



A Tradition of Stewardship  
A Commitment to Service

# AGENDA

## NAPA COUNTY BOARD OF SUPERVISORS

**Tuesday September 24, 2013 9:00 A.M.**

Brad Wagenknecht  
District 1

Mark Luce  
District 2

Diane Dillon  
District 3

Bill Dodd  
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. 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, 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.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 Kris Brown, Health and Human Services Agency Deputy Director, Comprehensive Services for Older Adults, declaring the week of September 22-28, 2013 as "Fall Prevention Awareness Week" in Napa County.
  
- B. Presentation of a proclamation to Karen Smith, Deputy Director of Health and Human Services, Public Health Officer, declaring September 2013 as "National Childhood Obesity Awareness Month" in Napa County.

**5. 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.

**6. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS****7. CONSENT ITEMS**Public Safety

- A. County Fire Chief requests approval of and authorization for the Chairman to sign an agreement with the South Lake Fire Protection District at the rate of \$926 per call for the term of July 1, 2013 through June 30, 2014 to provide first responder services in the unincorporated area of the County adjacent to the South Lake Fire Protection District.
  
- B. County Fire Chief requests approval of and authorization for the Chairman to sign an agreement with Joaquin's Landscaping Service for a maximum of \$30,000 for the term September 24, 2013 through June 30, 2014, with an automatic renewal provision, to provide defensible space for properties that do not comply with the fire hazard abatement ordinance.
  
- C. Sheriff requests adoption of a resolution ratifying an existing revolving fund used by the Napa County Sheriff's Department when readily available funds are needed for law enforcement purposes.

Human Services

D. Director of Health and Human Services requests approval of the following actions relating to funding from the U.S. Department of Housing and Urban Development (HUD) for services for homeless persons:

1. Authorization for the Chairman to sign the renewal of Revenue Agreement No. 6443 for the term January 1, 2013 through December 31, 2013, accepting Calendar Year 2013 Transitional Residential Alliance and Integrated Network (TRAIN) Project funding in the amount of \$144,355;
2. Authorization for the Chairman to sign the renewal of Revenue Agreement No. 6488 for the term July 1, 2013 through June 30, 2014 in the amount of \$20,252 for Homeless Management Information System (HMIS) project; and
3. Authorization for the Chairman to sign the renewal of Revenue Agreement No. 7711 for the term April 1, 2014 through March 31, 2015 in the amount of \$13,717 in expansion funding for the HMIS project; and
4. Adoption of a resolution supporting the activities and goals of the Napa County Continuum of Care Strategy for serving the homeless and authorizing the submission of Napa County's 2014 funding cycle project applications to HUD for the County's Supportive Housing Programs.

E. Director of Health and Human Services requests approval of and authorization for the Chairman to sign the following agreements for the contractors to provide assistance with outreach, enrollment, retention, and utilization of Medi-Cal for all potentially eligible children/families throughout Napa County, each for the term September 1, 2013 through June 30, 2014:

1. Agreement with St. Helena Family Center, Inc., for a maximum of \$24,000;
2. Agreement with Cope Family Center, Inc., for a maximum of \$31,500;
3. Agreement with One The Move, Inc., for a maximum of \$26,665;
4. Agreement with Spirit of Unity, Inc., doing business as Puertas Abiertas Community Resource Center, for a maximum of \$20,000; and
5. Agreement with Children's Health Initiative, Inc., for maximum of \$80,000.

F. Director of Health and Human Services requests approval of the following regarding the Tobacco Master Settlement Agreement grant awards:

1. That the total allocation available for awards in the 2014-2015 grant cycle equal 10% of the fund corpus as of January 1, 2014;
2. That Children's Health Initiative continue to qualify for the award of \$100,000 out of the allocation, to be awarded through a professional service contract; and
3. That staff initiate the FY 2014-2015 grant cycle on October 11, 2013, in accordance with the schedule set forth in the attached "Key Dates" document.

Community Resources & Infrastructure

- G.** Director of Library Services and Community Outreach requests authorization for out-of-country travel for Kelli Crouch, Librarian II, and John Thill, Librarian I, to attend the Guadalajara Book Fair in Guadalajara, Mexico, from December 1 through December 5, 2013 for an estimated cost of \$2,000 with additional funding for this conference paid for by the American Library Association's ALA-FIL Free Pass Program.
- H.** Director of Planning, Building & Environmental Services requests approval of an authorization for the Chairman to sign an agreement with Howard Siegel for a maximum of \$53,000 for the term September 24, 2013 through June 30, 2014, with a provision for automatic renewal, for project management services relating to the 2014-2022 housing element update.
- I.** Director of Public Works requests approval of and authorization for the Chairman to sign Amendment No. 4 to Agreement No. 6351 with the City of Napa increasing the amount of the joint project by \$217,000 for a new project total of \$816,259, committing the County of Napa to \$46,812 as its share of the local match, amending the Cost Estimate Breakdown for the Trancas Street Bridge scour repair project, and retaining unchanged all other provisions of the Agreement, including the term which runs until one year following the Notice of Completion for the project.
- J.** Director of Public Works requests adoption of a resolution temporarily closing a portion of Berryessa-Knoxville Road from 8:00 A.M. to 12:00 P.M. on Sunday, October 13, 2013 for the 10th annual "Tri Girl Tri Triathlon."
- K.** Director of Public Works requests approval of plans and specifications for the "Napa County Administration Building Boiler and Chiller Replacement Project", PW 13-20, 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.
- L.** Director of Public Works requests acceptance of the work as complete and authorization for the Chairman to sign and Clerk of the Board to file a Notice of Completion with the Clerk/Recorder for Contract No. RDS 10-32, "North Kelly Road Safety Enhancement Project."
- M.** Director of Public Works requests the following actions related to the "Napa County Jail Kitchen Improvement Project" PW 13-05:
1. Approval of a Contract Change Order to the "Napa County Jail Kitchen Improvement Project" PW 13-05 construction contract with Pullman Construction Inc., for a maximum not to exceed amount of \$60,000 for additional wall replacement and authorization for the Director of Public Works to sign the change order to respond to unexpected circumstances during construction, in accordance with Public Contract Code Section 20136(c) for an amount beyond 25% of the contract amount (2/3 vote required)
  2. Approval of Budget Transfer No. DPW003 reducing contingencies by \$98,995 and increasing appropriations by \$60,000 in the Capital Improvement Division Program 13003 with offsetting revenues from General Expenditures. (4/5 vote required)

General Admin & Finance

- N.** Assessor-Recorder-County Clerk requests approval of and authorization for the Chairman to sign Addendum No. 8 to Memorandum of Understanding Agreement No. 6527 with the California Department of Justice, increasing the amount by \$843 for a new maximum of \$18,851 extending the term through June 30, 2013 for the eighth year of participation and cost-sharing in a statewide Electronic Recording Delivery System (ERDS).
- O.** Auditor-Controller requests the Board accept, and instruct the Clerk of the Board to file, the internal audit report for the Napa County - Sheriff's Department - Sheriff's Crime Prevention and Suppression Revolving Fund for the fiscal year ended June 30, 2012.
- P.** Director of Housing and Intergovernmental Affairs requests adoption of a resolution designating the Arts Council of Napa Valley (ACNV) as the County's local art agency partner and authorizes ACNV to prepare an application for grant funds for art-related programs from the California Arts Council's State-Local Partnership Program, should funds become available in Fiscal Year 2013-14.
- Q.** Director of Housing and Intergovernmental Affairs requests authorization for the Chairman to sign a Restated Promissory Note with Cinema Napa Valley for a principal sum of \$50,000 with an interest rate of 3% per annum over five annual installments to repay a loan to promote and carry out the proposed annual Napa Valley Film Festival.
- R.** Director of Housing and Intergovernmental Affairs and Director of Planning, Building and Environmental Services requests approval of and authorization for the Chairman to sign Amendment No. 3 to Agreement No. 7708 with BAE Urban Economics increasing the amount by \$76,940 for a new maximum of \$236,735 to provide services related to updating the County's housing element for the 2014-2022 housing cycle.
- S.** Director of Housing and Intergovernmental Affairs requests adoption of a resolution regarding property tax exchange for the City of Napa's annexation of six unincorporated parcels in South Napa County totaling 18.60 acres used by the City's Materials Diversion Facility at 820 Levitin Way.  
**(CONTINUED FROM SEPTEMBER 10, 2013 AND SEPTEMBER 17, 2013)**
- T.** County Executive Officer and the Director of Human Resources request the adoption of a resolution amending the Departmental Allocation List and Table and Index for the Health and Human Services Agency as follows, effective September 28, 2013:
1. Amend the Departmental Allocation List by adding one (1.0 FTE) (Non Classified - Other) Acting Director of Health and Human Services Agency.
  2. Amend the Table and Index by adding one Acting Director of Health and Human Services Agency.
  3. Appoint Alice Hughey as the Acting Director of Health and Human Services Agency, pending completion of a recruitment to fill the position on an ongoing basis, and the appointment of a new Director.
  4. Amend appropriate personnel policies as outlined in "Exhibit A" of the resolution.

**8. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR****9. SET MATTERS OR PUBLIC HEARINGS****A. 9:05 AM PUBLIC HEARING**

Director of Planning, Building and Environmental Services requests approval of a Certificate of Public Convenience or Necessity for Type 21 Retail Off-Sale Alcoholic Beverage License for Wine Scout International, as required by the State Department of Alcoholic Beverage Control for property located at 177 Tower Road, Napa, California (Assessor's Parcel No. 057-110-069).

**B. 9:10 AM**

Director of Health and Human Services requests approval of and authorization for the Chairman to sign the Napa-Lake Workforce Investment Area Five-Year Local Strategic Plan for Program Years 2013-2017.

**C. 9:20 AM**

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

**D. 9:30 AM**

Fire Chief requests the following:

1. Receive a report on the status of Insurance Services Office (ISO) ratings in the County of Napa; and
2. Discussion and possible direction on the placement of satellite fire stations at Berryessa Highlands and Berryessa Estates; and
3. Discussion and possible direction in using ISO ratings as a guideline for future fire protection decisions and planning.

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

- A. Director of Housing and Intergovernmental Affairs and Director of Planning Building and Environmental Services recommends endorsement of a Conceptual Term Sheet between the County and Napa Redevelopment Partners for the development of the Napa Pipe site.
- B. County Executive Officer, Director of Housing and Intergovernmental Affairs and the Director of Planning, Building and Environmental Services request authorization for the Chairman to sign a Memorandum of Understanding ("MOU") with the City of Napa relating to the development of the Napa Pipe Property.

**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 REAL PROPERTY NEGOTIATOR (Government Code Section 54956.8)**

Property: 2300 Napa-Vallejo Highway, Napa

Agency Negotiator: Larry Florin, Director of Housing and Intergovernmental Affairs

Negotiating Parties: What Properties LP and County of Napa

Under Negotiation:  Price  Terms of Payment

**B. PUBLIC EMPLOYEE APPOINTMENT(Government Code Section 54957)**

Title: Director of Planning, Building and Environmental Services

**16. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, OCTOBER 01, 2013 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 SEPTEMBER 20, 2013 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