



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY BOARD OF SUPERVISORS

Tuesday January 8, 2019 9:00 A.M.

Brad Wagenknecht
District 1

Ryan Gregory
District 2

Diane Dillon
District 3

Alfredo Pedroza
District 4

Belia Ramos
District 5

Minh C. Tran
County Executive Officer

Jose Luis Valdez
Clerk of the Board

Jeffrey M. Brax
County Counsel

GENERAL INFORMATION

The Board of Supervisors meets as specified in its adopted annual calendar on Tuesdays 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

1. CALL TO ORDER; ROLL CALL

- A. Election of Officers (Chair and Vice Chair).

2. PLEDGE OF ALLEGIANCE**3. APPROVAL OF MINUTES****4. PRESENTATIONS AND COMMENDATIONS**

- A. Director of Human Resources to introduce new County employees.

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

- A. Sheriff requests the following actions related to the purchase of a patrol vessel and trailer:

1. Approval of Budget Transfer No. SHE003 increasing appropriations by \$12,000 in the Sheriff's fixed asset account with offsetting revenues from the Department of Parks and Recreation, Division of Boating and Waterways Grant (4/5 vote required); and
2. Award purchase of a 24' enclosed cabin runabout style patrol vessel and trailer to Rogue Jet Boatworks, Inc., White City, OR for a total of \$103,656.

Community Resources & Infrastructure

- B. Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign Amendment No.1 to Revenue Agreement No. 170682B with the California Department of Food and Agriculture (CDFA), increasing the contract maximum by \$13,240 for a new maximum of \$112,078 for reimbursement of expenditures associated with placing and inspecting traps for the detection of exotic pests.

- C. Director of Library Services and Community Outreach requests the following:

1. Acceptance of a \$25,000 donation from the Winiarski Family Foundation;
2. Acceptance of a \$10,000 donation from Evelyn B Allen; and
3. Authorization for the Chair to sign letters of appreciation in acceptance of these donations.

- D.** Director of Planning, Building and Environmental Services requests adoption of a resolution:
1. Authorizing the submission of an application to the California Department of Resources Recycling and Recovery for a Waste Tire Enforcement Grant in the amount of \$64,000 for the State's Fiscal Year 2018-2019 award cycle, to be received by the County in Fiscal Year 2019-2020; and
 2. Authorizing the Assistant Director of Planning, Building, and Environmental Services to execute the necessary grant documents.
- E.** Director of Public Works requests the following actions related to the "Hall of Justice Electronic Plumbing Upgrades Project," PW 17-16 (the "Project"):
1. Approval of plans and specifications for the "Hall of Justice Electronic Plumbing Upgrades Project," PW 17-16, 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.
 2. Pursuant to Public Contract Code Section 3400(c)(2), designate certain products (sole source electronic controls) by a specific brand or trade name in the plans and specifications for the construction of the project.
- F.** Director of Public Works requests the Board accept a report on Space License Agreements and Lease Agreements executed by the County Executive Officer during the period July 1, 2018 through December 31, 2018 pursuant to Resolution No. 2018-36.

General Admin & Finance

- G.** Auditor-Controller requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 180155B with Government Finance Officers Associations (GFOA), amending the termination date to June 30, 2019, with no change to the maximum contract amount.
- H.** Auditor-Controller requests the Board accept and instruct the Clerk of the Board to file the Audit Reports for the Napa County District Attorney's Office Automobile Insurance Fraud and Workers' Compensation Insurance Fraud Grant Programs awarded by the California Department of Insurance for the fiscal year ended June 30, 2018.
- I.** Auditor-Controller requests acceptance of the Audit Report for the Napa County Local Transportation Fund for the fiscal year ended June 30, 2018 issued by Brown Armstrong, LLP.
- J.** County Executive Officer and Chief Information Officer request the following:
1. Declare certain items of capital asset property as surplus and no longer required for public use;
 2. Authorize removal of the capital assets from the Information Technology Services' capital asset inventory; and
 3. Authorize e-waste disposal.

- K.** Director of Human Resources requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 160092B-19 with The Permanente Medical Group, Inc., updating Exhibit "B-1" by expanding the list of available occupational health and safety medical services for potential candidates and Napa County employees.
- L.** Director of Human Resources, Interim Director of Health and Human Services, and County Executive Officer request adoption of a resolution, as follows, effective January 12, 2019, with a net increase of one full-time equivalent, and a slight increase to the County General Fund:
1. Amend the Table and Index of Classes by:
 - a. Deleting two (2.0 FTE) Chief Deputy Director of Health and Human Services (NCO);
 - b. Adding one (1.0 FTE) Assistant Director of Health and Human Services (NCO);
 - c. Adding one (1.0 FTE) Deputy Director of Health and Human Services - Administrative Services (NCO); and
 - d. Adding one (1.0 FTE) Director of Housing and Homeless Services (NCO);
 2. Amend the Departmental Allocation Lists for multiple departments as outlined in "Exhibit A" of the Resolution; and
 3. Amend appropriate personnel policies as outlines in "Exhibit A" of the Resolution.
- M.** Director of Human Resources and Interim Director of Health and Human Services Agency request the adoption of a resolution amending the Departmental Allocation List for the Mental Health Division of the Health and Human Services Agency by adding two 1.0 FTE Forensic Mental Health Counselors, effective January 8, 2019, with a net increase of two full-time equivalents, and a slight increase to the County General Fund.
- N.** Director of Human Resources and County Executive Officer request the adoption of a resolution amending the Departmental Allocation List for the Risk and Emergency Services Division of the County Executive Office, as follows, effective January 12, 2019, with a net increase of one full-time equivalent, and a slight increase to the County General Fund:
1. Delete one 1.0 FTE Administrative Support Technician - Confidential;
 2. Add one 1.0 FTE Staff Services Analyst I - Confidential; and
 3. Add one 1.0 FTE Emergency Services Officer.
- O.** County Executive Officer/Director of Emergency Services and County Counsel request adoption of a resolution terminating the Proclamation of Local Emergency and Local Health Emergency declared in response to the 2017 Napa Fire Complex.
- P.** County Executive Officer requests the following actions related to the year end General Fund fund balance in excess of the amount required to balance the Fiscal Year 2018-2019 Adopted Budget (4/5 vote required):
1. Approve an increase of \$3,435,188 in the General Reserve; and
 2. Approve Budget Adjustment No. (CEO006)
 - a. Increasing appropriations in Non-Departmental (10500-00) Retirement (51600) by \$3,587,342, from available fund balance to address future pension liability;
 - b. Increasing appropriations in Non-Departmental (10500-00) Transfers out-Accumulated Capital Outlay (56110) by \$3,587,341 from available fund balance; and
 - c. Increasing revenue appropriations in Accumulated Capital Outlay (30000-00) Transfers In from General Fund (48210) and assign these funds to the Replacement Jail Project (32100).

- Q.** County Executive Officer requests adoption of a Resolution authorizing the County to apply for Census Outreach funding from the State of California.
- R.** County Executive Officer requests adoption of a resolution appointing James B. Hudak as the Napa County Treasurer-Tax Collector effective January 7, 2019.
- S.** County Executive Officer requests reappointment of Barbara Pahre to serve as the Board of Supervisors' representative on the Golden Gate Bridge, Highway and Transportation District with the term to commence immediately and expire January 1, 2021.
- T.** County Executive Officer requests authorization to refer qualified applicants for the Airport Land Use Commission vacancy to the Airport Advisory Commission, and direct the Airport Advisory Commission to select the three most qualified candidates back to the Board of Supervisors.
- U.** County Executive Officer requests the appointment of the following applicant to the Napa County Child Care and Development Planning Council with the term of office to commence immediately and expire June 30, 2019:

<u>Name</u>	<u>Representing</u>
Amalia Kulczycki	Public Agency Representative

- V.** County Executive Officer requests the following actions regarding the Napa County Law Library Board of Trustees:
1. Reappointment of James V. Jones, representing Trustee for the Bar Association for a one-year term; and
 2. Appointment of Ned Goldstein, representing Trustee for the Board of Supervisors for a one-year term.

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. 9:00 AM**

Recess to the Napa County Public Improvement Corporation (NCPIC) special meeting (see NCPIC Agenda).

B. 9:00 AM

Recess to the Silverado Community Services District (SCSD) special meeting (see SCSD Agenda).

C. 9:00 AM

Recess to the Monticello Public Cemetery District (MPCD) special meeting (see MPCD Agenda).

D. 9:00 AM

Recess to the Napa County Flood Protection and Watershed Improvement Authority (NCFPWIA) special meeting (see NCFPWIA Agenda).

E. 9:15 AM

Recess to the In-Home Supportive Services (IHSS) Public Authority of Napa County special meeting (see IHSS Agenda).

F. 9:15 AM

Recess to the Lake Berryessa Resort Improvement District (LBRID) special meeting (see LBRID Agenda).

G. 9:20 AM

Recess to the Napa Berryessa Resort Improvement District (NBRID) special meeting (see NBRID Agenda).

H. 9:30 AM

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

10. ADMINISTRATIVE ITEMSGeneral Admin & Finance

- A. Auditor-Controller to present and request acceptance of the County's Comprehensive Annual Financial Report for the fiscal year ended June 30, 2018.
- B. County Executive Officer requests approval of the FY 2019-20 Budget Policies and Budget Calendar.
- C. County Executive Officer requests discussion and possible action regarding the appointment of members of the Board of Supervisors to various committees, commissions and advisory boards.

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 LEGAL COUNSEL - EXISTING LITIGATION** (Government Code Section 54956.9)

Name of case: Napa County v. John Alex Bremer and Laura Joyce Bremer, Trustees of the Bremer Family 1995 Living Trust, Bremer Group, LLC, Napa County Superior Court #17CV000884.

16. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, JANUARY 15, 2019
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 FRIDAY, JANUARY 4, 2019 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.

Jose Luis Valdez (By e-signature)
JOSE LUIS VALDEZ, Clerk of the Board