



A Tradition of Stewardship  
A Commitment to Service

# AGENDA

## NAPA COUNTY BOARD OF SUPERVISORS

**Tuesday August 15, 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

Minh C. Tran  
Interim County Executive  
Officer

Gladys I. Coil, CCB  
Clerk of the Board

Jeffrey Richard  
Chief Deputy 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](http://www.countyofnapa.org)**

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

- A. Presentation of a proclamation to Fernando Diaz, Director of Marketing and Communications for OLE Health, and Patrisia Contreras-Vigil, Patient Services Manager for OLE Health declaring August 13 to August 19, 2017 as National Health Center Week in Napa County.

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

- A. Director of Corrections requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 170306B with Solano County increasing the housing and transportation rates for the term July 1, 2017 through December 31, 2019 for housing Napa County inmates within Solano County jails.
- B. Director of Corrections requests approval of and authorization for the Chair to sign an agreement with Redwood Toxicology Laboratory, Inc. for a maximum of \$4,000 for the term July 1, 2017 through June 30, 2018, with a one-year automatic renewal, to provide drug testing services for inmates of the Napa County jail.
- C. Director of Corrections requests the following actions regarding the ratification of a purchase of a water heater for the Napa County Jail:
  - 1. Approval of Budget Transfer No. COR001 increasing appropriations by \$9,412 in Equipment Expense with a corresponding reduction in appropriations in Client Meal Expense within the Corrections' Culinary and Laundry subdivision and the establishment of a capital asset in the amount of \$9,412 for the purchase of a AO Smith BPL-199 Domestic Water Heater replacing County asset number 27531 (Jail Heater). (4/5 vote required); and
  - 2. A waiver of competitive bidding requirements and sole source award for the purchase of a AO Smith BPL-199 Domestic Water Heater from Bell Products, Inc., Napa, CA, for a total of \$9,412 pursuant to County Ordinance Code 2.36.090.

Human Services

- D. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 170210B (formerly Agreement No. 7958) with Universal Building Services, Inc. increasing the amount by \$1,044 for a new annual maximum of \$3,060 and incorporating Addendum 1 to the Scope of Services (Exhibit A) and Addendum 3 to the Compensation exhibit (Exhibit B) to provide additional janitorial services for the County's satellite campus in American Canyon, California.

- E. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 15 to Agreement No. 170630B with Willow Glen Care Center, Inc. incorporating Addendum 12 to the Compensation section (Exhibit B) to reflect an increase in the daily contract rates and each automatic renewal thereof for the provision of residential mental health services.
- F. Director of Health and Human Services requests approval of and authorization for the Chair to sign a service agreement with LexisNexis VitalChek Network, Inc., at no cost, for the term July 1, 2017 to June 30, 2018 and each automatic renewal thereof to provide a service which expedites the remote application, processing and delivery of requests for Public Health vital records.
- G. Director of Health and Human Services requests authorization for out of country travel for Jennifer de los Santos Physical Therapist with Public Health's Medical Therapy Program to attend the American Academy of Cerebral Palsy and Developmental Medicine annual conference in Montreal, Canada from September 12, 2017 through September 16, 2017.

#### Community Resources & Infrastructure

- H. Agricultural Commissioner/Sealer of Weights & Measures requests approval of and authorization for the Chair to sign an agreement for Statewide Soft, Inc. for a maximum of \$4,000 for the term August 15, 2017 through June 30, 2018 with a provision for five (5) automatic fiscal year renewals at the county's option for support and maintenance of two database software programs, California Agricultural Reporting and Tracking System (CARTS), and Device Registration and Billing System (DRBS).
- I. Director of Library Services and Community Outreach requests approval of and authorization for the Chair to sign an agreement with Tutor.com for a maximum of \$118,275 for the term August 21, 2017 through June 30, 2022 for the Tutor.com Learning Suite, to provide educational and career resources to K-12, College, and Adults.
- J. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 170774B with TLCD Architecture Inc. increasing the amount by \$9,200 for a new maximum of \$120,750 and amending the scope of work to include architectural and engineering services to prepare plans and specifications for asphalt repairs to various parking areas and driveway entrances to the South Campus property located at 2715 Napa Valley Corporate Drive, Napa.
- K. Director of Public Works requests the following for the Administration Building Minor Remodels Project:
  - 1. Approval of and authorization for the Chair to sign an agreement with Interiors Incorporated for a maximum of \$43,860 for the term August 15, 2017 through June 30, 2018, with an automatic extension provision for one year, to provide installation and reconfiguration services for systems furniture; and

**Item 6K...Continued**

2. Approval of Budget Transfer No. DPW007 for the following (4/5 vote required):
  - a. Increase appropriations by \$50,000 in the Accumulated Capital Outlay (ACO) budget offset by the use of ACO available fund balance; and
  - b. Increase revenue and appropriations by \$50,000 in the Administration Building Project (Program 13001) offset by the transfer from the Accumulated Capital Outlay Budget.
  
- L. Director of Public Works requests approval of and authorization for the Chair to sign a Space License Agreement with Napa County Bicycle Coalition for a fee of \$1,060 per month for the term September 1, 2017 through August 31, 2018 with an option to extend for two (2) additional six (6) month terms for use of approximately 900 square feet of office and storage space as well as a designated parking area for a bike trailer and shared use of common areas located at the County's South Campus, 2721 Napa Valley Corporate Drive in Napa.
  
- M. Director of Public Works requests award of the contract for the Redwood Road Mile Post Marker (MPM) 5.07 Slide Repair Project No. S7103-31030 to Hillside Drilling Inc. of Pt. Richmond, California for their low base bid of \$1,807,010 and authorization for the Chair to sign the construction contract.
  
- N. Director of Public Works requests adoption of a resolution authorizing the Director of Public Works or designee to sign Program Supplement Agreement No. 040-F and any future related documents with the California Department of Transportation for Administering Agency-State Agreement No. 04-5921F15 for the "Old Sonoma Road Culvert - DAF No. RAC-NAP-017-1".
  
- O. Director of Public Works requests adoption of a resolution modifying turn restrictions at Gateway Road West at Devlin Road and Devlin Road at Airport Boulevard to improve safety and traffic flow.

**General Admin & Finance**

- P. Auditor-Controller requests the Board approve and instruct the Clerk of the Board to file the Internal Audit Plan for Fiscal Year 2017-18.
  
- Q. Auditor-Controller requests the Board accept and instruct the Clerk of the Board to file the quarterly report of gifts, bequests and donations received for the quarter ended June 30, 2017 including acceptance of donations totaling \$3,978.22 received by the Auditor-Controller on behalf of the Animal Shelter and Health and Human Services Agency.

- R. Auditor-Controller requests adoption of a resolution authorizing the implementation of the Teeter Plan as follows:
1. Authorizing the issuance of a promissory note, in the amount of \$2,150,466, to fund payment of the Fiscal Year 2016-2017 delinquent secured taxes;
  2. Authorizing the Chair and Clerk of the Board to sign the note; and
  3. Authorizing the continuance of the Teeter Plan, as governed by Revenue and Taxation Code, for Fiscal Year 2017-2018.
- S. Director of Human Resources requests adoption of a resolution amending the Table and Index to reflect a salary increase for members of the Board of Supervisors of 0.1576% effective July 1, 2016 and an additional 4.23% effective July 1, 2017, as authorized by Napa County Ordinance No. 1263.
- T. Director of Human Resources and Director of Planning, Building and Environmental Services request adoption of a resolution, as follows, effective August 26, 2017 with no net increase in full-time equivalents:
1. Amend the Table and Index of Classes by:
    - a. Deleting Geographic Information Systems Technician;
    - b. Adding Geographic Information Systems (GIS) Technician I;
    - c. Adding Geographic Information Systems (GIS) Technician II; and
    - d. Adding Geographic Information Systems (GIS) Departmental Coordinator (SUP);
  2. Amend the Departmental Allocation List for the Planning, Building, and Environmental Services Department by:
    - a. Deleting two 1.0 FTE Planner III;
    - b. Adding one 1.0 FTE Geographic Information Systems (GIS) Departmental Coordinator; and
    - c. Adding one 1.0 FTE Geographic Information Systems (GIS) Technician I/II\*.
  3. Amend Napa County Policy Manual, Part I as outlined in Exhibit "A" of the resolution.
- \*Geographic Information Systems (GIS) Technician I/II is a flexibly staffed classification.
- U. County Executive Officer/Purchasing Agent requests authorization to declare the following items as surplus and no longer required for public use, remove them from inventory, and dispose of them at public auction. (4/5 vote required)
1. Declare Asset No. 26900, a Porta Count Fit Machine, which is a fixed asset, as surplus and no longer required for public use;
  2. Declare Asset No. 27044, a Porta Count Fit Machine, which is a fixed asset, as surplus and no longer required for public use;
  3. Declare Asset No. 27105, a Porta Count Fit Machine, which is a fixed asset, as surplus and no longer required for public use; and
  4. Declare Asset No. 27144, a Porta Count Fit Machine, which is a fixed asset, as surplus and no longer required for public use.

V. County Executive Officer requests the following actions regarding the Special Projects Fund:

1. Approval of and authorization for the Chair to sign an agreement with Napa County Regional Park and Open Space District for 60% of the Fiscal Year 2017-2018 Special Projects Funds for the term July 1, 2017 through June 30, 2028, as directed by the Board on May 9, 2017; and
2. Approval of the following Arts and Culture Advisory Committee grant award recommendations and authorization for the Chair to sign the corresponding grant agreements for the term August 15, 2017 through August 14, 2018:

**Arts and Culture Capacity Building Grant Program (\$109,737):**

Nimbus Arts: \$30,000  
 E&M Presents: \$7,771  
 Cinema Napa Valley: \$30,000  
 Napa Valley Performing Arts at Lincoln Theater: \$16,400  
 Napa Valley Youth Symphony: \$5,566  
 Upstage Napa Valley/Calistoga Theater Company: \$5,000  
 Napa Valley Museum: \$15,000

**Visitor Management Grant Program (\$149,560):**

Napa Valley Museum: \$23,100  
 Napa Valley College Auxiliary Services Foundation: \$10,000  
 Napa Shakes/Napa Valley Shakespeare: \$20,000  
 Nimbus Arts: \$25,000  
 Napa County Fair Association: \$30,000  
 Cinema Napa Valley: \$18,230  
 Napa Valley Vine Trail: \$18,230  
 Napa Music Collective: \$5,000

W. County Executive Officer requests approval of and authorization for the Chair to sign an agreement with Fair Housing Napa Valley for a maximum of \$120,000 per fiscal year for the term July 1, 2017 through June 30, 2018 with an automatic renewal every fiscal year thereafter, for the provision of fair housing services to Napa County residents.

X. County Executive Officer requests reappointment of the following applicants to the Board of Directors of the Area Agency on Aging (AAOA) serving Napa and Solano Counties with terms commencing immediately and expiring July 1, 2019:

| <u>Name</u>      | <u>District</u> | <u>Representing</u> |
|------------------|-----------------|---------------------|
| Charles G. Morse | 3               | District 3          |
| Betty R. Rhodes  | 2               | District 2          |

Y. County Executive Officer requests appointment of the following applicant to serve on the Napa County Commission on Aging, with the term of office to commence immediately and expire September 30, 2017.

| <u>Name</u>       | <u>District</u> | <u>Representing</u>                      |
|-------------------|-----------------|--|
| Kristi Lesnewich* | 1               | Organization Concerned with Older Adults |

\*Recommended by the Commission on Aging

- Z. County Executive Officer requests appointment of the following applicant to the Napa County Local Food Advisory Council with the term commencing immediately and expiring January 15, 2019:

| <u>Name</u>   | <u>District</u> | <u>Representing</u> |
|---------------|-----------------|---------------------|
| David Layland | 1               | Community at Large  |

- AA. County Executive Officer requests reappointment of the following applicants to the Watershed Information and Conservation Council of Napa County (WICC), with the terms of office to commence immediately and expire August 2021.

| <u>Name</u>     | <u>District</u> | <u>Representing</u> |
|-----------------|-----------------|---------------------|
| Susan Boswell   | 3               | Public at Large     |
| Tosha Comendant | 2               | Public at Large     |
| David Graves    | 1               | Public at Large     |
| Pamela Smithers | 3               | Public at Large     |

## 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. 9:15 AM PUBLIC HEARING

County Counsel requests adoption of a resolution amending Napa County's Conflict of Interest Code (last amended in 2016).

**D. 9:20 AM PUBLIC HEARING**

Director of Health and Human Services requests adoption of a resolution amending Policy Manual Part III, Part 120 Health and Human Services, Section 120.060, Public Health Clinic Fees and Section 120.070, Public Health Clinic – Family Planning Fees effective August 15, 2017 to reflect the increased cost of purchasing and administering immunizations and to delete the laboratory and family planning services and fees that are no longer provided.

**E. 9:30 AM PUBLIC HEARING**

County Counsel requests consideration and adoption of four resolutions regarding the following:

1. A Resolution of Findings of Fact and Decision on Appeal denying the appeal filed by Appellant Kosta M. Arger in its entirety, adopting the Negative Declaration, and upholding the Planning Commission's approval of Use Permit No. P13-00320-UP and the exception to the Road and Street Standards (RSS) for the **Mountain Peak Winery** subject to the Updated Conditions of Approval (Updated COA);
2. A Resolution of Findings of Fact and Decision on Appeal denying the appeal filed by Appellant Cynthia Grupp in its entirety, adopting the Negative Declaration, and upholding the Planning Commission's approval of Use Permit No. P13-00320-UP and the exception to the RSS for the Mountain Peak Winery subject to the Updated COA;
3. A Resolution of Findings of Fact and Decision on Appeal denying the appeal filed by Appellant William Hocker in its entirety, adopting the Negative Declaration, and upholding the Planning Commission's approval of Use Permit No. P13-00320-UP and the exception to the RSS for the Mountain Peak Winery subject to the Updated COA; and
4. A Resolution of Findings of Fact and Decision on Appeal denying the appeal filed by Appellant Glenn Schreuder in its entirety, adopting the Negative Declaration, and upholding the Planning Commission's approval of Use Permit No. P13-00320-UP and the exception to the RSS for the Mountain Peak Winery subject to the Updated COA.

Adoption of the Resolutions and approval of the Mountain Peak Winery would allow the following: (1) construction of a new 100,000 gallon per year winery including an approximately 33,424 square foot cave, approximately 8,046 square foot tasting and office building, and approximately 6,412 square foot covered outdoor crush pad and work area; (2) demolition of the existing single family residence; (3) installation of 26 parking spaces; (4) construction of 2 new driveways and private access roads with ingress/egress from Soda Canyon Road; (5) installation of a High Treatment wastewater treatment system and community non-transient potable water supply sourced from on-site private wells including two 100,000 gallon water tanks for vineyard irrigation and one 20,000 gallon water tank for domestic supply; (6) disposal of all cave spoils on-site within existing vineyards; (7) 19 full time employees, 4 part-time employees and 4 seasonal harvest employees; (8) tours and tastings by prior appointment only for a maximum of 60 visitors per day and a maximum of 275 visitors per week; (9) a marketing plan of 2 annual events for a maximum of 75 visitors and 1 annual event for a maximum of 125 visitors; and (10) on premises consumption of wines produced on site in the tasting room and outdoor terrace. The Project also includes approval of an exception to the Napa County Road and Street Standards to increase the maximum slope on a portion of the commercial access road to the covered crush pad and cave portals from 16% to 19.6%. The Project is located on a 41.76-acre parcel on the northwest side of Soda Canyon Road, approximately 6.1 miles north of its intersection with Silverado Trail, 3265 Soda Canyon Road, Napa, CA, 94558; APN: 032-500-033.



**Item 9E...Continued**

**ENVIRONMENTAL DETERMINATION:** Consideration and possible adoption of a Negative Declaration. According to the proposed Negative Declaration, the proposed Project would not have any potentially significant environmental impacts. The Project site is not on any of the lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**(CONTINUED FROM APRIL 18, 2017 AND MAY 23, 2017)**

**(TO ACCOMMODATE THE BOARD'S SCHEDULE, THE CLERK OF THE BOARD REQUESTS A CONTINUANCE TO A SPECIAL MEETING OF AUGUST 22, 2017 AT 9:00 A.M.; ALL PARTIES CONSENT TO THE CONTINUANCE)**

**F. 9:35 AM PUBLIC HEARING**

Consideration and possible action regarding an appeal filed by Beckstoffer Vineyards, Frank Leeds, and Kelleen Sullivan to a decision made by the Napa County Planning Commission on March 15, 2017 to approve the **Raymond-Ticen Ranch Winery Use Permit Major Modification No. P15-00307-MOD** filed by Tom Blackwood.

The Raymond-Ticen Ranch Winery Project allows: 1) integration of the Ticen Ranch parcel, located at 1584 St. Helena Highway, into the Raymond Winery's operations, with conversion of the Ticen Ranch residence and barn into winery visitation and administration space; 2) extension of winery operating hours until 11:00 p.m. during harvest (August through November) and visitation hours until 6:30 p.m. year round; 3) allowance for on-site consumption of wine in specified areas on the properties; and 4) allowance for up to half of Raymond Winery's currently permitted, annual marketing events to be held outdoors. The request also includes modifications to the development of the Raymond Winery and Ticen Ranch parcels that include a new access driveway to the Raymond Winery from St. Helena Highway and across the Ticen Ranch parcel, as well as construction of a vineyard viewing platform, 61 new parking stalls between the two existing parcels; improvements to the existing sanitary wastewater treatment system, and installation of a new, 30,000-gallon water storage tank for fire suppression purposes. The project also increases the number of permitted employees from 26 to 90 (full-time, part-time and seasonal) to bring the operation into compliance and allows additional site modifications and conversions of building use that were completed without benefit of County permit approvals. No increase in visitation, marketing or production was requested. The properties are located at 849 Zinfandel Lane and 1584 St. Helena Highway St. Helena, California (Assessor's Parcel Nos. 030-270-013 and 030-270-012, respectively).

**ENVIRONMENTAL DETERMINATION :** Consideration and possible adoption of a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program. According to the Mitigated Negative Declaration, the proposed project would not have any potentially significant environmental impacts after implementation of mitigation measures related to potential impacts to Biological Resources and Tribal Cultural Resources. This proposed project site is not on any lists of hazardous waste sites enumerated under Government Code Section 65962.5.

**(CONTINUED FROM JUNE 20, 2017)**

**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, 2017. (4/5 vote required)

**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 - ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(1): (1 case)

Claim of Monica Cole (Claim #16-961)

**16. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS SPECIAL MEETING, TUESDAY, AUGUST 22, 2017 AT 8:00 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 11, 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