)

Consideration and possible action regarding an appeal filed by Michael Honig/Keep Rutherford Rural (Appellant) to a decision by the Napa County Planning Commission on May 19, 2021, to approve Use Permit Application No. P13-00371-UP submitted by Frank Family Vineyards, LLC (Applicant) to construct and operate a new 475,000-gallon per year winery known as Benjamin Ranch Winery (the Winery or the Project) as further described in the Board Agenda Letter for this matter. The Project would be located at 8895 Conn Creek Road, St. Helena and is assigned with Assessor's Parcel Numbers (APNs) 030-120-016 and 030-120-017 (the Property).

(APPELLANT, APPLICANT AND STAFF REQUEST
CONTINUATION TO TUESDAY, JUNE 7, 2022 AT 2:00 PM)

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 [22-477](#)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)
Title: County Executive Officer

- B. SET TIME 10:30 AM - CONFERENCE WITH LABOR NEGOTIATORS [22-357](#)
(Government Code Section 54957.6)

Agency Designated Representatives:
Christine Briceño, Director of Human Resources
Employee Organization: SEIU Local 1021 - NAPE
(Public Services Employee Unit and Supervisory Unit of the County of Napa)

- C. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8) [22-478](#)

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

19. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MARCH 22, 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, MARCH 4, 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