

Napa County

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



Agenda

Tuesday, October 21, 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-Calendar>

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.countyofnapa.org/3723/>

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. PET OF THE WEEK**

- A. Presentation of the Pet of the Week. (No Fiscal Impact)

[25-239](#)

Attachments: [Pet of The Week \(Chewy\) \(added after meeting\)](#)

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**5. CONSENT CALENDAR****Agricultural Commissioner**

- A. Approve and authorize Agreement No. 170213B with the California Department of Food & Agriculture for a maximum of \$210,615 for the reimbursement of expenditures related to detection and exclusion of the Glassy-winged Sharpshooter. (Fiscal Impact: \$210,615 Revenue; General Fund; Budgeted; Mandatory)

[25-1741](#)

Attachments: [Agreement](#)

Auditor-Controller

- B. Accept and file the quarterly report of cash and non-cash donations received for the quarter ended September 30, 2025 (Fiscal Impact: Increased Revenues, Discretionary).

[25-1803](#)

Attachments: [Report](#)

Clerk of the Board

- C. Approval of minutes from the October 7, 2025 & October 14, 2025 regular and special meetings. (No Fiscal Impact)

[25-705](#)

Attachments: [October 7, 2025](#)
[October 14, 2025](#)

- D. Reappoint Elaine Paoli, for a fourth term, representing Current or Past User of IHSS category to the In-Home Supportive Services Advisory Committee with term of office to commence immediately and expire on September 1, 2027. (No Fiscal Impact)

[25-1737](#)

Attachments: [Paoli Application](#)

Corrections

- E. File the letter of expenditures of the Inmate Welfare Fund for Fiscal Year 2024-25, in compliance with Penal Code 4025. (No Fiscal Impact)

[25-1735](#)

Attachments: [Letter](#)**County Counsel**

- F.** Adopt a Resolution continuing the proclamation of local health emergency due to the 2025 Pickett Fire. (Fiscal Impact: Unknown; Discretionary) [25-1720](#)

Attachments: [Resolution](#)

- G.** Adopt an Ordinance of the Napa County Board of Supervisors, State of California, amending various sections of Chapter 5.70 (Single-Use Plastic Bag Reduction) and Chapter 5.80 (Reusable Foodware and Waste reduction) of the Napa County Code. (No Fiscal Impact) [25-1792](#)

Attachments: [Ordinance](#)

- H.** Adopt an Ordinance amending Chapter 5.40 (Peddling and Soliciting) of the Napa County Code to conform to California Health and Safety Code requirements and to clarify the requirements. (No Fiscal Impact) [25-1793](#)

Attachments: [Ordinance](#)**County Executive Office**

- I.** Accept and file the Annual Report of fees waived by various County departments during fiscal year 2024-25. (Fiscal Impact: \$151,396 Reduced Revenues; Various Funds; Budgeted; Discretionary) [25-1647](#)

Attachments: [Report](#)

- J.** Adopt a Resolution continuing the State of Local Emergency Due to Pervasive Tree Mortality. (No Fiscal Impact) [25-1750](#)

Attachments: [Resolution](#)

- K.** Approve and authorize Agreement No. 260203B with Paragon Government Relations to provide federal legislative and regulatory advocacy services to the County. (Fiscal Impact: \$120,000 Expense; General Fund; Budgeted; Discretionary) [25-1764](#)

Attachments: [Agreement](#)**Health and Human Services Agency**

- L.** Approve and authorize Agreement No. 260078B with California Housing Finance Authority for the term May 6, 2025 through June 30, 2026 for a contract maximum of \$1,264,000 to manage the Capitalized Operating Subsidy Reserve for the Hartle Court Supportive Housing Complex. (Fiscal Impact: \$1,264,000 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-1508](#)

Attachments: [Agreement](#)

- M.** Adopt a Resolution authorizing joint application for and acceptance of the County Allocation Awards under the Transitional Housing Program Round 7, for an allocation of \$66,613, and Housing Navigation and Maintenance Program Round 4, for an allocation of \$38,278, for Fiscal Year 2025-2026 and authorizing the Director of Health and Human Services Agency to sign the Allocation Acceptance Forms from the California Department of Housing and Community Development. (Fiscal Impact: \$104,891 Revenue; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-1694](#)

Attachments: [Resolution](#)

- N.** Terminate Agreement No. 170666B and approve and authorize Agreement No. 260123B with Progress Foundation, Inc., for Fiscal Year 2025-2026, and each subsequent automatic renewal, for a contract maximum of \$489,294 per fiscal year to provide supportive living services for seriously mentally ill clients. (Fiscal Impact: \$489,294 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [25-1695](#)

Attachments: [Agreement](#)

Human Resources – Division of CEO’s Office

- O.** Adopt a Resolution to amend the Table and Index of Classes, effective October 21, 2025, and appropriate personnel policies. (No Fiscal Impact) [25-1714](#)

Attachments: [Resolution](#)

Information Technology Services – Division of CEO’s Office

- P.** Approve and authorize Agreement No. 260155B with AMS.Net for the purchase of call-in application software for a five-year term and an annual cost of \$666. (Fiscal Impact: \$666 Expense; Information Technology Services Fund; Budgeted; Discretionary) [25-1655](#)

Attachments: [Agreement](#)

Library

- Q.** Authorize out-of-country travel for Kelli Crouch, Librarian II, to attend the Guadalajara Book Fair in Guadalajara, Mexico, from November 30 through December 4, 2025. (Fiscal Impact: \$2,600 Expense; Library Fund; Budgeted, Discretionary). [25-1725](#)

Napa Berryessa Resort Improvement District

- R. Adopt a Resolution calling a Special Election on January 20, 2026 enabling voters to approve or reject Napa Berryessa Resort Improvement District Measure “A” establishing an annual Special Tax of \$1,560 on all parcels in the District with existing infrastructure available to connect to the water and sewer systems, and approving and submitting an argument in favor of Measure “A”. (Fiscal Impact up to \$15,000, NBRID Fund; Budgeted; Discretionary) [25-1708](#)
- Attachments:** [Resolution](#)
[Exhibit A - Full Text of Proposed Ordinance](#)
[Exhibit B - Proposed Argument in Favor of Measure](#)
[Corrected Exhibit A- Full Text of Measure A \(Added after the Meeting\)](#)
[Correction Memoranda Item \(Added after the Meeting\)](#)
- S. Approve a Budget Amendment to increase appropriations in the Napa Berryessa Resort Improvement District’s “USDA Res WTP,” Project 21072 budget by \$40,000; offset by a reduction in the “USDA Bond-Water Depr Res,” Project 16023 budget for the replacement of an eligible short-lived asset at the water treatment plant. (Fiscal Impact: \$40,000 Revenue and Expense; Napa Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary) [25-1730](#)
[4/5 vote required]

Napa County Housing Authority

- T. Adopt a Resolution consolidating the Napa County Housing Authority’s donation policy with the Auditor-Controller’s procedure for the acceptance and disbursement of donations. (No Fiscal Impact) [25-1815](#)
- Attachments:** [Resolution](#)
[Attachment A Policy Clean](#)
[Attachment A Policy Redline](#)

Public Works

- U. Approve and authorize Agreement No. 260188B with TLCD Architecture for a maximum of \$110,641 for design services for the “PBES Remodel Project,” PW 23-30 and approve a Budget Amendment. (Fiscal Impact: \$119,500 Expense; PBES-Planning Fund; Not Budgeted; Discretionary) [25-1234](#)
[4/5 vote required]
- Attachments:** [Agreement](#)
- V. Approve and authorize Amendment No. 2 to Agreement No. 240426B with GHD Inc. to increase the contract maximum amount from \$324,170 to \$494,910 to provide additional design and support [25-1246](#)

services for the Deer Park Region Paving Project, RDS 25-02; and approve a Budget Amendment. (Fiscal Impact: \$200,000 Expense; Local Transportation Tax (T/U) Fund; Not Budgeted; Discretionary) [4/5 vote required]

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

- W.** Approve and authorize the creation of Project 26015 for the “2026 Annual Guardrail Repair, RDS 26-12”; and approve a Budget Amendment. (Fiscal impact: \$110,000, SB-1 Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1700](#)
- Attachments:** [Budget Summary](#)
- X.** Approve the Plans and Specifications for the “Napa Library Furniture Project,” PW 25-21, and 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. (No Fiscal Impact) [25-1724](#)
- Y.** Approve the Plans and Specifications for the “Mt. St. Helena Tower Replacement Project,” PW 25-10, and authorization to advertise for sealed bids and opening of the bids at a time, date, and locations to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code. (No Fiscal Impact) [25-1746](#)
- Z.** Approve and authorize Amendment No. 1 to Agreement No. 250353B with ADKO Engineering Inc, to increase the maximum compensation from \$348,447 to \$555,378 for the Rossi Bridge Project, RDS 25-25. (Fiscal Impact: \$206,931 Expense; Capital Improvement Projects Fund; Budgeted; Discretionary) [25-1747](#)
- Attachments:** [Agreement](#)
[Budget Summary](#)
- AA.** Approve and authorize Amendment No. 3 to Lease Agreement No. 230234B with SkyserviceUS California LLC. (Skyservice); Amended and Restated Guaranty Agreement No. 230235B with ALIS 1A, LLC; and the Consent to the Deed of Trust between SkyserviceUS California, LLC and Royal Bank of Canada thereby allowing the Fixed Base Operator to financially encumber the leasehold estate at the Napa County Airport. (No Fiscal Impact) [25-1748](#)
- Attachments:** [Agreement](#)
[Guaranty](#)
[Lessor Consent](#)
- AB.** Adopt a Resolution granting the Director of Public Works authority to [25-1752](#)
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execute program supplement agreements, utility agreements, and right of way certifications with the California Department of Transportation. (No Fiscal Impact)

Attachments: [Resolution](#)

- AC.** Approve and authorize Amendment 2 to Agreement No. 250008B with Marquee Fire Protection, LLC dba Marquee Fire Protection to increase the maximum compensation from \$106,866 to \$108,161 for fiscal years 2025/26 and 2026/27 and to update the scope of work to add fire sprinkler systems services at 1950 Airport Road. (Fiscal Impact: \$1,295 Expense; Airport Fund; Budgeted; Discretionary) [25-1757](#)

Attachments: [Agreement](#)

- AD.** Approve and authorize Amendment No. 5 to Agreement No. 230037B with HCI Services, Inc. to increase the maximum compensation from \$74,220 to \$86,202 for fiscal year 2025-26 and for the optional renewal term, to update the scope of work to add fire alarm services for the Replacement Jail and 1950 Airport Road and to reflect other changes in service needs at various County locations. (Fiscal Impact: \$11,982 Net Expense; Various Funds; Budgeted; Discretionary) [25-1758](#)

Attachments: [Agreement](#)

- AE.** Approve a report of emergency Public Works actions on two projects as authorized by Resolution No. 2015-37, determine that the emergency does not permit the delay associated with competitive bidding procedures, and that the emergency actions are necessary to respond to the emergency pursuant to Public Contract Code Section 22050(c)(1) and affirm the need to continue this action. (No Fiscal Impact) [25-1763](#)
[4/5 vote required]

- AF.** Approve and authorize Amendment No. 1 to Agreement No. 240192B with Steele Canyon Campground Inc., for continued operation of the Steele Canyon Resort Area at Lake Berryessa until October 31, 2026, with an option to renew for one additional year. (Fiscal Impact: revenue estimated at \$20,000 per year; Lake Berryessa Concessions Fund; Budgeted; Discretionary) [25-1785](#)

Attachments: [Agreement](#)

Sheriff

- AG.** Approve and authorize Agreement No. 260183B with Everbridge, Inc for the term November 1, 2025 to October 31, 2028, for emergency Alert and Warning communication services. (Fiscal Impact: \$46,099 Expense; General Fund; Budgeted; Mandatory) [25-1602](#)

Attachments: [Agreement](#)

- 6. PUBLIC COMMENT
- 7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS
- 8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR
- 9. PUBLIC HEARINGS

Housing & Community Services

- A. Conduct a public hearing to adopt a resolution accepting the Affordable Housing and Commercial Linkage Nexus Study and updating the affordable housing residential and nonresidential (commercial) impact fees with inclusion of an annual index adjustment. (Fiscal Impact: Unknown Revenue; Affordable Housing Fund; Not Budgeted; Discretionary) [25-1814](#)

Attachments: [Resolution](#)
[Nexus Study](#)
[Feasibility Analysis](#)
[PowerPoint \(added after meeting\)](#)

10. ADMINISTRATIVE ITEMS**Human Resources – Division of CEO’s Office**

- A. Adopt a Resolution to approve a Total Tentative Agreement with the Deputy Sheriffs’ Association Law Enforcement and Law Enforcement Supervisory Units for the term October 1, 2025 through September 30, 2028, and salary increases in fiscal years 2025-2026, 2026-2027, and 2027-2028, and approve a Budget Amendment increasing Salaries and Benefits (Fiscal Impact: \$925,000 Expense; General Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1743](#)

Attachments: [Resolution](#)
[Exhibit A](#)

Health and Human Services Agency

- B. Receive a presentation from the Napa County Behavioral Health Board for their annual report covering Fiscal Year July 1, 2024 through June 30, 2025. (No Fiscal Impact) [25-1689](#)

Attachments: [Report](#)

County Executive Office

- C. Discuss and provide direction to staff regarding the consolidation of all local countywide elections to the Presidential election cycle, moving the elections of the positions of Assessor-Recorder-County Clerk, Auditor-Controller, and Treasurer-Tax Collector from the gubernatorial election cycle (next slated for June 2, 2026 [primary election], and November 5, 2025 [general election]) to the presidential election cycle (next slated for March 7, 2028 [primary election], and November 7, 2028 [general election]), thereby extending the terms of those offices one time by two years from expiring on January 5, 2027, to expiring on January 2, 2029. (No Fiscal Impact) **25-1739**

11. PUBLIC HEARINGS (continued)**County Fire Department**

- A. Adopt a Resolution to adjust the Fire Capital Facilities Fee to align with the Consumer Price Index for properties located within the unincorporated area of the County that are also within the American Canyon Fire Protection District. (No Fiscal Impact) [25-1618](#)

Attachments: [Resolution](#)
[Fee Study](#)
[Consumer Price Index](#)

12. ADMINISTRATIVE ITEMS (continued)

Planning, Building and Environmental Services (PBES)

- A. Receive a presentation on the status of the Watershed Information and Conservation Council, direct Staff to re-envision the role of the WICC and return with recommendations for discussion and direction. (No Fiscal Impact) [25-1436](#)

County Executive Office

- B. Adopt the County's proposed Five-Year Strategic Initiatives (2025-2030). (No Fiscal Impact) [25-1401](#)

Attachments: [Napa County Strategic Initiatives 2025 PowerPoint \(added after meeting\)](#)

13. CLOSED SESSION

- A. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE [25-1811](#)
(Government Code Section 54957)

14. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, NOVEMBER 18, 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, OCTOBER 16, 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