

MINUTES OF THE
NAPA COUNTY - BOARD OF SUPERVISORS MEETING
COUNTY OF NAPA

June 5, 2018

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, June 5, 2018, at 9:00 a.m. with the following supervisors present: Chair Brad Wagenknecht, Supervisors Ryan Gregory, Diane Dillon, Alfredo Pedroza and Belia Ramos. The meeting was called to order by Chair Brad Wagenknecht.

2. PLEDGE OF ALLEGIANCE

Chair Brad Wagenknecht 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:

1. Special Meeting of May 8, 2018 (All supervisors were present);
2. Regular Meeting of May 8, 2018 (All supervisors were present); and
3. Regular Meeting of May 15, 2018 (All supervisors were present).

Motion moved by Belia Ramos, seconded by Diane Dillon, to approve minutes. Motion passed 5 - 0, with Ryan Gregory, Diane Dillon, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

County Fire Chief Barry Bierman stated County Fire staff did not endorse the use of an image for a political campaign mailer.

Director of Planning, Building and Environmental Services David Morrison provided an update on fire recovery.

6. CONSENT ITEMS

Law & Justice

A.

Chief Probation Officer requests approval of and authorization for the Chair to sign an Agreement with ParentsCAN for the term July 1, 2018 through June 30, 2019 with two automatic one-year renewals and maximum annual compensation of \$14,113 for the purpose of providing Parent Project classes for parents of youth on probation.

A-190003B

Public Safety

- B. Sheriff requests approval of Budget Transfer No. SHE002 for Drug Enforcement Agency Special Revenue Fund, increasing appropriations by \$23,300 with offsetting revenue from Federal funding and increasing Sheriff's Special Investigations Unit revenue by the corresponding amount for programs related to the eradication of illicit cannabis and related investigations. (4/5 vote required)

BT-SHE002

Community Resources & Infrastructure

- C. Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign the renewals for the following revenue agreements:

1. Agreement No. 170943B (formerly Agreement No. 8392) with the California Department of Food and Agriculture (CDFA) for a maximum of \$2,938 for the term July 1, 2018 through June 30, 2019 for the reimbursement of performing production site inspections and vendor inspections at Certified Farmer's Markets; and
2. Agreement No. 180050B (formerly Agreement No. 2683) with CDFA - Division of Measurement Standards for a maximum of \$2,325 for the term July 1, 2018 through June 30, 2019 for the reimbursement of expenditures associated with inspections and sampling petroleum products.

A-170943B; A-180050B

- D. Agricultural Commissioner/Sealer of Weights and Measures requests adoption of a resolution providing for the following:

1. Accept the Engineer's Report for the Napa County Winegrape Pest and Disease Control District for Fiscal Year 2018/2019 and the proposed levy of assessment for the district;
2. Set a Public Hearing for June 19, 2018 at 9:00 A.M. to hear protests to the establishment of the proposed assessment;
3. Direct the Clerk of the Board to comply with the requirements of Article XIII D of the California Constitution with respect to notice requirements for the proposed assessment; and
4. Designate County Counsel to answer questions regarding the assessments and protest proceedings.

R-2018-68

- E. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 160177B (formerly AUD 7074) with Indoor Air

Science, Inc. dba Air & Water Science, Inc. (AWS) increasing the amount by \$198,000 for a new maximum of \$260,000 and to extend the term to December 31, 2018 which will allow AWS to continue on-call services associated with the Napa County Courthouse Earthquake Repair Project, PW 15-09.

A-160177B (Amend. 1)

- F. Director of Public Works requests approval of plans and specifications for the "Napa County Guardrail Project," RDS 17-21C, authorization 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.
- G. Director of Public Works requests approval of Budget Transfer No. DPW068 increasing appropriations in the amount of \$67,309 in the Roads Operations (Fund 2040, Sub-Division 2040000) budget from its available fund balance to reimburse the Community Facility District-MST budget (Fund 2870, Sub-Division 2870000) for the 25% cost of paving Coombsville Road following installation of the recycled water pipeline. (4/5 vote required)

BT-DPW068

- H. Director of Public Works requests adoption of a resolution temporarily closing a portion of Duhig Road from 6:00 A.M. to 8:00 A.M. on Sunday, July 15, 2018, for the Napa to Sonoma Wine Country Half Marathon.

R-2018-69

General Admin & Finance

- I. Chief Information Officer requests adoption of a resolution effective June 5, 2018 to provide necessary updates to Part I: Section 40 of the Napa County Policy Manual - Records Management Policy in order to accommodate the continued digitization of County records.

R-2018-70

- J. Director of Human Resources requests adoption of a resolution implementing salary adjustments as a result of a compensation study for the Mental Health Manager, Assistant Deputy Director of HHSA - Mental Health, and Communication Division - Communications Manager classifications, as well as changes to the Napa County Policy Manual to designate appropriate classifications as at-will, effective June 16, 2018 with a slight increase to the General Fund.

R-2018-71

- K. Director of Human Resources requests the adoption of a resolution revising the County's Personnel Policy and Procedures, Section 37F, Bilingual Pay Differential Policy, effective June 5, 2018 adding Tagalog and American Sign Language as eligible for compensation as well as streamlining the testing and certification process.

R-2018-72

L.

Director of Human Resources requests approval of the following actions effective June 30, 2018:

1. Adoption of a resolution approving Cost of Living Adjustments based on the Consumer Price Index pursuant to the Memoranda of Understanding for the Deputy Sheriffs' Association (DSA) Law Enforcement Unit and Law Enforcement Supervisory Unit for Fiscal Year 2018-2019; and
2. Adoption of a resolution for paying and reporting to CalPERS the value of Employer Paid Member Contributions (EPMC) for eligible County employees for Fiscal Year 2018-2019.

R-2018-73; R-2018-74

- M. County Executive Officer and Risk and Emergency Services Manager request approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170412B with York Risk Services Group, Inc. increasing the amount by \$53,170 for a new total maximum of \$435,565 for a three year term beginning July 1, 2018 through June 30, 2021 to provide claims adjuster and administrator services for the County's Workers' Compensation program.

A-170412B (Amend. 2)

- N. County Executive Officer and Director of Human Resources request adoption of a resolution amending the Departmental Allocation List for the Department of Corrections, the Table and Index of Classes, and appropriate personnel policies as follows, effective June 2, 2018:

1. Amend the Departmental Allocation List by adding one (1.0 FTE) Acting Director of Corrections (NCO);
2. Amend the Table and Index by adding one Acting Director of Corrections; and
3. Amend appropriate personnel policies as outlined in "Exhibit A" of the resolution.

R-2018-75

- O. County Executive Officer requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 170289B with EOS USA, Inc. (formerly California Service Bureau, Inc.) to extend the term of the agreement through June 30, 2019 on a month to month basis to provide for collection services including collection of unpaid fines, fees, and costs owed to Napa County as ordered by the Superior Court of California and to ensure continuity of services upon expiration or termination of the Agreement.

A-170289B (Amend. 5)

- P. County Executive Officer requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170664B with Ragatz Realty increasing the amount by \$15,000 for a new maximum of \$150,000, and amending the scope of work to include a financial analysis of potential revenues as part of the Lake Berryessa Concessions Management analysis.

Item removed from the agenda.

- Q. County Executive Officer requests the Board consent to the transfer of ownership of Corporate Airpark Inc. (holding company for Napa Jet Center) to Lynx FBO Enterprise, LLC. effective June 5, 2018, in order to operate the Fixed Based Operator known as Napa Jet Center within the Napa County Airport.
- R. County Executive Officer requests out of state travel for Supervisor Alfredo Pedroza to Phoenix, Arizona to attend the National Association of Latino Elected and Appointed Officials annual conference from June 20-23, 2018.
- S. County Executive Officer and Director of Human Resources request adoption of a resolution appointing Mary Butler as the Interim Director of Health and Human Services Agency to serve at the will of the Board of Supervisors, effective June 16, 2018.

R-2018-76

Item removed for separate discussion. See Item 7.

- T. County Executive Officer requests adoption of a resolution requesting a loan in the amount of \$625,000 to the Napa Berryessa Resort Improvement District (District) from the County and approving issuance of a note to borrow funds from the County of Napa for the purpose of extending the term and repayment, and authorizing the Chair and Clerk of the Board to sign the note, in order to fund ongoing operations of the District facilities.

R-2018-77

- U. County Executive Officer requests appointment of the following applicant to the Napa County Mental Health Board, with the term of office to commence immediately and expire January 1, 2021.

<u>Name</u>	<u>District</u>	<u>Representing</u>
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Sharalyn (Shari) King Staglin	3	Family Member of Consumer
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- V. County Counsel requests adoption of a resolution providing for the following:
 - 1. Acceptance of the Engineer's Report relating to the assessments for County Service Area No. 4 to provide funding for the farmworker housing centers for Fiscal Year 2018-2019;
 - 2. Setting a public hearing for June 19, 2018 at 9:00 a.m. to hear protests to the proposed assessment;
 - 3. Directing the Clerk of the Board to comply with applicable notice requirements for the public hearing and for levy of the proposed assessments; and
 - 4. Designating Cathy Kisler-Caravantes of the County Counsel's office as the person to answer questions regarding the assessments and protest proceedings.

R-2018-78

Motion moved by Alfredo Pedroza, seconded by Ryan Gregory, to approve consent items as amended. Motion passed 5 - 0, with Ryan Gregory, Diane Dillon, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

Item 6S:

Testimony presented.

Chair Brad Wagenknecht and County Executive Officer Minh C. Tran responded.

Motion moved by Alfredo Pedroza, seconded by Ryan Gregory, to approve requested action. Motion passed 5 - 0, with Ryan Gregory, Diane Dillon, Alfredo Pedroza, Belia Ramos, and Brad Wagenknecht voting yes.

8. PUBLIC COMMENT

The following spoke during public comment:

Gary Margadant

James Hinton

Vincent Blake

9. SET MATTERS OR PUBLIC HEARINGS

A. 1:30 PM

Recess to the Napa County Flood Control and Water Conservation District (NCFCWCD) meeting (**see NCFCWCD Minutes**).

10. ADMINISTRATIVE ITEMS

None.

11. LEGISLATIVE ITEMS

None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Supervisor Diane Dillon requested an update on the Affordable Housing Task Force Report.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None.

15. CLOSED SESSION

A.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Acting Director of Corrections

Closed session held. No reportable action.

16. ADJOURNMENT

Adjourned in memory of John Stewart to the Napa County Board of Supervisors regular meeting Monday, June 11, 2018 at 9:00 a.m.

BRAD WAGENKNECHT, Chair

ATTEST:

JOSE LUIS VALDEZ, Clerk of the Board

