

Napa County

1195 THIRD STREET
THIRD FLOOR
NAPA, CA 94559



Agenda

Tuesday, December 7, 2021

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

Board of Supervisors

Brad Wagenknecht, District 1

Ryan Gregory, District 2

Diane Dillon, District 3

Alfredo Pedroza, District 4

Belia Ramos, District 5

*Minh C. Tran, County Executive Officer
Thomas C. Zeleny, Interim County Counsel
Neha Hoskins, Clerk of the Board*

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 310, 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 the California Government Code.

This is a simultaneous meeting of the Board of Supervisors of Napa County, the Napa County Public Improvement Corporation, the Silverado Community Services District, the Monticello Public Cemetery District, the In-Home Support Services Public Authority of Napa County, the Lake Berryessa Resort Improvement District, the Napa Berryessa Resort Improvement District, the Napa County Housing Authority and the Napa County Groundwater Sustainability Agency. The five District Supervisors also serve as the Board of Directors for each of the aforementioned entities.

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

How to Watch or Listen to the Napa County Board of Supervisors Meetings****FACE MASKS MUST BE WORN AT ALL TIMES WHILE IN THE BOARD CHAMBERS.****

The Napa County Board of Supervisors will continue to meet pursuant to the adopted 2021 calendar available at the following link:

www.napa.legistar.com

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Watch on your TV - Napa Valley TV Channel 28 (programming subject to local pre-emption rules and schedules).
2. Listen on your cell phone via Zoom at 1-669-900-6833 then enter Meeting ID 842-343-169 once you have joined the meeting.
3. Watch via the Internet – view the Live Stream
 - a. via Zoom at the following link: <https://www.zoom.us/join> then enter Meeting ID 842-343-169.
 - b. via Granicus by clicking on the following link: http://napa.granicus.com/ViewPublisher.php?view_id=2
4. You may submit public comment for any item that appears on the agenda or general public comment for any item or issue that does not appear on the agenda by emailing your comment to the following email address: publiccomment@countyofnapa.org. EMAILS WILL NOT BE READ ALOUD.

Via telephone: please call the Board of Supervisors Public Comment Line at (707) 299-1776.

Please mute all audio devices and do not use the speakerphone to prevent echoing.

Please provide your name and the agenda item on which you are commenting. Calls will be placed on hold and heard in the order received. The above-identified measures comply with all legal requirements for participation and public comment, including those imposed by the Ralph M. Brown Act and Executive Order, as amended by AB 361.

For more information, please call (707) 253-4421 or email publiccomment@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 the following regular and special meetings: [21-1325](#)

June 9, 2020, June 15, 2020, June 16, 2020, June 25, 2020, July 21, 2020, July 28, 2020, August 11, 2020, September 1, 2020, September 22, 2020, and November 17, 2020.

- Attachments:** [June 9, 2020](#)
[June 15, 2020](#)
[June 16, 2020](#)
[June 25, 2020](#)
[July 21, 2020](#)
[July 21, 2020](#)
[July 28, 2020](#)
[August 11, 2020](#)
[August 11, 2020](#)
[September 1, 2020](#)
[September 22, 2020](#)
[November 17, 2020](#)

4. PRESENTATIONS AND COMMENDATIONS

- A. Director of Human Resources to introduce new County employees. [21-1311](#)

5. DEPARTMENT HEAD REPORTS AND ANNOUNCEMENTS

6. CONSENT ITEMS - SPECIAL DISTRICTS

7. CONSENT ITEMS

County Departments

Agricultural Commissioner

- A. Agricultural Commissioner/Sealer of Weights & Measures requests approval of and authorization for the Chair to sign renewal of Revenue Agreement No. 200286B with the California Department of Food & Agriculture (CDFA) for a maximum of \$19,676 for the term October 1, 2021 through May 31, 2022 for reimbursement of expenditures associated with placing and inspecting traps for the detection of Asian Citrus Psyllid (ACP). [21-1235](#)

- Attachments:** [Agreement](#)

Auditor-Controller

- B.** Auditor-Controller requests authorization to process an Assessor Division reduction in assessed value in excess of the \$10,000,000 limit set forth in Resolution No. 2013-137 pursuant to Revenue and Taxation Code Section 4831 et seq. for Assessor Parcel Number (APN) 800-056-154 tax year 2016 in the amount of \$12,618,080 for fixtures and personal property. [21-1234](#)

Attachments: [Roll Change Reduction](#)

Child Support Services

- C.** Director of Child Support Services requests the Board's retroactive approval of and authorization for the Chair to sign the following two Agreements with the California Department of Child Support Services and each of the two following Local Child Support Agencies: [21-1320](#)

1. Agreement with the Alameda County Department of Child Support Services (Alameda LCS), for a maximum of \$200,000 for the term of September 28, 2021 through June 30, 2022, to provide the services of two (2) Napa County Child Support Specialists; and

2. Agreement with North Coast Regional Department of Child Support Services for a maximum of \$40,000 for the term of November 1, 2021 through June 30, 2022, to provide the services of one (1) Napa County Child Support Specialist.

Attachments: [Memorandum of Understanding](#)
[Memorandum of Understanding](#)

Corrections

- D.** Director of Corrections requests approval of and authorization for the Chair to sign amendments to two agreements with Securus Technologies: [21-1078](#)

1. Amendment No. 5 to Agreement No. 170629B aligns telephone rates with the Federal Communications Commission (FCC) and the California Public Utilities Commission (CPUC) orders and extends the term through June 30, 2024, or until 60 days after the County provides notice of its intention to vacate the Hall of Justice, whichever date is later.

2. Amendment No. 4 to Agreement No. 190215B for video visitation services extends the term to June 30, 2024, or until 60 days after the County provides notice of its intention to vacate the Hall of Justice, whichever date is later.

Attachments: [Agreement](#)
[Agreement](#)

County Executive Office

- E.** County Executive Officer requests the reappointment of Pamela Smithers, Michelle Benvenuto, David Graves, and Tosha Comendant to represent Public At Large, with terms to commence immediately and expire August 2025 to the Watershed Information and Conservation Council (WICC) of Napa County. [21-1337](#)

Attachments: [Smithers Application](#)
[Benvenuto Application](#)
[Graves Application](#)
[Comedant Application](#)

District Attorney

- F.** District Attorney requests approval of and authorization for the Chair to sign a Certification of Assurance of Compliance document that authorizes the District Attorney to apply for and sign grant subawards with the California Office of Emergency Services for a maximum of \$206,000 for the term April 1, 2022 through March 31, 2023 for the Child Advocacy Center Program. [21-1289](#)

Attachments: [Grant Sub Award Certification](#)

Housing and Homeless Services – Division of CEO’s Office

- G.** Director of Housing & Homeless Services requests approval of and authorization for the Chair to sign an Agreement with Applied Survey Research for the term November 9, 2021 through June 30, 2022 for the planning and execution of the 2022 Point in Time (PIT) count. [21-873](#)

Attachments: [Agreement](#)

Human Resources – Division of CEO’s Office

- H.** County Executive Officer and Director of Human Resources request adoption of a Resolution establishing a \$1,000 Matching Employer Contribution for Management, Confidential, and Non-Classified officers and employees who are participants in Napa County's 401(a) Retirement Savings Plan during calendar year 2022. [21-1286](#)

Attachments: [Resolution](#)

- I.** Director of Human Resources and County Executive Officer request adoption of a Resolution amending the Departmental Allocation List for Emergency Services Division of the County Executive Office, by adding one 1.0 FTE Emergency Services Officer - Limited Term, effective December 7, 2021 through December 31, 2023, with a net increase of one full-time equivalent, and a slight impact to the General Fund. [21-1304](#)

Attachments: [Resolution](#)

- J.** Director of Human Resources and Agricultural Commissioner request adoption of a Resolution amending the Departmental Allocation List for the Agricultural Commissioner’s Office, as follows, effective December 7, 2021, with no net increase in full-time equivalents, and no increase to the General Fund: [21-1306](#)

1. Delete one 1.0 FTE Ag/Weights & Measures Inspector I/II/III.*
2. Add one 1.0 FTE Ag/Weights & Measures Inspector IV.

*Delete upon subsequent vacancy.

Attachments: [Resolution](#)

- K.** Director of Human Resources and District Attorney request adoption of a Resolution amending the Departmental Allocation List for the District Attorney's Office, as follows, effective December 7, 2021, with a net decrease of 1.0 full-time equivalents, and a slight decrease to the General Fund: [21-1339](#)

1. Delete one 1.0 FTE Account Clerk II.
2. Delete two 0.5 FTE Attorney I/II/III.
3. Delete one 1.0 FTE Attorney I/II/III - Limited Term.*
4. Add one 1.0 FTE Secretary.
5. Add one 1.0 FTE Attorney I/II/III.

*Limited Term expires December 31, 2021.

Attachments: [Resolution](#)

Information Technology Services – Division of CEO's Office

- L.** Chief Information Officer and Director of Human Resources request approval of and authorization for the Chair to sign Amendment No. 3 to Agreement No. 170151B with GovernmentJobs.com, Inc., (dba "NEOGOV") removing performance management software module, extending the term for an additional year through June 30, 2022, including an auto renewal provision for up to two additional fiscal years, and increasing the contract amount by \$114,815 for a new maximum of \$309,122 for online testing and applicant tracking software. [21-310](#)

Attachments: [Agreement](#)

- M.** Chief Information Officer requests approval of and authorization for the chair to sign Amendment No. 2 to Agreement No. 170498B with CSI Telecommunications, Inc., increasing the amount by \$10,000 a year to a new maximum of \$50,000 per fiscal year for professional services and expenses, in order to provide Public Safety Radio Systems engineering and frequency coordination, Federal Communications Commission (FCC) licensing, and additional support services related to the County's overall radio infrastructure. [21-1063](#)

Attachments: [Agreement](#)

- N. County Executive Officer and Chief Information Officer request the following: [21-1309](#)
1. Declare certain items of personal property as surplus and no longer required for public use; and
 2. Authorize the Purchasing Agent to dispose of these items of personal property by donating them to Computers for Classrooms.

Attachments: [Donation List](#)

Library

- O. Director of Library Services and Community Outreach requests the following regarding Fiscal Year 2021-2022 California Library Literacy Services (CLLS) allocations: [21-1237](#)
1. Acceptance of funding in the amount of \$47,929 for the Adult Literacy Program; and
 2. Acceptance of funding in the amount of \$45,000 for the Family Literacy Program.

Public Works

- P. Director of Public Works requests adoption of a Resolution approving and authorizing the Chair to execute a maintenance agreement with the State of California Department of Transportation for the portion of the Napa Valley Vine Trail between St. Helena and Calistoga (RDS 21-26). [21-736](#)

Attachments: [Agreement](#)
[Resolution](#)

- Q. Director of Public Works requests adoption of a Resolution temporarily closing portion of Duhig Road from 6:00 A.M. to 11:00 A.M. on Sunday, December 12, 2021, for the Napa to Sonoma Wine Country Half Marathon. [21-1275](#)

Attachments: [Course Map](#)
[Letter to Residents](#)
[Resolution](#)

- R. Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 190343B with Miller Pacific Engineering Group, increasing the amount by \$200,000 for a new fiscal year 2022 maximum of \$400,000 to provide technical and construction support services for the Silverado Trail Phases K & M non-federally funded construction projects, RDS 20-03A & 20-03B and other County non-federally funded construction projects. [21-1276](#)

Attachments: [Agreement](#)

Risk and Emergency Services (OES) – Division of CEO’s Office

- S. County Executive Officer and Risk and Emergency Services Manager request approval of a Budget Transfer increasing appropriations in the Emergency Services Grants subdivision budget by \$270,441 with offsetting revenues from federally funded grants re-budgeted from FY2020-21: [21-1291](#)
1. Fiscal Year 2019 Homeland Security Grant Program (HSGP) funds in the amount of \$75,701 for the purchase of tablets for use by section command staff in the Emergency Operations Center (EOC) and the field to support COVID-19 response, disaster mental health triage and incident management equipment, and grant administration.
 2. Fiscal Year 2020 Emergency Management Performance Grant (EMPG) funds in the amount of \$152,740 for the purchase of emergency management technology enhancements, grant management, language access plan, and emergency preparedness communication tools.
 3. Fiscal Year 2020 Urban Area Security Initiative (UASI) funds in the amount of \$42,000 for the purchase of tablet computers and wiring for County Fire Department vehicles.

(4/5 vote required)

- T. County Executive Officer and Emergency Services Officer request approval of and authorization for the Chair to sign Agreement No. 220213B with Nixle, LLC for a total of \$63,559 for the term beginning November 1, 2021 through October 31, 2022 to provide a proprietary cloud-based, opt-in emergency notification system. [21-1313](#)

Attachments: [Nixle Agreement](#)

8. **DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**
9. **PUBLIC COMMENT**
(for all matters not listed on the agenda but are within the jurisdiction of the Board of Supervisors and Special Districts as shown on page 1)
10. **ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**
11. **ADMINISTRATIVE ITEMS**

County Departments

Planning, Building and Environmental Services (PBES)

- A. Director of Planning, Building and Environmental Services requests discussion and direction regarding the following as it relates to the 2023-2031 Sixth Cycle Housing Element Update regarding Regional Housing Needs Allocation (RHNA): [21-1292](#)
1. What percentage of the existing RHNA sharing agreements with the cities/town should the County plan for in the unincorporated area; and
 2. What criteria should be looked at in the selection of sites to be evaluated in the next Housing Element update.

Attachments: [PowerPoint](#)

12. **SET TIME MATTERS OR PUBLIC HEARING - SPECIAL DISTRICTS**

Napa County Groundwater Sustainability Agency

- A. PUBLIC HEARING 1:45 PM - 30 Minutes [21-1305](#)

Director of Planning, Building and Environmental Services to present the Draft Napa County Groundwater Sustainability Plan.

(CONTINUED FROM NOVEMBER 16, 2021)

Attachments: [Letter of Transmittal](#)
[Executive Summary Abstract](#)
[Executive Summary](#)
[Executive Summary Spanish](#)
[Table 5-18](#)
[Table 11-3](#)
[Table 12-3](#)

13. SET MATTERS OR PUBLIC HEARINGS**County Departments****County Executive Office**

- A. SET MATTER 9:30 AM - 20 Minutes (PG&E) [21-1297](#)
Pacific Gas & Electric representatives will provide an update on vegetation management activities in Napa County.

Public Works

- B. SET MATTER 10:00 AM - 15 Minutes [21-1271](#)

Director of Public Works requests the following actions regarding Senate Bill 1383 that requires reducing greenhouse gas generation by implementing programs that divert organic wastes from landfills:

1. Introduction and waiver of the first reading of an Ordinance adding Chapter 8.6 to Title 8 of the Napa County Municipal Code regarding mandatory organic waste disposal and related requirements under SB 1383 and SB 1383 regulations; and
2. Approval of and authorization for the County Executive Officer to sign a Memorandum of Understanding with Upper Valley Waste Management Agency (UVWMA) regarding implementation of SB 1383 for that area of Napa County under the jurisdiction of UVWMA.

Attachments: [Memorandum of Understanding Ordinance](#)

Elections

- C. PUBLIC HEARING 10:30 AM - 30 Minutes [21-860](#)

Registrar of Voters requests adoption of a resolution approving the final maps of supervisorial districts based on 2020 Federal Census data.

THIS ITEM IS BEING RESCHEDULED TO A SPECIAL MEETING ON DECEMBER 13, 2021 AT 9:00 AM

Planning, Building and Environmental Services (PBES)

D. PUBLIC HEARING - 11:30 AM - 5 Minutes[21-1079](#)

Director of Planning, Building and Environmental Services requests adoption of a resolution establishing certain Agricultural Preserves (Types A & H), and approval of and authorization for the Chair to execute the following Williamson Act Agricultural Contracts:

1. Approving twelve (12) new contracts with the following applicants:
 - a. Julianna & Jacob, and Edward & Denise Boydston, in Capell Valley: NE ¼ Section 8, T7N R3W;
 - b. Suscol Vista Vineyard LLC., in the general location of South Napa: NW ¼ Section 36, T5N R4W;
 - c. Rancho Suscol Vineyards LLC., in the general location of South Napa: N ½ Section 31, T5N R3W;
 - d. 1000 St. Helena LLC., in the general location of Mt Veeder: SE ¼ Section 7 T6N R5W;
 - e. 2020 Behera Sarna Family Trust dated July 20, 2020, in North Napa: SE ¼ Section, T6N R4W;
 - f. Colgin Cellars LLC., in the general location of Pritchard Hill: S ½ Section 7, T7N R4W;
 - g. Chaix Family Vineyards LLC., located in South St Helena: SW ¼ Section 16, T7N R5W;
 - h. Berlenbach Vineyards LLC., in the general location of East Napa: SE ¼ Section 6, T5N R3W;
 - i. FN Land LLC., in the general location of Carneros: SW ¼ Section 17, T5N R4W;
 - h. FN Land LLC., in the general location of Carneros: NW ¼ Section 20, T5N R4W;
 - j. FN Land LLC., in the general location of Carneros: NE ¼ Section 19, T5N R4W; and,
 - k. Suscol Vista Vineyard LLC., in the general location of South Napa: N ½ Section 36, T5N R4W.

2. Approving rescission of (4) existing contracts and replacing with five (5) new contracts with the following applicants:
 - a. Ste. Michelle Wine Estates Limited, in location of Wooden Valley: E ½ Section 36, T6N; R3W;
 - b. Koerner Rombauer Investments LLC, located in North St Helena: NE ¼ Section 14, T8N R6W;
 - c. Boyer Family Trust, in the general location of Carneros: SE ¼ Section 14, T5N R5W;
 - d. Boyer Family Trust ETAL, in the general location of Carneros: SW ¼ Section 14, T5N R5W; and,
 - e. Baker Vineyards, in the general location of East Calistoga: NW

¼ Section 10, T8N R6W.

Attachments: [Map](#)
[Resolution](#)
[Memorandum](#)
[Contract A](#)
[Contract H](#)

14. LEGISLATIVE ITEMS

15. BOARD OF SUPERVISORS COMMITTEE REPORTS AND ANNOUNCEMENTS

16. BOARD OF SUPERVISORS FUTURE AGENDA ITEMS

17. COUNTY EXECUTIVE OFFICER REPORTS AND ANNOUNCEMENTS

18. CLOSED SESSION

- A. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957) [21-1346](#)

Title: County Counsel

- B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION [21-1349](#)
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2). (2 Cases)

19. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, DECEMBER 14, 2021 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 FRIDAY, DECEMBER 3, 2021 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.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board