

Napa County

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



Agenda - Final

Tuesday, November 18, 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.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. PET OF THE WEEK**

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

[25-241](#)

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

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

- A. Presentation of a Proclamation recognizing November 2025 as “National Adoption Awareness Month” in Napa County. (No Fiscal Impact)

[25-1838](#)

Attachments: [Proclamation](#)

5. CONSENT CALENDAR**Auditor-Controller**

- A. Accept and instruct the Clerk of the Board to file the Annual Report in accordance with SB 165 for Fiscal Year 2024-25 on financial activity of Community Facilities District 2012-1 Milliken-Sarco-Tulocay (MST). (No Fiscal Impact)

[25-1816](#)

Attachments: [Report](#)

Clerk of the Board

- B. Approval of minutes from the October 21, 2025 regular meeting and October 27, 2025 special meeting. (No Fiscal Impact)

[25-100](#)

Attachments: [October 21, 2025](#)
[October 27, 2025](#)

- C. Approve the 2026 Board of Supervisors meeting calendar. (No Fiscal Impact)

[25-1837](#)

Attachments: [2026 Calendar](#)

County Counsel

- D. Approve and authorize Amendment No. 3 to Agreement No. 200114B with the law firm of Paris Kincaid & Wasiewski, LLP, exercising the biannual renewals provision through June 30, 2026. (Fiscal Impact: \$60,000 Expense; General Fund; Budgeted; Discretionary) [4/5 vote required]

[25-1849](#)

Attachments: [Agreement](#)

County Executive Office

- E.** Approve and authorize Amendment No. 2 to Agreement 220095B with Visit Napa Valley to increase the cost \$425,000 over three years through June 30, 2028 for administration of The Napa Valley Standard Food and Wine Festival; and approve a Budget Amendment to increase appropriations by \$100,000. (Fiscal Impact: \$425,000 Expense; Napa Valley Tourism Improvement District-Unincorporated Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1715](#)
- Attachments:** [Agreement](#)
- F.** Accept the Williams Monitoring Report provided by the Napa County Superintendent of Schools. (No Fiscal Impact) [25-1760](#)
- Attachments:** [Report](#)
- G.** Adopt a Resolution terminating the state of local emergency due to the Pickett Fire that affected the area of unincorporated parts of Calistoga, Pope Valley, Aetna Springs, and Angwin. (Fiscal Impact Unknown; Mandatory) [25-1827](#)
- Attachments:** [Resolution](#)
- H.** Approve and authorize allocation of Board of Supervisors' District 5 community grants funds to the American Canyon High School Theatre Arts program. (Fiscal Impact: \$300 Expense; General Fund; Budgeted; Discretionary) [25-1853](#)
- I.** Approve and authorize allocation of Board of Supervisors' funds for non-profit support and community engagement events in Supervisorial Districts 1, 3, and 5 during the week of December 7, 2025. (Fiscal Impact: \$3,000 Expense; Budgeted; General Fund; Discretionary) [25-1917](#)

County Fire Department

- J.** Approve and authorize Agreement No. 260193B with Peraton, Inc. to provide Computer Aided Dispatch services between the Napa County Fire/CAL FIRE LNU Peraton Altaris CAD and the City of Napa Central Square Hub CAD; approve purchase of capital assets; waive competitive bidding requirements and provide a sole source award due to technical compatibility requirements; and approve a Budget Amendment to increase Fire Operations appropriations by \$217,000 for the first year of the Agreement. (Fiscal Impact: \$285,000 Expense; Fire Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1805](#)
- Attachments:** [Agreement](#)
-

- K.** Approve and authorize a Certificate of Acceptance for an Emergency Access Easement Deed with the Napa County Land Trust to allow for right of ingress and egress on Assessor's Parcel Nos. 025-030-018 and 025-030-019. (No Fiscal Impact; Discretionary) [25-1809](#)

Attachments: [Certificate of Acceptance Easement Deed Reference Map](#)

- L.** Approve and authorize Amendment No 1. to Agreement No. 240236B for the Site Use Agreements for the Dry-Creek Lokoya Volunteer Fire Department, a not-for-profit organization, for use of fire station facilities by the Napa County Fire Department. (No Fiscal Impact) [25-1813](#)

Attachments: [Agreement](#)

District Attorney

- M.** Approve out-of-state travel for Allison Haley, District Attorney, to Atlanta, Georgia from December 7 - 11, 2025 to attend Strategies for Instructional Excellence. (Fiscal Impact: \$3,700 Expense; General Fund; Budgeted; Discretionary) [25-1630](#)

Health and Human Services Agency

- N.** Approve and authorize Revenue Agreement No. 260174B with the California Department of Public Health for Fiscal Year 2025-2026 for a maximum of \$300,000 to fund the California Tobacco Prevention Program. (Fiscal Impact: \$300,000 Revenue; Health and Human Services Agency Fund; Budgeted; Mandatory) [25-1740](#)

Attachments: [Agreement](#)

- O.** Terminate Agreement No. 190321B and approve and authorize Agreement No. 260173B with Community Resources for Children for Fiscal Year 2025-2026, and each subsequent automatic renewal, for a contract maximum of \$148,375 per fiscal year to administer the Emergency Child Care Bridge Program. (Fiscal Impact: \$148,375 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [25-1850](#)

Attachments: [Agreement](#)

- P. Adopt a Resolution authorizing Director of Health and Human Services Agency to execute the formal application and program documents related to the Behavioral Health Continuum Infrastructure Program Round 2: Unmet Needs Program pursuant to the Behavioral Health Infrastructure Bond Act of 2024. (Fiscal Impact: \$4,711,294 Revenue; Health and Human Services Agency Fund; Not Budgeted; Discretionary) [25-1865](#)

Attachments: [Resolution](#)

Housing & Community Services

- Q. Adopt a Resolution reserving Two Million Dollars (\$2,000,000) of Affordable Housing Funds to assist Community Real Estate Fund LLC with the development of 40 low-income affordable first-time home-ownership housing units; and approve a related Budget Amendment. (Fiscal Impact: \$2,000,000 Expense; Affordable Housing Fund; Not Budgeted; Discretionary) [25-1886](#)
[4/5 vote required]

Attachments: [Resolution](#)

Human Resources – Division of CEO’s Office

- R. Adopt a Resolution to amend the Departmental Allocation List for the Auditor-Controller’s Office, effective November 22, 2025. (Fiscal Impact: Minimal Expense; General Fund; Budgeted; Discretionary) [25-1812](#)

Attachments: [Resolution](#)

Information Technology Services – Division of CEO’s Office

- S. Approve and authorize Agreement No. 260200B with AMS.NET for the purchase of 75 CUBE licenses with a 58-month term and an annual cost of \$1,791. (Fiscal Impact: \$1,791 Expense; Information Technology Services Fund; Budgeted; Discretionary) [25-1745](#)

Attachments: [Agreement](#)

- T. Declare certain items of personal property as surplus and no longer required for public use; and approve and authorize the Purchasing Agent to dispose of these items of personal property by donating them to Computers for Classrooms. (No Fiscal Impact) [25-1768](#)

Attachments: [ITS Donation List](#)

Library

- U. Approve and authorize Agreement No. 260226B and establish a new Division within the Napa County Library Fund to administer the Napa County Law Library; approve the transfer of the balance of funds currently in the Agency Fund to the Library Fund; and approve a Budget Amendment to increase appropriations for the new Division for Fiscal Year 2025-26. (Fiscal Impact: \$150,000 Expense; Library Fund; Not Budgeted; Discretionary) [24-1456](#)
[4/5 vote required]
Attachments: [Agreement](#)
- V. Accept a donation in the amount of \$60,000 from the Friends of the Napa Library and sign a letter of appreciation. (Fiscal Impact: \$60,000 Revenue; Napa County Library Fund; Budgeted; Discretionary) [25-1791](#)
Attachments: [Letter of Appreciation](#)
- W. Adopt a Resolution amending Section 29, Part I of the Napa County Policy Manual with revisions to Napa County Library's Library Use Policy, Community Meeting Room Policy, include AB-1825 California Freedom to Read Act as required by State Law, and updates for consistency and non-substantive changes. (No Fiscal Impact) [25-1819](#)
Attachments: [Resolution](#)
[Policy - Clean](#)
[Policy - Redline](#)
- X. Authorize closure of the American Canyon Library location for the duration of the American Canyon Library Remodel project anticipated for December 1, 2025 through January 4, 2026. (No Fiscal Impact) [25-1907](#)

Napa County Groundwater Sustainability Agency

- Y. Adopt a Resolution to amend the Napa County Groundwater Sustainability Agency's Conflict of Interest Code. (No Fiscal Impact.) [25-1342](#)
Attachments: [Resolution - Clean](#)
[Resolution - Redlined](#)

Napa County Housing Authority

- Z. Acceptance of donation report for quarter ending September 30, 2025. (Fiscal Impact: \$2,712 Revenue; Housing Authority Fund; Budgeted; Discretionary) [25-1802](#)
Attachments: [Report](#)

Planning, Building and Environmental Services (PBES)

- AA.** Introduction and intent to adopt the 2025 California Building Standards Code as approved by the California Building Standards Commission, including the amendment of various chapters of Title 15 of the Napa County Code; and notice of a public hearing to be held on December 9, 2025, to consider the adoption of the 2025 Building Standards Code. (No Fiscal Impact) [25-1893](#)

Attachments: [Ordinance](#)
[Ordinance - Redlined](#)

- AB.** Approve and authorize Amendment No. 2 to Agreement No. 190093B with LAK Associates LLC to extend the term of the agreement to June 30, 2026 to provide professional planning services for processing Use Permit project applications; and approve a Budget Amendment. (Fiscal Impact: \$25,000 Revenue and Expense; General Fund; Not Budgeted; Discretionary) [25-1910](#)
[4/5 vote required]

Attachments: [Agreement](#)

Probation

- AC.** Approve and authorize Agreement No. 260160B with Daniel B. Peters, Ph.D, a Psychological Corporation doing business as “Summit Center” to conduct targeted diagnostic evaluations for youth. (Fiscal Impact: \$87,000 Expense, General Fund, Budgeted, Discretionary) [25-1810](#)

Attachments: [Agreement](#)

Public Works

- AD.** Reject the low bid from Creation Networks, Inc as non-responsive; award a construction contract to the EIDIM Group, Inc. dba EIDIM AV Technology of Fullerton, California in the amount of \$154,290 for the “Low Voltage AV South Campus HHS Conference Rooms Project” PW 24-38; and approve a Budget Amendment. (Fiscal Impact: \$70,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary) [25-1577](#)
[4/5 vote required]

Attachments: [Bid Results](#)
[Budget Summary](#)

- AE.** Approve and authorize Amendment No. 6 to Agreement No. 240200B with Kimley-Horn, with no change to maximum compensation or term, to provide consultant services to revise the plans and environmental studies for the Bale Slough crossing for the Napa Valley Vine Trail segment from Yountville through St. Helena. (No Fiscal Impact) [25-1761](#)
- Attachments:** [Agreement](#)
[Budget Summary](#)
- AF.** Approve and authorize Agreement No. 260201B for a contract maximum of \$49,584 with ADKO Engineering Inc. for the 2026 Annual Guardrail Repair Project, RDS 26-12. (Fiscal Impact: \$49,584 Expense; SB1 Fund; Budgeted; Discretionary) [25-1823](#)
- Attachments:** [Agreement](#)
[Budget Summary](#)
- AG.** Approve and authorize an Easement Deed in favor of Pacific Gas and Electric Company for the installation and maintenance of new underground electrical line leading to and into Atlantic Aviation, LLC's leased premises on airport property and find, pursuant to Government Code Section 25526.6, that the easement is in the public interest and will not substantially conflict or interfere with the County's use of the property. (No Fiscal Impact) [25-1825](#)
- Attachments:** [Easement Deed](#)
- AH.** Approve and authorize Agreement No. 8703 with Napa Valley Land Company, LLC, to conduct environmental studies, site investigation and due diligence, prepare environmental documents, and enter into negotiations for a long-term agreement for development and operation of resort concessions at the Monticello Shores resort area; and approve and authorize Agreement No. 260224B with Spanish Flat Campground Inc. for the continued operation of the Spanish Flat resort area. (Fiscal Impact: \$20,000 Revenue; Lake Berryessa Concessions Fund; Budgeted; Discretionary) [25-1844](#)
- Attachments:** [Monticello Shores Agreement](#)
[Monticello Shores Project Vision](#)
[Spanish Flat Agreement](#)
- AI.** Approve the Plans and Specifications for the "Behavioral Health Treatment Center and 555 Gateway Drive Improvements Project" PW 26-100; 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) [25-1845](#)

- AJ.** Approve and authorize the creation of Capital Improvement Project 26016, “Runway 24 End Lighting Replacement Project” PW 26-14 and an associated Budget Amendment for the emergency replacement of Runway 24 end threshold lighting. (Fiscal Impact \$150,100 Expense; Airport Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1863](#)
- Attachments:** [Exhibit - Project Agreement](#)
[Budget Summary](#)
- AK.** Adopt a Resolution to amend the Airport Advisory Commission Bylaws, effective immediately. (No Fiscal Impact) [25-1867](#)
- Attachments:** [Resolution](#)
[Exhibit A - Redlined](#)
[Exhibit B - Clean](#)
- AL.** Authorize the Auditor-Controller to pay the final invoice from the California Department of Transportation for staff time spent on the Napa Valley Vine Trail - Yountville through St. Helena Project in the amount of \$148,713.94 from FY 2024 and FY 2025. (Fiscal Impact: \$148,713.94; Capital Improvement Fund; Budgeted; Mandatory) [25-1883](#)
- Attachments:** [Budget Summary](#)
[Invoice](#)
- AM.** Approve and authorize creation of Capital Improvement Project 26017, “Airport Terminal Redevelopment Phase 2 Project,” PW26-10; and approve a Budget Amendment. (Fiscal impact: \$277,300 Expense; Airport CIP Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1884](#)
- Attachments:** [Budget Summary](#)
- AN.** Approve a report of emergency Public Works actions on 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)
[4/5 vote required] [25-1887](#)

- AO.** Approve and authorize the Director of Public Works to execute Contract Change Order No. 4, Part 4B to Agreement No. 250437B with Valentine Corporation to resurface the intersection of Chiles Pope Valley Road and Lower Chiles Valley Road, to increase the maximum compensation from \$832,260 to \$920,212 for the Chiles Pope Valley Road MPM 3.63 Project 23006. (Fiscal Impact: \$87,952 Expense; SB-1 Fund; Budgeted; Discretionary) [25-1902](#)

Attachments: [Budget Summary](#)

Sheriff

- AP.** Adopt a Resolution terminating the proclamation of a state of local health emergency due to the 2025 Pickett Fire. (Fiscal Impact: Unknown; Mandatory) [25-1828](#)

Attachments: [Resolution](#)

- 6. 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)
- 7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**
- 8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR**
- 9. ADMINISTRATIVE ITEMS**

Planning, Building and Environmental Services (PBES)

- A.** Receive presentation and provide direction regarding the County's implementation of Assembly Bill 720 (Rogers). (No Fiscal Impact.) [25-1721](#)

Public Works

- B.** Receive an update on community aircraft noise concerns; approve and authorize Amendment No. 1 to Agreement No. 220216B with Coffman Associates, Inc., to extend the term to June 30, 2027 and increase the maximum compensation from \$80,000 to \$300,000 for additional environmental and planning services in part to address aircraft noise concerns; and approve an associated Budget Amendment. (Fiscal Impact \$220,000 Expense; Airport Fund; Not Budgeted; Discretionary)
[4/5 vote required]

Attachments: [Agreement](#)
[PowerPoint \(added after meeting\)](#)

10. PUBLIC HEARINGS**County Counsel**

- A. Introduction and intent to 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) [25-1855](#)

Attachments: [Ordinance](#)

11. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) [25-1822](#)
Title: Chief Executive Officer

12. ADMINISTRATIVE ITEMS - 2:00 PM**County Executive Office**

- A. Present the 2025 Napa County Employee Recognition Awards. (No Fiscal Impact, Discretionary) [25-1048](#)

13. 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 14, 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