1. CALL TO ORDER; ROLL CALL

The Board of Supervisors of the County of Napa met in regular session on Tuesday, September 24, 2019, at 9:00 a.m. with the following supervisors present: Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht. The meeting was called to order by Chair Ryan Gregory.

2. PLEDGE OF ALLEGIANCE

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

3. APPROVAL OF MINUTES

None.

4. PRESENTATIONS AND COMMENDATIONS

None.

5. DEPARTMENT HEADS REPORTS AND ANNOUNCEMENTS

Deputy Director of Public Works – Engineering Juan Arias presented report.

Risk and Emergency Services Manager Kerry Whitney presented report.

6. CONSENT ITEMS

Law & Justice

A. Chief Probation Officer requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 170007B with Aldea Children and Family Services to provide alcohol and drug counseling services to youth in the Juvenile Hall treatment program,
increasing the contract amount by $40,000, with a new contract maximum of $1,620,277 for the term September 24, 2019 through June 30, 2020.

A-170007B (Amend. 5)

Public Safety

B. Director of Corrections requests approval of and authorization for the Chair to sign an agreement with Fakouri Electrical Engineering, Inc. for a maximum of $25,000 for the term October 1, 2019 through June 30, 2022 including an automatic rollover of two (2) additional one (1) year terms to provide routine maintenance and emergency services of two (2) uninterruptible power supply systems for the jail.

A-200124B

C. Sheriff requests approval and authorization for the Chair to sign an agreement with American Medical Response for a maximum of $11,000 for the term October 2, 2019 through October 31, 2019 to provide Sheriff's Office sworn personnel with California Police Officer Standards and Training (POST) mandated First Aid, Cardiopulmonary Resuscitation (CPR), & Automated External Defibrillator (AED) training.

A-200125B

Correction read into the record providing the correct contract amount as $9,754.50.

D. Sheriff requests approval for the following actions related to the donation of a utility vehicle (UTV) to the Sheriff's Office from the Napa County Volunteer Search & Rescue (4/5 vote required):

1. Acceptance of a donation of a UTV from Napa County Volunteer Search & Rescue and approval for the chair to sign a letter of appreciation;
2. Establish a capital asset in the amount of $9,212 for the UTV; and
3. Approval of Budget Transfer No. SHE001 increasing appropriations in the Sheriff's budget with offsetting revenues in the amount of $9,212 to recognize the value of the donation.

BT-SHE001

Human Services

E. Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Revenue
Agreement No. 170807B with the County Medical Services Program Governing Board extending the term through June 30, 2021 and amending the progress and final reporting requirements for grant funds for the County Wellness & Prevention Pilot Project.

**A-170807B (Amend. 1)**

F. Director of Health and Human Services requests approval of and authorization for the Chair to sign a grant agreement with the California Department of Public Health for a maximum of $450,000 for the term October 1, 2019 through September 30, 2022, to provide Supplemental Nutrition Assistance Program-Education (SNAP-Ed) for allowable nutrition education and obesity prevention activities.

**A-200126B**

G. Director of Health and Human Services requests approval of and authorization for the Chair to sign an Allocation Agreement with the California Department of Public Health in the amount of $328,065 for the term July 1, 2019 through June 30, 2020 for the Tobacco Control Program.

**A-200127B**

H. Director of Health and Human Services requests approval of and authorization for the Chair to sign an Agreement with Healthy Cooking with Kids, Inc. for an annual maximum of $133,352 for the term October 1, 2019 through September 30, 2020 with two additional renewal periods concluding on September 30, 2022 to provide project coordination and implementation of a California Department of Public Health grant scope of work, convene community partners to develop a Community Nutrition Action Plan, provide nutritional education to low income residents and coordinate a sugar-free beverages campaign.

**A-200128B**

I. Director of Health and Human Services requests approval of and authorization to sign an agreement with Redwood Psychology Center, Inc. d.b.a. Russian River Counselors for an annual maximum of $15,000 for the term September 24, 2019 through June 30, 2020 with four additional automatic renewals concluding June 30, 2024 to provide bilingual (English and Spanish) licensed psychologists to conduct court-ordered psychological evaluations of clients referred by Child Welfare Services.

**A-200129B**

J. Director of Health and Human Services and the Director of Public Works request approval of and authorization for the Chair to sign the following with San Francisco VA Health Care System, Veterans
Health Administration, U.S. Department of Veterans Affairs (“VA”) for the term September 24, 2019 through August 31, 2024:

1. Memorandum of Understanding to provide outreach and services to eligible Veterans and others at Napa County Health and Human Services Agency Campus; and
2. Revocable License Agreement for the use of office space, at no cost, at the Health and Human Services Agency South Campus.

A-8597; A-8598

K. Director of Health and Human Services requests approval of and authorization for the Chair to sign a Revenue Agreement with the California Department of Public Health for a maximum of $2,805,123 for the term October 1, 2019 through September 30, 2022 to administer the Women, Infants and Children (WIC) Nutrition Program.

A-200130B

Community Resources & Infrastructure

L. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170658B with A Better Place to Go, Inc., dba Johnny on the Spot, increasing the amount by $2,400 for a new maximum of $10,000 per Fiscal Year, amending the scope of work to include twenty-four (24) hour response time for urgent non-routine on-call services County-wide, adding additional funds for routine and non-routine/on-call services, and extending the term through June 30, 2021 with an automatic annual renewal for no more than two (2) additional years.

A-170658B (Amend. 2)

M. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170755B with Signature Coast Holdings, LLC dba Coast Landscape Management increasing maximum compensation by $6,708, for a new maximum of $88,272 per fiscal year, and amending the scope of work to modify the routine landscape maintenance services to restrict the use of glyphosate-based products.

Item pulled for separate discussion by a member of the public.

Please see Item 7.

A-170755B (Amend. 2)
N. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190190B with Talos Secure Group, Inc. to increase the annual contract maximum by $40,000 for a new maximum of $265,000 for increased hours of security and patrol services at property owned or occupied by County, including the addition of Sunday open hours at the Napa Main and American Canyon Library branches.

A-190190B (A-1)

O. Director of Public Works requests ratification of and authorization for the Chair to sign a sign license agreement with Napa Valley Commons for the term July 2, 2019 to July 1, 2024 and in consideration of an $11,712.39 fee for installation of a sign panel on the business park entry monument at the intersection of Highway 221 and Napa Valley Corporate Way recognizing the presence of Napa County’s South Campus and assisting our clients to locate the campus.

A-200131B

P. Director of Public Works requests authorization for the Chair to sign Certificates of Acceptance of Avigation and Hazard Easement Deeds from Trinitas Realty, LLC (Assessor's Parcel Number 046-610-019-000, 046-610-020-000) and PHG Napa, LLC (Assessor's Parcel Number 046-610-009-000).

Q. Director of Public Works requests adoption of a resolution authorizing the filing of an application, acceptance of allocation of funds, and execution of a grant agreement by the Director of Public Works with the California Department of Transportation in support of Airport Improvement Program (AIP) 3-06-0162-041-2019 for a State matching grant of $13,367 for the design of the Taxiway H, Section 1 reconstruction project.

R-2019-116

R. Director of Public Works requests adoption of a resolution to authorize, for a period of five years, the Director of Public Works to execute any necessary documents to obtain grants from Cal Recycle that support existing County road projects and provide opportunities to divert rubber from waste tires from landfill disposal, prevent illegal tire dumping, and promote markets for recycled-content tire products.

R-2019-117

S. Director of Public Works requests adoption of a resolution establishing "no left turn" controls for northbound traffic on Silverado Trail and eastbound traffic on Pratt Avenue at the intersection with Silverado Trail and Pratt Avenue to promote safe traffic conditions.
Item removed from the agenda.

T. Director of Public Works requests acceptance of a donation in the amount of $1,040 from Pet Food Express to the Napa County Animal Shelter and approval for the Chair to sign a letter of appreciation.

General Admin & Finance

U. Assessor-Recorder-County Clerk requests approval of and authorization for the Chair to sign Amendment No. 14 to Agreement No. 170547B with the California Department of Justice increasing the amount by $735.22 for a new maximum of $24,829 and extending the term through June 30, 2020, for cost-sharing in a statewide Electronic Recording Delivery System (ERDS).

A-170547B (Amend. 14)

V. Director of Human Resources and County Executive Officer request the adoption of a resolution amending the Departmental Allocation List for the Housing and Homeless Services Division of the County Executive Office, as follows, effective September 24, 2019, with no net increase in full-time equivalents, and a slight increase to the General Fund:
   1. Add one 1.0 FTE Staff Services Manager;
   2. Delete one 1.0 FTE position to be determined after internal recruitment for Staff Services Manager;
   3. Add one 1.0 FTE Staff Services Analyst I/II; and
   4. Delete one 1.0 FTE System Support Analyst H&HS.

R-2019-118

W. County Executive Officer and Risk and Emergency Services Manager request approval of Budget Transfer No. CEO006 increasing appropriations in the Emergency Services Grants subdivision budget by $513,163 with offsetting revenues from federally funded grants, re-budgeting funding from FY 2018-19:
   1. Fiscal Year 2017 Homeland Security Grant Program (HSGP) funds in the amount of $127,624 for the purchase of Public Health Support Information Sharing software (partially covered by 2018 HSGP), Emergency Operations Plan/Annexes Update, Tactical Interoperability Communications Plan and grant administration;
   2. Fiscal Year 2018 Homeland Security Grant Program (HSGP) funds in the amount of $92,540 for the purchase of Public Health Support Information Sharing software (partially covered by 2017 HSGP), Community Emergency Preparedness
Project, grant administration and establishment of a capital asset in the amount of $54,324 for an Unmanned Aircraft;

3. Fiscal Year 2018 Emergency Management Performance Grant (EMPG) funds in the amount of $35,466 for the purchase of an EOC Exercise and grant administration; and


(4/5 vote required)

**BT-CEO006**

X. County Executive Officer and Risk and Emergency Services Manager request approval of and authorization for the Chair to sign the following agreements for the term of October 1, 2019 through June 30, 2020:

1. SenseMakers, LLC, for the maximum amount of $155,000, to coordinate and deliver Emergency Services Response Operations Development and Training Exercises; and

2. Media Survival Group, for a maximum of $28,500, to coordinate and deliver Emergency Operations Center Team Public Information, Joint Information Center and Joint Information System training.

**A-200132B; A-200133B**

Y. County Executive Officer requests approval of and authorization for the Chair to sign an agreement with Jean Gage for a maximum of $20,000 per year for the term September 23, 2019 through June 30, 2022 for Microsoft Office Software Training (Word, Excel, PowerPoint and Outlook).

**A-200134B**

Z. County Executive Officer requests authorization for out of state travel for Supervisor Belia Ramos to represent Napa County in Washington, D.C. October 27-30, 2019 at a cost not to exceed $2,500 to attend meetings with Federal agencies and Congressional leaders to discuss and advocate for continued Federal support and funding in the wake of California wildfires.

**Item pulled for separate discussion by a member of the public. Please see Item 7.**

AA. County Executive Officer requests authorization for out of country travel for Supervisor Dillon, Supervisor Wagenknecht, and Agricultural Commissioner Humberto Izquierdo to attend the Great Wine Capitals
General Assembly Conference in Bordeaux, France from November 1, 2019 - November 10, 2019.

Correction Memo submitted correcting the dates of the conference.

Item pulled for separate discussion by a member of the public. Please see Item 7.

BB. Director of Housing and Homeless Services requests approval of and authorization for the Chair to accept grant funding and sign a revenue agreement with the Department of Housing and Urban Development (HUD) for a maximum of $20,839 for the Continuum of Care (CoC) planning grant allocated as part of the 2017 Federal Fiscal Year Notice of Available Funding to assist with the cost of planning and evaluating CoC homeless services and programs.

A-200135B

Motion by Brad Wagenknecht, Second by Vice Chair Diane Dillon, to approve the Consent Calendar as modified. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

7. DISCUSSION OF ITEMS PULLED FROM THE CONSENT CALENDAR

Item 6M:

Director of Public Works Steve Lederer responded to public comment.

Motion by Alfredo Pedroza, Second by Vice Chair Diane Dillon, to approve the item as presented. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

Item 6Z:

Motion by Belia Ramos, Second by Brad Wagenknecht, to approve the item as presented. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

Item 6AA:

Deputy County Executive Officer Helene Franchi responded to public comment.

Motion by Belia Ramos, Second by Brad Wagenknecht, to approve the item as presented. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.
8. PUBLIC COMMENT

Five (5) people presented Public Comment.

9. SET MATTERS OR PUBLIC HEARINGS

A. 8:00 AM

Board of Supervisors (BOS) - Closed Session (Please see Special BOS Meeting Minutes).

B. 9:15 AM PUBLIC HEARING

Director of Planning, Building and Environmental Services requests adoption of a resolution increasing rates by approximately 24%, effective October 1, 2019, for the residential and commercial operational cost associated with the collection of solid waste, recyclables, green waste, and food waste applicable to the Unincorporated Area of Garbage Zone One, a service which is provided by Napa County Recycling and Waste Services, LLC.

R-2019-119

Chair Ryan Gregory opened the public hearing.

Solid Waste Program Manager Peter Ex from the Planning, Building and Environmental Services Department and Audit Manager Karen Dotson from the Auditor-Controller’s Office made presentation.

One (1) person presented public comment.

Chair Ryan Gregory Closed the public hearing.

One (1) person provided public comment.

Held discussion.

Napa Recycling and Waste Service Chief Financial Officer Michael Murray made presentation.

Director of Planning, Building and Environmental Services David Morrison provided additional information.

Motion by Alfredo Pedroza, Second by Brad Wagenknecht, to adopt the resolution as presented. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

C. 10:45 AM
Registrar of Voters welcomes comments by the Board and the public on the draft Updated Election Administration Plan for 2020 election cycle.

Assessor-Clerk-Recorder-Registrar of Voters John Tuteur made presentation.

Held discussion.

Nine (9) people presented Public Comment.

Informational only, no formal action taken by the Board.

10. ADMINISTRATIVE ITEMS

Community Resources & Infrastructure

A. Director of Public Works requests following:

1. Approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 190311B with Napa Valley Transportation Authority (NVTA) to provide funding in the amount of $324,000 to help pay for design and engineering for the Calistoga segment of the Vine Trail; and
2. Approval of Budget Transfer No. DPW008 for the following (4/5 vote required):
   a. Increase appropriation by $324,000 in General Fund Non-Departmental budget (Fund 1000, Sub-Division 1050000) offset by decrease in appropriation in General Fund Appropriations for Contingencies budget (Fund 1000, Sub-Division 1059000); and
   b. Increase appropriation by $324,000 in Roads Operations budget (Fund 2040, Sub-Division 2040000) offset by increase in revenue by the same amount from the transfer from General Fund.

A-190311B (Amend.2); BT-DPW008

Director of Public Works Steve Lederer and Napa Valley Transportation Authority Executive Director Kate Miller made presentation.

Two (2) people presented public comment.

Held discussion.

Motion by Brad Wagenknecht, Second by Alfredo Pedroza, to approve the requested actions. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.
General Admin & Finance

B. County Executive Officer requests the following actions regarding the Napa County Fire Services Advisory Committee (FSAC):

1. Appointment of the following applicants to represent Alternate Volunteer Firefighter Members, with the terms commencing immediately and expiring September 10, 2021:

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Kenneth Van Oeveren</td>
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<tr>
<td>Jeffrey Rogers</td>
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Deputy County Executive Officer Helene Franchi made presentation.

Motion by Vice Chair Diane Dillon, Second by Belia Ramos, to appoint Kenneth Van Oeveren and Jeffrey Rogers as requested. Motion passed 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

2. Appointment of one of the following applicants to represent the Alternate Public Member, with the term commencing immediately and expiring September 10, 2021:

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<tr>
<th>Name</th>
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<tr>
<td>Michael Cahill</td>
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<tr>
<td>Scott Upton*</td>
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*Recommended by FSAC

Motion by Vice Chair Diane Dillon, Second by Belia Ramos, to appoint Scott Upton as requested. Motion approved 5 – 0 with Chair Ryan Gregory, Vice Chair Diane Dillon and Supervisors Alfredo Pedroza, Belia Ramos and Brad Wagenknecht voting yes.

C. County Executive Officer and the Planning, Building, and Environmental Services Director will provide a report on pending future agenda items and seek direction from the Board for each item.
Assistant County Executive Officer Mary Booher and Director of Planning, Building and Environmental Services David Morrison made presentation.

One (1) person presented Public comment.

Held discussion.

For Item 10.C.1 – Joint Meeting of the Board of Supervisors and Planning and Zoning Commission.

- Direction given to schedule a joint meeting with the Napa County Planning Commission by the end of January 2020. The Board Chair and Vice Chair shall serve as an Ad-hoc Committee to discuss meeting topics with Director of Planning, Building and Environmental Services David Morrison as well as the Chair of the Planning Commission. No formal action taken by the Board.

For Item 10.C.2 – Code Compliance Program Status and Update

- For the October 15, 2019 Board of Supervisors meeting, staff is directed to prepare an amendment to Board Resolution 2019-164 (establishing the Code Compliance Program) that provides guidance for the extension of filing deadlines for eligible parties who have or have not submitted a qualifying Use Permit Application and/or a qualifying Status Determination Application as determined by the Board of Supervisors.

- For the October 15, 2019 Board of Supervisors meeting, staff is directed to continue with the preparation of the Small Winery Protection and Streamlining Ordinance to include provisions for a Use Permit Streamlining Policy and a Small Winery Policy with available policy options for program implementation guidance affecting current and new applicants.

For Item 10.C.3 – Definition of earth tone colors

- Staff is directed to develop a procedural guidance document developed at the staff level including a reasonably acceptable variety of earth tone-type colors that are representative of the Napa Valley regional landscape from which applicants may select. No future action by the Board is requested.

Direction only, no formal action taken by the Board.
12. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

Supervisor Wagenknecht reported on the upcoming Centenarians Celebration.

Supervisor Pedroza reported on his attendance at the Regional Climate Change Working Group Meeting.

13. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

None.

14. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

None.

15. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATOR (Government Code Section 54957.6)

Agency Designated Representative: Karen Taylor, Human Resources Director
Employee Organization: Deputy Sheriff's Association (DSA Unit and Supervisory Unit of the County of Napa)

Item removed from the agenda.

16. ADJOURNMENT

Adjourn to the Board of Supervisors Regular Meeting, Tuesday, October 8, 2019 at 9:00 A.M.

______________________________
RYAN GREGORY, Chair

ATTEST:

______________________________
JOSE LUIS VALDEZ, Clerk of the Board