



A Tradition of Stewardship
A Commitment to Service

AGENDA

NAPA COUNTY BOARD OF SUPERVISORS

Tuesday August 11, 2015 9:00 A.M.

Brad Wagenknecht
District 1

Mark Luce
District 2

Diane Dillon
District 3

Alfredo Pedroza
District 4

Keith Caldwell
District 5

Nancy Watt
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

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 May 5, 2015 (All Supervisors present);
 2. Regular meeting May 5, 2015 (All Supervisors present); and
 3. Regular meeting May 12, 2015 (All Supervisors present).

4. PRESENTATIONS AND COMMENDATIONS

- A. Acting Director of Human Resources to introduce new County employees.
- B. Presentation of proclamation recognizing the UC Master Gardeners (UC MG) of Napa County for their 20 years of service to the local community to Yvonne Rasmussen, Volunteer Program Coordinator; David Lewis, Director, UC Cooperative Extension, Napa County; and David Layland, UC MG Napa County President followed by a brief presentation commemorating the 20 year history of the UC Master Gardener Program in Napa County.
- C. Presentation of a proclamation to Coach Bernie Ochoa and Manager Debbie Weston for the Napa United Academy Red Soccer Team, comprised of Napa County's best soccer players aged 14 and under, who won U.S. Soccer Club National Cup XIV Championship for their age group.

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

- A. Chief Probation Officer requests the following actions regarding the Community Recidivism Reduction Grant Program (Program):
1. Authorization for the Chair to sign a letter of interest to the California Board of State and Community Corrections (BSCC) notifying them of the County of Napa's interest in continuing participation in the Program; and
 2. Direction to the Community Corrections Partnership to award grants under the same procedures utilized for the Program funded through the Budget Act of 2014.

Public Safety

- B.** County Fire Chief requests approval of and authorization for the Chair to sign an agreement with Napa Communities Firewise Foundation for a maximum of \$100,000 for the term July 1, 2015 through June 30, 2016 for community outreach and assistance in the creation and continuation of Fire Safe Communities and Councils to mitigate the effects of and to survive wildland fires.
- C.** Sheriff requests approval for the following actions related to the purchase of fixed assets for patrol vehicles:
1. A waiver of competitive bidding requirements and sole source award to LEHR, Sacramento, CA for a total of \$76,486 pursuant to County Ordinance Code 2.36.090;
 2. Approval of Budget Transfer No. SHE001 transferring \$76,486 from Service and Supplies accounts to Equipment account within the Sheriff's budget;
 3. Establishing seven (7) fixed assets in the amount of \$ \$6,809 each for in-car cameras (4/5 vote required); and
 4. Establishing five (5) fixed assets in the amount of \$5,764 each for in-car computers (Toughbooks) (4/5 vote required).

Human Services

- D.** Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of Agreement No. 6336 with McWilliams Mailliard Technology Group, Inc., for a maximum of \$11,850 for the term July 1, 2015 through June 30, 2016 to provide software and support services for the Adult Protective Services program.
- E.** Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 7915 with the Housing Authority of the City of Napa, increasing the maximum amount by \$13,944 for a new annual maximum of \$93,600 to administer rental subsidies under the Transitional Residential Alliance and Integrated Network (TRAIN) grant for supportive services for the homeless.
- F.** Director of Health and Human Services requests approval of and authorization for the Chair to sign the renewal of revenue Agreement No. 8253 with First 5 Napa County Children and Families Commission for a maximum of \$58,700 for the term July 1, 2015 through June 30, 2016 to fund services at the Therapeutic Child Care Center.
- G.** Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to an agreement (formerly AUD 6360) with Jo A. McCormick, Attorney at Law, rescinding the provision limiting the number of automatic renewals for the contractor to provide Grievance Hearing Officer services to specifically referred clients of the Child Welfare Services Programs.

- H. Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with Communique Interpreting, Inc., for a maximum of \$12,000 for the term August 11, 2015 through June 30, 2016, with a provision for annual renewal, to provide American Sign Language interpretation services for clients in the Child Welfare Services programs.
- I. Director of Health and Human Services requests approval of and authorization for the Chair to sign an agreement with Napa Valley Unified School District, through its Napa Valley Adult School, for a maximum of \$1,293 the term July 17, 2015 through August 31, 2015 to provide work readiness training for clients participating in the Napa Youth Ecology Corps.
- J. Director of Health and Human Services requests consideration of Napa State Hospital's request for the Board of Supervisors to nominate Rebecca Gladding, M.D. for appointment by the Governor to the Napa State Hospital Advisory Board.

Community Resources & Infrastructure

- K. Agricultural Commissioner/Sealer of Weights & Measures requests approval of and authorization for the Chair to sign the following renewal agreements for the term July 1, 2015 through June 30, 2016:
 - 1. Agreement No. 1992 with the California Department of Food and Agriculture (CDFA) for a maximum of \$500 for activities related to the performance of nursery inspections to ensure nurseries are commercially clean, free of pests, and plants properly labeled.
 - 2. Agreement No. 4760 with CDFA for a maximum of \$3,163 for activities related to the performance of Sudden Oak Death inspections on nursery shipments.
 - 3. Agreement No. 7844 with the California Agricultural Commissioners and Sealers Association (CACASA) Memorandum of Understanding for a maximum of \$10,056 for services related to submitting pesticide use reporting data.
- L. Agricultural Commissioner/Sealer of Weights and Measures requests the following actions related to the Great Wine Capitals program:
 - 1. Authorization for out of country travel for Chair Dillon, Supervisor Pedroza and Agricultural Commissioner/Sealer of Weights and Measures Clark to attend the Great Wine Capitals General Assembly Conference in Rioja, Spain from November 8-12, 2015; and
 - 2. Authorize changes to the Agricultural Commissioner's Office policy relating to the Great Wine Capitals program and authorize the Agricultural Commissioner to make future changes as needed.
- M. Director of Library Services and Community Outreach requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 5089 with the City of Calistoga (City) to formalize a spending plan for capital improvement projects.

- N.** Director of Planning, Building, and Environmental Services requests approval of and authorization for the Chair to sign an agreement with Fehr and Peers, for a maximum of \$155,510 for the term August 11, 2015 through June 30, 2016 to prepare an update of the Circulation Element in the Napa County General Plan.
- O.** Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 24 to Agreement No. 4202 with Napa County increasing the total amount of Measure "A" funds by a total of \$600,000 to fund Angwin Water Supply Reliability Projects consistent with the approved budget for FY 2015-2016.
- P.** Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 4562 with Franks Janitorial Service, Inc. decreasing the amount by \$5,000 for a new maximum of \$25,000 per fiscal year with an effective date of July 1, 2015 for janitorial services provided to County offices located at 994 Kaiser Road and 809 Coombs Street.
- Q.** Director of Public Works requests approval of and authorization for the Chair to sign Amendment No.1 to Agreement No. 8077 with Nacht & Lewis Architects, Inc., increasing the amount by \$205,065 for a new maximum of \$566,125 and amending the scope of work to provide for further design changes to the basement of the Hall of Justice.
- R.** Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 8287 with Nacht & Lewis Architects, Inc., increasing the amount by \$135,000 for a new maximum of \$781,718 and amending the scope of work to include additional architecture and engineering services for the Hall of Justice and Jail Annex earthquake repairs.
- S.** Director of Public Works requests award of the contract for the "Napa River Oakville Crossroad to Oak Knoll Avenue Restoration Project Group A", PW 15-01 to Siteworks Construction, Inc. of Lafayette, California, for their low base bid of \$1,734,997, and authorization for the Chair to sign the construction contract.
- T.** Director of Public Works requests approval of plans and specifications for the "Pope Valley Volunteer Fire Station", PW 14-27A, authorization to advertise for sealed bids and opening of the bids at a time and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code.

General Admin & Finance

- U.** Auditor-Controller requests authorization to accept a reimbursement grant from Innovate Your State, in the amount of \$18,000 to offset the purchase and implementation cost of "OpenGov", an internet financial transparency tool.

- V.** Auditor-Controller requests adoption of a resolution authorizing the implementation of the Teeter Plan as follows:
1. Authorizing the continuance of the Teeter Plan, as governed by Revenue and Taxation Code, for Fiscal Year 2015-2016;
 2. Authorizing the issuance of a promissory note, in the amount of \$2,329,880, to fund payment of the Fiscal Year 2014-2015 delinquent secured taxes; and
 3. Authorizing the Chair and Clerk of the Board to sign the note.
- W.** County Counsel and County Executive Officer/Director of Emergency Services request the affirmation of Resolution No. 2015-36 extending the Proclamation of Local Emergency due to the South Napa County Earthquake ratified by the Board of Supervisors by Resolution No. 2014-100 on August 24, 2014.
- X.** County Counsel requests adoption of a resolution amending the Napa County Policy Manual in Part 1, effective as of September 2, 2015, to add Section 8J regarding teleconference participation in meetings.
- Y.** Director of Housing and Intergovernmental Affairs requests approval of and authorization for the Chair to sign a revenue agreement with Napa County Transportation & Planning Agency (NCTPA), commencing on July 1, 2015 and until terminated by either party upon 30 day notice, for a maximum amount of \$24,000 per fiscal year for shared Federal advocacy services.
- Z.** Treasurer-Tax Collector requests confirmation of the following nominee to serve on the Napa County Treasury Oversight Committee:
- | <u>Nominee</u> | <u>Representing</u> | <u>Term Expiration</u> |
|----------------------------------|--|------------------------|
| Alternate:
Alfredo
Pedroza | Representative selected by a majority of the presiding officers of the legislative bodies of the special districts in the County which are required or authorized to deposit funds in the County Treasury. | March 31, 2019 |
- AA.** County Executive Officer/Purchasing Agent and County Fire Chief request the following:
1. Declare safety equipment, none which are fixed assets, as surplus and no longer required for public use; and
 2. Request authorization for disposal of surplus property items by donation to fire service programs such as Napa High, Santa Rosa Junior College and Butte Junior College.
- BB.** County Executive Officer requests authorization for the Chair to sign a letter transmitting the responses to the 2014-2015 Grand Jury Report on Management of Groundwater and Recycled Water: Is Napa County in Good Hands.

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. 9:15 AM**

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

B. 9:30 AM

Director of Planning, Building, and Environmental Services requests the following actions regarding the code enforcement program:

1. Accept the update and presentation provided by staff regarding the code enforcement program;
2. Direct staff to hold the first community clean-up event in East Imola this September, or as soon thereafter as is feasible;
3. Direct staff to return by November, 2015, with a limited residential building permit amnesty program;
4. Direct staff to post on-line the "Frequently Asked Questions" memo included in Attachment B of the staff report;
5. Direct staff to return with formulas for calculating civil penalties for both vineyard violations and zoning violations, for future consideration by the Board;
6. Direct staff to return with a draft ordinance to allow for the recordation of Notices of Violation and Citations, for future consideration by the Board; and
7. Approve the prepared responses to the 2014-15 Grand Jury Report - Are Napa County Wineries Following the Rules? in Attachment F of the staff report and authorize the Chair to sign a letter transmitting the responses to the Presiding Judge (Attachment E of the staff report).

C. 10:15 AM

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

D. 10:30 AM

County Executive Officer and Director of Corrections request the following related to the County's submittal of a Senate Bill (SB) 863 jail construction funding application:

1. Staff presentation and discussion on the development of the first phase of the County's new jail facility located at 2300 Napa-Vallejo Highway in Napa; and
2. Adoption of a resolution authorizing the submittal of a SB 863 jail construction funding application for State lease-revenue bonds in the amount of \$20,000,000.

E. 11:00 AM PUBLIC HEARING

Director of Planning, Building and Environmental Services requests approval of a Certificate of Public Convenience or Necessity for Type 21 Off Sale General License for Redolent Mercantile, as required by the State Department of Alcoholic Beverage Control for property located at 3111 St. Helena Hwy N #5, St. Helena, California (Assessor's Parcel No. 022-070-025).

F. 1:30 PM

Recess to the Napa County Flood Control and Water Conservation District (NCFCWCD) meeting (See NCFCWCD Agenda).

10. ADMINISTRATIVE ITEMS**General Admin & Finance**

- A. Auditor-Controller requests authorization to prepare the necessary accounting entries to close the financial books for the fiscal year ended June 30, 2015. (4/5 vote required)
- B. First reading and intention to adopt an ordinance reorganizing the Napa County Housing Commission and adoption of a resolution changing the Commission Bylaws to include review and recommendation to the Board of Supervisors on projects using Affordable Housing Fund monies.
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.
- C. County Executive Officer requests discussion and further direction to staff regarding future Vine Trail maintenance obligations within the unincorporated County requested by Diane Dillon on July 14, 2015.

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

16. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, AUGUST 25, 2015 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 AUGUST 7, 2015 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