MINUTES OF THE
NAPA COUNTY – BOARD OF SUPERVISORS MEETING
COUNTY OF NAPA

January 8, 2019

1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in regular session on Tuesday, January 8, 2019, at 9:00 a.m. with the following supervisors present: Chair Brad Wagenknecht, Supervisors Ryan Gregory, Diane Dillon, Alfredo Pedroza and Belia Ramos. The meeting was called to order by Chair Brad Wagenknecht.

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

Motion moved by Belia Ramos, seconded by Alfredo Pedroza, to elect Supervisor Ryan Gregory as Board Chair and Supervisor Diane Dillon Board Vice Chair for the year 2019. Motion passed 5 – 0 with Diane Dillon, Alfredo Pedroza, Ryan Gregory, Belia Ramos and Brad Wagenknecht voting yes.

2. PLEDGE OF ALLEGIANCE

Chair Ryan Gregory led the assembly in the pledge of allegiance.

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

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

Introduced new employees.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Office of Emergency Services Coordinator Kevin Twohey presented report.
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.

   BT-SHE003

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.

   A-170682B (Amend. 1)

Community Resources & Infrastructure

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.

   R-2019-01
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.

A-180155 (Amend. 1)

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.
A-160092B-19 (Amend. 1)

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.

R-2019-02

Item removed for separate discussion. See Item 7.

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.

R-2019-03

Correction Memo provided.

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.

R-2019-04
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.

R-2019-05

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
   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).

BT-CEO006

Q. County Executive Officer requests adoption of a Resolution authorizing the County to apply for Census Outreach funding from the State of California.

R-2019-06

R. County Executive Officer requests adoption of a resolution appointing James B. Hudak as the Napa County Treasurer-Tax Collector effective January 7, 2019.

R-2019-07

Item removed for separate discussion. See Item 7.

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.

Item removed for separate discussion. See Item 7.
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:

Name: Amalia Kulczycki
Representing: Public Agency Representative

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

Motion moved by Alfredo Pedroza, seconded by Brad Wagenknecht, to approve the balance of the consent calendar as amended with the exception of 6L, 6R and 6T including the correction memo for item 6M. Motion passed 5 – 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

7. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT CALENDAR

Item 6L:
Public testimony presented.

Motion by Diane Dillon, Seconded by Belia Ramos to approve requested action. Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

Item 6R:

Item pulled by Chair Ryan Gregory.

Treasurer-Tax Collector James Hudak made presentation.

Motion by Belia Ramos, Seconded by Brad Wagenknecht to approve requested action. Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

Item 6T:

Public testimony presented.

Motion by Belia Ramos, Seconded by Diane Dillon, to approve Item 6T giving direction to the Airport Advisory Commission to make a recommendation of three candidates for further consideration by the Board that does not preclude the Board from considering all of the qualified candidates. Motion passed 5 - 0 with
Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

8. PUBLIC COMMENT

Two (2) persons spoke during public comment:

9. SET MATTERS OR PUBLIC HEARINGS

A. 9:00 AM
Recess to the Napa County Public Improvement Corporation (NCPIC) special meeting (see NCPIC Minutes).

B. 9:00 AM
Recess to the Silverado Community Services District (SCSD) special meeting (see SCSD Minutes).

C. 9:00 AM
Recess to the Monticello Public Cemetery District (MPCD) special meeting (see MPCD Minutes).

D. 9:00 AM
Recess to the Napa County Flood Protection and Watershed Improvement Authority (NCFPWIA) special meeting (see NCFPWIA Minutes).

E. 9:15 AM
Recess to the In-Home Supportive Services (IHSS) Public Authority of Napa County special meeting (see IHSS Minutes).

F. 9:15 AM
Recess to the Lake Berryessa Resort Improvement District (LBRID) special meeting (see LBRID Minutes).

G. 9:20 AM
Recess to the Napa Berryessa Resort Improvement District (NBRID) special meeting (see NBRID Minutes).

H. 9:30 AM
Recess to the Napa County Housing Authority (NCHA) meeting (see NCHA Minutes).

10. ADMINISTRATIVE ITEMS

General 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.

Auditor-Controller Tracy Schulze made presentation.
Held discussion.

No testimony presented.

Motion by Brad Wagenknecht, Seconded by Diane Dillon, to approve requested action. Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

B. County Executive Officer requests approval of the FY 2019-20 Budget Policies and Budget Calendar.

Assistant County Executive Officer Mary Booher made presentation.

Held discussion.

Testimony presented.

Motion by Brad Wagenknecht, Seconded by Belia Ramos, to approve the revised requested action as amended, setting aside Policy Number 6, including direction to staff requested by Supervisor Dillon to bring back Policy Number 6 within three months with updates requested by the Board. Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

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.

Section A

Deputy County Executive Officer Molly Rattigan made presentation.

Held discussion.

No testimony presented.

Motion by Brad Wagenknecht, Seconded by Belia Ramos, to approve appointments in Section A as presented in the staff report with no changes other than the following:

- Supervisor Ramos, Representative – CSAC Board of Directors;
- Supervisor Ramos, Representative – Government Finance and Operations Committee;
- Chair Ryan Gregory, Representative – Housing, Land Use and Transportation Committee;
- Supervisor Diane Dillon, Change of Term, Great Wine Capitols to 2019;
- Supervisor Brad Wagenknecht, One Year Term, Great Wine Capitols with a note to bring back the policy to the Board for future consideration.
Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

Section B

Deputy County Executive Officer Molly Rattigan made presentation.

Held discussion.

No testimony presented.

Motion by Belia Ramos, Seconded by Brad Wagenknecht, to approve appointments in Section B as presented in the staff report with no changes other than the following:

- Supervisor Alfredo Pedroza, Representative – Northbay Watershed Association;

Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

Section C

Deputy County Executive Officer Molly Rattigan made presentation.

Held discussion.

No testimony presented.

Motion by Brad Wagenknecht, Seconded by Alfredo Pedroza, to approve appointments in Section C as presented in the staff report with no changes other than the following:

- Supervisor Belia Ramos, Representative – Emergency Medical Care Committee;
- Update sheet to show Supervisor Belia Ramos as the Representative to the Broadband Advisory Committee;
- Supervisor Ramos advised that the meeting time for the Fire Services Advisory Committee has been moved to the second Wednesday of the month at 6:00 PM.

Motion passed 5 - 0 with Diane Dillon, Ryan Gregory, Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.
11. LEGISLATIVE ITEMS

None.

12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

None.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

County Executive Officer Minh C. Tran provided the Board with a brief update on the County Strategic Planning Process.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None.

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.

   Closed Session held. The Board gave direction to staff regarding item 15 A. but there is no reportable action.

16. ADJOURNMENT

Adjourn to the Board of Supervisors Regular Meeting, Tuesday, January 15, 2019 at 9:00 A.M.

__________________________________________
RYAN GREGORY, Chair

ATTEST:

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JOSE LUIS VALDEZ, Clerk of the Board