



Meeting Minutes

Napa County 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

Tuesday, July 20, 2021

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

Special Meeting (Closed Session) - 8:00 AM

1. CALL TO ORDER; ROLL CALL

Present: Chair Alfredo Pedroza, Supervisors Brad Wagenknecht, Diane Dillon, Ryan Gregory, and Vice Chair Belia Ramos. The meeting was called to order by Chair Alfredo Pedroza.

2. PLEDGE OF ALLEGIANCE

Supervisor Ryan Gregory led the assembly in the Pledge of Allegiance.

3. APPROVAL OF MINUTES

None

4. PRESENTATIONS AND COMMENDATIONS

A. Presentation of a proclamation to Cara Mae Woledge, Market Manager, Napa Farmers Market, proclaiming Farmers Market Week in Napa County from August 1 to August 7, 2021.

[21-673](#)

Chair Pedroza presented a proclamation.

Market Manager for Napa Farmers Market Cara Mae Woledge made presentation.

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

Assessor- Recorder/Registrar of Voters John Tuteur made presentation regarding an update on the Assessment role for the 2020-2021 tax year, as well as updates on the governor recall ballot procedures.

Discussion held.

6. CONSENT ITEMS - SPECIAL DISTRICTS

Napa County Housing Authority

- A. Auditor-Controller requests the acceptance of the internal audit quarterly monitoring report for the Napa County Housing Authority for the quarter ended March 31, 2021. [21-549](#)

Motion Text: Approve requested action.

Voting Yes: Gregory, Wagenknecht, Dillon, Ramos, and Pedroza

Recusals: None

Result: Passed

7. CONSENT ITEMS

Motion Text: Approve Consent Calendar.

Voting Yes: Wagenknecht, Gregory, Dillon, Ramos, Gregory, and Pedroza

Recusals: None

Result: Passed

Agricultural Commissioner

- A. Agricultural Commissioner/Sealer of Weights & Measures requests approval of and authorization for the Chair to sign the renewal of Agreement No. 180051B with the California Department of Food & Agriculture (CDFA) for a maximum of \$5,000 for the term July 1, 2021 through June 30, 2022 for services related to the enforcement of the California Organic Foods Act. [21-621](#)

Enactment No: A-180051B

Auditor-Controller

- B. Auditor-Controller requests authorization to process Budget Adjustment No. ACO005 in order to facilitate payments for payroll expenses incurred in fiscal year 2020-21. [21-636](#)
(4/5 vote required)

County Counsel

- C. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 210364B with Renne Public Law Group, revising the scope of work and increasing the maximum compensation to \$275,000 per fiscal year. [21-688](#)

Enactment No: A-210364B Amend No. 1

County Executive Office

- D. County Executive Officer requests the approval of and authorization for the Chair to sign an agreement with Visit Napa Valley for a maximum of \$100,000 for the term July 1, 2021 through June 30, 2022 for the provision of direct digital impressions and marketing services related to destination marketing of Napa County as a visitor destination during and after the COVID-19 pandemic. [21-698](#)

Enactment No: A-220095B

Health and Human Services Agency

- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign a Revenue Agreement No. 220062B with the Department of Health Care Services (DHCS) for a maximum of \$613,635 for the term July 1, 2021 through June 30, 2022 for Community Mental Health Services Block Grant funds. [21-518](#)

Enactment No: A-220062B

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign Agreements for the term July 1, 2021 through January 31, 2022 for COVID-19 Community Immunity Outreach and Engagement as follows: [21-569](#)
1. Agreement No. 220048B with Community Health Initiative, Inc. for a maximum of \$152,420;
 2. Agreement No. 220049B with Up Valley Family Centers of Napa County, Inc. for a maximum of \$61,894;
 3. Agreement No. 220050B with On the Move, Inc. for a maximum of \$61,894;
 4. Agreement No. 220051B with Napa Valley Child Advocacy Network, Inc. doing business as Parent-Child Advocacy Network, Inc. for a maximum of \$61,894; and
 5. Agreement No. 220052B with Puertas Abiertas Community Resource Center for a maximum of \$61,894.

Enactment No: A-220048B; A-220049B; A-220050B; A-220051B; A-220052

- G. Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Revenue Agreement No. 170907B with the Department of State Hospitals for a maximum of \$772,941.72 for the term July 1, 2021 through June 30, 2023 for the forensic Conditional Release Program (CONREP) in Napa County. [21-575](#)

Enactment No: A-170907B

- H. Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Revenue Agreement No. 190057B with St. Joseph Health Northern California, LLC dba Queen of the Valley Medical Center, for a maximum of \$45,000 for the term July 1, 2021 through June 30, 2024 for Hospital to be re-designated as a ST-Segment Elevation Myocardial Infarction (STEMI) Receiving Center. [21-603](#)

Enactment No: A-190057B

- I. Director of Health and Human Services requests adoption of the following resolutions regarding the detention of mentally ill disordered persons for evaluation and treatment: [21-691](#)
1. A Resolution To Update Designated Facilities Authorized to Provide Evaluation and Treatment of Persons with Mental Illness Pursuant to the Lanterman-Petris-Short Act; and
 2. A Resolution To Update Designated Professional Persons Who May Detain Persons with Mental Health Disorders.

Enactment No: R-2021-82; R-2021-83

Housing and Homeless Services – Division of CEO’s Office

- J. County Executive Officer 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, 2021 through June 30, 2022 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. [21-594](#)

Enactment No: A-220096B

Human Resources – Division of CEO’s Office

- K. Director of Human Resources and Director of Planning, Building, and Environmental Services (PBES) request adoption of a Resolution amending the Departmental Allocation List for the PBES Department by adding one 1.0 FTE Assistant Director of PBES - Limited Term, effective July 20, 2021 through December 31, 2021, with a temporary net increase of one full-time equivalent, and no increase to the County General Fund. [21-683](#)

Enactment No: R-2021-84

L SUPPLEMENTAL ITEM [21-702](#)

Director of Human Resources and Director of Health and Human Services Agency request adoption of a Resolution amending the Departmental Allocation List for the Mental Health Division of the Health and Human Services Agency, as follows, effective July 24, 2021, with no net increase in full-time equivalents, and no impact to the County General Fund:

1. Deleting ten 1.0 FTEs Mental Health Worker II; and
2. Adding ten 1.0 FTEs Senior Mental Health Worker.

Enactment No: R-2021-86

Information Technology Services – Division of CEO’s Office

M. County Executive Officer and Chief Information Officer request the following: [21-607](#)

1. Declare certain items of personal property as surplus and no longer required for public use; and
2. Authorize the Purchasing Agent to dispose of these items of personal property by donating them to Computers for Classrooms.

Library

N. Director of Library Services and Community Outreach requests the Board accept, and instruct the Clerk of the Board to file, the quarterly report of donations in the amount of \$2,000 or less gifted to Library from April 1, 2021, to June 30, 2021. [21-670](#)

Public Works

O. Director of Public Works requests the following actions: [21-598](#)

1. A waiver of competitive bidding requirements and sole source award of a contract with Global Stabilization, LLC, pursuant to Napa County Code Section 2.36.090; and
2. Approval of and authorization for the Chair to sign Agreement No. 220084B with Global Stabilization, LLC, for a maximum of \$282,900, for the term of August 1, 2021 to December 31, 2021, for the rental of a pug mill machine and professional operator, as well as the purchase of EarthBind liquid solution for the crushing and mixing of ambient temperature asphalt projects on Mt. George Avenue and Olive Hill Lane.

Enactment No: A-220084B

- P. Director of Public Works requests award of the contract for the "Partrick and Dry Creek Road Reconstruction, RDS 21-18" to Granite Construction Company of Ukiah, California, for their low base bid of \$942,385, and Additional Alternative No. 1 of \$447,462 to extend the length of the paved area, for a total of \$1,389,847, and authorization for the Chair to sign the construction contract. [21-610](#)

Enactment No: 2200083B

- Q. Director of Public Works requests the following: [21-617](#)
1. Award of the contract for the Silverado Trail Paving Phase K Project, RDS 20-03A to O.C. Jones & Sons, Inc. of Berkeley, California for their low base bid of \$2,655,225 with Additive Alternate No. 1 (night work) of \$65,285, for a total contract cost of \$2,720,510 and authorization for the Chair to sign the construction contract;
 2. Award of the contract for the Silverado Trail Paving Phase M Project, RDS 20-03B to Granite Rock Company of San Jose, California for their low base bid of \$1,427,435.60 with Additive Alternate No. 1 (night work) of \$20,000, for a total contract cost of \$1,447,435.60 and authorization for the Chair to sign the construction contract; and
 3. Approval of a Budget Transfer for the following (4/5 vote required):
 - a. Increase appropriations by \$1,752,128 in the Measure T Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220053), to transfer to Program 20043 offset by use of its available fund balance;
 - b. Increase appropriations by \$1,752,128 in Program 20043 (Silverado Trail Phase M Project) budget offset by an increase in revenue from the transfer from the Measure T SRF budget;
 - c. Increase appropriations by \$3,313,971 in the SB1 Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 1220052), to transfer to Program 20044 offset by use of \$2,978,836 from its available fund balance and \$335,135 to be transferred as soon as additional revenues are received in the SB1 SRF; and
 - d. Increase appropriations by \$3,313,971 in Program 20044 (Silverado Trail Phase K Project) budget offset by an increase in revenue from the transfer from the SB1 SRF budget.

- R. Director of Public Works requests approval of and authorization for the Chair to sign a revenue agreement with Colgin Partners LLC to provide funding to the County in the amount of \$99,472.58 to support the Napa River Restoration Project, Oakville to Oak Knoll (OVOK) Group D revegetation effort. [21-656](#)

Enactment No: A-220093B

- S. Director of Public Works requests the following: [21-657](#)
1. Award of the contract for the South Campus Building B Emergency Power Project, PW 21-20 to Lords Electric Inc. of Sacramento, California for their low base bid of \$798,000 and authorization for the Chair to sign the construction contract; and
 2. Approval of a Budget Transfer for the following (4/5 vote required):
 - a. Increase appropriations by \$992,080 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Subdivision 3000000) with the use of its available fund balance to be transferred to Program 21064; and
 - b. Increase appropriations by \$992,080 in Program 21064 (South Campus Building B Emergency Power Project, PW 21-20) budget offset by an increase in revenue from the transfer from the ACO.
- T. 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, 2021 through June 30, 2021 pursuant to Resolution No. 2018-36. [21-664](#)
- U. Director of Public Works and the County Executive Officer request the following actions related to the purchase of a 2018 certified pre-owned Toyota Rav4 Hybrid: [21-693](#)
1. A waiver of competitive bidding requirements and sole source award to Jimmy Vasser Toyota of Napa, CA, for the purchase of a 2018 certified pre-owned Toyota Rav4 Hybrid vehicle, pursuant to Napa County Code Section 2.36.090;
 2. A Budget Transfer for the following (4/5 vote required):
 - a. Increase appropriation by \$29,300 in the County Executive Office budget (Fund: 1000, Sub-Division: 1020000) offset by a decrease of \$29,300 in the Appropriations for Contingency budget (Fund: 1000, Sub-Division: 1059000);
 - b. Increase appropriations by \$29,300 in the Vehicle Replacement budget (Fund 4100, Sub-Division 4102000), offset by an increase in revenue from the CEO budget in the amount of \$29,300 for the purchase of the 2018 Toyota Rav4 Hybrid; and
 3. A revision of the Schedule of Approved Capital Assets in the Final Budget for Fiscal Year 2021-2022 in the amount of \$29,300 for the establishment of the 2018 Toyota Rav4 Hybrid.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

9. PUBLIC COMMENT

Five (5) people spoke during public comment.

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

None

11. ADMINISTRATIVE ITEMS

County Executive Office

- A. County Executive Officer requests the Board receive further American Rescue Plan Act (“ARPA”) program information, receive and consider use requests from the public and the departments, and consider an initial strategy to allocate the County’s \$26.76 million allocation. [21-641](#)

Assistant County Executive Officer Rebecca Craig made presentation.

Six (6) people spoke during public comment.

Discussion held.

Direction provided to staff.

- B. County Executive Officer and Emergency Services Coordinator will present findings from the After Action Reports prepared by Constant Associates, which review the Emergency Operation Center (EOC) operations during the LNU Lightning Complex and Glass Fires. [21-696](#)

Emergency Services Officers Leah Greenbaum and Kevin Wasiewski made presentation.

Discussion held.

12. SET TIME MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS

Napa County Groundwater Sustainability Agency

A. SET MATTER 1:45 PM - 5 Minutes

[21-620](#)

Auditor-Controller requests adoption of a resolution adopting the recommended budget for the Groundwater Sustainability Agency for Fiscal Year 2021-2022. (4/5 vote required)
(CONTINUED FROM JULY 13, 2021).

Deputy County Executive Officer Helene Franchi made presentation.

Motion Text: Approve requested action.

Voting Yes: Wagenknecht, Dillon, Gregory, Ramos, and Pedroza

Recusals: None

Result: Passed

Enactment No: R-2021-01 (NCGSA)

13. SET MATTERS OR PUBLIC HEARINGS

Agricultural Commissioner

A. SET MATTER 9:30 AM - 10 Minutes

[21-644](#)

Agricultural Commissioner/Sealer of Weights and Measures requests the following actions related to Weights & Measures fees:

1. Hold a public meeting and adopt a resolution amending the Weights & Measures annual device administrative fees maintained in Part III, Section 20 of the Napa County Policy Manual; and
2. First Reading and Intention to Adopt an Ordinance amending Napa County Code Section 5.52.040 regarding annual registration fees for businesses using commercial weighing or measuring devices and/or point-of-sales systems.

Agricultural Commissioner/Sealer of Weights and Measures Tracy Cleveland made presentation.

Motion Text: Intention to adopt the Ordinance.

Voting Yes: Wagenknecht, Gregory, Dillon, Ramos, and Pedroza

Recusals: None

Result: Passed

Motion Text: Adopt the resolution.

Voting Yes: Wagenknecht, Gregory, Dillon, Ramos, and Pedroza

Recusals: None

Result: Passed

Enactment No: R-2021-85

County Executive Office

- B. SET MATTER 9:05 AM - 30 Minutes [21-699](#)

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.

One (1) person spoke during public comment.

Discussion held.

- C. SET MATTER 11:00 AM - 45 Minutes [21-469](#)
County Executive Officer requests the Board receive a presentation by Ken Kirkey and Tomiquia Moss from All Home regarding its Regional Action Plan.

Interim Director of Housing and Homeless Services Jennifer Palmer made presentation.

Founder and Chief Executive Officer for All Home Tomiquia Moss made presentation.

Chief Partnership Officer for All Home Ken Kirky made presentation.

Two (2) people spoke during public comment.

Discussion held.

14. LEGISLATIVE ITEMS

None

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Supervisor Diane Dillon reported on attending the St. Helena Farmers Market and received comments from the public about being very interested in the Zone Haven project. Supervisor Dillon also reported on attending a Mt. Veeder Fire Safe Council Fundraiser where she delivered the Zone Haven information.

Supervisor Ryan Gregory reported on attending the Mt. Veeder Fire Safe Council fundraiser where he provided information to the public regarding CWPP, the two new home hardening and defensible spaces ordinances as well as the new Ad Hoc committee to look at sales tax for sustainable funding.

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None

18. CLOSED SESSION

A. 8:00 AM Special Meeting - Closed Session [21-624](#)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Director of Public Works

No reportable action.

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [21-695](#)

(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: County of Napa v. 3030 Airport Road, LLC et. al., Napa County Superior Court #19CV000305

No reportable action.

19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS SPECIAL MEETING,
TUESDAY, AUGUST 10, 2021 AT 8:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board