

Napa County

Board of Supervisors Chambers
1195 Third Street, Third Floor
Napa, CA 94559



Agenda

Tuesday, November 25, 2025

9:00 AM

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

Board of Supervisors

Joelle Gallagher, District 1

Liz Alessio, District 2

Anne Cottrell, District 3

Amber Manfree, District 4

Belia Ramos, District 5

This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Supportive Services Public Authority of Napa County, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

<https://www.napacounty.gov/>

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.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Levine Act Compliance: The Levine Act (Government Code Section 84308) governs contributions in Board of Supervisor proceedings related to licenses, permits, or entitlements, as defined in the Act. Board members are prohibited from accepting contributions exceeding \$500 from parties, their agents, or participants during such proceedings and for 12 months after a final decision. If a Board member received a contribution exceeding \$500 within the past 12 months, disclosure is required on the record, and the member must not use their position to influence decisions. Parties and participants must disclose applicable contributions exceeding \$500 on the record, providing the following: • Name of the party or participant and any other person making the contribution • The name of the recipient • The amount of the contribution; and • The date the contribution was made. This information does not constitute legal advice. Parties and participants are advised to consult their legal counsel for guidance on compliance.

ON A MATTER ON THE AGENDA

Please proceed to the podium when the matter is called 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, but is generally limited to three minutes.

ON A MATTER NOT ON THE AGENDA

Public comment is an opportunity for members of the public to speak on items that are not on the agenda but are within the subject matter jurisdiction of Napa County and its related districts and agencies. Public comment is limited to three minutes per speaker, subject to the discretion of the Chair. Comments should be brief and focused, and speakers should be respectful of one another who may have different opinions. The Board is here to listen to everyone who wishes to address them, but everyone has the responsibility to act in a civil manner. Please remember this meeting is being recorded and broadcast on live television. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Board from taking any action today on matters raised during public comment.

How to Watch or Listen to the Napa County Board of Supervisors Meetings

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

<https://www.napacounty.gov/1429/Meetings-Agendas-Calendars>

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote participation for members of the public is provided for convenience only. In the event that the remote participation options malfunction for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access.

Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Attend in-person at the Board of Supervisors Chambers, 1195 Third Street, Napa Suite 305.
2. Watch via YouTube at <https://www.youtube.com/@NapaCounty/streams>.
3. Watch online at <https://napa.legistar.com/Calendar.aspx> (click the "In Progress" link in the "Video" column).
4. Watch on Napa Valley TV Channel 28.
5. Watch on Zoom via www.zoom.us/join (Meeting ID: 842-343-169) or listen on Zoom by calling 1-669-900-6833 (Meeting ID: 842-343-169).
6. To listen or watch in Spanish, please visit <https://www.napacounty.gov/3723/Junta-de-Supervisores>

If you are unable to attend the meeting in person and wish to submit a general public comment or a comment on a specific agenda item, please do the following:

1. Call the Board of Supervisors Public Comment Line at 707-299-1776 during the item on which you want to speak. Comments will be limited to three minutes, subject to the discretion of the Chair. If you cannot make the meeting, you may leave a comment by voice mail by calling the Public Comment Line before or after the meeting.
2. Email your comment to publiccomment@countyofnapa.org 24 hours in advance of the meeting to ensure that your comment will be shared with all members of the Board of Supervisors.

In the event of a telephone or email malfunction which prevents a member of the public from submitting or making a public comment remotely, the Board of Supervisors reserves the right to receive only those public comments made in person.

For more information, please contact the Clerk of the Board's office at 707-253-4580 or email clerkoftheboard@countyofnapa.org.

1. **CALL TO ORDER; ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **CONSENT CALENDAR**

County Counsel

- A. Adopt an Ordinance of the Napa County Board of Supervisors, State of California, adding Sections 2.10.050, 2.12.030, and 2.48.070 to the Napa County Code relating to the timing of elections for the offices of Assessor-Recorder-County Clerk, Auditor-Controller, and Treasurer-Tax Collector. (No Fiscal Impact) [25-1898](#)

Attachments: [Ordinance](#)

4. **PUBLIC COMMENT**
For all matters not listed on the agenda but within the jurisdiction of the Board of Supervisors and Special Districts. (see page 1)
5. **BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**
6. **CLOSED SESSION**
 - A. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** (Government Code Section 54957) [25-1597](#)
Title: Chief Executive Officer
7. **ADJOURNMENT**

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, DECEMBER 9, 2025 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, NOVEMBER 21, 2025 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



Napa County

Board Agenda Letter

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.napacounty.gov
Main: (707) 253-4580

Board of Supervisors

Agenda Date: 11/25/2025

File ID #: 25-1898

TO: Board of Supervisors

FROM: Sheryl L. Bratton - County Counsel

REPORT BY: Silva Darbanian - Deputy County Counsel

SUBJECT: Adoption of an Ordinance adding Sections 2.10.050, 2.12.030, and 2.48.070 to the Napa County Code

RECOMMENDATION

Adopt an Ordinance of the Napa County Board of Supervisors, State of California, adding Sections 2.10.050, 2.12.030, and 2.48.070 to the Napa County Code relating to the timing of elections for the offices of Assessor-Recorder-County Clerk, Auditor-Controller, and Treasurer-Tax Collector. (No Fiscal Impact)

BACKGROUND

At its regular meeting on October 21, 2025, the Board of Supervisors directed staff to return with a proposed ordinance consolidating five countywide elected offices controlled by California Elections Code section 1300 to the presidential election cycle.

These offices were previously consolidated on the gubernatorial election cycle, but a 2022 change in state law required counties to move the offices of Sheriff and District Attorney to the presidential election cycle. That same state law gave counties discretion to keep the remaining countywide offices, with the exception of the office of superintendent of schools (to which section 1300 does not apply), on the gubernatorial cycle or move them to the presidential cycle with the Sheriff and District Attorney.

As a result of this 2022 change, the terms of office of sheriffs and district attorneys statewide were extended by two years.

In Napa County, the countywide offices remaining on the gubernatorial election cycle are those of Assessor-Recorder-County Clerk; Auditor-Controller; and Treasurer-Tax Collector. As with the offices of Sheriff and District Attorney, moving these elections to the presidential election cycle would extend the terms of those offices one time for two years; the next election for those offices would occur in the March, 2028 presidential

primary election.

The proposed ordinance consolidating those offices to the presidential election cycle was introduced at the November 18, 2025, regular meeting of the Board of Supervisors. The Board, by unanimous vote, indicated its intent to adopt the ordinance.

Requested Action: Adopt the proposed ordinance adding sections 2.10.050, 2.12.030, and 2.48.070 to the Napa County Code as set forth in the item attachment.

FISCAL IMPACT

Is there a Fiscal Impact?

No

Is it Mandatory or Discretionary?

Discretionary

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The Board of Supervisors finds that pursuant to the California Environmental Quality Act (CEQA), it can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

ORDINANCE NO. _____

AN ORDINANCE OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, ADDING SECTIONS 2.10.050, 2.12.030, AND 2.48.070 TO THE NAPA COUNTY CODE RELATING TO THE TIMING OF ELECTIONS FOR THE OFFICES OF ASSESSOR-RECORDER-COUNTY CLERK, AUDITOR-CONTROLLER, AND TREASURER-TAX COLLECTOR

WHEREAS, Elections Code Section 1300 was amended in 2022, to require the elections to select the District Attorney and Sheriff to be held with the presidential primary election; and

WHEREAS, Elections Code Section 1300(b)(2) authorizes a county board of supervisors to adopt an ordinance to hold an election to select any county officer other than a county superintendent to schools with the presidential primary; and

WHEREAS, the Board of Supervisors intends to establish that the election for the offices of (1) Assessor-Recorder-County Clerk, (2) Auditor-Controller, and (3) Treasurer-Tax Collector to be held at the same time as the presidential primary.

The Napa County Board of Supervisors, State of California, ordains as follows:

SECTION 1. Section 2.10.050 (Time of election of assessor-recorder-county clerk) of Chapter 2.10 (Assessor-Recorder-County Clerk) of the Napa County Code is hereby added to read in full as follows:

2.10.050 Time of election of assessor-recorder-county clerk.

A. Under the authority of Elections Code Section 1300(b)(2), the election to select the office of Assessor-Recorder-County Clerk shall be held with the presidential primary.

B. The Assessor-Recorder-County Clerk elected in 2022 shall serve a six-year term and the next election for that office shall occur at the 2028 presidential primary.

SECTION 2. Section 2.12.030 (Time of election of auditor-controller) of Chapter 2.12 (County Auditor) of the Napa County Code is hereby added to read in full as follows:

2.12.030 Time of election of auditor-controller.

A. Under the authority of Elections Code Section 1300(b)(2), the election to select the office of Auditor-Controller shall be held with the presidential primary.

B. The Auditor-Controller elected in 2022 shall serve a six-year term and the next election for that office shall occur at the 2028 presidential primary.

SECTION 3. Section 2.48.070 (Time of election of treasurer-tax collector) of Chapter 2.48 (Treasurer-Tax Collector) of the Napa County Code is hereby added to read in full as follows:

2.48.070 Time of election of treasurer-tax collector.

A. Under the authority of Elections Code Section 1300(b)(2), the election to select the office of Treasurer-Tax Collector shall be held with the presidential primary.

B. The Treasurer-Tax Collector elected in 2022 shall serve a six-year term and the next election for that office shall occur at the 2028 presidential primary.

SECTION 4. The Board of Supervisors finds that pursuant to the California Environmental Quality Act (CEQA), it can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

SECTION 5. If any section, subsection, sentence, clause, phrase or word of this ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The Napa County Board of Supervisors hereby declares it would have passed and adopted this ordinance and each and all provisions hereof irrespective of the fact that any one or more of said provisions be declared invalid.

SECTION 6. This ordinance shall be effective thirty (30) days from and after the date of its passage.

SECTION 7. A summary of this ordinance shall be published at least once five (5) days before adoption and at least once before the expiration of fifteen (15) days after its passage in the Napa Valley Register, a newspaper of general circulation published in Napa County, together with the names of members voting for and against the same.

The foregoing Ordinance was introduced at a regular meeting of the Napa County Board of Supervisors, State of California, held on the 18th day of November 2025, and passed at a regular meeting of the Napa County Board of Supervisors, State of California, held on the ____ day of _____, 2025, by the following vote:

AYES:	SUPERVISORS	_____

NOES:	SUPERVISORS	_____

ABSTAIN:	SUPERVISORS	_____

ABSENT:	SUPERVISORS	_____

NAPA COUNTY, a political subdivision of the
State of California

ANNE COTTRELL, Chair of the
Board of Supervisors

APPROVED AS TO FORM Office of County Counsel By: <u>S. Darbinian</u> Deputy County Counsel By: <u>s/ McKayla McMahon</u> Code Services Date: <u>11/5/2025</u>	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS Date: _____ Processed By: _____ Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors By: _____
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I HEREBY CERTIFY THAT THE ORDINANCE ABOVE WAS POSTED IN THE OFFICE OF THE CLERK OF THE BOARD IN THE ADMINISTRATIVE BUILDING, 1195 THIRD STREET ROOM 310, NAPA, CALIFORNIA ON _____.

_____, DEPUTY
NEHA HOSKINS, CLERK OF THE BOARD



Napa County

Board Agenda Letter

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Board of Supervisors

Agenda Date: 11/25/2025

File ID #: 25-1597

TO: Board of Supervisors
FROM: Ryan J. Alsop, Chief Executive Officer
REPORT BY: Neha Hoskins, Clerk of the Board
SUBJECT: PUBLIC EMPLOYEE PERFORMANCE EVALUATION

RECOMMENDATION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957)

Title: Chief Executive Officer