



A Tradition of Stewardship
A Commitment to Service

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

October 16, 2018

Draft Summary of the Proceedings

1. **CALL TO ORDER; ROLL CALL**

The Board of Supervisors of the County of Napa met in special session on Tuesday, October 16, 2018, at 9:00 a.m. with the following supervisors present: Chair Brad Wagenknecht, Supervisors Ryan Gregory, Diane Dillon and Alfredo Pedroza. The meeting was called to order by Chair Brad Wagenknecht.

2. **PLEDGE OF ALLEGIANCE**

Chair Wagenknecht led the assembly in the pledge of allegiance.

3. **APPROVAL OF MINUTES**

None.

4. **PRESENTATIONS AND COMMENDATIONS**

- A. Presentation of a proclamation to Terry Scott, retired District 4 Planning Commissioner.

Supervisor Alfredo Pedroza presented retired Planning Commissioner Terry Scott with a proclamation on behalf of the Board of Supervisors to thank him for his service to Napa County.

5. **DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS**

Director of Library Services and Community Outreach Danis Kreimeier presented report.

County Webmaster Meg Ragan presented report.

Deputy Director of Health and Human Services Kris Brown presented report.

6. **CONSENT ITEMS**

Public Safety

- A. County Fire Chief requests approval of and authorization to apply for an Assistance to Firefighters Grant (AFG) for approximately \$1,200,000 with an anticipated grant award in the Spring of 2019 and a one-year period of performance.

Human Services

- B. Interim Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170975B with On the Move, Inc. increasing the amount by \$1,200 for a new annual maximum of \$3,600 and replacing Exhibit B with Addendum 1 to Exhibit B for the term October 1, 2018 through June 30, 2019 and each automatic renewal thereof for cultural competency trainings for Health and Human Services Agency staff.
A-170975B (Amend. 1)

- C. Interim Director of Health and Human Services requests the Board accept \$2 Million in grant funding from the California Department of Finance for the Community-Based Transitional Housing Program for homeless shelter operations and community outreach.

- D. Director of Napa County In-Home Supportive Services Public Authority requests adoption of a resolution authorizing the submission of a packet to California Department of Social Services on behalf of Napa County requesting an increase of \$0.10 to the administration portion of Public Authority's wage rate.

R-2018-128

Community Resources & Infrastructure

- E. Director of Library Services and Community Outreach requests acceptance of the Fiscal Year 2018/2019 California Library Literacy Services (CLLS) baseline funds in the amount of \$18,000.

- F. Director of Public Works requests approval of the following actions regarding the Southeast Napa Sewer and Roadway Rehabilitation Project, RDS 18-24:

1. Approval of plans and specifications to allow the Napa Sanitation District (NSD) to advertise for sealed bids and opening of the bids at a time, date and location to be published by the Napa Sanitation District General Manager pursuant to District Code Section 2.03 for formal bidding;
2. Authorization for the Chair to sign a reimbursement agreement with NSD regarding road paving services for a maximum of \$1,615,328; and
3. Approval of Budget Transfer No. DPW010 for the following (4/5 vote required):
 - a. Increase appropriations by \$1,713,846 in the Measure T non-operating special revenue fund (Fund 2440, Sub-Division 1220053) offset by the Measure T revenues when funds are received and available; and
 - b. Increase revenue and appropriations by \$1,713,846 in the Roads CIP, Napa Sewer and Roadway Rehabilitation Project (Fund 2040, Sub-Division 2040500, Program 19004) with offsetting revenues from the Measure T non-operating special revenue fund.

A-190152B; BT-DPW010

- G. Director of Public Works requests approval to establish a new non-operating special revenue fund (Fund 2440, Division 24402, Sub-Division 12200-55), Well Monitoring Fees, to receive funds based on the conditions set forth in the issuance of certain

permits which will be used for the installation of dedicated monitoring wells. (4/5 vote required)

General Admin & Finance

- H. Auditor-Controller requests the Board approve and instruct the Clerk of the Board to file the Internal Audit Plan for Fiscal Year 2018-19.
- I. Chief Information Officer requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 180178B with Intuitive Performance Solutions, Inc. extending the term through February 28, 2019, and increasing the amount by \$15,400 for a new maximum of \$113,520 to assist with upgrading the SAS Financial Management budget system.

A-180178B (Amend. 1)

- J. County Counsel requests approval of and authorization to execute a conflict waiver with Burke, Williams & Sorensen, LLP as part of contracting for specialized legal services to assist in connection with enforcing leases at the Napa County Airport.
- K. Director of Human Resources requests adoption of a resolution amending Napa County Policy Manual, Part I: Section 37BB, Hiring and Promotional Incentive Pilot Program, effective October 20, 2018 clarifying updates to the policy language and replacing the Advanced Vacation Accrual incentive with a Vacation Leave Bank incentive.

R-2018-129

- L. County Executive Officer and Risk and Emergency Services Manager request approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170517B with Nixle, LLC for a total maximum of \$45,558 for a three-year term beginning November 1, 2018 through October 31, 2021 to provide interactive emergency communications to the Napa Operational Area.

A-170517B (Amend. 1)

- M. County Executive Officer requests appointment of the following applicants to the Napa County Advisory Board on Alcohol and Drug Programs with the terms of office to commence immediately and expire on January 1, 2021:

Steven Metler representing Interested Citizen.

Justine Zilliken representing Interested Citizen.

Motion moved by Alfredo Pedroza, seconded by Ryan Gregory, to approve consent calendar as presented.

Motion passed 5 - 0, with Diane Dillon, Alfredo Pedroza, Brad Wagenknecht, Belia Ramos, and Ryan Gregory voting yes.

7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

None.

8. PUBLIC COMMENT

Assemblywoman Cecilia Aguiar-Curry presented a symbolic check related to funds to be received by Napa County from the Road Repair Accountability Act (SB1) which was accepted on behalf of the Board by Chair Wagenknecht.

The following spoke during public comment:

Eve Kahn
Laura Tintoff
Jason Kishneff
Michelle Grupe
Mike Hackett
Kellie Anderson
James Hinton
Mark Van Gorder
City of Calistoga Mayor Chris Canning
Gary Margadant
Rachel Clark

9. SET MATTERS OR PUBLIC HEARINGS

A. 8:00 AM

Board of Supervisors (BOS) - Closed Session (see Special 8:00 AM BOS Agenda).

B. 9:30 AM

County Executive Officer requests that the Board receive a report from:

1. County's State legislative advocate, Shaw/Yoder/Antwih, Inc., on the 2018 State legislative session; and
2. County's Federal legislative advocate, Van Scoyoc Associates, on the 2018 Congressional session.

Deputy County Executive Officer Molly Rattigan introduced the item.

Federal legislative advocates Van Scoyoc Associates, represented by Steve Palmer and David Hayes made presentation.

State legislative advocates Shaw/Yoder/Antwih, represented by Paul Yoder and Karen Lange, made presentation.

Held discussion.

Testimony presented.

No formal action taken.

C. 9:50 AM

Agricultural Commissioner/Sealer of Weights and Measures requests the following actions related to the Napa County Local Food Advisory Council:

1. Accept a report from the Napa County Local Food Advisory Council (NCLFAC);
2. Adoption of a resolution amending the NCLFAC by-laws; and
3. Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170596B with Circlepoint, extending the term to December 31, 2020, amending the scope of services, and increasing compensation by \$102,690, for a new maximum of \$169,690 for maintenance of the Local Food Website.

R-2018-130; A-170569B (Amend. 2)

Agricultural Commissioner and Sealer of Weights and Measures Humberto Izquierdo introduced item.

Napa County Local Food Council Chair David Lehman made presentation.

Held discussion.

Testimony presented.

Motion moved by Belia Ramos, seconded by Ryan Gregory, to adopt a resolution amending the NCLFAC by-laws and direction given regarding Circlepoint agreement. Motion passed 5 - 0, with Diane Dillon, Alfredo Pedroza, Brad Wagenknecht, Belia Ramos, and Ryan Gregory voting yes.

D. 10:10 AM

County Executive Officer requests that the Board receive a report and provide possible direction on the concession management opportunities and status of discussions with the Bureau of Reclamation.

Deputy County Executive Officer Molly Rattigan introduced item.

County Purchasing Manager Jeff Brooner and Grant Sedgewick with Ragatz Realty, made presentation.

Held discussion.

Testimony presented.

Direction given in accordance with phasing plan presented by staff.

No formal action taken.

E. 1:00 PM

County Executive Officer requests Board receive a brief update on the progress of the data collection efforts and a preliminary review of themes being heard for the Strategic Plan from Dr. B.J. Bischoff and staff.

County Executive Officer Minh C. Tran introduced item.

Director of Library Services and Community Outreach Danis Kreimeier made presentation.

Director of Planning, Building and Environmental Services David Morrison made presentation.

Sheriff John Robertson made presentation.

Public Defender John Abernethy made presentation.

Director of Public Works Steve Lederer made presentation.

County Strategic Planning Consultant Dr. B. J. Bischoff made presentation.

Training and Organizational Development Officer Marissa Murphy-Becerra made presentation.

Held discussion.

Testimony presented.

Direction given.

No formal action taken.

10. **ADMINISTRATIVE ITEMS**

Community Resources & Infrastructure

- A. **Director of Planning Building and Environmental Services (PBES) requests confirmation of direction on proposed winery compatibility measures.**

Planning, Building and Environmental Services Director David Morrison made presentation.

Held discussion.

Testimony presented.

Direction given.

No formal action taken.

General Admin & Finance

- B. **County Executive Officer requests appointment of one member and one alternate member of the Board of Supervisors to serve on the California State Association of Counties (CSAC) Board of Directors for the 2018-2019 association year beginning on November 27, 2018.**

Deputy County Executive Officer Molly Rattigan made presentation.

Motion moved by Alfredo Pedroza, seconded by Belia Ramos, to appoint Supervisor Dillon as the Board's representative to the California State Association of Counties and Supervisor Gregory as the Board's alternate representative to the California State Association of Counties. Motion passed

5 - 0, with Diane Dillon, Alfredo Pedroza, Brad Wagenknecht, Belia Ramos, and Ryan Gregory voting yes.

C. County Executive Officer requests the following actions regarding the Napa County Arts and Culture Advisory Committee:

1. Appointment of one the following applicants representing Presentation/Performing Arts with the term of office to commence immediately and expire September 30, 2021 (recommendation memo attached):

Name

James Bailey*, Incumbent

Valeska Muromoto

Jesse J. Petrick

Laura Tinthoff

Evy Warshawski

2. Appointment of one of the following applicants representing County At-Large (One-Year Term) with the term of office to commence immediately and expire September 30, 2019 (recommendation memo attached):

Name

Jessica Lee Penman

Jesse J. Petrick

Laura Tinthoff

Eddi Wolk*, Incumbent

3. Appointment of one of the following applicants representing County At-Large (Three-Year Term) with the term of office to commence immediately and expire September 30, 2021 (recommendation memo attached):

Name

Jessica Lee Penman*

Jesse J. Petrick

Laura Tinthoff

***Recommended by the Arts and Culture Advisory Committee**

Deputy County Executive Officer Molly Rattigan introduced item.

Testimony presented.

Motion moved by Belia Ramos, seconded by Diane Dillon, to appoint the following persons to the Napa County Arts and Culture Advisory Committee as recommended by the committee:

1. **James Bailey to the seat representing Presentation/Performing Arts with the term of office to commence immediately and expire September 30, 2021;**

2. Eddi Wolk to the seat representing the County At-Large (One-Year Term) with the term of office to commence immediately and expire September 30, 2019);
3. Jessica Lee Penman to the seat representing the County At-Large (Three-Year Term) with the term of office to commence immediately and expire September 30, 2021.

Motion passed 5 - 0, with Diane Dillon, Alfredo Pedroza, Brad Wagenknecht, Belia Ramos, and Ryan Gregory voting yes.

11. LEGISLATIVE ITEMS

None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

Supervisor Diane Dillon requested staff return with a report on those affected by the recent public safety power shutoffs by Pacific Gas & Electric (PG&E).

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran reported on staff's efforts to determine which specific services are mandated due to PG&E's decision to cut power to communities in Napa County.

15. CLOSED SESSION

None.

16. ADJOURNMENT

Adjourn to the Board of Supervisors Regular Meeting, Tuesday, October 23, 2018 at 9:00 a.m.

BRAD WAGENKNECHT, Chair

ATTEST:

JOSE LUIS VALDEZ, Clerk of the Board