1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in regular session on Tuesday, March 24, 2020 at 9:00 a.m. with the following supervisors present: Chair Diane Dillon, Vice Chair Alfredo Pedroza and Supervisors Ryan Gregory, Belia Ramos, and Brad Wagenknecht. Chair Diane Dillon called the meeting to order.

2. PLEDGE OF ALLEGIANCE

Deputy County Executive Officer Molly Rattigan led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Public Health Officer and Public Health Director Dr. Karen Relucio made presentation.

Held discussion.

Deputy County Executive Officer Molly Rattigan made presentation.

Four (4) public comment emails were read into the record.

Held discussion.

Emergency Services and Risk Manager Kerry Whitney made presentation.
County Executive Officer Minh C. Tran made presentation.

Additional discussion held.

Information only, no formal action taken by the Board.

6. CONSENT ITEMS

No public comment was presented.

Motion by Ryan Gregory, Second by Brad Wagenknecht, to approve the Consent Calendar with the exception of Items 6B, 6G (Recusal – Gregory) and 6L and . Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza and Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.

Supervisor Ryan Gregory exited the Board Chamber prior to consideration of Item 6G.

Community Resources & Infrastructure

A. Agricultural Commissioner/Sealer of Weights and Measures requests approval and authorization for the Chair to sign an agreement with the California Department of Food and Agriculture (CDFA) for a maximum of $16,011 for the term October 1, 2019 through June 30, 2020 for reimbursement of expenditures associated with placing and inspecting traps for the detection of Asian Citrus Pysllid (ACP).

A-200286B

B. Director of Library Services and Community Outreach requests waiver of all outstanding late fines and eliminate assessing fines for all Napa County Library materials.

Item removed from the agenda.

C. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180193B with Bureau Veritas to extend the terms of the agreement to June 30, 2022, with an automatic renewal for no more than two (2) additional years, to assist with review of building plans for code compliance.

A-180193B (Amend. 2)

D. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 180280B with Environmental Science Associates (ESA)
to extend the terms of the agreement to June 30, 2022, with an automatic renewal for no more than two (2) additional years, for the purposes of assisting the County in preparing the environmental document in accordance with CEQA.

**A-180280B (Amend. 1)**

E. Director of Planning, Building and Environmental Services requests acceptance of the annual report regarding the status of the Napa County General Plan and progress in its implementation as required by Government Code Section 65400.

F. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 7 to Agreement No. 150009B with Luhdorff & Scalmanini Consulting Engineers (LSCE) increasing the amount by $228,000 for a new maximum of $1,885,680 for services rendered through June 2020, and amending the scope of work to include additional services necessary to meet requirements for implementation of the Sustainable Groundwater Management Act and related State regulations, including support for the newly formed Napa County Groundwater Sustainability Agency and the development of a Groundwater Sustainability Plan by January 2022.

**A-180009B (Amend. 7)**

G. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 180153B with Napa Valley Petroleum, Inc., increasing maximum compensation by $50,000 for a new maximum of $425,000 per fiscal year with all other terms remaining the same, to provide Unleaded and Diesel Fuel services.

**A-180153B (Amend. 2)**

Item removed for separate discussion. See Item 7.

H. Director of Public Works requests the following:

1. Approval of and authorization for the Chair to sign an agreement with Adko Engineering Inc. (Adko), for a maximum of $174,786.74 for the term March 24, 2020 through June 30, 2023 for the design of the Livermore Road Slide Repair; and

2. Approval of Budget Transfer No. DPW030 for the following (4/5 vote required):

   a. Increase appropriation by $185,187 in the Accumulated Capital Outlay Fund (ACO) (Fund 3000, Subdivision 3000000) with use of its available fund balance; and
b. Increase appropriations by $185,187 in the Livermore Road-PM1.25, RDS 19-66 in the Roads CIP budget (Fund 2040, Subdivision 2040500, Program S9102) with offsetting revenue from the transfer from the ACO.

A-200287B; BT-DPW030

I. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Shah Kawasaki Architects for a maximum of $215,966 for the term of March 26, 2020 through June 30, 2020, with an automatic extension provision for an additional year at the end of each fiscal year not to exceed four (4) years for the design of the new Carneros Fire Station.

A-200288B

J. Director of Public Works requests approval of plans and specifications for the "Napa County Replacement Jail Early Site Work Project," PW 20-100A, 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.

General Admin & Finance

K. 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, as follows, effective March 24, 2020, with no net increase in full-time equivalents, and no impact to the General Fund:

1. Delete one 1.0 FTE Information Systems Manager (MC); and
2. Add one 1.0 FTE Information Systems Specialist I/II/Senior.

R-2020-39

L. Director of Human Resources and Director of Planning, Building and Environmental Services request the adoption of a resolution amending the Departmental Allocation List for the Environmental Health Division of the Planning, Building, and Environmental Services Department, as follows, effective March 24, 2020, with a net increase of three full-time equivalents, and an increase to the County General Fund:

1. Adding one 1.0 FTE Deputy Director of Planning, Building, and Environmental Services.
2. Adding one 1.0 FTE Supervising Planner.
3. Adding one 1.0 FTE Planner II/III.

Item removed from the agenda.

M. Director of Human Resources and County Executive Officer request the adoption of a resolution amending the Departmental Allocation List for Central Services and the County Executive Office, as outlined in "Exhibit A", effective March 24, 2020, with no net increase in full-time equivalents and no increase to the General Fund.

R-2020-40

N. Director of Human Resources and County Executive Officer request adoption of a resolution amending County Policy Manual, Part I: Section 37-C4, Management Compensation Plan - Confidential to remove the Executive Assistant-CEO classification's designation as "at will," as outlined in Exhibit A, effective March 24, 2020.

R-2020-41

O. County Executive Officer requests the following actions regarding out of state travel to Washington DC to attend the National Association of Counties (NACo) Legislative Conference in and meetings held with federal officials regarding legislative matters related to Napa County:

1. Ratification for Supervisor Alfredo Pedroza to attend from March 4, 2020 to March 5, 2020 for an estimated cost of travel not to exceed $815; and


P. County Counsel and the Deferred Compensation Board of Control request the Board appointment of the following applicant to fill one At-Large vacancy on the Napa County Deferred Compensation Board of Control:

Name

Rose Figoni*

*Recommended by the Deferred Compensation Board

Q. County Executive Officer requests the appointment of the following applicant to serve on the Napa County Library Commission with terms to commence immediately and expire January 31, 2023:
R. County Executive Officer requests consideration of the following applicants to fill two vacancies due to expiring terms and resignations on the Napa County Wildlife Conservation Commission (WCC) with the terms of office to commence immediately and expire February 1, 2023.

Name    Representing
David Steele*   Napa County

*Recommended by the Library Commission (letter attached)

Charles Burton   Public At Large
Michael Sipiora   Public At Large

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

Item 6G:

The record shall reflect that Supervisors Ryan Gregory recused himself from Item 6G after stating his conflict of interest due to engineering work he performed on behalf of Napa Valley Petroleum’s renovation of their Salvador Chevron Station.

Supervisor Gregory exited the Board Chambers prior to discussion of this item.

No public comment was presented.

Motion by Alfredo Pedroza, Second by Brad Wagenknecht, to approve Item 6G.

Chair Dillon instructed the Clerk of the Board to conduct a roll call vote.

Motion passed 4 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza and Supervisors Belia Ramos and Brad Wagenknecht voting yes. Supervisor Gregory was recused.

8. PUBLIC COMMENT

One (1) person spoke during public comment.

four (4) public comment emails were read.

County Counsel Jeffrey M. Brax responded to public comment.

Held discussion.

9. SET MATTERS OR PUBLIC HEARING

A. 9:15 AM
Recess to the In-Home Supportive Services (IHSS) Public Authority of Napa County special meeting (please see IHSS Meeting Minutes).

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

A. Director of Public Works requests adoption of a resolution authorizing the following related to the County owned property located at 2344 Old Sonoma Road (4/5 vote required):

1. Declaring the County's intention to sell surplus real property located at 2344 Old Sonoma Road;

2. Establishing a minimum price and other terms, conditions and requirements for sale of the Property applicable to all agencies who may respond to a Notice of Availability issued under Government Code Section 54220-54232; and

3. Directing staff to engage responding agencies in good-faith negotiations for sale of the property.

R-2020-42

Deputy Public Works Director Leigh Sharpe made PowerPoint presentation.

Held discussion.

Deputy County Counsel Chris Apallas made presentation.

Public Works Director Steve Lederer made presentation.

No public comment was presented.

Motion by Alfredo Pedroza, Second by Ryan Gregory, to approve the resolution as presented.

Chair Dillon instructed the Clerk of the Board to conduct a roll call vote.

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

General Admin & Finance

B. County Executive Officer requests that the Board:
1. Review and accept the Fiscal Year 2019-20 Mid-year Fiscal Review;

2. Approval to establish a new Fire Capital Improvement Project for the design of the Carneros Fire Station, Program 20040 (Fund 2100, Sub-Division 2100500);

3. Approve Budget Transfer No. CEO018 making budget adjustments in a number of departments as outlined in Attachment A of this Board item, to provide sufficient appropriation authority for expenditures through the end of the fiscal year (4/5 vote required); and

4. Authorize staff to transfer $2,400,000 to the 115 Trust for Penson Liability.

Assistant County Executive Officer Mary Booher made presentation.

Held discussion.

Motion by Alfredo Pedroza, Second by Ryan Gregory, to approve the requested actions.

One (1) public comment email was read

Chair Dillon instructed the Clerk of the Board to conduct a roll call vote.

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

BT-CEO018

C. County Executive Officer acting as the Director of Emergency Services requests adoption of a resolution continuing the Local Emergency and Local Health Emergency and granting the County Executive Officer additional authority to respond to COVID-19.

Item 10 C. is dropped and was replaced by Item 10 E.

R-2020-43

D. County Executive Officer requests consideration of the following applicants to fill four vacancies due to expiring terms on the Napa County
Veteran's Commission representing At Large with the terms of office to commence immediately and expire March 20, 2024.

James Shupe*
Mark Riordan*
Joel Levitt*
Joseph Harbison III*
Patricia Flanagan
James Stokes
Stanley Jones
George Woodward
Philip Feiner Jr.
Ron Somple

*Recommended by the Veterans' Commission Ad Hoc Committee

Held discussion.

Motion by Brad Wagenknecht, Second by Alfredo Pedroza, to approve the appointments of James Shupe, Mark Riordan, Joel Levitt and Joseph Harbison III to the Napa County Veteran's Commission representing At Large with terms of office to commence immediately and expire March 20, 2024.

No public comment was presented.

Chair Dillon instructed the Clerk of the Board to conduct a roll call vote.

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

E. County Executive Officer requests acting as the Director of Emergency Services requesting the adoption of a resolution to continue to local emergency.

Assistant County Executive Officer made presentation.

No public comment was presented.

Motion by Ryan Gregory, Second by Alfredo Pedroza, to approve the requested action.

Chair Dillon instructed the Clerk of the Board to conduct a roll call vote.

Motion passed 5 – 0 with Chair Diane Dillon, Vice Chair Alfredo Pedroza and Supervisors Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.
None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Chair Dillon reported that a dialogue has been initiated with the five Mayors of the municipalities Napa, St. Helena, Calistoga, St. Helena and Yountville to determine what needs and issues should be addressed during the public health crisis.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

It was the consensus of the Board that a Special Board Meeting be held next week, preferably on Tuesday, related to economic projections, an evictions ordinance moratorium and the initiative proponent’s requests related to signature gathering and petition circulation as well as a report from the newly elected Treasurer-Tax Collector regarding property tax payments.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran provided an update on the County’s operational status during the COVID-19 Public Health Crisis.

15. CLOSED SESSION

None.

16. ADJOURNMENT

Adjourn to the Board of Supervisors Regular Meeting, Tuesday, April 7, 2020 at 9:00 a.m.

DIANE DILLON, Chair

ATTEST:

JOSE LUIS VALDEZ, Clerk of the Board