

# Napa County

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



## Agenda - Final

**Tuesday, March 11, 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.*

[www.countyofnapa.org](http://www.countyofnapa.org)

**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.countyofnapa.org/1429/Board-of-Supervisors-Special-Districts-C>

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote Zoom participation for members of the public is provided for convenience only. In the event that the Zoom connection malfunctions 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](http://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](mailto: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.

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

[25-171](#)

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

**4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**

- A. Presentation of a Proclamation recognizing March 2025 as “Women’s History Month” in Napa County. (No Fiscal Impact)

[25-322](#)

**Attachments:** [Proclamation](#)

- B. Presentation of a Proclamation recognizing March 2025 as “Red Cross Month” in Napa County. (No Fiscal Impact)

[25-353](#)

**Attachments:** [Proclamation](#)

**5. CONSENT CALENDAR - SPECIAL DISTRICTS****Napa County Housing Authority**

- A. Authorize the purchase of a capital asset for a commercial kitchen steam table; and approve the related Budget Amendment. (Fiscal Impact: \$7,000 Expense and Revenue; Housing Authority Fund; Not Budgeted; Discretionary)  
[4/5 Vote Required]

[25-375](#)

**Lake Berryessa Resort Improvement District**

- B. Approval of a Budget Amendment increasing appropriations in the Lake Berryessa Resort Improvement District operations budget in the amount of \$80,000 to cover the cost of continued operations and maintenance expenses through the end of the fiscal year. (Fiscal Impact: \$80,000 Expense; Lake Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary)  
[4/5 Vote Required]

[25-344](#)

**Napa Berryessa Resort Improvement District**

- C. Approve a Budget Amendment increasing appropriations in the Napa Berryessa Resort Improvement District (District) operations budget from its available fund balance in the amount of \$110,000 to cover the cost of continued operations and maintenance expenses through the end of the fiscal year. (Fiscal Impact: \$110,000; Napa Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary)  
[4/5 vote required]

[25-349](#)

**6. CONSENT CALENDAR****Clerk of the Board**

- A. Approval of minutes from the February 25, 2025 regular meeting. (No Fiscal Impact) [25-74](#)  
**Attachments:** [February 25, 2025](#)
- B. Appoint Kevin S. Zeigler to represent County At-Large on the Napa County Deferred Compensation Board of Control. (No Fiscal Impact) [25-263](#)  
**Attachments:** [Zeigler Application](#)  
[Letter of Recommendation](#)
- C. Appoint Elizabeth H. Marks representing Family Member of Consumer, and Sandra J. Oliva representing Consumer, to the Napa County Behavioral Health Board, with terms of office to commence immediately and expire on January 1, 2028. (No Fiscal Impact) [25-383](#)  
**Attachments:** [Marks Application](#)  
[Oliva Application](#)  
[Letter of Recommendation](#)
- D. Reappoint Alexander W. Pader, to represent Sportsperson/Angler, and Ina Pisani, to represent Wildlife/Conservation, both for a fifth term, to the Napa County Wildlife Conservation Commission with terms of office to commence immediately and expire February 1, 2028. (No Fiscal Impact) [25-390](#)  
**Attachments:** [Pader Application](#)  
[Pisani Application](#)

**County Counsel**

- E. Approve and authorize Amendment No. 1 to Agreement No. 220285B with Serviam by Wright, LLP, for legal advice and litigation services related to code enforcement matters. (Fiscal Impact: \$80,000 Expense; General Fund; Budgeted; Discretionary) [25-403](#)  
[4/5 vote required]  
**Attachments:** [Agreement](#)

**County Executive Office**

- F. Approve and authorize extension of Agreement A-180326C with NextRequest through June 30, 2028 for public records request management. (No Fiscal Impact; Discretionary) [25-257](#)  
**Attachments:** [Agreement](#)

- G.** Adopt a Resolution to dismiss collection of the 2012 Measure T election fees from the Napa Valley Transportation Authority totaling \$68,108. (No Fiscal Impact, Discretionary) [25-406](#)
- Attachments:** [Resolution Letter](#)

### County Fire Department

- H.** Approve and authorize Agreement No. 250339B with Napa Communities Firewise Foundation to implement the Defensible Space/Ignition Resistant Construction program under the Building Resilient Infrastructure and Communities (BRIC) program. (Fiscal Impact: \$3,229,600 Expense; Fire Fund; Budgeted; Discretionary) [25-198](#)
- Attachments:** [Agreement](#)
- I.** Approve and authorize Agreement No. 250340B with Napa Communities Firewise Foundation to project manage and implement the 2024 Local Hazard Mitigation Grant Program. (Fiscal Impact: \$1,605,000 Expense; Fire Fund; Budgeted; Discretionary) [25-391](#)
- Attachments:** [Agreement](#)
- J.** Approve and authorize Amendment No. 2 to Agreement No. 250180B with Napa Communities Firewise Foundation to increase the number of fuels maintenance projects. (Fiscal Impact: \$123,250 Expense; Fire Fund; Budgeted; Discretionary). [25-394](#)
- Attachments:** [Agreement](#)
- K.** Approve a Budget Amendment to increase the appropriations by \$120,000 in the Fire Operations Capital Assets to make manufacturer modifications to two Type I Fire Engines currently on order. (Fiscal Impact: \$120,000; Fire Fund; Not Budgeted; Discretionary) [25-410](#)  
[4/5 vote required]

### Housing & Homeless Services – Division of CEO’s Office

- L.** Adopt a Resolution authorizing the application and acceptance of the 2024 - 2027 Emergency Solutions Grant funding for use towards homeless services in an amount not to exceed \$931,078 and any additional post award allocations not to exceed \$116,385. (No Fiscal Impact; Discretionary). [25-320](#)
- Attachments:** [Resolution](#)

**Human Resources – Division of CEO’s Office**

- M.** Approve and authorize Amendment No. 2 to Agreement No. 220293B with Bolt Staffing Service, Inc. increasing the maximum annual amount to \$200,000, to provide temporary staffing services, effective March 11, 2025. (Fiscal Impact: \$200,000 Expense; Fund dependent upon Department usage; Budgeted; Discretionary) [25-374](#)

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

**Library**

- N.** Authorization to accept a donation in the amount of \$3,000 from Rasmussen Family Fund and sign a letter of appreciation. (Fiscal Impact, \$3,000 Revenue; Napa County Library Fund; Budgeted; Discretionary) [25-350](#)

**Attachments:** [Letter of Appreciation](#)

**Public Works**

- O.** Approve and authorize Agreement No. 250353B for \$348,447 for the Rossi Road Bridge Repair Project, Agreement No. 250352B for \$209,443 for the Ridgecrest Slide Repair Project and Agreement No. 250354B for \$229,972 for the Redwood Road MPM 2.3 Slide Repair Project with ADKO Engineering, Inc., (Fiscal Impact: \$787,862 Expense; Roads Capital Improvement Projects Fund; Budgeted; Discretionary) [25-377](#)

**Attachments:** [Rossi Bridge Agreement](#)  
[Rossi Bridge Budget Summary](#)  
[Ridgecrest Agreement](#)  
[Ridgecrest Budget Summary](#)  
[Redwood Agreement](#)  
[Redwood Budget Summary](#)

- P.** Approval of and authorization to sign Amendment No. 5 to Agreement No. 6430 Memorandum of Understanding with the City of Napa for the County's use of the City's Material Diversion Facility to extend the preferred pricing arrangement to additional types of recyclable materials. (No Fiscal Impact; Discretionary) [25-413](#)

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

**Treasurer-Tax Collector**

- Q. Adopt a Resolution to renew delegation of investment/reinvestment authority to the Treasurer-Tax Collector for an additional one-year period beginning April 1, 2025; approve the Napa County Investment Policy; and appoint Patricia Clarey as the Special Districts' representative to the Treasury Oversight Committee. (No Fiscal Impact; Discretionary) [25-441](#)

**Attachments:** [Resolution](#)  
[2025 Investment Policy](#)

7. **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)
8. **BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**
9. **DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**
10. **ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**
11. **ADMINISTRATIVE ITEMS**

**County Executive Office**

- A. Adopt a Resolution to modify the Policy for Budgetary Controls, approve the Annual Budget Policy Guidelines and approve the Mid-Year Budget Amendments. (Fiscal Impact: Varies by Fund; Multiple Funds; Not Budgeted; Discretionary) [25-445](#)  
[4/5 vote required]

**Attachments:** [Resolution](#)  
[Policy for Budgetary Controls \(Redline\)](#)  
[Policy for Budgetary Controls \(Clean\)](#)  
[Annual Budget Policy Guidelines 2025 \(Redline\)](#)  
[Annual Budget Policy Guidelines 2025 \(Clean\)](#)  
[Mid Year Report 2025](#)  
[PowerPoint Presentation \(added after meeting\)](#)  
[Mid Year Budget Amendments Report \(added after meeting\)](#)

**Planning, Building and Environmental Services (PBES)**

- B. Receive a status report of the Micro-Winery Ordinance and provide direction regarding the May 5, 2025 sunset date. (No Fiscal Impact) [25-230](#)

12. **PUBLIC HEARING - SPECIAL DISTRICTS**
13. **PUBLIC HEARINGS**

**14. CLOSED SESSION**

- A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [25-405](#)  
(Government Code section 54956.9(d)(1))  
Kassy McKee v. County of Napa  
Napa County Superior Court Case 23CV001468
  
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government [25-448](#)  
Code Section 54957)  
Title: Director of Planning, Building, and Environmental Services

**15. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,  
MARCH 25, 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, MARCH 7, 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