



A Tradition of Stewardship  
A Commitment to Service

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

September 26, 2017

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, September 26, 2017, at 9:00 a.m. with the following supervisors present: Chair Belia Ramos, Supervisors Ryan Gregory, Diane Dillon, Brad Wagenknecht and Alfredo Pedroza. The meeting was called to order by Chair Belia Ramos.**

2. PLEDGE OF ALLEGIANCE

**Napa County 4H leaders led the assembly in the pledge of allegiance.**

3. APPROVAL OF MINUTES

**None.**

4. PRESENTATIONS AND COMMENDATIONS

- A. Presentation of proclamation to 4-H Youth Development staff celebrating National 4-H Week, October 1-7, 2017 in Napa County.

**Presented proclamation.**

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

**None.**

6. CONSENT ITEMS

Law & Justice

- A. Director of Child Support Services requests approval of and authorization for the Chair to sign a renewal of the Plan of Cooperation with the Superior Court of California, County of Napa for the term October 1, 2017 through September 30, 2019 at no cost to delineate the duties of each entity.

**A-8521**

Public Safety

B.

Sheriff requests approval of and authorization for the Chair to sign the renewal of Agreement No. 170660B with MorphoTrust USA for a maximum of \$4,466 for the term November 1, 2017 through October 31, 2018 to provide maintenance and repair services for the LiveScan machine located at the Sheriff's Office.

**A-170660B**

Human Services

- C. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Revenue Agreement No. 170207B with California Department of Public Health to amend the scope of work to add additional definitions and remove the requirement to submit a Semi-Annual Report and to amend line items in the budget for operation of the Women, Infants and Children (WIC) Supplemental Nutrition Program.

**A-170207B (Amend. 2)**

- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 170822B with Aldea, Inc. for a maximum of \$117,081 for the term October 1, 2017 through September 30, 2018 to provide First Episode Psychosis treatment to Napa County residents ages 12 through 28.

**A-170822B**

**Supervisor Ryan Gregory recused himself due to his prior involvement with the project.**

- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170923B with The Community Foundation of Napa Valley, Inc. increasing the amount by \$25,000 for Fiscal Year 2017-2018 for a new maximum of \$50,000 to support the "One Napa Valley Initiative," a naturalization assistance program for qualified Napa County residents.

**A-170923B (Amend. 1)**

- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign a Memorandum of Understanding with Partnership HealthPlan of California (PHC) for the use of Intergovernmental Transfer (IGT) funds for Fiscal Year 2015-2016 for a net total amount of approximately \$1,496,746 and for Fiscal Year 2016-2017 for a total amount of approximately \$1,669,381 covering a 12-month period beginning on the date the payment is issued to the County by PHC for Fiscal Year 2015-2016 funds and concluding 365 days from the date the payment of Fiscal Year 2016-2017 funds are issued by PHC to County to be used for health care services for Napa County residents.

**A-150022B**

- G. Director of Health and Human Services requests authorization to accept a grant from California Endowment and Public Health Institute for \$25,000 for the

Exemplary Health Equity Practice Award to recognize and support the County's "Housing is Healthcare" initiative.

- H. Director of Health and Human Services and the Sheriff-Coroner request:
1. Adoption of a resolution transferring custody and responsibility for the Indigent Burial Account and disposition of indigent remains from the Sheriff-Coroner to Health and Human Services specifically the Public Administrator;
  2. Authorization to update the indigent burial policy to add it to Part I, Section 24 of the policy manual for Health and Human Services and to include cremation as part of the disposition of indigent remains and delete the current indigent burial policy from Part I, Section 41 of the policy manual for the Sheriff;
  3. Authorization to create a new division within Public Assistance (Fund 2480 Special Revenue Fund "SRF" 2000550) to collect and distribute the revenues and transfers related to Indigent Burial;
  4. Approval of Budget Transfer No. HHS001 for the following (4/5 vote required):
    - a. Increase appropriations in the Sheriff-Indigent Burial (Fund 2420 - SRF Sub-Division: 1361050) by \$39,370 offset by the use of fund balance, and closeout of (Fund 2420- SRF Sub-Division:1361050);
    - b. Increase revenue in the newly created CSOA-Indigent Burial SRF (Fund 2480 Sub-Division: 2000550) by \$10,500 and increase appropriations by \$15,000 offset by the transfer from the Sheriff-Coroner Indigent Burial SRF;
    - c. Increase appropriations in the CSOA Division (Fund 2000 Sub-Division 2000500) by \$15,000 offset by the transfer from the CSOA-Indigent Burial Special Revenue Fund 2480 Sub-Division: 2000550).

**R-2017-154; BT-HHS001**

- I. Director of Health and Human Services requests adoption of a resolution adopting the Mental Health Division's Mental Health Services Act (MHSA) Three Year Plan for Fiscal Year 2017-2018 through Fiscal Year 2019-2020 and directing the Director of the Mental Health Division to Ensure that all required certifications can faithfully be executed and delegating the authority to certify the State requirements have been met on behalf of Napa County.

**R-2017-155**

Community Resources & Infrastructure

- J. Director of Library Services and Community Outreach requests the following actions regarding the Library's Open/Closed Schedule:
1. Amendment of the Library's 2017 Holiday Open/Closed Schedule; and
  2. Approval and adoption of the Library's 2018 Holiday Open/Closed Schedule.
- K. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign two new agreements with Analytical Environmental Services (AES) for purposes of assisting in conducting environmental review under California Environmental Quality Act (CEQA) for two new vineyard Erosion Control Plan projects and Timberland Conversion Permits both for the term September 26, 2017 through June 30, 2018:

1. Le Colline, LLC Vineyard Conversion project (P14-00410-ECPA) for a maximum of \$119,500; and
2. Heiser Vineyard Conversion project (P15-00389-ECPA) for a maximum of \$170,000.

**A-180127B; A-180128B**

- L. Director of Planning, Building and Environmental Services requests approval of and authorization for the Chair to sign an agreement with Luhdorff & Scalmanini Consulting Engineers (LSCE) for a maximum of \$100,000 for the term September 26, 2017 through June 30, 2018 to provide a peer review of Water Availability Analyses and related groundwater studies prepared for discretionary winery and vineyard projects.

**A-180129B**

- M. Director of Planning, Building and Environmental Services and County Fire Chief request adoption of a resolution approving revisions to Section 5 of the Napa County Road and Street Standards (RSS) Local Responsibility Area (LRA) Exception.

**R-2017-156**

- N. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Fehr & Peers for a maximum of \$46,900 for the term September 26, 2017 through June 30, 2018 to provide traffic engineering assistance with the review and evaluation of development proposals.

**A-180130B**

- O. Director of Public Works requests approval of and authorization for the Chair to sign an easement agreement and a related side letter agreement in consideration for the granting of an easement by Syar Industries, Inc. ("Syar") for storm drain and gas easements on the Syar property necessary for the construction of the Napa County Re-entry Facility Project and the new Jail.

**A-8522; A-8523**

- P. Director of Public Works requests approval of and authorization for the Chair to sign a three-year agreement with Moore, Iacofano, Goltsman, Inc. (MIG) for an annual maximum of \$45,000 for the term September 26, 2017 through June 30, 2020 in support of specialized services for maintenance, operation, update, and 24/7 support for the Watershed Information & Conservation Council (WICC) website.

**A-180131B**

**Supervisor Ryan Gregory recused himself due to his prior involvement with the project.**

- Q. Director of Public Works requests the following actions:

1. Rejection of all bids pursuant to Sections 20150.9 and 22038 of the Public Contract Code for the "Vehicle Fueling System Replacement Napa County Corporation Yard at Yountville Project, PW 17-11"; and

2. Approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170813C with Trans Tech Consultants increasing the contract amount by \$7,400 for a new maximum of \$36,900 and amending the Scope of Work to include engineering services to prepare plans and specifications for the addition of a Phase II Vapor Recovery System to the "Vehicle Fueling System Replacement Napa County Corporation Yard at Yountville," PW 17-11 project.

**A-170813B (Amend. 1)**

- R. Director of Public Works requests approval of and authorization for the Chair to sign the Fourth Amended Memorandum of Understanding (formerly Agreement No. 7485-1) for participation in the North Bay Water Reuse Authority (NBWRA) extending the term through August 28, 2022 at an estimated cost of \$29,025 per fiscal year for the Milliken-Sarco-Tulocay (MST) Recycled Water Project.

**A-180132B**

- S. Director of Public Works requests approval of and authorization for the Chair to sign a Measure A Memorandum of Understanding (MOU) with La Tierra Mutual Water Company for a maximum of \$130,000 for the term September 12, 2017 through 60 days following notification to the County that the project has been completed for improved water quantity, quality, and reliability projects.

**A-180133B**

- T. Director of Public Works requests approval of and authorization for the Chair to sign the four following Measure A Memoranda of Understanding (MOU) with Howell Mountain Mutual Water Company for the term September 12, 2017 through 60 days following notification to the County that the projects have been completed for improved water quantity, quality, and reliability projects:

1. Buckeye Lane Water Mains for a maximum of \$74,750;
2. White Cottage Road North Water Mains for a maximum of \$345,000;
3. White Cottage Road North of Shy Oaks Drive Water Mains for a maximum of \$156,000; and
4. Water Treatment Plant Upgrades for a maximum of \$19,000.

**A-180134B; A-180135B; A-180136B; A-180137B**

- U. Director of Public Works requests the following for a study of the Hennessy and Milliken Watersheds:

1. Approval of and authorization for the Chair to sign an agreement with Systech Water Resources, Inc. for a maximum of \$149,800 for the term September 26, 2017 through June 30, 2019 for development of a monitoring plan and watershed model and associated services; and
2. Approval of Budget Transfer No. DPW015 increasing appropriation in the Public Works Groundwater Sustainability-Watershed Program Sub-Division (1220003) by \$149,800 with offsetting revenues from City of Napa of \$74,900 and from a decrease in General Fund Appropriation for Contingencies (1059000) of \$74,900. (4/5 vote required)

**A-180138B; BT-DPW015**

- V. Director of Public Works requests approval of and authorization for the Chair to sign a Measure A Memorandum of Understanding (MOU) with Linda Falls Terrace Mutual Water Company for a maximum of \$63,248 for the term September 12, 2017 through 60 days following notification to the County that the project has been completed for improved water quantity, quality, and reliability projects.

**A-180139B**

- W. Director of Public Works requests approval of and authorization for the Chair to sign a Measure A Memorandum of Understanding (MOU) with Linda Vista Mutual Water Company for a maximum of \$60,000 for the term September 12, 2017 through 60 days following notification to the County that the project has been completed for improved water quantity, quality, and reliability projects.

**A-180140B**

- X. Director of Public Works requests approval of and authorization for the Chair to sign a month-to-month rental agreement with Napa Sea Ranch at a rate of \$225 per month for continued storage of a boat for the Napa County Sheriff Department.

**A-170059B**

- Y. Director of Public Works requests adoption of a resolution authorizing the Director of Public Works or designee to sign Program Supplement Agreement No. 041-F and any future related documents with the California Department of Transportation for Administering Agency-State Agreement No. 04-5921F15 for the "Yountville Cross Road Bridge- DAF No. RAC-NAP-019-1."

**R-2017-157**

- Z. Director of Public Works requests adoption of a resolution eliminating the 45 MPH zones on Imola Avenue from Penny Lane to 4th Avenue and on 4th Avenue from Imola Avenue to Coombsville Road and replacing them with 40 MPH zones.

**R-2017-158**

- AA. Director of Public Works requests acceptance of a donation in the amount of \$1,500 from Pet Food Express to the Napa County Animal Shelter and approval for the Chair to sign a letter of appreciation.

General Admin & Finance

- BB. Auditor-Controller requests the approval of two property tax refund claims with a total refund amount of \$41,651.11 plus interest.

- CC. Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with AMS.NET, Inc. for a maximum of \$35,000 for the term October 1, 2017 through June 30, 2021 for Voice over Internet Protocol (VoIP) telephone system technical support services.

**A-180141B**

- DD.

Director of Human Resources requests adoption of a resolution amending Napa County Policy Manual Part I: Section 37J, Classification Studies/Appeal Procedures, and Sections 37C-1, Management Compensation Plan – Management Classified, Section 37C-2, Management Compensation Plan – Management Non-Classified, and Section 37C-3, Management Compensation Plan – Management Non-Classified (Other) effective July 1, 2017.

**R-2017-159**

EE. Director of Human Resources requests adoption of a resolution creating a policy in Napa County Policy Manual, Part I: Section 37BB, Hiring and Promotional Incentive Pilot Program for the period October 1, 2017 through September 30, 2021 to provide an incentive based hiring program for the classifications of Deputy Sheriff Trainee/I/II/Senior, Correctional Officer I/II, and Staff Psychiatrist.

**R-2017-160**

FF. County Executive Officer requests the following actions regarding the Fiscal Year 2017-2018 Grand Jury's request for information concerning implementation of responses to the Fiscal Year 2013-2014 Grand Jury Final Report "Veterans Service and Outreach":

1. Accept and file the Fiscal Year 2017-2018 Grand Jury's request for information;
2. Approve the response prepared by the Director of Health and Human Services; and
3. Authorize the Chair to sign a letter transmitting the responses to the Presiding Judge.

**Correction memo regarding revised letter was distributed.**

GG. County Executive Officer requests appointment of the following applicant to serve on the Napa County Local Food Advisory Council:

<u>Name</u>	<u>Representing</u>	<u>Term</u>
Paul Holm	City of Calistoga	Commencing immediately and expiring January 15, 2019

HH. Second reading and adoption of an ordinance to conform County Zoning regulations with State Law as it pertains to Accessory Dwelling Units amending Sections 18.08.550 (Second Unit), 18.10.020 (Duties - Specific Subjects), 18.104.180 (Junior Accessory Dwelling Unit and Second Unit), and 18.110.030 (Number Of Parking Spaces Required), as they relate to second units and junior accessory dwelling units and adding Section 18.08.332 (Junior Accessory Dwelling Unit) and 18.08.551 (Second Unit, Interior).

ENVIRONMENTAL DETERMINATION: Pursuant to Public Resources Code Section 21080.17, the adoption of this ordinance implementing Government Code Section 65852.2 is exempt from the California Environmental Quality Act. The adoption of the ordinance implementing Government Code Section 65852.22 for junior accessory dwelling units is categorically exempt under CEQA Guidelines Section 15303, conversion of small structures, in that it permits only one junior accessory dwelling unit on any parcel, which must include an existing bedroom

within an existing single family home with only minor exterior alterations to allow access and limited utility service.

O-1423

**Motion moved by Alfredo Pedroza, seconded by Brad Wagenknecht, to approve consent items as amended. Motion passed 5 - 0.**

7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

**Items 6D and 6P:**

**Motion moved by Diane Dillon, seconded by Alfredo Pedroza, to approve requested actions. Motion passed 4 - 0, with Diane Dillon, Alfredo Pedroza, Brad Wagenknecht, and Belia Ramos voting yes / Ryan Gregory recused.**

8. PUBLIC COMMENT

**The following people spoke during public comment:**

**James Hinton  
Gary Margadant**

9. SET MATTERS OR PUBLIC HEARINGS

A. 9:00 AM

Recess to the Board of Equalization regular meeting (**see BOE Minutes**).

B. 9:15 AM

Napa County Mental Health Board to present its annual report covering July 1, 2016 through June 30, 2017.

**Napa County Mental Health Board Chair Theresa Comstock made presentation.**

C. 9:30 AM

Recess to the Napa County Housing Authority (NCHA) meeting (**see NCHA Minutes**).

D. 10:00 AM PUBLIC HEARING

Consideration and possible action regarding an appeal filed by Joan Zoloth and spouse Travis Stephens to a decision by the Napa County Planning Commission on April 5, 2017 to approve the PD Properties, LLC/Flynnville Wine Company Use Permit No. P12-00222-UP and Variance P12-00223-VAR (Project) located on a proposed 10.09-acre parcel within the Agricultural Watershed (AW) and Agricultural Preserve (AP) zoning districts.

The Project allows: (a) a new 40,000-gallon per year winery; (b) demolition of five existing buildings; (c) construction of two winery buildings, totaling 24,210 square feet in area to include: an 18,545 winery building (Phase 1) with a 14,805 square



foot production area (storage, mechanical equipment room, fermentation room, barrel storage, and lab); 3,740 square feet of accessory use area (offices, tasting room, conference room, and restrooms, hallways); with a maximum building height of approximately 30 feet; and 3,576 square feet of covered outdoor work area. Phase 2 would include the construction of a 5,665 square foot production building with 4,181 square feet of production area (barrel storage); 1,484 square feet of accessory use area (offices, hall, and restrooms), as well as a 1,990 square foot covered outdoor work area; (d) tours and tastings by appointment only for a maximum of 25 persons per day; (e) a marketing program to permit six events per year with a maximum of 25 guests per event, six events per year with a maximum of 50 guests per event, and three events per year with a maximum of 100 guests per event; (f) on-premises consumption of wine purchased on the property in the tasting room and outdoor courtyard area; (g) daily hours of operation for winery production activities would be limited from 6:30 AM to 6:30 PM (except during crush) and visitation activities would be limited from 10:00 AM to 6:30 PM; (h) 15 full-time non-harvest; and five additional part time employees during harvest for a maximum of 20 employees; (i) 17 parking spaces (16 standard spaces and one ADA space); (j) installation of three 20,000-gallon domestic water tanks; (k) installation of landscaping and entry gates; (l) installation of a west-bound right-turn taper from SR 29 onto Maple Lane; (m) improvement of Maple Lane from SR 29 to Ida Lane to County Road & Street Standards; (n) construction of one new driveway to access Maple Lane and the improvement of two existing driveways to County standards; and (o) installation of a wastewater treatment system. A voluntary parcel merger of APNs: 020-320-003; 020-320-006; 020-320-009; 020-320-015; 020-320-016; and 020-170-012 was approved together with Variance (P12-00223) to allow construction of the winery buildings up to 150 feet within the 600-foot winery setback from State Highway 29; 78 feet within the 300-foot setback from Maple Lane, and 84 feet within the 300-foot setback from Ida Lane. The properties are located at 1184 Maple Lane, Calistoga, CA 94515 (Assessor's Parcel No. 020-320-003; 020-320-006; 020-320-009; 020-320-015; 020-320-016; and 020-170-012).

ENVIRONMENTAL DETERMINATION: Consideration and possible adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program (MMRP). According to the proposed Mitigated Negative Declaration, the proposed Project would not have any potentially significant environmental impacts after implementation of mitigation measures. Mitigation measures are proposed for the areas of biological resources, noise and transportation/traffic. The Project site is not included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5.

(CONTINUED FROM JULY 11, 2017)

**Deputy County Counsel Chris Apallas stated both parties had reached an agreement.**

**Planning, Building and Environmental Services Planner III Jason Hade made presentation and provided updates to the Conditions of Approval.**

**Held discussion.**

**Opened public hearing.**

**Applicant's representative Lawrence Papale and Appellant Joan Zoloth stated they were in agreement with the revised Conditions of Approval.**

**Testimony presented.**

**Appellant Joan Zoloth and Applicant's representative Lawrence Papale both restated their agreement to the revised Conditions of Approval.**

**Closed public hearing.**

**Ex parte disclosures were made by the Board.**

**By roll call vote, motion moved by Ryan Gregory, seconded by Alfredo Pedroza, to readopt the Mitigated Negative Declaration prepared for the project, approving the revised Conditions of Approval as modified, and to deny the appeal. Motion passed 5 - 0.**

10. ADMINISTRATIVE ITEMS

Human Services

A. Director of Health and Human Services requests the Board:

1. Accept a presentation from staff regarding the No Place Like Home program; and
2. Adopt a resolution authorizing an application to the California Department of Housing and Community Development for a 2017 Technical Assistance Grant Application for the No Place Like Home Program.

**R-2017-161**

**Chief Deputy Director of Health and Human Services Mitch Wippert and Deputy County Executive Officer Molly Rattigan made presentation.**

**Testimony presented.**

**Held discussion.**

**Motion moved by Brad Wagenknecht, seconded by Ryan Gregory, to approve requested actions. Motion passed 5 - 0.**

Community Resources & Infrastructure

- B. Director of Public Works requests approval of an amendment to the Fiscal Year 2017-2018 budget to include additional streets and roads projects and authorization to submit the list of projects to the California Transportation Commission (CTC), which will qualify Napa County to receive local streets and roads funding in accordance with Senate Bill (SB) 1 (Beall), the Road Repair and Accountability Act of 2017. (4/5 vote required)

**Director of Public Works Steve Lederer made presentation.**

**Held discussion.**

**No testimony presented.**

**Motion moved by Brad Wagenknecht, seconded by Diane Dillon, to approve requested action. Motion passed 5 - 0.**

- C. County Executive Officer to present information about existing Bay Area county veterans commissions for discussion and possible direction concerning the creation of a Napa County Veterans Commission.

**County Executive Office Management Analyst I Ben Guerrieri and Veterans Service Officer Patrick Jolly made presentation.**

**Held discussion.**

**Testimony presented.**

11. LEGISLATIVE ITEMS

**None.**

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

**None.**

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

**None.**

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

**None.**

15. CLOSED SESSION

- A. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)

Property: Samaritan House, 2521 Old Sonoma Road, Napa, California (APN 004-372-024)

Agency Negotiator: Steve Lederer, Director, Napa County Public Works

Negotiating Parties: Napa County and Community Action of Napa Valley

Closed session topics: [X] Price [X] Terms of Payment

**Closed session held. No reportable action.**

- B. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957)

Title: County Executive Officer

**Closed session held. No reportable action.**

16. ADJOURNMENT

**Adjourned in memory of Rosemarie McMahon, spouse of former Board member Mel Varrelman, to the Board of Supervisors special meeting Friday, October 6, 2017 at 9:00 a.m.**

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BELIA RAMOS, Chair

ATTEST:

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GLADYS I. COIL, Clerk of the Board