



A Tradition of Stewardship
A Commitment to Service

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

November 17, 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, November 17, 2020 at 9:00 a.m. with the following supervisors present: Vice Chair Alfredo Pedroza, Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht. Chair Diane Dillon was excused. The meeting was called to order by Vice Chair Alfredo Pedroza.

2. PLEDGE OF ALLEGIANCE

Vice Chair Alfredo Pedroza led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Registrar of Voters John Tuteur presented report on voting ballot status update.

6. CONSENT ITEMS

Human Services

- A. Director of Health and Human Services requests the Board recommend to the California Department of Health Care Services that Alternatives for Better Living serve as the sole licensee providing Driving under the Influence (DUI) services within Napa County.

Community Resources & Infrastructure

- B. Director of Library Services and Community Outreach requests authorization to accept a grant from the State Library, in the amount of \$5,000 for the Crisis Collection funding opportunity to enhance or expand electronic materials collections.
- C. Director of Planning, Building and Environmental Services requests the following pursuant to recommendations by the Wildlife Conservation Commission: Approval of, and authorization for the Chair to sign the following grant agreements for the term July 1, 2020 through June 30, 2021 for proposals of \$5,001 or greater for a total of \$29,513:

\$6,500 with Land Trust of Napa County to provide for signage of Land Trust properties at Missimer Snell Valley;

A-210178B

\$8,000 with Pope Creek Weed Project for hire of native plant specialist to develop a restoration plan to restore native vegetation to the areas formerly occupied by invasive plants, and to locate and flag the sensitive plants that need to be avoided;

A-210179B

\$6,844 with Napa County Resource Conservation District to facilitate Napa Youth Stewardship Council, an extracurricular environmental stewardship leadership club for up to 10 Napa County high school youths;

A-210180B

\$8,169 with Napa Wildlife Rescue for the purchase of perimeter fencing and exterior painting of the new wildlife rescue center facility building; and Approval of the two following grant proposals totaling \$9,000, not requiring grant agreements: \$4,500 with International Bird Rescue for patient care; and \$4,500 with ICARE for collecting water quality, algae and benthic macro-invertebrate (BMI) samples.

A-210181B

- D. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Lease Agreement No. 200327B with Alvah Contractors, Inc. to extend the term of the Agreement to use the covered pavilion at the Calistoga Fairgrounds by two months from an original termination date of November 30, 2020 to a new termination date of January 31, 2021, with a monthly rental amount of \$3,000.

- E. Director of Public Works requests approval of and authorization for the Chair to sign a Professional Services Agreement with Door 28 Inc. for a maximum of \$45,000 per fiscal year for the term November 17, 2020 through June 30, 2021 with an automatic annual renewal not to exceed two years for the maintenance and repair of hangar doors, pedestrian gates, and motorized vehicle gates at the Napa County Airport.

A-210182B

- F. Director of Public Works requests authorization for the Chair to sign Certificate of Acceptance of Avigation and Hazard Easement Deeds for Jamcan, LLC (Assessor's Parcel Numbers 059-020-041-000) 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.
- G. Director of Public Works requests approval of and authorization for the Chair to sign an Easement Deed in favor of Pacific Gas and Electric Company for an area totaling 888 square feet and compensation of \$11.00 per square foot, to allow for the installation of an underground electrical line on airport property.
- H. Director of Public Works requests approval of Budget Transfer No. DPW025 for the following in connection with the Dry Creek Road (DCR), Partrick Road, and Mount Veeder Road (MVR) Pavement Repair projects (4/5 vote required): Increase appropriation by \$4,500,000 in the Accumulated Capital Outlay Fund (Fund 3000, Sub-Division 300000) offset by the revenue from the General Fund Non-Departmental budget; and Create new program and increase revenue and appropriation by \$4,500,000 in the Roads Department CIP for Dry Creek, Partrick and Mount Veeder Road Pavement Repair projects (Fund 2040, Sub-Division 2040500, Program 21052) offset by the revenue from the Accumulated Capital Outlay Fund.

General Admin & Finance

- I. Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with Neko Industries, Inc., for a maximum of \$19,175 for software and consulting services for the term of December 1, 2020 through December 31, 2021 to use OnBase to automate the physical records management process.

A-210183B

- J. Chief Information Officer requests waiver of competitive bidding requirements and sole source awards for the following vendors for Communications purchases, pursuant to County Ordinance Code 2.36.090: Stencil Corporation of Santa Ana, CA for the purchase of a

Stancil logging recorder in the amount of \$48,380; and Viavi Solutions, LLC of Germantown, MD for the purchase of a Radio Test Set in the amount of \$27,893.

- K. County Counsel requests ratification of a tolling agreement executed on November 5, 2020 with AT&T, Sprint, and T-Mobile and authorization to execute subsequent tolling agreements as deemed appropriate by County Counsel in connection with the unitary tax claims previously denied in accordance with the Board's delegation to the Auditor-Controller on May 5, 2020.
- L. County Counsel requests the Board appoint Adam Joffe to the recently vacated seat on the Congress Valley Board of Directors for the remainder of the term that will expire December 2, 2022.
- M. Director of Human Resources and Director of Corrections request the adoption of a resolution amending the Departmental Allocation List for the Napa County Department of Corrections, as follows, effective November 17, 2020, with no net increase in full-time equivalents, and a slight impact to the County General Fund: Deleting one 1.0 FTE Supervising Staff Services Analyst; and Adding one 1.0 FTE Staff Services Manager.

R-2020-136

- N. Director of Human Resources and County Executive Officer request the adoption of a resolution amending the Departmental Allocation List for the County Executive Office, as follows, effective November 17, 2020, with no net increase in full-time equivalents, and no impact to the County General Fund: Deleting one 1.0 FTE Concessions Manager-Lake Berryessa (Limited Term); and Adding one 1.0 FTE Concessions Manager-Lake Berryessa.

R-202-137

- O. Director of Human Resources and Director of Health and Human Services Agency (HHSA) request adoption of a resolution amending the Table and Index of Classes and the Departmental Allocation List, as follows, effective November 17, 2020, with no net increase in full-time equivalents, and no impact to the County General Fund: Amend the Table and Index of Classes by adding Supervising Deputy Public Administrator/Guardian/Conservator. Amend the Departmental Allocation List for the Comprehensive Services for Older Adults Division of HHSA by: Deleting one 1.0 FTE Deputy Public Administrator/Guardian/Conservator; and Adding one 1.0 FTE Supervising Deputy Public Administrator/Guardian/Conservator.

R-2020-138

- P. Director of Human Resources and Director of Health and Human Services Agency request the adoption of a resolution amending the Departmental Allocation List for the Public Health Division of the Health and Human Services Agency, as follows, effective November 17, 2020 with terms expiring October 31, 2022, a net increase of seven full-time equivalents, and no increase to the County General Fund: Adding one 1.0 FTE Public Health Nurse (Limited Term); Adding one 1.0 FTE Epidemiologist (Limited Term); Adding one 1.0 FTE Licensed Vocational Nurse (Limited Term); Adding one 1.0 FTE Staff Services Analyst I (Limited Term); Adding one 1.0 FTE Community Health Assistant (Limited Term); and Adding two 1.0 FTE Communicable Disease Investigator (Limited Term).

R-2020-139

- Q. Director of Human Resources and Director of Health and Human Services Agency request the adoption of a resolution amending the Departmental Allocation List for the Self Sufficiency Services Division of the Health and Human Services Agency, as follows, effective November 17, 2020, with no net increase in full-time equivalents, and no impact to the County General Fund: Deleting one 1.0 FTE Screener; and Adding one 1.0 FTE Eligibility Specialist II.

R-2020-140

- R. Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 200351, increasing the contract maximum by \$300,000 for a total of \$800,000 for COVID-19 compliant custodial and sanitization services to assist with the prevention of the spread of COVID-19.
- S. County Executive Officer requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190201B with California Forensic Medical Group, Inc. dba Wellpath, effective November 17, 2020, amending Method of Payment to allow monthly invoice submittal and payment, with no change to the contracted amount, to provide health care services to inmates in custody of Napa County Department of Corrections and wards housed at Juvenile Justice Center.
- T. County Executive Officer/Purchasing Agent requests approval of a waiver of competitive bidding requirements and sole source award to Inspired Flight of San Luis Obispo for the purchase of an unmanned aerial system for a total of \$54,252 pursuant to County Ordinance Code 2.36.090.
- U. County Executive Officer requests approval of the following actions distributing FY 2019-20 year end fund balance, including the PG&E settlement funds (4/5 vote required): Approve Budget Adjustment CEO010 appropriating funds as follows: \$2,000,000 in Declared

Emergency-COVID-19 (1000/1058005) for community grants; \$2,279,015 in Non-Departmental (1000/1050000) to be transferred to the 115 Trust for Pension; \$16,000,000 in Non-Departmental (1000/1050000) transfer to Accumulated Capital Outlay(3000/3000000) for Roads; \$2,734,818 in Non-Departmental (1000/1050000) transfer to Accumulated Capital Outlay for future projects; and \$3,569,906 in Non-Departmental (1000/1050000) transfer to Accumulated Capital Outlay from final 2019/20 Excess ERAF for the jail project; Approve an increase of \$16,043,366 in the General Reserve; and Approve the following Assignments: \$7,837,983 in the Assignment for Fiscal Uncertainty; \$11,500,000 in Accumulated Capital Outlay for Road repairs for fire-damaged roads; \$3,569,906 in Accumulated Capital Outlay for the Jail Project; and \$1,000,000 in the General Fund assigned for future fire prevention or recovery projects.

- V. County Executive Officer requests adoption of a resolution amending the Napa County Policy Manual, Part I: Section 8 - Board of Supervisors, effective November 17, 2020.

R-2020-141

Item pulled for discussion.

- W. County Executive Officer requests adoption of a resolution amending the Napa County Policy Manual, Part I: Section 8B - Rules of Conduct of Business, effective November 17, 2020.

R-2020-142

- X. County Executive Officer requests adoption of a resolution to adopt an 18-month term for the 2020-21 Grand Jury as a result of COVID-19 and the need to comply with social distancing requirements.

R-2020-143

- Y. County Executive Officer/Officer of Emergency Services requests approval of Budget Transfer No. CEO011 establishing one capital asset in the amount of \$10,000 for the purchase of a -80 freezer which is allowable under the federally funded FY2018 Homeland Security Grant Program (HSGP) to support Napa County's planning efforts for COVID-19 vaccination distribution. (4/5 vote required)

- Z. County Executive Officer requests the appointment of the following applicant to the Napa County Advisory Board on Alcohol and Drug Programs (ABAD) with term to commence immediately and expire January 1, 2021: Name District Representing Christine Wedding 1 Education

Motion moved by Brad Wagenknecht, seconded by Ryan Gregory, to approve the consent calendar as amended. Motion passed 4 – 0, with Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht, voting yes. Diane Dillon excused.

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

-6V **Assistant County Executive Officer Mary Booher made presentation.**

One (1) person spoke during public comment.

Discussion held.

Motion moved by Belia Ramos, seconded by Ryan Gregory, to approve the adoption of the resolution. Motion passed 4 – 0, with Ryan Gregory, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht, voting yes. Diane Dillon excused.

8. PUBLIC COMMENT

None.

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.

Discussion held.

Two (2) people spoke during public comment.

- B. 9:30 AM Recess to the Napa County Housing Authority (NCHA) meeting (see NCHA Minutes).

- C. 10:00 AM Napa County Office of Education will present the results of the Williams Monitoring visits in Napa County Schools.

Napa Valley Unified School District Superintendent Barbara Nemko made presentation.

Discussion held.

- B. 6:30 PM County Executive Officer requests the Board of Supervisors hold a community forum pursuant to a requirement of the Transparent Review of Unjust Transfers and Holds (TRUTH Act), which calls for counties to hold annual public forums explaining how County law enforcement and corrections from those areas worked with federal Immigration and Customs Enforcement (ICE) agents.

County Executive Office Management Analyst Sue Kuss made presentation.

Director of Corrections Dina Jose made presentation.

Chief Probation Officer Julie Baptista made presentation.

Sheriff John Robertson made presentation.

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Public Works requests discussion and possible direction on the status of Old Howell Mountain Road.

Item continued to a future date.

General Admin & Finance

- B. County Executive Officer requests discussion and possible direction on the status of concessionaires at the three Lake Berryessa resort areas under the Managing Partner Agreement with the Bureau of Reclamation.

Deputy County Executive Officer Molly Rattigan made presentation.

Direction provided to staff to continue interim concessions.

- C. County Executive Officer requests the Board receive the final report on Census 2020 Outreach efforts.

Assistant County Executive Officer Mary Booher made presentation.

One (1) person spoke during public comment.

- D. County Executive Officer will provide an update on the impacts on County revenue due to the COVID-19 pandemic, the Hennessey Fire, and the Glass Fire, and request direction from the Board.

Assistant County Executive Officer Mary Booher made presentation.

Discussion held.

11. LEGISLATIVE ITEMS

None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Supervisor Brad Wagenknecht reported on attending the Bay Area Regional Collaborative meeting.

Vice Chair Alfredo Pedroza reported on attending the Latino Caucus meeting.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Supervisor Brad Wagenknecht requested legislative committee alternates be agendized for discussion at a future meeting.

Vice Chair Alfredo Pedroza requested defensible space be agendized for discussion at a future meeting.

Supervisor Ryan Gregory requested the General Plan update of the jail site be agendized for discussion at a future meeting.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran reported on Assistant County Executive Officer Mary Booher's retirement.

15. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code Section 54956.9(d)(1))

Name of Case: 3030 Airport Road, LLC vs. County of Napa et. al., Napa County Superior Court #19CV000257

Name of Case: 3030 Airport Road, LLC vs. County of Napa et. al., Napa County Superior Court #19CV000305

Closed session held. The Board voted unanimously to file a cross complaint on 3030 Airport Road, LLC vs. County of Napa et. al., Napa County Superior Court #19CV000257.

16. ADJOURNMENT

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

DIANE DILLON, Chair

ATTEST:

NEHA HOSKINS, Clerk of the Board