



## Meeting Minutes - Draft

### 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

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**Tuesday, October 5, 2021**

**9:00 AM**

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

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**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**

**Fire Chief Jason Martin 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:

Special Meeting of Tuesday, March 2, 2021;  
Special Meeting of Thursday, March 4, 2021; and  
Regular Meeting of Tuesday, April 6, 2021.

\*(CONTINUED FROM SEPTEMBER 28, 2021)

**Motion Text: Approve minutes**

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

**Recusals: None**

**Result: Passed**

## 4. PRESENTATIONS AND COMMENDATIONS

- A. Presentation of a proclamation to Napa NEWS declaring October 2021 as Domestic Violence Awareness Month in Napa County.

**Chair Alfredo Pedroza presented a proclamation.**

## 5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

**Napa Emergency Women's Services (NEWS) Tracy Lamb made presentation.**

**Registrar of Voters John Tuteur presented a report on previous election, statewide redistricting, and NVTID/school community calendars.**

## 6. CONSENT ITEMS - SPECIAL DISTRICTS

**Motion Text: Approve Special District Consent Calendar as amended.**

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

**Recusals: None**

**Result: Passed**

Monticello Public Cemetery District

- A. District Manager requests the Board of Trustees approve and authorize the following items for the Chair to sign:

1. Adoption of a Resolution Electing to Become Subject to the Uniform Public Construction Cost Accounting Act (the "Act" or "UPCCAA") (Section 22000, et. seq. of the Public Contract Code) and Establishing Uniform Construction Cost Accounting Procedures; and

2. Second reading and adoption of an ordinance to provide informal bidding procedures under the Act.

**Enactment No.: R-2021-03 (MPCD); O-2021-01 (MPCD)**

- B. District Manager requests approval of a Budget Transfer increasing appropriation by \$50,000 in Landscaping Services with the use of its available fund balance for landscaping and drainage projects. (4/5 vote required)

**Item pulled for discussion. See Item 8.**

## Silverado Community Services District

- C. District Manager requests approval of a Budget Transfer increasing appropriation by \$40,000 in Landscaping Services with the use of its available fund balance in connection with landscape project on Island No. 27, which was destroyed by the 2017 wildfires. (4/5 vote required)

**Item pulled for discussion. See Item 8.**

- D. District Manager requests the Board of Directors approve and authorize the following items for the Chair to sign:

1. Adoption of a Resolution Electing to Become Subject to the Uniform Public Construction Cost Accounting Act (the "Act" or "UPCCAA") (Public Contract Code section 22000, et. seq.) and Establishing Uniform Construction Cost Accounting Procedures; and
2. Second reading and adoption of an ordinance to provide information bidding procedures under the Act.

**Enactment No: R-2021-02 (SCSD); O-2021-01 (SCSD)**

## 7. CONSENT ITEMS

**Motion Text:** Approve Consent Calendar as amended.  
**Voting Yes:** Wagenknecht, Ramos, Dillon, Gregory, and Pedroza  
**Recusals:** None  
**Result:** Passed

## Agricultural Commissioner

- A. Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign renewal of Revenue Agreement No. 170410B with the California Department of Food and Agriculture (CDFA) for a maximum of \$998 for the term July 1, 2021 through December 31, 2021 for reimbursement of expenses related to the Light Brown Apple Moth (LBAM) exclusion program.

**Enactment No: A-170410B**

## County Counsel

- B. County Counsel requests adoption of a resolution approving recommended amendments to the Assessment Appeals Board (AAB) Local Rules regarding the election of the Chair and the addition of a Vice Chair position.

**Correction memorandum provided**

**Enactment No: R-2021-118**

## Housing and Homeless Services – Division of CEO's Office

- C. County Executive Officer requests the adoption of a resolution to apply for and accept the 2021 Emergency Solutions Grant (ESG) Non-Competitive Balance of State allocation in an amount not to exceed \$120,000 and Competitive Balance of State allocation in an amount not to exceed \$400,000.

**Enactment No: R-2021-119**

- D. Director of Housing and Homeless Services requests approval of and authorization for the County Executive Officer or designee to sign and submit a Standard Agreement to Apply for funding in the amount of \$449,805 and any subsequent loan documents and agreements with the State of California in connection with the Homeless Housing, Assistance and Prevention Round 3 (HHAP-3) grant program.

## Human Resources – Division of CEO's Office

- E. Director of Human Resources and County Executive Officer request adoption of a Resolution amending the Departmental Allocation List for Emergency Services Division of the County Executive Office, by adding one 1.0 FTE Staff Services Analyst I/II, effective October 5, 2021, with a net increase of one full-time equivalent, and a slight impact to the General Fund.

**Enactment No: R-2021-120**

## Information Technology Services – Division of CEO's Office

- F. Chief Information Officer requests approval of and authorization for the Chair to sign a Professional Services Agreement with Grobstein Teeple, LLP. for a maximum of \$165,000 for the term October 1, 2021 through October 31, 2024 to continue to assess the County's cybersecurity posture by performing penetration tests against the County's Internet-facing systems.

**Enactment No: A-220148B**

- G. Chief Probation Officer requests approval and authorization for the Chair to sign an agreement with Michael Frasier, doing business as Frasier Group Investigations, for an agreement for a maximum of \$37,000, for the term July 1, 2021 through June 30, 2022; the Frasier Group will conduct pre-employment background investigations of prospective employees in the Probation Department.

**Enactment No: A-220143B**

- H. Sheriff requests a waiver of competitive bidding requirements and sole source award to Scanna MSC, Inc. of Sarasota, Florida for purchase of a ScanX Scout X-Ray System in the amount of \$28,499 pursuant to County Ordinance Code 2.36.090.

## 8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

## - 6B &amp; 6C

**Discussion held.**

**Public Works Staff Services Analyst II Michael Karath made presentation.**

**Two (2) people spoke during public comment.**

**Motion Text: Approve requested actions.**

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

**Recusals: None**

**Result: Passed**

## 9. PUBLIC COMMENT

**Four (4) people spoke during public comment.**

## 10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

**None**

## 11. ADMINISTRATIVE ITEMS

**None**

## 12. SET TIME MATTERS OR PUBLIC HEARING - SPECIALDISTRICTS

**None**

## 13. SET MATTERS OR PUBLIC HEARINGS

County Executive Office

## a. SET MATTER 9:05 A.M. - 30 Minutes

Presentation by County 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.**

**Eleven (11) people spoke during public comment.**

## b. SET MATTER 9:30 AM - 15 Minutes

Presentation by County Fire Chief and discussion regarding measures taken to prepare for the upcoming fire season, for Board direction and possible action.

**Fire Chief Jason Martin made presentation.**

**Discussion held.**

**One (1) person spoke during public comment.**

## 14. LEGISLATIVE ITEMS

**None**

## 15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

**Supervisor Diane Dillon reported on attending a Rural County Representatives of California (RCRC) conference in Monterey last week wherein a major topic of discussion was the lack of sufficient staffing in almost every county in the state for a variety of reasons and not exclusive to the COVID-19 pandemic.**

**Supervisor Brad Wagenknecht reported on attending yesterday's Local Agency Formation Commission (LAFCO) meeting that was also attended by Supervisor Diane Dillon. Discussions centered on housing challenges with reports by City of Napa housing staff, as well as a private developer. Supervisor Wagenknecht added there were 15 to 20 housing-related bills that were passed during a recent State legislative cycle.**

**Chair Alfredo Pedroza reported attending a public outreach meeting sponsored by the Napa Valley Transportation Agency (NVTa) in the Rutherford area to share design options for proposed traffic relief, such as a roundabout. Funding is made possible by a grant close to \$8 million from the Metropolitan Transportation Commission (MTC) as part of the Napa Valley Forward program.**

## 16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**None**

## 17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**None**

## 18. CLOSED SESSION

## a. 8:00 AM CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government  
Code Section 54957(b)(1))  
Title: Director of Health & Human Services

**No reportable action.**

b. CONFERENCE WITH LEGAL COUNSEL - POTENTIAL INITIATION OF  
LITIGATION

Potential initiation of litigation pursuant to Government Code Section  
54956.9(d)(4): (1 matter)

**No reportable action.**

c. CONFERENCE WITH REALPROPERTY NEGOTIATOR (Government Code Section  
54956.8)

Property: 2344 Old Sonoma Road, Napa, California

Agency Negotiator: Steve Lederer, Director of Public Works

Negotiating Parties: Napa County and Napa Community Real Estate Fund, LP

Under Negotiation: ☒ Price ☒ Terms of Payment

**No reportable action.**

## 19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,  
TUESDAY, OCTOBER 19, 2021 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board