



A Tradition of Stewardship  
A Commitment to Service

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

**October 15, 2019**

**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, October 15, 2019, at 9:05 a.m. with the following supervisors present: Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht. Chair Ryan Gregory called the meeting to order.**

2. PLEDGE OF ALLEGIANCE

**Chair Ryan Gregory led the assembly in the pledge of allegiance.**

3. APPROVAL OF MINUTES

**None.**

4. PRESENTATIONS AND COMMENDATIONS

**None.**

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

**Chief Information Officer Jon Gjestvang made presentation.**

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

**Risk and Emergency Services Manager Kerry Whitney made presentation.**

**County Executive Officer Minh C. Tran presented brief report.**

6. CONSENT ITEMS

Law & Justice

- A. Chief Probation Officer and Director of Corrections request approval of and authorization for the Chair to accept grant funding and sign two Agreements with the Board of State and Community Corrections for a maximum contract amount of \$21,600 for the Probation Department and \$29,430 for the Corrections Department during the term May 1, 2019 through September 30, 2020, as part of the statewide mental health training initiative.

**A-200157B; A-200158B**

Public Safety

- B. County Fire Chief requests approval of and authorization for the Chair to sign an agreement with Napa Communities Firewise Foundation for a maximum of \$100,000 for the term October 15, 2019 through June 30, 2020 for community outreach and assistance in the creation and continuation of Fire Safe Communities and Councils to mitigate the effects of and to survive wildland fires.

**A-200159B**

**Item pulled for separate discussion. See Item 7.**

Community Resources & Infrastructure

- C. Director of Library Services and Community Outreach requests authorization to accept a grant from California Humanities for the Library Innovation Lab, a Federal/State Partnership in the amount of \$5,000 to support library-based public humanities programs for immigrant communities.
- D. Director of Public Works requests the following:
1. Approval of the Final Map entitled "Napa Commerce Center Final Map, A Division of the Lands of NCC Venture 1 LLC" including acceptance of the public utility easement shown thereon; and
  2. Approval of and authorization for the Chair to sign the "Agreement for Monument Installation" pursuant to Government Code section 66462 and Napa County Code section 17.38.010.

**A-8599**

- E. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with TLCD Architecture, Inc. for a maximum of \$263,040 for the term October 15, 2019, through June 30, 2020, with an automatic extension provision not to exceed two years, for architectural/engineering and associated services with designing the reroofing of the buildings located at 2751, 2747, and 2731 Corporate Drive (formerly, South Campus Buildings A, 1A, and 3, respectively).

**A-200160B**

- F. Director of Public Works requests approval of and authorization for Chair to sign a Lease Agreement with the State of California Department of General Services for the term October 1, 2019 through September 30, 2024 for three houses and two garages, totaling 6,900 square feet, located at Napa State Hospital, and commonly known as "The Avenues", for an annual rental rate of \$12,888, plus utilities, in Fiscal Year 2019-20, with a 3% annual cost of living adjustment, for the purpose of housing Mental Health Transitional Housing programs.

**A-200161B**

- G. Director of Public Works requests the following:
  - 1. Approval of and authorization for the Chair to sign an agreement with Coffman Associates for a maximum amount of \$87,074, for the term October 15, 2019 through June 30, 2020, with a provision for automatic annual renewal not to exceed two (2) additional years, in order to accomplish the tasks necessary to complete the California Environmental Quality Act (CEQA) and the National Environmental Policy Act (NEPA) processes for the Airport's Terminal Area Redevelopment Project; and
  - 2. Approval of Budget Transfer No. AIR001 appropriating \$87,074 in the Airport-Operations budget (Fund 5010, Sub-Division 5010000) with the use of its available fund balance.(4/5 vote required)

**A-200162B; BT- AIR001**

General Admin & Finance

- H. Auditor-Controller requests the Board accept, and instruct the Clerk of the Board to file, the Internal Audit Report for the Fiscal Monitoring of the County of Napa County-Wide Audit of P-Card Activity for the period of October 1, 2018 to March 31, 2019.
- I. County Counsel requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 190183B with the law

firm of Goodin, MacBride, Squeri & Day, LLP, increasing one attorney's billing rate in one of six matters from \$340 to \$425 per hour, with no change in maximum contract compensation.

**A-190183B (Amend. 3)**

- J. Director of Human Resources requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 170969B with St. Joseph Health Northern California LLC, doing business as Queen of the Valley Medical Center, a California limited liability company, doing business as Synergy Health Club Napa, effective October 15, 2019, to extend the term of the agreement through June 30, 2020 with provision for auto renewal enabling employees to participate in exercise programs at reduced monthly member rates.

**A-170969B (Amend. 3)**

- K. Director of Human Resources and District Attorney request adoption of a resolution amending the Table and Index of Classes, the Departmental Allocation List, and appropriate personnel policies as follows, effective October 15, 2019, with a net increase of one full-time equivalent, and a slight impact to the County General Fund:

1. Amend the Table and Index of Classes by:
  - a. Deleting Forensic Accountant;
  - b. Adding District Attorney Accounting Specialist;
  - c. Deleting Victim Witness Program Manager (MGT); and
  - d. Adding Victim Witness Program Manager (NCO).
  
2. Amend the Departmental Allocation List for the District Attorney's Office by:
  - a. Deleting one 1.0 FTE Forensic Accountant;
  - b. Adding one 1.0 FTE District Attorney Accounting Specialist;
  - c. Deleting one 1.0 FTE Victim Witness Program Manager (MGT);
  - d. Adding one 1.0 FTE Victim Witness Program Manager (NCO); and
  - e. Adding one 1.0 FTE Office Assistant II - Limited Term. Amend appropriate personnel policies as outlined in "Exhibit A" of the resolution.

**R-2019-128**

- L. Director of Human Resources and Chief Information Officer request adoption of a resolution amending the Departmental Allocation List for the Information Technology Services Division of the County Executive Office by adding one 1.0 FTE Information Systems Specialist I/II/Senior, effective October 15, 2019, with a net increase of one full-

time equivalent and an increase to the General Fund.

**R-2019-130**

**Motion by Alfredo Pedroza, Second by Brad Wagenknecht, to approve consent items as modified with the exception of 6B. Motion passed 5 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.**

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

**Item 6B:**

**Fire Chief Geoff Belyea presented report regarding the Napa County Firewise Foundation, a partnership between the foundation and the County Fire Department.**

**Motion by Brad Wagenknecht, Second by Alfredo Pedroza, to approve the requested action. Motion passed 5 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.**

8. PUBLIC COMMENT

**Three (3) people spoke during public comment.**

9. SET MATTERS OR PUBLIC HEARINGS

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

**Direction provided to staff, no formal action taken by the board.**

- B. 9:15 AM PUBLIC HEARING

Director of Planning, Building and Environmental Services requests first reading and intention to adopt an ordinance amending Napa County Code Chapter 8.10 to add section 8.10.025 prohibiting commercial cannabis activities.

ENVIRONMENTAL DETERMINATION: The adoption of this ordinance is not subject to review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines, 14 California Code of Regulations, sections 15060, subdivision (c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15061, subdivision (b)(3) (there is no possibility that the activity in question may have a significant effect on the environment). In addition to the foregoing general exemptions, the Board of Supervisors further finds that the ordinance is categorically exempt from review under CEQA under the Class 8 Categorical

Exemption, 14 C.C.R. § 15308 (regulatory activity to assure protection of the environment).

**Chair Ryan Gregory opened public hearing.**

**Director of Planning, Building and Environmental Services David Morrison made presentation. Also present was Deputy County Counsel John Myers.**

**Seven (7) people spoke during public comment.**

**Held discussion.**

**At the direction of Chair Gregory, Clerk of the Board Jose Luis Valdez read the title of the proposed ordinance into the record.**

**Motion by Brad Wagenknecht, Second by Alfredo Pedroza, to waive reading the balance of the ordinance. Motion passed 5 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.**

**Motion by Brad Wagenknecht, Second by Alfredo Pedroza, to approve motion of intent to adopt ordinance as presented by staff. Motion passed 5 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.**

**County Executive Officer Minh C. Tran informed that staff would return with a public outreach plan for Board review during the second meeting in January of 2020.**

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

- A. Director of Planning, Building and Environmental Services (PBES) requests direction on the preparation of an ordinance to streamline the use permit process for new small wineries, modifications to existing use permits, and development in the Napa Valley Business Park.

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

**Held discussion.**

**Twenty (20) people spoke during public comment.**

**Direction given to staff, no formal action taken by the Board.**

- C. Director of Planning, Building and Environmental Services requests adoption of a resolution amending Resolution No 2018-164 to extend the deadline by 90 days for owners who submitted a Status Determination application prior to the March 29, 2019 compliance deadline and who wish to submit a Use Permit or Use Permit Modification application to remedy any violations discovered through the Status Determination process.

**R-2019-130**

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

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

**Held discussion.**

**Motion by Brad Wagenknecht, Second by Vice Chair Diane Dillon, to aopt the resolution as amended with 90 days after the effective date of the resolution. Motion passed 5 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.**

General Admin & Finance

- C. County Executive Officer requests that the Board receive a report from the County's State legislative advocate, Shaw/Yoder/Antwih, Inc., on the 2019 State legislative session.

**Direction only, no formal action taken by the Board.**

- D. County Executive Officer requests the following actions regarding the Napa County Commission on Aging:

1. Appointment of one of the following applicants to represent Organization Concerned with Older Adults, with the term to commence immediately and expire September 30, 2020:

Name

Donna Altes

Angela Peatman\*

Reappointment of the following applicants, with terms to commence immediately and expire September 30, 2021:

<u>Name</u>	<u>Representing</u>
Naomi Dreskin-Anderson*	District 2
Beverly Saxon Leonard*	Organization Concerned with Older Adults
Kristi Lesnewich*	Organization Concerned with Older Adults
Mary Palmer*	Organization Concerned with Older Adults
Heather Stanton*	Organization Concerned with Older Adults

\*Recommended by the Commission on Aging

**Motion by Brad Wagenknecht, Second by Alfredo Pedroza, to approve the appointment of Angela Peatman to the Organization Concerned with Older Adults with the term to commence immediately and expiring on September 30, 2020 and the re-appointments of Naomi Dreskin-Anderson (District 2) and Beverly Saxon Leonard, Kristi Lesenwich, Mary Palmer and Heather Stanton to the Organization Concerned with Order Adults with terms to commence immediately and expiring on September 30, 2021. Motion passed 5 - 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.**

11. LEGISLATIVE ITEMS

**None.**

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

**Chair Ryan Gregory reported his attendance at the Napa County Mental Health Board meeting.**

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**None.**

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**None.**

15. CLOSED SESSION



**County Counsel Jeffrey M. Brax reported out of the Closed Session held during the 8:00 AM Special Meeting. Closed session held, direction given to staff, no reportable action.**

16. ADJOURNMENT

**Adjourn to the Board of Supervisors Regular Meeting, Tuesday, October 22, 2019 at 9:00 a.m.**

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RYAN GREGORY, Chair

ATTEST:

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JOSE LUIS VALDEZ, Clerk of the Board