

AGENDA

NAPA COUNTY BOARD OF SUPERVISORS



A Tradition of Stewardship
A Commitment to Service

Napa County Public Improvement Corporation
Silverado Community Services District
Monticello Public Cemetery District
In-Home Support Services Public Authority of Napa County
Lake Berryessa Resort Improvement District
Napa Berryessa Resort Improvement District
Napa County Housing Authority
Napa County Groundwater Sustainability Agency

Tuesday March 23, 2021 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.

AGENDA AVAILABLE ONLINE AT www.countyofnapa.org

This is a simultaneous meeting of the Board of Supervisors of Napa County, the Napa County Public Improvement Corporation, the Silverado Community Services District, the Monticello Public Cemetery District, the In-Home Support Services Public Authority of Napa County, the Lake Berryessa Resort Improvement District, the Napa Berryessa Resort Improvement District, the Napa County Housing Authority and the Napa County Groundwater Sustainability Agency.

The five District Supervisors also serve as the Board of Directors of the Napa County Public Improvement Corporation, Board of Trustees of the Silverado Community Services District, the Board of Trustees of the Monticello Public Cemetery District, the Members of the Board of the In-Home Support Services Public Authority of Napa County, the Members of the Board of the Lake Berryessa Resort Improvement District, the Members of the Board of the Napa Berryessa Resort Improvement District, the Board of Commissioners of the Napa County Housing Authority, and the Board of Directors of the Napa County Groundwater Sustainability Agency. Each of the foregoing entities is a separate and distinct legal entity. The Board welcomes you to attend its meetings that are generally scheduled on Tuesdays at 9:00 a.m. Your interest is encouraged and appreciated.

PLEASE NOTE: IN ACCORDANCE WITH COVID-19 GUIDANCE FROM THE STATE OF CALIFORNIA, AS OF 03/04/2020, IN-PERSON ATTENDANCE AT BOARD OF SUPERVISORS MEETINGS IS LIMITED. PLEASE SEE INSTRUCTIONS BELOW FOR VIRTUAL/TELEPHONIC ATTENDANCE.

How to Watch or Listen to Napa County Board of Supervisors Meetings

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. **Watch on your TV** - Napa Valley TV Channel 28 (programming subject to local pre-emption rules and schedules).
2. **Listen on your cell phone via Zoom** at 1-669-900-6833 then enter Meeting ID **842-343-169** once you have joined the meeting.
3. **Watch via the Internet** – view the Live Stream
 - a. via Zoom at the following link: <https://www.zoom.us/join>
then enter Meeting ID **842-343-169**.
 - b. via Granicus by clicking on the following link:
http://napa.granicus.com/ViewPublisher.php?view_id=2

4. You may submit public comment for any item that appears on the agenda, or general public comment for any item or issue that does not appear on the agenda, as follows:

Via email: send your comment to the following email address:

publiccomment@countyofnapa.org. **EMAILS WILL NOT BE READ ALOUD.**

Emails received by 8:00 AM on Tuesdays will be posted online. Emails received during board meetings will be posted *after* the meeting. All emails become part of the permanent record.

Via telephone: please call the Board of Supervisors Public Comment Line at **(707)-299-1776**.

Please mute all audio devices and do no use the speakerphone to prevent echoing.

Please provide your name and the agenda item on which you are commenting. Calls will be placed on hold and heard in the order received. These measures exceed all legal requirements for participation and public comment, including requirements imposed by the Ralph M. Brown Act and Executive Order N-29-20 and N-33-20.

1. CALL TO ORDER; ROLL CALL**2. PLEDGE OF ALLEGIANCE****3. APPROVAL OF MINUTES****4. PRESENTATIONS AND COMMENDATIONS****5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS****6. CONSENT ITEMS - SPECIAL DISTRICTS****A. Monticello Public Cemetery District (MPCD) special meeting.**

B. Director of Public Works, acting as District Manager for the Monticello Public Cemetery District (MPCD) seeks authorization to buy back four plots in Monticello Public Cemetery (Block 2, Lot 10, Plots 3, 8, 9, 10) from Patricia Taylor of Napa, California, who currently owns the burial rights to those plots at a total cost of \$800.

C. County Executive Officer requests the reappointment of the following applicants to the Monticello Public Cemetery District Advisory Committee for another four-year term:

<u>Name</u>	<u>Representing</u>
Mary J. Carpenter	Member
Darlene Carpenter	Member
Daniel G. McQueeney	Member

D. District Manager requests approval of and authorization for the Chair to sign a Professional Services Agreement with Brambila & Kelley, Inc. to provide grave digging and burial services for Monticello Public Cemetery District (MPCD).

E. Lake Berryessa Resort Improvement District (LBRID) Special Meeting

F. District Engineer requests the Governing Board confirm an emergency situation still exists due to damage caused by the 2020 LNU Lighting Complex Fire, requiring immediate action to repair LBRID water and wastewater facilities. (4/5 vote required)

G. Napa Berryessa Resort Improvement District (NBRID) Special Meeting

H. District Engineer requests the Governing Board confirm an emergency situation still exists due to damage caused by the 2020 LNU Lighting Complex Fire, requiring immediate action to repair NBRID water and wastewater facilities. (4/5 vote required)

I. District Engineer requests approval of Budget Transfer No. NB005 increasing appropriations by \$7,920 in District Operations budget (Fund 5240, Subdivision 5240000) offset by increase in revenue from the transfer from the General Fund for an amendment to Agreement 200263D for a peer review of a post-fire budget and rate analysis. (4/5 vote required)

7. CONSENT ITEMSPublic Safety

- A. Sheriff requests approval of and authorization for the Chair to sign an agreement with Focal Forensics, LLC for a maximum of \$89,620 for the term March 23, 2021 through June 30, 2023 to provide video and audio redaction services.

Community Resources & Infrastructure

- B. Director of Public Works requests the following action related to Agreement No. 200210B with the law firm Renne Public Law Group, LLP:
1. Approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 200210B effective March 23, 2021 for specialized legal services to advise and represent the County on lease and contract issues and litigation relating to Napa County Airport, increasing the maximum compensation payable from \$475,000 to \$825,000 and extending the term of the agreement from June 30, 2021 to June 30, 2024; and
 2. Approval of Budget Transfer AIR005 increasing appropriations by \$350,000 in the legal services account in the Airport Operations budget (Fund 5010, Sub-Division 5010000) with the use of its available fund balance for the outside legal counsel agreement and internal legal counsel cost (4/5 vote required).
- C. Director of Public Works requests approval of and authorization for the Chair to sign an agreement with Engie Services U.S Inc. for an annual maximum compensation of \$37,765 for routine and non-routine/on-call professional services and \$2,235 for one-time preliminary assessment fees for the term April 1, 2021 through June 30, 2023 with two (2) additional one-year annual renewal options, to provide solar photovoltaic (PV) power system cleaning, maintenance, and monitoring services to solar systems at County owned facilities.
- D. Director of Public Works requests the following:
1. Award of the contract for "2020 Glass Fire Stockpiled Tree Debris Removal Project," RDS 20-45B to The Original Mowbray's Tree Service of San Bernadino, CA. for their low base bid of \$15,000 and authorization for the Chair to sign the contract; and
 2. Award of the contract for "2020 Glass Fire Felled Tree Debris Removal Project," RDS 20-45C to The Original Mowbray's Tree Service of San Bernadino, CA. for their low base bid of \$241,999 and authorization for the Chair to sign the contract.
- E. Director of Public Works requests a waiver of competitive bidding requirements and a sole source award to Nixon-Egli Equipment Co. for a two (2) month rental of a Wirtgen W120 XTI Cold Milling Machine in the amount of \$60,585 and a Leeboy 5300 Paver in the amount of \$31,293 pursuant to Napa County Code Section 2.36.090.
- F. Director of Public Works requests the following actions:
1. Creation of new Capital Improvement Project (CIP) within the Roads Capital Improvement Program budget (Fund 2040, Sub-Division 20405-00) for a bridge preventive maintenance program (Program 21068);
 2. Approval of and authorization for the Chairman to sign an agreement with Biggs Cardosa & Associates for a maximum of \$92,911 for the term March 23, 2021 through June 30, 2021 with a one year extension to prepare a Bridge Preventive Maintenance Program; and

3. Approval of Budget Transfer DPW045 for the following (4/5 vote required):
 - a. Increase appropriations by \$100,000 in the SB-1 Non-Operating Special Revenue Fund (SRF) budget (Fund 2440, Sub-Division 12200-52) to transfer to Program 21086 offset by use of its available fund balance; and
 - b. Increase appropriations by \$100,000 in Program 21068 budget offset by an increase in revenue from the transfer from the SB-1 SRF budget.

- G. Director of Public Works requests acceptance of a donation in the amount of \$1,000 from The Estate of Bruna M. Crunkleton to the Napa County Animal Shelter and approval for the Chair to sign a letter of appreciation.

General Admin & Finance

- H. Auditor-Controller requests the Board accept, and instruct the Clerk of the Board to file, the internal audit report for County of Napa County-Wide Audit of Assigned Vehicles (excluding Sheriff and Special Districts) for the period of July 1, 2018 - June 30, 2020.
- I. Auditor-Controller requests acceptance of the County's Single Audit Report, an audit of county-wide expenditures of Federal Awards, for the fiscal year ended June 30, 2020.
- J. Second reading and adoption of an ordinance adding chapter 2.104 to the Napa County Ordinance Code ratifying campaign contribution limits and establishing a limit on personal loans provided by candidates to their own campaigns.
- K. Treasurer-Tax Collector requests the following actions regarding the County's investments:
 1. Adoption of a resolution renewing the delegation of investment/reinvestment authority to the Treasurer-Tax Collector for an additional one-year period beginning April 1, 2021 pursuant to California Government Code Sections 53607 and 27000.1; and
 2. Approval of the Napa County Statement of Investment Policy in accordance with California Government Code Section 53646(a)(1).
 3. Appoint former Treasurer-Tax Collector James Hudak to the Treasury Oversight Committee filling the position created for a member of the public.
- L. County Executive Officer requests the reappointment of the following incumbents on the Napa County Wildlife Conservation Commission (WCC) with the terms of office to commence immediately and expire February 1, 2024.

<u>Name</u>	<u>Representing</u>
Kimberly Richard	Public At Large
Gregory Matsumoto	Public At Large

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

9. PUBLIC COMMENT

10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS

- A. Monticello Public Cemetery District (MPCD) special meeting.**
- B.** District Manager requests approval of and authorization for the Chair to sign a resolution approving the following actions:
1. Open the Public Hearing to consider any comments on the amended Monticello Public Cemetery District Schedule of Fees; and
 2. Close the Public Hearing and adopt the resolution amending the Monticello Public Cemetery District Schedule of Fees.

11. ADMINISTRATIVE ITEMSCommunity Resources & Infrastructure

- A.** Director of Planning, Building and Environmental Services requests acceptance of the annual report regarding the status of the Napa County General Plan and progress in its implementation as required by Government Code Section 65400.

General Admin & Finance

- B.** County Executive Officer requests that the Board:
1. Review and accept the Fiscal Year 2020-21 Mid-year Fiscal Review; and
 2. Approve Budget Transfer No. CEO021 making budget adjustments in a number of departments as outlined in Attachment A of this Board item, to provide sufficient appropriation authority for expenditures through the end of the fiscal year (4/5 vote required).

12. SET MATTERS OR PUBLIC HEARINGS - SPECIAL DISTRICTS**13. SET MATTERS OR PUBLIC HEARINGS****A. 9:05 AM**

Presentation by Dr. Karen Relucio, the County's Public Health Officer and discussion regarding the Coronavirus (COVID-19) situation, for Board direction and possible action.

B. 11:00 AM

Director of Health and Human Services (HHSA) requests Board input and approval of the "Request for Proposal – Emergency and Non-Emergency Advanced Life Support Ambulance Transport for Napa County, California" (the RFP) and authorization for HHSA to issue the RFP and proceed with the procurement process in accordance with its terms.

14. LEGISLATIVE ITEMS**15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS****16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS****17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS****18. CLOSED SESSION****A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)**

Agency Designated Representatives: Christine Briceno, Interim Director of Human Resources
Employee Organization: SEIU Local 1021 - NAPE (Public Services Employee Unit and Supervisory Unit of the County of Napa)

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

Property: 1435 North Oak Street, Calistoga, California
Agency Negotiator: Minh C. Tran, County Executive Officer
Negotiating Parties: Napa County and OLE Health
Under Negotiation: [X] Price [X] Terms of Payment

C. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957(b)(1))

Title: Agricultural Commissioner/Sealer of Weights and Measures

19. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, APRIL 6, 2021
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, MARCH 19, 2021 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