



A Tradition of Stewardship
A Commitment to Service

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

September 1, 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, September 1, 2020 at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht. The meeting was called to order by Chair Diane Dillon.

2. PLEDGE OF ALLEGIANCE

Deputy Fire Chief Shawn Kavanaugh led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

- A. Presentation of a proclamation to Sarah O'Malley, Deputy Director/Mental Health Director; Kerry Ahearn, Executive Director of Aldea Children and Family Services; and Denise Bleuel and Jim Warnock, suicide family survivors and members of the Suicide Prevention Council declaring September 2020 "Suicide Prevention Month" in Napa County.**

Chair Diane Dillon presented proclamation.

Mental Health Director for Health Human Services Agency and Co-chair of Suicide Prevention Council Sarah O'Malley made presentation.

Chief Executive Officer of Aldea Children and Family Services Kerry Ahearn made presentation.

Suicide Prevention Council Members Denise Bleuel and Jim Warnock made presentation.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Fire Chief Geoff Belyea introduced Deputy Fire Chief Shawn Kavanaugh.

Deputy Fire Chief Shawn Kavanaugh reported on wildfires in the County of Napa.

Director of Public Works Steven Lederer reported on the repopulation and recovery efforts in the County of Napa.

Director of Planning, Building & Environmental Service David Morrison reported on wildfires and the recovery efforts in the County of Napa.

6. CONSENT ITEMS

Law & Justice

- A. Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200157B with the Board of State and Community Corrections to extend the term from September 30, 2020 to September 30, 2021.
- B. Public Defender requests authorization for the Chair to sign an agreement with Polly Webber, Immigration Consultant, for a maximum of \$9,360 per year for the term June 1, 2020, through June 30, 2023.

A-200401B

Public Safety

- C. County Fire Chief requests approval of and authorization for the Chair to sign the following agreements for the term July 1, 2020 through June 30, 2021 with an automatic annual renewal option up to two additional years to provide portable toilet services for the Napa County Fire Department: American Sanitation, Inc. for a maximum amount of \$5,500 per fiscal year. Johnny on the Spot for a maximum amount of \$10,000 per fiscal year.

A-210089B

A-210090B

Community Resources & Infrastructure

- D. Director of Public Works requests following: Approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 190311B with Napa Valley Transportation Authority (NVTa) to provide funding in the amount of \$21,600 to help pay for completion of the design and engineering documents for the Calistoga segment of the Vine Trail; and Approval of Budget Transfer No. DPW007 for the following (4/5 vote required): Increase appropriation by \$21,600

in General Fund Non-Departmental budget (Fund 1000, Sub-Division 1050000) offset by decrease in appropriation in General Fund Appropriations for Contingencies budget (Fund 1000, Sub-Division 1059000); and Increase appropriation by \$21,600 in Roads Operations budget (Fund 2040, Sub-Division 2040000) offset by increase in revenue by the same amount from the transfer from General Fund.

- E. Director of Public Works requests the following: Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 200227B with GHD, Inc. to provide Phase III project design and construction services for the Airport Boulevard Project, RDS 20-14 with an increased compensation by \$138,310 for a new maximum of \$326,402; and Approval of Budget Transfer No. DPW005 for the following (4/5 vote required): Increase appropriations by \$153,374 in the Measure T Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220053) to transfer to Program 20032 offset by use of its available fund balance; and Increase appropriations by \$153,374 in Program 20032 (Airport Blvd Project) budget offset by an increase in revenue from the transfer from the Measure T SRF budget.
- F. Director of Public Works requests the following: Award of the contract to the lowest bidder, Pat Nelson Construction Inc. of Petaluma, California for their base bid of \$393,640 and authorize the Chair to sign the construction contract for the SB-1-Mt. Veeder Road Bridge MPM 2.13, RDS 20-26; Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200304B with ADKO Engineering increasing maximum compensation by \$26,494 for Mt. Veeder Road Bridge MPM 2.13, RDS 20-26 for a new maximum of \$71,042 for additional design and construction support and increasing maximum compensation by \$9,000 for Buhman Road Bridge, RDS 20-25 for a new maximum of \$221,483 and for a new accumulated total of \$292,525; and Approval of Budget Transfer No. DPW006 for the following (4/5 vote required): Increase appropriations by \$563,728 in the SB-1 Non-Operating Special Revenue Fund (Fund 2440, Sub-Division 1220052) with the use of its available fund balance to be transferred to Program 20037; and Increase appropriations by \$563,728 in Program 20037 (SB-1-Mt. Veeder Road Bridge MPM 2.13 Project) budget offset by an increase in revenue from the transfer from the SB-1 Non-Operating Special Revenue Fund.

A-210091B

General Admin & Finance

- G. Assessor-Recorder-County Clerk requests approval of and authorization for the Chair to sign a license agreement with Tuolumne County to provide offsite storage of Official Records microfilm for the term October 1, 2020 through September 30, 2021 which converts to month-to-month revocable upon 90 days notice by either party.

A-210092B

- H. Assessor-Recorder-County Clerk requests Board authorization to waive fees for copies of official records; filed maps; assessor maps and assessor building records for the period of August 20, 2020 through June 30, 2021 for owners of properties impacted by the 2020 LNU Fire Complex.
- I. County Executive Officer/Purchasing Agent and Assessor-Recorder-County Clerk ex officio Registrar of Voters request the following actions: Declare one non-capitalized return ballot envelope manual bin sorting system as surplus and no longer required for public use; and Authorize the donation of the bin sorting system to Butte County Election Division at no cost to the County.
- J. Auditor-Controller, Director of Human Resources, and Chief Information Officer request approval of and authorization for the Chair to sign Amendment No.1 to Agreement No. 200281B with Tyler Technologies, revising the payment structure for travel and removing the change management component from the Statement of Work, resulting in a contract reduction of \$15,900.00.
- K. Auditor-Controller requests the Board to accept and instruct the Clerk of the Board to file the quarterly report of donations received for the quarter ended June 30, 2020, including acceptance of donations totaling \$1,216.60 received by the Auditor-Controller on behalf of the Animal Shelter.
- L. Auditor-Controller requests adoption of a resolution establishing the tax rates for the Fiscal Year 2020-21 Secured Tax Roll.

R-2020-113

- M. County Executive Officer, Chief Information Officer, and Clerk of the Board request approval of and authorization for the Chair to sign an agreement with Granicus, Inc. for a maximum of \$313,046 for the term of July 1, 2020 through June 30, 2023 to provide equipment, training, setup and configuration for a Boards and Commission's module, new agenda management system, eComment and closed captioning services, as well as provide ongoing system management of the Granicus internet broadcasting of public meetings.

A-210093B

Motion moved by Supervisor Brad Wagenknecht, seconded by Supervisor Ryan Gregory to approve the consent calendar. Motion passed 5 – 0, with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisor Belia Ramos, Supervisor Ryan Gregory, and Supervisor Brad Wagenknecht, voting yes.

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

None.

8. PUBLIC COMMENT

Five (5) 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 presentation.

Two (2) people spoke during public comment.

- B. 9:15 AM Recess to the Lake Berryessa Resort Improvement District (LBRID) meeting (**see LBRID Minutes**).
- C. 9:20 AM Recess to the Napa Berryessa Resort Improvement District (NBRID) meeting (**see NBRID Minutes**).
- D. 10:15 AM PUBLIC HEARING The hearing for this matter was originally scheduled for 9:25 AM but moved to no earlier than 10:15 AM due to other items on the Board's agenda. All parties were notified of the change. The item will be heard at 10:15 AM. Consideration and possible direction regarding appeals filed by Patricia Damery, c/o Kathy Felch (Appellant Damery), and George and Jeff Atlas and Paul Rowe, c/o Kevin Block (Appellant Atlas and Rowe), to a decision by the Planning Commission on February 5, 2020 to approve (5:0– AYES: Gallagher, Whitmer, Hansen, Mazotti, Cottrell) an application submitted by Anthem Winery and Vineyards, c/o Justin H. Arbuckle and Julie A. Arbuckle, Trustees of the Arbuckle Family Trust May 5, 2006 (Applicant) for approval of a Use Permit Major Modification (P14-00320-MOD) for an existing 30,000 gallon winery permit to allow the following: (a) the construction of a new 10,388 sq. ft. winery facility that includes a 1,508 sq. ft. tasting room, a 1,724 sq. ft. office, catering and conference room, and approximately 4,600 sq. ft. of outdoor marketing areas; (b) the development of 29,053 sq. ft. of caves including the on-site placement and storage of spoils; (c) an increase in on-site parking from two spaces to 22 spaces; (d) the development of winery support facilities (water tanks, septic system, and rainwater harvesting and winery process water recycling and reuse systems); (e) an increase in the number of employees from one part-time employee to seven full-time and five part-time employees; (f) a change in the winery's hours of operation from 9:00 AM to 5:00 PM Monday through Sunday to 8:00 AM to 8:00 PM Monday through Sunday (production hours) and 10:00 AM to 6:00 PM Monday through Sunday (visitation hours), and marketing events 11:00 AM to 10:00 PM Monday through Sunday; (g) a marketing plan that includes daily tours and tastings by appointment with a maximum of 170 visitors per week during the Summer/Fall Season (April 1 through November 15) and a maximum of 120 visitors per week during the Winter/Spring Season (November 16 through March 31), and 23 annual marketing events (20 30-person events, two 50-person events, and one 100-person event) resulting in a maximum of 7,623 annual visitors, and on-site consumption of wine produced on-site; and (h) the reconfiguration of an existing access driveway including the construction of a clear span bridge and approximately 650 feet of new driveway to provide adequate access to the winery (hereafter referred to as the Project). The Project also includes an

Exception to the Napa County Road and Street Standards (RSS) for reduced commercial driveway widths and for road grades exceeding 18%, a viewshed request and an Agricultural Erosion Control Plan (ECPA) for the installation and maintenance of approximately 1.19 acres of new vineyard. The Project would be completed in three phases: Phase I includes construction of the driveway, parking, septic system, production structures (Fermentation Buildings and Bottling Room), outdoor tasting area, and the cave water storage tanks; Phase II includes construction of the remainder of the caves; and Phase III includes construction of the tasting room and the office/catering/conference room building. The Project is located on an approximate 44.8 acre holding within the Agricultural Watershed (AW) zoning district that consists of two parcels: i) the "Winery Parcel" (3454 Redwood Road, APN 035-470-046), an approximate 27.23 acre parcel located on the east side of Redwood Road approximately 1.5 miles north of its intersection with Browns Valley Road; and ii) the "Access Parcel" (3123 Dry Creek Road, APN 035-460-038), an approximate 17.54 acre parcel located on the west side of Dry Creek Road approximately 1.7 miles north of its intersection with Redwood Road (or approximately 0.4 miles north of its intersection with Linda Vista Avenue). Access to the winery is proposed from Dry Creek Road.

(CONTINUED FROM MAY 19, 2020. APPLICANT REQUESTED A CONTINUANCE TO NOVEMBER 10, 2020, AT 1:30 P.M. STAFF AND APPELLANTS SUPPORT THE REQUEST.)

ENVIRONMENTAL DETERMINATION: Consideration and possible adoption of a Mitigated Negative Declaration. According to the proposed Mitigated Negative Declaration, the proposed Project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the following area(s) Biological Resources, Geology and Soils, and Noise. The Project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

Planning, Building & Environmental Services Planner III Donald Barrella, requested a continuance to November 10, 2020, at 1:30 P.M. due to recent events of COVID-19. Applicant and Appellants support the request.

Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisor Belia Ramos, Supervisor Ryan Gregory, and Supervisor Brad Wagenknecht, vote yes for continuance to Tuesday, November 10, 2020, at 1:30 P.M.

10. ADMINISTRATIVE ITEMS

General Admin & Finance

- A. County Executive Officer requests authorization for issuance of a Notice of Funding Availability (NOFA) to support local programs during the COVID 19 pandemic; and direction to staff to administer the program in a manner that allows for maximum flexibility for community recovery.

Assistant County Executive Officer Mary Booher made presentation.

Motion moved by Ryan Gregory, seconded by Brad Wagenknecht to approve the requested action. Motion passed 5 – 0, with Chair Diane Dillon, Vice Chair Alfredo Pedroza, Supervisor Belia Ramos, Supervisor Ryan Gregory, and Supervisor Brad Wagenknecht, vote yes to carry the motion to Tuesday, September 15, 2020.

11. LEGISLATIVE ITEMS

None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None.

15. CLOSED SESSION

None.

16. ADJOURNMENT

Adjourned to the Board of Supervisors regular meeting on Tuesday, September 15, 2020 at 9:00 a.m.

DIANE DILLON, Chair

ATTEST:

NEHA HOSKINS, Clerk of the Board