



A Tradition of Stewardship
A Commitment to Service

**MINUTES OF THE
NAPA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING – 9:00 AM**

June 9, 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 9, at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Vice Chair Alfredo Pedroza and Supervisor Ryan Gregory. Supervisors Belia Ramos and Brad Wagenknecht present via teleconference. 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

A. Clerk of the Board requests approval of minutes from the following meetings: Regular Meeting of Tuesday, January 7, 2020; Regular Meeting of Tuesday, January 14, 2020; Regular Meeting of Tuesday, January 28, 2020; Special and Regular Meetings of Tuesday, February 4, 2020; Special and Regular Meetings of Tuesday, February 11, 2020; Special and Regular Meetings of Tuesday, March 10, 2020; Regular Meeting of Tuesday, March 17, 2020; Regular Meeting of Tuesday, March 24, 2020; and Special Meeting of Thursday, March 26, 2020.

Motion moved by Brad Wagenknecht, seconded by Ryan Gregory, to approve the minutes. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes via roll call vote.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Sheriff John Robertson made a presentation regarding the Napa County Police force training after the George Floyd Incident.

Director of Housing and Homeless Services Molly Rattigan made a presentation regarding rental evictions during the COVID-19 pandemic.

American Canyon City Manager Jason Holley made a presentation regarding the support of Napa County implementing the curfew order.

Four (4) people spoke during public comment.

6. CONSENT ITEMS

Law & Justice

- A. Chief Probation Officer requests approval of and authorization for the Chair to sign an agreement with L.E. Professional Standards Training for a maximum of \$7,000 for the term July 1, 2020 through June 30, 2021 with a two-year automatic renewal to provide Standards and Training for Corrections (STC) training related to legal updates and case law decisions affecting Probation and other law enforcement agencies.

A-210007B

Public Safety

- B. County Fire Chief requests approval of and authorization for the Chair to sign the renewal of Agreement No. 170691B with the California Department of Forestry and Fire Protection (CAL FIRE) for a maximum of \$46,550,848 for the term July 1, 2020 through June 30, 2023 for fire protection services.

A-170691B

- C. County Executive Officer/Purchasing Agent and County Fire Chief requests the following: Declare certain capital asset vehicles as surplus and no longer required for public use; Authorize the Auditor-Controller to remove these surplus assets from the capital asset listing; and Authorize the sale of capital asset surplus vehicles at public auction (4/5 vote required).

- D. Sheriff requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180110B with Legacy Removal Services, LLC for an annual maximum of \$100,000, extending the term of the agreement from July 1, 2020 through June 30, 2021 with an automatic renewal provision for two additional years, to provide transportation services for the remains of deceased persons under the jurisdiction of the Napa County Sheriff-Coroner's Office.

A-180110B Amend. 2

Human Services

- E. Director of Health and Human Services Agency requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 8565, Joint Exercise of Powers Agreement between Napa County and Solano County (Area Agency on Aging), deleting Exhibit A and replacing it with Exhibit A-1 Funding Distribution Formula to modify the formula for distributing funds between the two counties.

A-8565 Amend. 1

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 160080B with On the Move, Inc. Center, reducing the amount by \$11,200 for a new maximum of \$287,307, extending the term through June 30, 2021, amending Specific Terms and Conditions, Scope of Work, and Compensation to operate the Adult Recovery and Resource.

A-160080B Amend. 3

- G. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170907B with the California Department of State Hospitals increasing the amount by \$385,041 for a new maximum of \$1,145,122, extending the term for one year through June 30, 2021 and replacing Exhibit B with Exhibit B-1 to incorporate new budget details and payment provisions to provide specialty mental health services to participants of the State's Conditional Release Program.

A-170907B Amend. 3

- H. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180143B with Behavioral Tech, LLC reducing the amount by \$13,525 for a new annual maximum of \$5,000, extending the contract through June 30, 2023, amending the Terms and Conditions for the provision of clinical consultation for Mental Health Division staff in Dialectical Behavior Therapy,

A-180143B Amend. 2

- I. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 180233B with Loyola Marymount University Extension adding a provision for automatic renewals to provide training services to clients participating in the Workforce Innovations and Opportunity Act (WIOA) funded programs.

A-180233B Amend. 1

- J. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190278B with Cope Family Center, Inc., increasing the amount by \$39,954 for a new annual maximum of \$76,566 commencing July 1, 2019 and each subsequent renewal thereof, and amending the Scope of Work, Compensation and Terms and Conditions to carry out the CalWORKs Home Visiting Initiative program.

A-190278B Amend. 1

Community Resources & Infrastructure

- K. 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.

Item removed for separate discussion. See item 7.

- L. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to an agreement (formerly Agreement No. 8242) with Nacht & Lewis Architects Inc. increasing the amount by \$137,275 for a new maximum of \$1,736,511 and amending the scope of work to include additional architectural and engineering services for the Napa County Department of Corrections Re-entry Facility.

A-150014B

- M. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 190236B with ADKO Engineering to increase maximum compensation by \$185,000, for a new maximum of \$944,650 for construction support services for the following five 2017 storms road repair projects: \$53,000 for the Mt. Veeder Road-MPM 4.00 project; \$18,000 for the Mt. Veeder Road-MPM 4.75 project; \$63,000 for the Mt. Veeder Road-MPM 5.1 project; \$5,000 for the Dry Creek Road-MPM 7.51 project; and \$46,000 for the Dry Creek Road-MPM 10.75 project.

A-190236B Amend. 3

- N. Director of Public Works requests approval of and authorization for the Chair to sign a revenue agreement with the California Green Business Network for a maximum of \$17,197 for the term May 1, 2020 through June 30, 2021 to deliver services related to the Napa County Green Business Program.

A-200369B

- O. Director of Public Works requests approval of and authorization for the Chair to sign a revenue agreement with PG&E for the amount of \$885 per day for each day of use for the term June 9, 2020 through June 30, 2023 to use the Tubbs Building at the Calistoga Fairgrounds as a Customer Resource Center during a Public Safety Power Shutdown.

A-200370B

- P. Director of Public Works requests the following:
Award of the contract for the "Napa County Airport Taxiway H, Section 1 Reconstruction Project," PW 20-20, to DeSilva Gates Construction LP of Dublin, California, for their low base bid of \$2,891,160, and authorization for the Chair to sign the construction contract contingent upon the Federal Aviation Administration's grant funding approval; Creation of a new Capital Improvement Projects (CIP) within the Airport Capital Improvement Program budget (Fund 5010, Sub-Division 5010500, Program 20046) for Taxiway H, Section 1 Reconstruction-Construction Project; Approval of Budget Transfer No. AIR005 for the following (4/5 vote required): Increase

appropriation by \$289,116 in the Airport Operations budget offset by the use of its available fund balance to transfer to the Taxiway H, Section 1 Reconstruction Project, PW20-20 budget (Program 20046) to upfront the cost for the project construction contingency; and Increase appropriation by \$3,578,610 in Program 20046 budget offset by increase in revenue from the Federal Aviation Administration (FAA) by \$3,578,610 and \$289,116 (to upfront the construction contingency) from Airport Operations budget. Approval of and authorization for the Chair to sign a Professional Services Agreement with Mead & Hunt, Inc. in the amount of \$348,334 for Construction Management and Observation Services associated with the Taxiway H, Section 1 Reconstruction project at the Napa County Airport, contingent upon the Federal Aviation Administration's grant funding approval; Authorize the Director of Public Works to execute a FAA Airport Improvement Program (AIP) grant agreement to fund the Taxiway H, Section 1 Reconstruction Project.

A-210008B

A-210009B

- Q. Director of Public Works requests the following actions: Award of the contract for the Napa River Oakville Crossroad to Oak Knoll Avenue Restoration Project Group D - PW 20-28 to Siteworks Construction Inc. of Lafayette, California, for their low base bid of \$4,685,570.31 with Additive Alternative 1 for a price of \$156,540.37 for a total of \$4,842,110.68; Authorization for the Chair to sign the construction contract; and Approval of and authorization for the Chair to sign Temporary Construction Easement (TCE) agreements at no cost to the County with the following landowners: Constellation Brands U.S. Operations, Inc. (two properties); Never Bend LLC; RUSSEL JANICE R SUC TR; SPP NAPA VINEYARDS LLC; Herrick II Ranch LLC; Miller Vineyards LLC; and US VITICULTURE FARMLAND LLC.

A-210011B

- R. Director of Public Works requests the following: Creation of a new Capital Improvement Project (CIP) within the Roads Capital Improvement Program budget (Fund 2040, Sub-Division 2040500, Program 20039) for SB1-Countywide Road Striping Project; Approval of Budget Transfer No. DPW053 for the following (4/5 vote required): Increase appropriations by \$228,289 in the SB-1 Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220052) to transfer to Program 20039 offset by use of its available fund balance; and Increase appropriations by \$228,289 in Program 20039 (SB1-Countywide Road Striping Project) budget offset by an increase in revenue from the transfer from the SB1 SRF budget. Award of the contract for the "County Wide Road Striping Project," RDS 20-29, to Sierra Traffic Markings, Inc. of Roseville, California, for

their low base bid of \$180,262.84, and authorization for the Chair to sign the construction contract.

A-200371B

- S. Director of Public Works requests authorization for the Chair to sign a Certificate of Acceptance of Avigation and Hazard Easement Deed for Renewable Properties Land 3, LLC (Assessor's Parcel Number 057-170-001-000) to preserve the Napa County Airport's right to engage in and support aviation uses and to prevent the subject property from being used in a manner which creates avigation hazards.
- T. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign an agreement with Ascent Environmental, Inc. for a maximum of \$232,205 for the term June 17, 2020 through June 30, 2021 with an automatic rollover at the end of each fiscal year for up to two (2) additional one-year terms, for purposes of assisting to conduct an environmental analysis, in accordance with the California Environmental Quality Act (CEQA), of the proposed Inn at the Abbey project.

A-200372B

General Admin & Finance

- U. Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with Neko Industries, Inc., for a maximum of \$12,250 for the term of June 9, 2020 through September 30, 2020, for consulting services to integrate Accela with OnBase.

A-200373B

- V. County Counsel requests authority to waive potential conflicts of interest within the law firm of Goodin, MacBride, Squeri & Day, which represents both the County and CTIA (an association for wireless telecommunication service providers) on matters before the California Public Utilities Commission.
- W. Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 170870B with Abode Services, Inc. with no change to the contract maximum and revising the Scope of Work to include services related to the COVID-19 response including the addition of crisis pay for employees providing direct client services.

A-170870B Amend. 5

- X. Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign a revenue agreement with the Housing Authority of the City of Napa (HACN) for a maximum of \$17,687 per fiscal year for the term July 1, 2019 through June 30, 2021 for HACN to reimburse the County a portion of the costs of its agreement with the Center for Common Concerns, Inc. which provides homelessness and housing policy support in Napa County.

A-200374B

- Y. 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 2020 Emergency Solutions Grant-COVID 19 allocation in an amount not to exceed \$500,000 which provides funding for housing and homeless services programs.

R-2020-73

Correction memo was provided.

- Z. Director of Human Resources requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170482B with Ralph Andersen & Associates, increasing the amount per fiscal year to a new annual maximum of \$80,000 and providing for two years of automatic renewal, to conduct as-needed classification and compensation studies and analyses.

A-170482B Amend. 2

- AA. Director of Human Resources requests adoption of the following resolutions: Resolution approving the retirement cost sharing contributions for Napa County employees effective June 27, 2020 for Fiscal Year 2020-2021; and Resolution approving Cost of Living Adjustments based on the Consumer Price Index pursuant to the Memoranda of Understanding for the Deputy Sheriffs' Association (DSA) Law Enforcement Unit and Law Enforcement Supervisory Unit for Fiscal Year 2020-2021.

R-2020-74

R-2020-75

- BB. County Executive Officer and Auditor-Controller requests approval of the following actions to provide continued funding by an additional amount of \$1,820,485 for response activities required as a result of the COVID-19 pandemic: (4/5 Vote Required) Approval of Budget Transfer No. CEO023 increasing appropriations by \$1.6 million through the use of General Reserves; Approval of Budget Transfer No. CEO024 increasing appropriations by \$100,000 with offsetting

revenues from a donation provided by the Community Foundation; and Approval of Budget Transfer No. CEO025 increasing appropriations by \$120,485 with offsetting revenues from the State Emergency Homeless Grant to be used for costs associated with housing vulnerable homeless individuals.

- CC. County Executive Officer/Director of Emergency Services requests establishment of fixed assets in the total amount of \$529,103 for 12 trailers contributed by California Office of Emergency Services (CalOES) to be located at the Farmworker Centers to house individuals who test positive for COVID-19.
(4/5 vote required)

Item pulled for separate discussion. See item 7.

- DD. County Executive Officer/Director of Emergency Services requests adoption of a resolution adopting the 2020 Napa Operational Area Hazard Mitigation Plan as required by the Disaster Mitigation Act of 2000.

R-2020-76

- EE. County Executive Officer/Director of Emergency Services requests adoption a resolution authorizing specified County officials to execute applications and related documents required to obtain federal and/or state financial assistance in connection with these disaster incidents and those that might arise in the future.

R-2020-77

- FF. County Executive Officer requests the appointment of the following applicants to the Napa County Commission on Aging with the terms to commence immediately and expire September 30, 2021:

Name	Representing District
Inda Shirley	*District 55
Donna Altes	*Org. Concerned with Older Adults 2

*Recommended by the Commission on Aging

- GG. County Executive Officer requests the appointment of the following applicant to serve on the Unincorporated Napa Valley Tourism Improvement District (NVTID) Governing Committee with the term to commence immediately and expire on June 30, 2023:

Name	Lodging Business Represented	Lodging Business
Patrick Nayrolles	Meadowood Napa Valley	Top 5 Revenue-Generating Lodging Business

- HH. County Executive Officer requests consideration of the following applicant to fill one vacancy on the Napa County Wildlife Conservation Commission (WCC) with the terms of office to commence immediately and expire February 1, 2022. Name Representing Emily Bernstein Youth

Motion moved by Ryan Gregory, 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 via roll call vote.

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

- 6K

Director of Public Works Steven Lederer made presentation regarding the Fixed Base Operator at the Napa County Airport.

Discussion held.

Motion moved by Alfredo Pedroza, seconded by Ryan Gregory, to delay action on the project until the RFP process and proposals are submitted and accepted. Motion failed 2 – 3, with Ryan Gregory and Alfredo Pedroza voting yes via roll call vote. Diane Dillon, Belia Ramos, and Brad Wagenknecht voting no via roll call vote.

Motion moved by Belia Ramos, seconded by Brad Wagenknecht, to approve moving the item to June 15, 2021 meeting. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes via roll call vote.

- 6CC

Risk & Emergency Services Manager Kerry Whitney made a presentation regarding the purpose of the trailers for the Farmworker Centers to house individuals who tested positive for COVID-19.

Three (3) people spoke during public comment.

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

8. PUBLIC COMMENT

Six (6) people spoke during public comment.

9. 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 a presentation regarding COVID-19 updates.

Discussion held.

B. 9:15 AM

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

C. 9:25 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 consider any objections or protests with respect to the assessments for adoption; and Close Public Hearing and adopt a resolution authorizing and levying assessments for Fiscal Year 2020-2021.

R-2020-78

Deputy Director of Public Works - General Services Leigh Sharp made presentation on fire protection and street maintenance assessment.

One (1) person spoke during public comment.

Motion moved by Ryan Gregory, seconded by Alfredo Pedroza, to approve the adoption of the resolution. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes via roll call vote.

D. 9:30 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 consider any objections or protests with respect to the assessments for adoption; Close Public Hearing and adopt a resolution authorizing and levying assessments for Fiscal Year 2020-2021.

R-2020-79

Director of Housing and Homeless Services Molly Rattigan made presentation on Farmworker Housing Assessment.

Motion moved by Brad Wagenknecht, seconded by Alfredo Pedroza, to approve the adoption of the resolution. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes via roll call vote.

E. 9:30 AM PUBLIC HEARING

Director of Public Works requests adoption of a resolution abandoning a portion of Golden Gate Drive lying westerly of Stanly Lane to its terminus just easterly of Highway 12/121. **(CONTINUED FROM MAY 5, 2020.)**

Director of Public Works Steven Lederer made presentation to request a continuance of this item to July 14, 2020 at 1:30 p.m.

Motion moved by Ryan Gregory, seconded by Alfredo Pedroza, to approve a continuance of this item to July 14, 2020 at 1:30 p.m. Motion passed 5 – 0, with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes via roll call vote.

F. 9:35 AM PUBLIC HEARING

Dr. Robert Eyler, Economist at Sonoma State University will provide the Board an update on the economic outlook for Napa County.

Sonoma State University Economist Dr. Robert Eyler made a presentation.

Discussion held.

Two (2) people spoke during public comment.

G. 1:30 PM Recess to the Napa County Flood Control and Water Conservation District (NCFCWCD) meeting (see NCFCWCD Minutes).

H. 1:45 PM Recess to the Napa County Groundwater Sustainability Agency (NCGSA) special meeting (see NCGSA Minutes).

10. ADMINISTRATIVE ITEMS

General Admin & Finance

- A. County Executive Officer will provide an update on the potential impacts on County revenue due to the COVID-19 crisis and request direction from the Board.

Assistant County Executive Officer Mary Booher made presentation on potential fiscal impacts on County revenue due to COVID-19.

Discussion held.

Direction provided to staff to hold a future discussion on Monday, June 15, 2020.

11. LEGISLATIVE ITEMS

None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Supervisor Brad Wagenknecht reported on attending California Native Plant Society meeting to discuss finances and future assembly.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Chair Diane Dillon requested that agenda restructure be agendized for discussion at a future meeting.

Supervisor Ryan Gregory requested that agenda restructure and tenant evictions be agendized at a future meeting.

Supervisor Belia Ramos requested that housing needs in regards to COVID-19 be agendized at a future meeting.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran reported on creating six feet social distancing for the Board of Supervisors for the budget meeting on Monday, June 15, 2020.

15. CLOSED SESSION

None.

16. ADJOURNMENT

Adjourned to the Board of Supervisors regular meeting, Monday June 15, 2020 at 9:00 a.m.

DIANE DILLON, Chair

ATTEST:

NEHA HOSKINS, Clerk of the Board