



A Tradition of Stewardship  
A Commitment to Service

# AGENDA

## NAPA COUNTY BOARD OF SUPERVISORS

**Tuesday January 24, 2017 9:00 A.M.**

Brad Wagenknecht  
District 1

Ryan Gregory  
District 2

Diane Dillon  
District 3

Alfredo Pedroza  
District 4

Belia Ramos  
District 5

Leanne Link  
County Executive Officer

Gladys I. Coil, CCB  
Clerk of the Board

Minh Tran  
County Counsel

### GENERAL INFORMATION

The Board of Supervisors meets each Tuesday at 9:00 A.M. in regular session at 1195 Third Street, Suite 305, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

**The agenda is divided into three sections:**

**CONSENT ITEMS** - These matters typically include routine financial or administrative actions, as well as final adoption of ordinances that cannot be both introduced and adopted at the same meeting. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion.

**SET MATTERS - PUBLIC HEARINGS** - These items are noticed hearings, work sessions, and items with a previously set time.

**ADMINISTRATIVE ITEMS** - These items include significant policy and administrative actions and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, if the time for hearing SET MATTERS has not arrived, ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Supervisors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Clerk of the Board of Supervisors, 1195 Third Street, Suite 305, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

**ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE BOARD ON A MATTER ON THE AGENDA** please proceed to the rostrum and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board.

**AGENDA AVAILABLE ONLINE AT [www.countyofnapa.org](http://www.countyofnapa.org)**

**1. CALL TO ORDER; ROLL CALL****2. PLEDGE OF ALLEGIANCE****3. APPROVAL OF MINUTES****A.** Clerk of the Board requests approval of minutes from:

1. Special meeting of December 13, 2016\* (all Members were present);
2. Special and Regular meetings of December 20, 2016\* (all Members were present).

\*Supervisors Gregory and Ramos will be recorded as abstained unless indicated otherwise.

**4. PRESENTATIONS AND COMMENDATIONS****5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS****6. CONSENT ITEMS**Law & Justice

- A.** Director of Child Support Services requests authorization to sign the revised renewal of the Plan of Cooperation with the California Department of Child Support Services (DCSS), at no cost, for the term October 1, 2016 through September 30, 2017.

Public Safety

- B.** Director of Corrections requests repurposing the appropriation previously approved for the purchase of a commercial kettle in the amount of \$20,000 to increase appropriations for two commercial freezers for a total of \$80,770 and to establish two fixed assets in the revised amounts of \$42,545 and \$38,225. (4/5 vote required)

Human Services

- C.** Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 160126B-17 with the National Alliance to End Homelessness, LLC, increasing the amount by \$48,500 for a new maximum of \$61,050 and amending the scope of work to implement a homeless crisis response system.

- D. Director of Health and Human Services requests the following related to Whole Person Care:
1. Create a new division in Fund 2000 (20008 Homeless and Housing) and two new subdivisions (20008-01 Homeless and Housing Services and 20008-02 Whole Person Care); and establish appropriations up to \$4.6 million;
  2. Create a non-operating Special Revenue Fund, Fund 2460, Division 20008-50 for the Whole Person Care Pilot program; and
  3. Authorize the Auditor Controller to process budget adjustments not to exceed \$4.6 million in Fund 2000 with a corresponding transfer from the non-operating Special Revenue Fund.
- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign a revenue agreement with the Housing Authority of the City of Napa (HACN) for a maximum of \$27,687 for the term July 1, 2016 through June 30, 2017 for HACN to reimburse the County a portion of the county costs of its agreements with consultants hired to provide homelessness and housing policy support in Napa County.
- F. Director of Health and Human Services requests adoption of a resolution authorizing:
1. Submittal of an application to the California State Department of Housing and Community Development for funding under the HOME Investment Partnerships Program; and if selected,
  2. Authorization for the Director of Health and Human Services or designee to execute a standard agreement, any amendments thereto, and any related documents necessary to participate in the HOME Investment Partnerships Program.

#### Community Resources & Infrastructure

- G. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Biggs Cardosa Associates for a maximum of \$707,515 for the term January 24, 2017 through June 30, 2017 with an automatic annual extension provision for a maximum of five additional years for the design of the Chiles-Pope Valley Road Bridge Over Chiles Creek Br. No. 21C0075, RDS 15-23.
- H. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Tri-Signal Integration, Inc., for an annual maximum amount of \$6,700 for the term January 24, 2017 through June 30, 2020 with two additional one year annual renewal options for the testing, inspection and maintenance of specialized fire suppression systems and alarm panels integral to those systems located throughout County owned and operated facilities.
- I. Director of Public Works requests approval of and authorization for the Chairman to sign an agreement with Jane Valerius, doing business as (dba) Environmental Consulting, for a maximum of \$3,400 per fiscal year for the term January 24, 2017 through June 30, 2017, with an option to extend the agreement for two (2) additional one-year terms, to provide riparian restoration monitoring for the White Sulphur Springs Road Flood Repair Project, RDS 06-21.

- J.** Director of Public Works requests the following actions related to the "Hall of Justice Second Floor Repairs and Improvements Project," PW 16-04:
1. Reject the bid from Murray Building, Inc., of Sonoma CA, in the amount of \$840,660 and the bid from Southland Construction Management, Inc., of Pleasanton, CA, in the amount of \$926,755 as non responsive bids;
  2. Award of a construction contract to Vila Construction, Inc. of Richmond, California for their low base bid of \$1,031,173 and authorization for the Chair to sign the contract; and
  3. Approval of Budget Transfer No. DPW016 for the following (4/5 vote required):
    - a. Increase appropriations by \$420,000 in the Accumulated Capital Outlay (ACO) budget offset by the use of ACO available fund balance; and
    - b. Increase revenue and appropriations by \$420,000 in the Hall of Justice Second Floor Repairs and Improvements Project (Program 16015) offset by the transfer from the Accumulated Capital Outlay Budget.
- K.** Director of Public Works requests approval of a construction contract change order for the "Jail Security Maintenance and Upgrade Phase II Project," PW 11-04B, in accordance with Public Contract Code Section 20136(c) for an amount not to exceed \$150,075 for the installation of a 641 TB Video Camera Server Storage Array and for the Director of Public Works to execute the change order documents. (4/5 vote required)
- L.** Director of Public Works requests acceptance of a donation in the amount of \$2,000 from Norma Ingalls to the Napa County Animal Shelter and Adoption Center and approval for the Chair to sign a letter of appreciation.

#### General Admin & Finance

- M.** Auditor-Controller requests acceptance of the Audit Report for the Napa County Local Transportation Fund for Fiscal Year 2015-16 issued by Brown Armstrong, LLP.
- N.** Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with GTE Mobilnet of California LP, doing business as (dba) Verizon Wireless, at no cost to the County for the term of January 24, 2017 through January 26, 2024 to lease a certain portion of the property at 1435 North Oak Street, Calistoga (Napa County Fairgrounds) for the placement of a new cellular wireless communication facility.
- O.** County Counsel requests approval of and authorization for the Chair to sign a memorandum consenting to County Counsel's continued representation of the Circle Oaks County Water District and waiver of potential conflict of interest relating to that representation, as long as certain conditions are met.

- P.** County Counsel requests approval of and authorization for the Chair to sign a consent form waiving a potential conflict of interest and agreeing to limited joint representation in connection with Goldfarb & Lipman LLP's representation of the County in drafting loan documents for County funds provided to the proposed Manzanita affordable senior housing project located on North Soscol Road in the City of Napa.
- Q.** Director of Human Resources and Director of Health and Human Services Agency request adoption of a resolution amending the Departmental Allocation List for the Health and Human Services Agency, the Table and Index of Classes, and appropriate personnel policies as follows, effective December 31, 2016:
1. Amend the Departmental Allocation List by adding one 1.0 FTE Acting Deputy Director of HHSA - Child Welfare Services Director (MC) Limited Term (LT), through June 29, 2018;
  2. Amend the Table and Index by adding one Acting Deputy Director of HHSA - Child Welfare Services Director; and
  3. Amend appropriate personnel policies as outlined in "Exhibit A" of the resolution.
- R.** Director of Human Resources requests adoption of a resolution amending the Table and Index of Classes, the Departmental Allocation List for PBES, and appropriate personnel policies as follows, effective January 28, 2017:
1. Amend the Table and Index of Classes by:
    - a. Deleting a Deputy Planning Director;
    - b. Adding a Planning Manager (NCO);
    - c. Adding a Code Compliance/Process Improvement Manager (NCO); and
    - d. Adding an Engineering Manager - PBES (NCO).
  2. Amend the Departmental Allocation List by:
    - a. Deleting one 1.0 FTE Deputy Planning Director;
    - b. Adding one 1.0 FTE Planning Manager;
    - c. Deleting one 1.0 FTE Engineering Manager - Public Works;
    - d. Adding one 1.0 FTE Engineering Manager - PBES;
    - e. Adding one 1.0 FTE Code Compliance/Process Improvement Manager; and
    - f. Adding one 1.0 FTE Senior Environmental Health Specialist.
  3. Amend appropriate personnel policies as outlined in "Exhibit A" of the resolution.
- S.** Director of Human Resources requests adoption of a resolution approving a Side Letter Agreement with the Napa Association of Public Employees/SEIU 1021 Public Service Employee (PSE) and PSE Supervisory Units effective December 31, 2016, regarding shift coverage for the Health and Human Services Agency's Emergency Response Unit.
- T.** County Executive Officer, acting as the Director of Emergency Services, requests adoption of:
1. Resolution ratifying the Proclamation of Local Emergency related to the storms that began on January 8, 2017; and
  2. Resolution requesting the Governor to provide state aid under the California Disaster Assistance Act.

- U. County Executive Officer requests appointment of the following applicants to the Napa County Mental Health Board: one (1) new appointment representing Interested and Concerned Citizen with the term of office to commence immediately and expire January 1, 2019 and one (1) reappointment representing Consumer with the term of office to commence immediately and expire January 1, 2020.

<u>Name</u>	<u>District</u>	<u>Representing</u>
Laurence M. Kamer	3	Interested and Concerned Citizen
Steven C. Gehring	1	Consumer

- V. Second reading and adoption of an ordinance amending section 2.70.030 (Membership of Commission) in Chapter 2.70 (Solano-Napa Commission on Medical Care) of the Napa County Code by Expanding the Criteria for Commission Membership to include the Chief Executive Officer of a Federally Qualified Health Center.

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

## 7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

## 8. PUBLIC COMMENT

In this time period, anyone may address the Board of Supervisors regarding any subject over which the Board has jurisdiction but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be at the discretion of the Chair. As required by Government Code, no action or discussion will be undertaken on any item raised during this Public Comment period.

## 9. SET MATTERS OR PUBLIC HEARINGS

### A. 8:00 AM

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

### B. 9:00 AM

Recess to the Board of Equalization meeting (see BOE Agenda).

### C. 9:30 AM PUBLIC HEARING

Consideration and possible action regarding an appeal filed by Alfonso Poire to a July 20, 2016 decision by the Planning, Building and Environmental Services Director to approve Silverado Resort and Spa Building Permit No. B16-00517 for modifying and remodeling the Mansion Gardens located at 1600 Atlas Peak Road, Napa, California (Assessor's Parcel No. 060-010-001-000).

**Item 9C...Continued**

**ENVIRONMENTAL DETERMINATION:** Consideration and possible adoption of a Statutory Exemption: Issuance of building permits are exempt from the California Environmental Quality Act pursuant to 14 CCR §15268(b)(1), Ministerial Projects – Issuance of building permits; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Section 503.  
**(CONTINUED FROM OCTOBER 4, 2016; STAFF, APPELLANT AND APPLICANT REQUEST A CONTINUANCE TO APRIL 4, 2017 AT 9:30 A.M.)**

**D. 9:35 AM**

Recess to the Napa County Housing Authority (NCHA) special meeting (see NCHA Agenda).

**E. 10:00 AM**

County Executive Officer requests that the Board receive a report from the County's federal legislative advocate, Steven Palmer, Vice President of Van Scoyoc Associates in Washington, DC, on the 2017 federal legislative session.

**10. ADMINISTRATIVE ITEMS**Community Resources & Infrastructure

- A.** Director of Planning, Building and Environmental Services requests the following actions regarding the code compliance program:
1. Accept the presentation provided by staff regarding the code compliance program;
  2. Accept the amended Code Compliance Policies and Procedures Manual (Attachments A and B of the staff report); and
  3. Authorize the Director to make any future amendments to the Code Compliance Manual.

General Admin & Finance

- B.** Auditor-Controller to present and request acceptance of the County's Comprehensive Annual Financial Report (CAFR) and accompanying Management Letter for the fiscal year ended June 30, 2016.

**11. LEGISLATIVE ITEMS****12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS****13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS**

**14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS**

**15. CLOSED SESSION**

**A. CONFERENCE WITH LABOR NEGOTIATOR** (Government Code Section 54957.6)

Agency Designated Representatives: Heather Ruiz, Human Resources Director

Employee Organization: SEIU Local 1021 - NAPE (Public Services Employee Unit and Supervisory Unit of the County of Napa)

**B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Government Code Section 54957)

Title: Director of Planning, Building and Environmental Services

**16. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, JANUARY 31, 2017 AT 9:00 A.M.**

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON JANUARY 20, 2017 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE BOARD OF SUPERVISORS AND AVAILABLE FOR PUBLIC INSPECTION.

Gladys I. Coil (By e-signature)  
GLADYS I. COIL, Clerk of the Board