



AGENDA

NAPA COUNTY BOARD OF SUPERVISORS

Tuesday January 29, 2008 9:00 A.M.

Brad Wagenknecht
District 1

Mark Luce
District 2

Diane Dillon
District 3

Bill Dodd
District 4

Harold Moskowitz
District 5

Nancy Watt
County Executive Officer

Gladys I. Coil
Clerk of the Board

Robert Westmeyer
County Counsel

GENERAL INFORMATION

The Board of Supervisors meets each Tuesday at 9:00 A.M. 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 (253-6088TDD).

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, on and after at the time of such distribution, in the office of the Clerk of the Board of Supervisors, 1195 Third Street, Suite 310, 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.co.napa.ca.us

1. **CALL TO ORDER; ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **PRESENTATIONS AND COMMENDATIONS**
4. **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.

5. **DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS**
6. **CONSENT ITEMS**

Law & Justice

- A. Chief Probation Officer requests the following actions related to the Juvenile Justice Development Plan (JJDP):
 1. Adoption of a resolution approving the Fiscal Year 2007-2008 Juvenile Justice Development Plan previously reviewed by the Juvenile Justice Coordinating Council and authorizing its submission to the Corrections Standards Authority (CSA);
 2. Approval of Budget Transfer No. 20 increasing appropriations in the Probation Department budget in the amount of \$82,010 with offsetting revenues from the Corrections Standards Authority for the implementation of the Juvenile Justice Development Plan (4/5 vote required); and
 3. Adoption of a resolution amending the Departmental Allocation List for the Probation Department adding one (1) Probation Officer III and one (1) Probation Assistant effective February 9, 2008.

Human Services

- B. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 6902 with Progress Foundation, Inc., revising the budget of the contractor for the Transitional Age Youth Program, with no change to the maximum amount.
- C. Director of Health and Human Services requests approval of and authorization for the Chair to sign the following agreements, each with the term January 1, 2008 through August 31, 2008, with a provision for automatic annual renewal, for the Safe and Drug Free Schools and Communities Grant:
 1. Agreement with Calistoga Family Center, Inc., for a maximum of \$74,752 to provide for the coordination of a Student Assistance Program including tracking of referrals, program promotions, service coordination, and parent support;

2. Agreement with St. Helena Unified School District for a maximum of \$73,426 to provide coordination of a Student Assistance Program including tracking of referrals, program promotions, service coordination, and parent support;
 3. Agreement with Loyd Wolfe Juvenile Justice Network, Inc., for a maximum of \$64,125 to provide alcohol and drug screening, individual brief interventions and group prevention services for students engaged in high rates of alcohol or drug use; and
 4. Agreement with Mark Duerr, doing business as Duerr Evaluation Resources, for a maximum of \$22,042 to provide program evaluation services for the Student Assistance Program.
- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign the Workforce Investment Area Local Plan Modification for Program Year 2007-2008.
- E. Director of Health and Human Services requests adoption of resolution amending Resolution No. 02-182 regarding the use of the revolving fund for Children's program expenditures, adding Mental Health program expenditures to the list of eligible expenditures, and increasing the amount of the fund by \$4,000 for a new maximum of \$6,000.
- F. Director of Health and Human Services requests adoption of resolution approving amendments to the Napa County Mental Health Board's Bylaws as previously approved by the Mental Health Board on December 10, 2007.

Community Resources & Infrastructure

- G. Director of Conservation, Development and Planning requests approval of Budget Transfer No. 19 appropriating \$60,000 in the Building Department budget with offsetting revenues from the Conservation, Development and Planning budget for enhanced code enforcement activities. (4/5 vote required)
- H. Director of Public Works requests approval of Budget Transfer No. 17 increasing appropriations in the Equipment Pool budget with offsetting revenue and establishment of a fixed asset in the amount of \$19,000 for the purchase of a replacement vehicle assigned to Public Works. (4/5 vote required)
- I. Director of Public Works requests approval of plans and specifications for the "Hall of Justice Restrooms ADA Modifications Project," PW 07-46, 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.
- J. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Hughes Associates, Inc. for a maximum of \$8,300 for the term January 29, 2008 through June 30, 2008 for professional engineering services relative to a fire protection system for computer cold room.

- K.** Director of Public Works/Aviation requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 4858 with Tallwood Management Co., LLC consenting to the assignment and assumption of the lease to Sunset Aviation, Inc.

General Admin & Finance

- L.** Acting Chief Information Officer requests approval of and authorization for the Chair to sign an agreement with Accela, Inc. for a maximum of \$106,152 for the term July 1, 2007 through June 30, 2009 for software maintenance support as follows:
1. An annual maximum of \$48,716 for the Accela Automation Software System; and
 2. A maximum of \$8,720 for the Accela Wireless Software System.
- M.** Auditor-Controller requests the following actions regarding the Napa County Fair:
1. Approval of the proposed budget for the Napa County Fair for the Fiscal Year 2008;
 2. Authorization to draw a warrant in the amount of \$31,000 from the Napa County Fair Fund, payable to the Napa County Fair, for the purpose of replenishing their operating fund; and
 3. Authorization to approve the transmittal of the 2nd, 3rd and 4th allocations of the Fair's 2008 State Allocation, in the amount of \$31,000 each, upon receipt of said funds by the County Treasurer-Tax Collector.
- N.** Human Resources Director requests adoption of resolution authorizing County access to State and Federal level summary criminal history information, for employment, licensing or certification purposes, for miscellaneous County employees, volunteers and contract employees.
- O.** Human Resources Director and the Public Defender request adoption of a resolution regarding the following in connection with the Public Defender's Department, effective February 9, 2008:
1. Amend the Departmental Allocation List to:
 - a. Delete two (2) Senior Public Defender Investigators and one (1) (S) Supervising Public Defender Investigator; and
 - b. Add three (3) Public Defender Investigator I/II.
 2. Amend the Table and Index of Classes to:
 - a. Delete Public Defender Investigator and Senior Public Defender Investigator; and
 - b. Add Public Defender Investigator I and Public Defender Investigator II.
- P.** Human Resources Director requests adoption of a resolution amending the Table and Index and applicable personnel policies adding the position of Project Manager H&HS, retroactive to January 12, 2008.

- Q. Human Resources Director requests adoption of a Resolution of Intention amending Agreement No. 1464 with the Board of Administration of the California Public Employees' Retirement System to provide for Fourth Level of 1959 Survivor Benefits to the Safety Group.
- R. Human Resources Director requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 4748 with Patti Peters, dba Business Resource and Training Company, amending the Scope of Work to include discussion meetings upon request at the compensation rate of \$175 per hour.
- S. County Executive Officer/Purchasing Agent and Director of Public Works request the following:
1. Declare certain items of personal property as surplus and no longer required for public use, remove them from inventory, and dispose of them at public auction; (4/5 vote required) and
 2. Declare certain items of personal property as surplus and no longer required for public use, and authorize the Purchasing Agent to dispose of these items by donating them to Cyber Mill, Inc., a tax-exempt health and human service organization.
- T. Clerk of the Board requests consideration and adoption of a Resolution of Intention to Make Acquisitions and Improvements, and a Boundary Map pursuant to Section 10104 of the Streets and Highways Code of California for the Circle Oaks County Water District's proposed Assessment District No. 2008-1.

7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

8. SET MATTERS OR PUBLIC HEARINGS

A. 9:00 AM PUBLIC HEARING

First reading and intention to adopt an ordinance amending Chapter 6.04 (Animal Control and Rabies Prevention), Chapter 6.08 (Kennels, Zoos and Animal Exhibits), and Chapter 6.12 (Beehives) of the Napa County Code.

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.

(CONTINUED FROM NOVEMBER 20 AND DECEMBER 11, 2007; STAFF REQUESTS CONTINUANCE TO MARCH 11, 2008 AT 10:45 AM)

B. 9:15 AM

Director of Health and Human Services requests the following regarding the Fiscal Year 2008-2009 allocation of Tobacco Master Settlement Agreement (MSA) Funds:

1. Adoption of changes to the funding guidelines and the funding process for the Fiscal Year 2008-2009 MSA funding cycle as shown in the "Proposed Fiscal Year 2008-09 Changes to the Tobacco MSA Grant Procedures and Process"; and
2. Direction to staff to solicit and process applications in accordance with the process detailed the "Proposed Fiscal Year 2008-2009 MSA Grant Application Process" and the "Proposed Fiscal Year 2008-2009 MSA Grant Award Criteria."

C. 9:30 AM PUBLIC HEARING

Assessor-Recorder-County Clerk requests adoption of a resolution authorizing the County Recorder to charge an additional fee for social security truncation and requiring the County Auditor-Controller to conduct reviews.

D. 9:45 AM

Auditor-Controller and Bartig, Basler & Ray, Certified Public Accountants, to present and request acceptance of the County of Napa Comprehensive Annual Financial Report, County of Napa Single Audit Report, and the County of Napa Management Report for Fiscal Year 2006-2007.

E. 10:15 AM PUBLIC HEARING

Director of Public Works requests the following actions with respect to the Napa Industrial Area Traffic Mitigation Fee Program:

1. Open a Public Hearing for discussion of:
 - a. Annual report on the Traffic Mitigation Fee Program; and
 - b. Adjustment of the Traffic Mitigation Fee.
2. Close the Public Hearing and adopt:
 - a. Resolution making Government Code Section 66006 findings with respect to the mitigation program for the Fiscal Year 2006-2007; and
 - b. Resolution adjusting the traffic mitigation fee for new development within the Airport Industrial Area Specific Plan area for inflation, from \$2,762 to \$3,551 per afternoon peak hour vehicle trip, and updating references to the peak hour methodology document.

F. 4:00 PM

Recess to a joint meeting with the Napa City Council. (BOS Meeting Room)

1. Director of Public Works requests the following regarding the public art to be created by Gordon Huether for display on the City/County Parking Garage:
 - a. Presentation and approval of design concept art component; and
 - b. Authorization for the Purchasing Agent to sign the Product Purchase Agreement for a maximum amount of \$25,000.
2. Director of Public Works requests approval to proceed with design and installation of a photovoltaic system for the City/County Parking Garage.
3. Law enforcement officials from the County of Napa, City of American Canyon and City of Napa will report on the status of gang activity throughout the County of Napa.

9. ADMINISTRATIVE ITEMSCommunity Resources & Infrastructure

- A. Director of Conservation, Development & Planning and Director of Community & Intergovernmental Affairs request adoption of a resolution initiating a General Plan Amendment updating the County's Housing Element in accordance with State law and concurrence regarding a work plan related to this planning effort.

General Admin & Finance

- B. County Executive Officer requests approval of and authorization for the Chair to sign the following Special Projects Fund agreements for the term January 1, 2008 through December 31, 2010:
1. Agreement with Napa County Regional Park and Open Space District for a maximum of \$359,700 for outdoor recreation and educational opportunities;
 2. Agreement with Arts Council Napa Valley for a maximum of \$290,000 for cultural needs assessment and strategic planning for art experiences and art education;
 3. Agreement with Napa County Historical Society for a maximum of \$22,722 for the preservation of historical resources, objects, and archives of the Napa Valley; and
 4. Agreement with Napa Valley Mustard Festival for a maximum of \$300,000 for marketing and promotion of off-peak and non-weekend tourism events and opportunities.
- C. County Executive Officer requests that the Board approve a Selective Hiring Freeze Policy, effective through December 31, 2008.

10. LEGISLATIVE ITEMS

- A. Legislative Subcommittee presentation and adoption of the proposed 2008 Napa County Legislative Platform. The Board may or may not take action on any or all items presented for discussion.
(Unanimous vote required)

11. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS**12. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS****13. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS****14. CLOSED SESSION****15. ADJOURNMENT**

**ADJOURN TO BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, FEBRUARY 05, 2008
AT 9:00 A.M.**