



A Tradition of Stewardship
A Commitment to Service

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

July 28, 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, July 28, 2020 at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Vice Chair Alfredo Pedroza and Brad Wagenknecht. Supervisors Ryan Gregory and Belia Ramos present via teleconference. The meeting was called to order by Chair Diane Dillon.

2. PLEDGE OF ALLEGIANCE

Chief Information Officer Jon Gjestvang led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

None.

6. CONSENT ITEMS

Community Resources & Infrastructure

- A. Director of Library Services and Community Outreach requests the following:
A waiver of competitive bidding requirements and sole source award to Dr. Guillermo Gonzalez, Napa, California to ensure continuity of

service pursuant to County Ordinance Code 2.36.090; and Approval of and authorize the Chair to sign an agreement with Dr. Guillermo Gonzalez for a maximum of \$5,940 for the term July 1, 2020 through June 30, 2021, to assist Spanish-speaking students in the Napa County Literacy Center.

A-210067B

- B. Director of Library Services requests the following actions regarding the California State Library High-Speed Broadband Grant: Authorization to accept High-Speed Broadband Grant funds in the amount of \$20,755 to improve network connectivity and speed in all library locations. Authorize Budget Transfer No. LIB001 increasing appropriations in the Napa Main Library Services and Supplies budget with offsetting revenues from the grant funding. (4/5 vote required)
- C. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign a Joint Powers Agreement with the Napa County Resource Conservation District for a maximum of \$222,500 for the term July 1, 2020 through June 30, 2021, for services in support of long-term natural resource management and protection, including groundwater sustainability, public outreach and watershed educational, environmental monitoring, natural resource inventory and assessment, erosion control consultation and inspection, forest health management, and environmental data management.

A-210068B

- D. Director of Public Works requests the following:

Award of the Milton Road Paving, Phase 2/Marshall Avenue Drainage Project, RDS 19-18 to O.C. Jones & Sons, Inc. of Berkeley, CA for their low base bid of \$762,713 and authorization for the Chair to sign the construction contract; and Approval of Budget Transfer No. DPW002 for the following (4/5 vote required): Increase appropriations by \$843,510 in the Measure T Non-Operating Special Revenue Fund (Fund 2440, Sub-Division 1220053) to transfer to Program 20036 offset by use of its available fund balance; and Increase appropriations by \$843,510 in Program 20036 in the Roads CIP budget (Fund 2040, Sub-Division 2040500) offset by an increase from the transfer from the Measure T budget.

A-210069B

- E. Director of Public Works requests the following:
Award of the contract for the "South Campus Bldgs 1A & 3 Reroofing Project, PW 20-13, 2731 and 2747 Napa Valley Corporate Drive to Best Contracting Services, Inc. of Gardena, CA for their low base bid of \$1,576,666, with Additional Alternative No.1 of \$46,100 for a total of

\$1,622,766, and authorization for the Chair to sign the construction contract; and Approval of Budget Transfer No. DPW001 for the following (4/5 vote required): Reclass appropriations by \$150,000 from Construction Services account to Intrafund Transfers Out account within Program 18003 - South Campus Roof Resurfacing project budget (Fund 3000, Sub-Division 3000504) to return the funds to the Accumulated Capital Outlay Fund budget (Fund 3000, Sub-Division 3000000) to be utilized for Program 20023 - South Campus Bldg. 1A & 3 Reroof project (Fund 3000, Sub-Division 3000504); Increase appropriations by \$150,000 in the Accumulated Capital Outlay Fund with offsetting increase in revenues from Program 18003 by \$150,000 and remaining \$1,721,043 from its available fund balance; and Increase appropriations by \$1,871,043 in the Program 20023 budget offset by increase in revenue from Accumulated Outlay Fund.

A-210070B

- F. Director of Public Works requests the following: Approval of plans and specifications for the County Wide Road Restriping Project Phase 2, RDS 21-03 and authorizations 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; and Creation of a new Capital Improvement Project (CIP) within the Roads Capital Improvement Program budget (Fund 2040, Sub-Division 2040500, Program 21022) for SB1-Countywide Road Restriping Project Phase 2.
- G. Director of Public Works requests the Board accept a report on Space License Agreements and Lease Agreements executed by the County Executive Officer during the period January 1, 2020 through June 30, 2020 pursuant to Resolution No. 2018-36.

General Admin & Finance

- H. Assessor-Recorder-County Clerk ex officio Registrar of Voters requests adoption of a resolution consolidating the five municipalities' elections and the Napa County Regional Park and Open Space District's governing board election and two municipal measure elections with the November 3, 2020 General election with full reimbursement of costs by the municipalities and the District.

R-2020-101

- I. Chief Information Officer requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement 170612B with Napa Public Access Cable Television decreasing the amount by \$300 for a new maximum of \$79,420 for costs incurred to live stream public

television, and enhance audio and video quality for streaming public meetings.

- J. Director of Housing and Homeless Services requests approval of Budget Transfer No.CEO002 in the Affordable Housing Fund increasing appropriations in the Worker Proximity subdivision by \$1,013,282 to issue new down payment assistance loans using available fund balance, funds paid back and equity earned through the program. (4/5 vote required)
- K. Director of Human Resources requests adoption of a resolution amending Napa County Policy Manual, Part I: Section 37W, Telework Policy, effective July 28, 2020 to add language and provide direction in a variety of teleworking situations including during an emergency incident.

R-2020-102

Motion by Brad Wagenknecht, second by Alfredo Pedroza, to approve the consent calendar as presented. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes via roll call vote.

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

None.

8. PUBLIC COMMENT

Three (3) people spoke during public comment.

9. SET MATTERS OR PUBLIC HEARINGS

- A. 9:15 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.

Two (2) people spoke during public comment.

- B. 10:00 AM PUBLIC HEARING Director of Planning, Building and Environmental Services requests the following actions for the Vinum Greenwood Café Specific Plan Amendment and Use Permit request: Adoption of a Resolution amending the text to the Napa Valley Business Park

Specific Plan with respect to the Vinum Greenwood Café project property to enable conversion of an existing 3,090 sq. ft. office building within a 1880's farmhouse to a café, wine tasting room with wine production, and office; Approval of Use Permit P17-00099 to replace the terms of Use Permit U-89-55, U-90-11 and #98272-MOD converting the office building to a café, wine tasting room with wine production, and office; and Adopt the Negative Declaration prepared for this project.

R-2020-103

Supervising Planner John McDowell presented a report on the previous public hearing and the updates from said meeting.

Discussion held.

One (1) person spoke during public comment.

Motion by Brad Wagenknecht, second by Ryan Gregory, to approve the requested actions. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes via roll call vote.

- C. 1:30 PM Agricultural Commissioner/Sealer of Weights and Measures to present the Crop Report Plus.

Item removed from the agenda.

- D. 10:45 AM PUBLIC HEARING County Executive Officer requests adoption of an urgency ordinance amending Napa County Code sections 8.90.030 and 8.90.050 of Napa County Code Chapter 8.90 to extend the temporary prohibition of evictions related to the impacts of COVID-19. (4/5 vote required)

O-1460

Director of Housing and Homeless Services Molly Rattigan made presentation regarding urgency ordinance via Zoom.

Discussion held.

Motion by Ryan Gregory, second by Brad Wagenknecht, to waive the reading of the balance of the ordinance. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes via roll call vote.

Motion by Brad Wagenknecht, second by Ryan Gregory, to approve the adoption of the ordinance. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes via roll call vote.

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Public Works requests adoption of a resolution establishing speed limit modifications on four county roads as follows: Cuttings Wharf Road from SR 121 to Las Amigas Road - Speed reduction from 55 mph to 50 mph. Devlin Road from Sheehy Court to Airport Boulevard - Speed reduction from 45 mph to 40 mph. Los Carneros Avenue from SR 121 to South Avenue - Speed reduction from 45 mph to 40 mph. Tower Road from SR 29 to End - Speed increase from 25 mph to 30 mph.

R-2020-104

Director of Public Works Steven Lederer made presentation regarding speed limit.

Senior Traffic Engineer Syed Ahsan Kazmi made presentation regarding speed limit.

Discussion held.

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

General Admin & Finance

- B. County Executive Officer requests Board direction regarding fiscal contingency planning, including direction regarding the settlement funds from Pacific Gas & Electric.

Assistant County Executive Officer Mary Booher made presentation regarding the settlement funds from Pacific Gas & Electric.

Assistant Fire Chief Napa County Fire Department Jason Martin presented a report based on disaster preparedness and recovery, enhancing the chipping program and Napa Firewise program.

Discussion held.

Direction provided to staff to utilize funds for various repairs and previous expenditures pertaining to the loss and damages surrounding the Pacific Gas & Electric settlement.

Motion by Brad Wagenknecht, second by Alfredo Pedroza, to approve the recommended division allocation of funding. Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes via roll call vote.

- C. County Executive Officer acting as the Director of Emergency Services requests the Board approve increased appropriations of \$3 million from General Reserve for Fiscal Year 2020-21 for the purpose of response and recovery to COVID-19.

Assistant County Executive Officer Mary Booher presented a report regarding the increased appropriations.

Discussion held.

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

11. LEGISLATIVE ITEMS

Chair Diane Dillon reported on looking into COVID-19 legislation with Supervisor Ryan Gregory and staff.

Supervisor Ryan Gregory reported on voting to oppose the Jones-Sawyer Assembly Bill 1007.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Vice Chair Alfredo Pedroza reported on attending the Climate Action Committee meeting with Sonoma Regional Climate Protection Authority and Marin Climate Change Group on what direction Napa should go.

Supervisor Brad Wagenknecht reported on attending the Climate Action Committee and discussed grant funding and how it could potentially be utilized. Supervisor Brad Wagenknecht also reported on how the First 5 Napa County could come back on a future agenda.

Supervisor Belia Ramos reported on attending a town hall meeting regarding the Milliken-Sarco-Tulocay Recycled Water Project.

Chair Diane Dillon reported on attending the National Associations of Counties town hall meeting and being appointed as the Vice Chair for the Government and Finance Committee. Press release has been sent out. Chair Diane Dillon also provided an update on the Rianda House Senior Activity Center monthly meeting in St. Helena regarding UpValley seniors' needs.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran reported on having a conversation with First 5 Napa County Executive Director Joelle Gallagher and working with staff on possible amendments to county ordinances.

15. CLOSED SESSION

None.

16. ADJOURNMENT

Adjourned to the Board of Supervisors special meeting, Tuesday, August 11, 2020 at 8:00 a.m.

DIANE DILLON, Chair

ATTEST:

NEHA HOSKINS, Clerk of the Board