

DRAFT SUMMARY OF PROCEEDINGS

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

March 4, 2008

1. Call to Order; Roll Call.
THE BOARD OF SUPERVISORS OF THE COUNTY OF NAPA MET IN SPECIAL SESSION TUESDAY, MARCH 4, 2008 AT 9:00 A.M. WITH THE FOLLOWING MEMBERS PRESENT: CHAIR BRAD WAGENKNECHT, SUPERVISORS BILL DODD, DIANE DILLON, HAROLD MOSKOWITE AND MARK LUCE. THE MEETING WAS CALLED TO ORDER BY CHAIR WAGENKNECHT.
2. Pledge of Allegiance.
CHIEF INFORMATION OFFICER JON GJESTVANG LED THE ASSEMBLY IN THE PLEDGE OF ALLIANCE.
3. Approval of Minutes.
NONE
4. Presentations and Commendations.
NONE
5. Public Comment.
NONE
6. Department Heads Reports and Announcements.
COUNTY EXECUTIVE OFFICER NANCY WATT INTRODUCED NEW DIRECTOR OF CHILD SUPPORT SERVICES JANET NOTTLEY AND NEW CHIEF INFORMATION OFFICER JON GJESTVANG.

Consent Calendar

- 7A. Sheriff requests approval of the following items related to the establishment of a fixed asset and purchase of one infrared camera system:
 1. Approval of Budget Transfer No. 23 transferring \$13,494 from California Multi-jurisdictional Methamphetamine Enforcement Team Expenses to Equipment within the Napa Special Investigations budget and establishing a fixed asset in the amount of \$13,494 (4/5 vote required); and, **BT-23**
 2. A waiver of competitive bidding requirement and sole source award to DTC Communications, Inc., 486 Amherst St., Nashua, NH, for a total of \$13,494 pursuant to County Ordinance Code 2.36.090.
- 7B. Director of Health and Human Services Agency (HHS) and the Human Resources Director request the following actions regarding HHS's kitchen services:
 1. Adoption of a resolution amending the Departmental Allocation List for HHS's Substance Abuse Services and Administration Divisions by adding one .5 FTE Cook II position to Budget Unit 50000, Administration Division, and deleting one .5 Cook II

7B. Continued.

position from Budget Unit 42200, Substance Abuse Services Division, effective March 8, 2008; and, **R-08-34**

2. Approval of Budget Transfer No. 24 increasing appropriations in the HHSA Administration budget (Budget Unit 50000) by \$16,151 with offsetting revenues from the HHSA Substance Abuse Services Division (Budget Unit 42200). (4/5 vote required) **BT-24**

7C. Director of Health and Human Services and Human Resources Director request adoption of a resolution amending the Departmental Allocation List of the Public Health Division of the Health and Human Services Agency (HHSA), deleting one (1) vacant Secretary position and adding one (1) Supervising Office Assistant position, effective March 4, 2008. **R-08-35**

7D. Director of Public Works and County Executive Officer requests the following as it relates to the temporary loan of General Fund money to the Napa Berryessa Resort Improvement District:

1. Adoption of a resolution approving issuance of a Note on funds loaned for the purpose of funding design of the District's facilities improvements and authorizing the Chair and Clerk of the Board to sign the Note; and, **R-08-36**
2. Approval of Budget Transfer No. 27 appropriating \$460,000 in the County Contribution budget (18600) and reducing General Fund Contingencies by an equivalent amount to fund the District's loan. (4/5 vote required) **BT-27**

7E. Chief Information Officer requests authorization to close out an imprest cash fund in the amount of \$100 for the Information Technology Services Department.

7F. Human Resources Director requests adoption of a resolution regarding the following effective March 4, 2008:

1. Amending the Departmental Allocation List for Environmental Management adding (1) one Environmental Resources Specialist and deleting (1) one Environmental Health Technician;
2. Amending the Table and Index of Classes deleting Environmental Health Technician. **R-08-37**

7G. Human Resources Director requests the adoption of a resolution amending the Departmental Allocation List for the Community and Intergovernmental Affairs Division of the County Executive Office adding (1) 1.0 FTE Secretary and deleting (1) .8 FTE Secretary and (1) .5 FTE Secretary, effective March 8, 2008. **R-08-38**

7H. Human Resources Director requests adoption of a resolution regarding the following in connection with the Department of Corrections, effective March 4, 2008:

1. Amend the Departmental Allocation List deleting one (1) (M) Correctional Lieutenant and adding one (1) (M) Correctional Lieutenant designated as "at-will" Management Non-Classified (Other); and,
2. Amend appropriate policies deleting Correctional Lieutenant from the list of Management Classified classifications and adding Correctional Lieutenant to the list of "at-will" Management Non-Classified (Other) classifications. **R-08-39**

- 7I. Human Resources Director requests approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 6622 with CPS Human Resources, dba CPS Executive Search, increasing the amount by \$24,000 for a new maximum of \$131,000, and amending the scope of work to include recruitment services to staff the position of Director of Corrections.

**A-6622
(AMEND. 3)**

8. Discussion of Items Removed from the Consent Calendar.
NONE

**APPROVED CONSENT CALENDAR ITEMS 7A THROUGH 7I.
DD-BD-HM-ML-BW**

Set Matters or Public Hearings

- 9A. 9:00 A.M. - Recess to the Napa Berryessa Resort Improvement District (NBRID) meeting.
(SEE NAPA BERRYESSA RESORT IMPROVEMENT DISTRICT MINUTES.)
- 9B. 9:10 A.M. - County Executive Officer recommends the following in regards to the position of Napa County Treasurer-Tax Collector:
1. For the Board to have a discussion on possibly making the position appointive; and,
 2. If the Board decides to move forward in making the position appointive, direct County Counsel to prepare the documents necessary to place a referendum on the November 2008 General Election ballot changing the position of Napa County Treasurer-Tax Collector from an elective officer to an officer appointed by the Board of Supervisors and place the matter on a future Board agenda for decision.

PRESENTATION MADE BY MANAGEMENT ANALYST MAIKO KLIEMAN AND ASSISTANT COUNTY EXECUTIVE OFFICER BRITT FERGUSON.

- 9C. 9:40 A.M. - County Executive Officer requests the following:
1. For the Board to interview Assistant Treasurer-Tax Collector, Tamie Frasier, to be considered for the position of the Treasurer-Tax Collector with the term of office to expire on January 3, 2011;

INTERVIEW CONDUCTED

2. Upon completion of the interview, have a discussion on her appointment; and,
DISCUSSION HELD

3. If the decision is to appoint Ms. Frasier to be the next Treasurer-Tax Collector, direct staff to return to the Board on April 1, 2008 with a Resolution making the official appointment; or provide such other direction regarding the appointment process the Board may wish.

APPOINTED TAMIE FRASIER TREASURER-TAX COLLECTOR AND DIRECTED STAFF TO RETURN TO THE BOARD ON APRIL 1, 2008 WITH A RESOLUTION MAKING THE OFFICIAL APPOINTMENT.

BD-DD-HM-ML-BW

9. 1:30 P.M. - Recess to the Napa County Flood Control and Water Conservation District (NCFCWCD) meeting.
(SEE NAPA COUNTY FLOOD CONTROL AND WATER CONSERVATION DISTRICT MINUTES)

Administrative Items

- 10A. Director of Public Works to provide an update on current and projected Measure A tax revenues and expenditures on Board approved projects and studies related to flood damage reduction and watershed management in the unincorporated area of the County and water supply reliability in the Angwin/Deer Park community.
PRESENTATION MADE BY WATERSHED AND FLOOD CONTROL OPERATIONS MANAGER RICK THOMASSER.

- 10B. Consideration and possible adoption of a Resolution of the Board of Supervisors of the County of Napa, State of California, calling a special election and consolidating that special election with the June 3, 2008 statewide election for the purpose of enabling the citizens of Napa County to vote on an advisory measure relating to the continuation of the growth management regulations presently contained in the Growth Management System Element of the Napa County General Plan, most recently amended by Resolution No. 04-180, as authorized by Elections Code Section 9603.
ENVIRONMENTAL DETERMINATION: It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].
DISCUSSION HELD - TESTIMONY PRESENTED

A MOTION TO APPROVE ADOPTING A RESOLUTION CALLING A SPECIAL ELECTION FAILED.

DD-BW-HM-ML-BW

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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 LEGAL COUNSEL - ANTICIPATED LITIGATION
Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: (One case)
CLOSED SESSION HELD – NO REPORTABLE ACTION

15. Continued.

B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9: (One case)

CLOSED SESSION HELD – NO REPORTABLE ACTION

16. Adjournment.

ADJOURNED TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MARCH 11, 2008 AT 9:00 A.M.

BRAD WAGENKNECHT, Chair

ATTEST:

GLADYS I. COIL, Clerk of the Board

DRAFT

KEY

Vote: DD = Diane Dillon; BD = Bill Dodd; ML = Mark Luce;

HM = Harold Moskowitz; BW = Brad Wagenknecht

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under Vote: N = No; X = Excused; A = Abstain