

Napa County

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



Agenda - Final

Tuesday, February 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.*

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 (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.

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)

[25-170](#)

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

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**5. CONSENT CALENDAR - SPECIAL DISTRICTS****Napa County Groundwater Sustainability Agency**

- A. Adopt a Resolution for the Napa County Groundwater Sustainability Agency authorizing staff to develop a funding agreement with the Department of Water Resources (DWR) to accept grant funds under DWR's California Stream Gage Improvement Program to provide funding to reactivate five stream gages within the Napa Valley. (Fiscal Impact: \$1,060,000 Revenue; Groundwater Special Revenue Fund; Not Budgeted; Discretionary)

[25-207](#)

Attachments: [Resolution](#)

Napa County Housing Authority

- B. Accept and file the quarterly report for the Napa County Housing Authority for the quarter ended December 31, 2024. (Fiscal Impact: None; Discretionary)

[25-247](#)

Attachments: [Report](#)

- C. Acceptance of donation report for quarter ending December 31, 2024. (Fiscal Impact: \$37,164 Revenue; Housing Authority Fund; Not Budgeted; Discretionary)

[25-306](#)

Attachments: [Donation Report](#)

Monticello Public Cemetery District

- D.** Adopt a Resolution delegating authority to the District Manager to execute Certificates of Burial Rights on behalf of the Monticello Public Cemetery District and amending the Monticello Public Cemetery District Bylaws to update procedures and guidelines, correct minor errors in the text, and improve clarity and conciseness. (No Fiscal Impact; Discretionary) [25-284](#)

(CONTINUED FROM JANUARY 28, 2025)

Attachments: [Resolution](#)
[MPCD Bylaws](#)
[MPCD Bylaws \(Redline\)](#)

6. CONSENT CALENDAR**Agricultural Commissioner**

- A.** Approve and authorize the renewal of Revenue Agreement No. 170908B with the California Department of Food & Agriculture for a maximum of \$193,892 for the term of January 1, 2025 through June 30, 2025 for reimbursement of expenses associated with the placing and inspecting of traps for the detection of European Grapevine Moth. (Fiscal Impact: \$193,892 Revenue; General Fund; Budgeted; Mandatory) [25-285](#)

Attachments: [Agreement](#)

Auditor-Controller

- B.** Accept and instruct the Clerk of the Board to file the audit of the Procurement Card Program for the period of July 1, 2024 - December 31, 2024. (Fiscal Impact: None, Discretionary) [25-275](#)

Attachments: [Report](#)

- C.** Approve and authorize Los Carneros Water District to replace the District's biennial audit requirement with a five-year audit requirement as allowed by Government Code Section 26909. (Fiscal Impact: None; Discretionary) [25-288](#)
[Unanimous Vote Required]

Clerk of the Board

- D.** Approval of minutes from the February 4, 2025 and February 18, 2025 regular meetings. (No Fiscal Impact) [25-73](#)

Attachments: [February 4, 2025](#)
[February 18, 2025](#)

- E.** Reappoint Kristine M. Haataja representing Family Member of Consumer, Robert Palmer representing Interested and Concerned Citizen, and Marion Villalba representing Employee of a Local Education Agency, all for a second term, to the Napa County Behavioral Health Board, with terms of office to commence immediately and expire on January 1, 2028. (No Fiscal Impact) [25-46](#)

Attachments: [Haataja Application](#)
[Palmer Application](#)
[Villalba Application](#)

- F.** Adopt a Resolution designating certain emergency interim successors for each member of the Board of Supervisors pursuant to Napa County Code Section 2.04.080. (No Fiscal Impact) [25-254](#)

Attachments: [Resolution](#)

Corrections

- G.** Approve and authorize Agreement No. 250334B with Smart Communications Holding, Inc. to provide telephone, video visitation, and tablets for persons incarcerated in the replacement jail and telephones at Napa County Juvenile Hall. (No Fiscal Impact; Discretionary) [25-199](#)

Attachments: [Agreement](#)

County Fire Department

- H.** Approve and authorize Agreement No. 250333B with Air Instrumentation, Inc. for a maximum of \$7,036 to supply, maintain and service air monitors that are used by the Napa County Fire Department. (Fiscal Impact: \$7,036 Expense; Fire Fund; Budgeted; Discretionary) [25-273](#)

Attachments: [Agreement](#)

Human Resources – Division of CEO’s Office

- I.** Adopt a Resolution to amend the Table and Index of Classes to add a new Deputy Director of HHSA - Quality Management classification; delete the Compliance & Privacy Officer classification; make administrative updates and amend the Departmental Allocation List for the Health & Human Services Agency by adding a 1.0 FTE Staff Services Manager and a 1.0 FTE Deputy Director of HHSA - Quality Management; and delete a 1.0 FTE Supervising Accounting Assistant and a 1.0 FTE Compliance & Privacy Officer, effective March 1, 2025, with no net increase of full-time equivalents. (Fiscal Impact: \$75,000 Expense; HHSA Fund; Budgeted; Discretionary) and authorize the Director of Human Resources, with CEO approval, to make clerical changes to the Napa County Table and Index of Classes. [25-253](#)
- Attachments:** [Resolution](#)
- J.** Adopt a Resolution to rescind and replace Resolution No. 2025-03, adopted January 14, 2025, to correct Exhibit “A,” which added the incorrect classification of Assistant Engineer. (No Fiscal Impact; Discretionary) [25-274](#)
- Attachments:** [Resolution](#)

Information Technology Services – Division of CEO’s Office

- K.** Approve and authorize Amendment No. 4 to Agreement No. 170662B with Civic Plus, LLC extending the term to December 6, 2026, for continued website hosting, design, implementation, and web accessibility services. (Fiscal Impact: \$69,420 Expense; Information Technology Fund; Budgeted; Discretionary) [25-280](#)
- Attachments:** [Agreement](#)

Library

- L.** Accept a donation in the amount of \$20,000 from the Friends of the Napa Library and sign a letter of appreciation. (Fiscal Impact, \$20,000 Revenue; Napa County Library Fund; Budgeted; Discretionary) [25-248](#)
- Attachments:** [Letter of Appreciation](#)
- M.** Authorize out-of-country travel for Jacqueline Flores, Librarian I, and Refugio Rivera, Library Associate II, and Karime Jacobo, Literacy Project Associate, to attend the Seguimos Creando Enlaces (We Continue Creating Connections) Conference in San Diego, California and Tijuana, Mexico, on March 13 and 14, 2025. (Fiscal Impact: \$6,000 Expense; Library Fund; Budgeted, Discretionary). [25-250](#)

Planning, Building and Environmental Services (PBES)

N. Acknowledge applicant Niebaum-Coppola Estate Winery LP's withdrawal of Use Permit Exception to the Conservation Regulations Application No. P22-00404-UP for the Inglenook Residence which was the subject of Water Audit California's appeal. (No Fiscal Impact) [25-129](#)

O. Approve and authorize Agreement No. 250326B with Ascent Environmental, Inc. to conduct an Environmental Impact Report, in accordance with the California Environmental Quality Act, for the proposed Napa Valley Logistics Center project (No Fiscal Impact; Discretionary). [25-260](#)

Attachments: [Agreement](#)
[Statement of Work & Price Proposal](#)

Probation

P. Approve and authorize Agreement No. 250304B with Seneca Family of Agencies in order to conduct Family Finding searches and provide information regarding clients for whom family members are being sought. (Fiscal Impact: \$3,000 Expense; General Fund; Budgeted; Discretionary) [25-270](#)

Attachments: [Agreement](#)

Public Works

Q. Approve and authorize Amendment 2 to Purchase and Sale Agreement No. 230226B with Anna M. Baker, Melissa R. Baker, and Mercedes C. Baker, as Trustees of the Karen Louise Baker Bypass Trust (Assessor's Parcel Number 027-530-003) and increase the maximum compensation by \$1,000 for a new maximum of \$6,000 to extend the duration of the temporary construction easement for the Dry Creek Road Bridge over Dry Creek Replacement Project. (Fiscal Impact: \$1,000 Expense; Roads Fund; Budgeted; Discretionary) [24-1963](#)

Attachments: [Agreement](#)
[Temporary Construction Easement Deed](#)
[Budget Summary](#)

- R.** Award of Construction Contract to Kirby Constructions Company, Inc. [25-128](#)
doing business as Kirby Construction of Santa Rosa, California in the amount of \$5,090,000 for the “1127 First Street HVAC & Roof Replacement Project,” PW 21-23; and approve a Budget Amendment. (Fiscal Impact: \$6,845,350 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)
[4/5 vote required]
Attachments: [Bid Results](#)
[Budget Summary](#)
- S.** Approve and authorize Amendment No. 4 to Agreement No. 230252B [25-150](#)
with Universal Protection Services, LP, dba Allied Universal Security Services, to update the scope of work to add a posted security guard at the South Campus Building B and increase maximum compensation for routine services due to this increase in services effective February 2, 2025. (Fiscal Impact: \$30,022 Expense; HHS Fund; Budgeted; Discretionary)
Attachments: [Agreement](#)
- T.** Approve plans and specifications and authorize advertisement for [25-154](#)
sealed bids and opening of the bids at a time and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contracting Code for the Dry Creek Road MPM 9.75 RDS 21-06 Restoration and Monitoring Project. (No Fiscal Impact, Discretionary)
Attachments: [Budget Summary](#)
- U.** Approve and authorize the creation of Capital Improvement Projects [25-166](#)
25024 and 25031 for the “Cuttings Wharf Road and Cuttings Wharf Boat Launch Paving Project”, RDS 25-22; and approve a Budget Amendment. (Fiscal Impact: \$190,000 Expense; Measure-T and Capital Improvement Fund; Not Budgeted; Discretionary).
[4/5 vote required]
- V.** Approve and authorize removal of ten capital asset pavement projects, [25-204](#)
fully depreciated and are no longer applicable for public or aviation use, from the Public Works - Airport division capital asset listing. (No Fiscal Impact; Discretionary)
Attachments: [Capital Asset Removal List](#)

- W.** Approve and authorize the creation of Project 25032 for the “2025 Oakville Grade Railroad Crossing Repair”, RDS 25-101”; approve a Budget Amendment; and authorize the payment of an invoice for work completed. (Fiscal Impact: \$47,209 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-252](#)
- X.** Approve and authorize Agreement No. 250329B with One Workplace L. Ferrari, LLC for a maximum amount of \$480,367 for labor, project management, and related design (layout) services to assemble and install furniture, fixtures and equipment in the Napa County Replacement Detention Facility project, PW20-100. (Fiscal Impact: \$480,367 Expense, Capital Improvement Projects Fund; Budgeted, Discretionary)
Attachments: [Agreement](#) [25-259](#)
- Y.** Approve award of the Jail Transition Project, PW 22-30, to MVP Construction; and approve a Budget Amendment. (Fiscal Impact: \$498,500, Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-283](#)
Attachments: [Budget Summary](#)
- Z.** Authorize the purchase of three vehicles for the Agricultural Commissioner/Sealer of Weights & Measures office; award competitive bid to Jimmy Vasser Toyota of Napa, CA; and approve a Budget Amendment. (Fiscal Impact: \$199,525 Expense; Multiple Funds; Not Budgeted; Discretionary)
[4/5 vote required] [25-290](#)
- AA.** Approve and authorize Agreement No. 250321B for a contract maximum of \$265,263, and Agreement No. 250322B for a contract maximum of \$261,333, with ADKO Engineering Inc., for the Mount Veeder MPM 3.5 and Mount Veeder MPM 5.2 Slide Repair projects, respectively; and approve a Budget Amendment. (Fiscal Impact: \$616,596 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-298](#)
Attachments: [Agreement 250321B](#)
[Mount Veeder 3.5 Budget Summary](#)
[Agreement 250322B](#)
[Mount Veeder 5.2 Budget Summary](#)

- AB.** Award of Construction Contract to CWS Construction Group, Inc., of Novato, California in the amount of \$5,145,000 for the “South Campus Buildings A & B Maintenance Project”, PW 21-37B, and approve a Budget Amendment. (Fiscal Impact: \$6,864,115 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary). [4/5 vote required] [25-299](#)

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

- AC.** Approve and authorize Amendment No. 2 to Agreement No. 240001B with United Site Services of California, Inc. to increase maximum compensation for non-routine services for Fiscal Year 2024/2025 effective January 15, 2025, to address needs at South Campus. (Fiscal Impact: \$50,000 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-314](#)

Attachments: [Agreement](#)

Sheriff

- AD.** Approve and authorize Amendment No. 1 to Agreement No. 250148B with Axon Enterprise, Inc. for body cameras, vehicle dashboard cameras, and interview room recording equipment. (Fiscal Impact: \$7,396 Expense; General Fund; Budgeted; Discretionary) [25-19](#)

Attachments: [Agreement](#)

- AE.** Approve and authorize participation in the Homeland Security Grant Program for Fiscal Year 2024; establish a capital asset; and approve a Budget Amendment to support community resilience including equipment, emergency management coordination, information sharing, planning and administration costs. (Fiscal Impact: \$188,460 Revenue and Expense; General Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-153](#)

- AF.** Declare certain Office of Emergency Services capital assets as surplus and no longer required for public use, and approve and authorize the disposal of these capital assets by donation. (No Fiscal Impact; Discretionary) [25-162](#)

Attachments: [Capital Asset Removal List](#)

- AG.** Adopt a Resolution; approve a Budget Amendment; and approve appropriation authority to participate in the Fiscal Year 2024 Emergency Management Performance Grant to support emergency preparedness efforts. (Fiscal Impact: \$148,388 Revenue and Expense; General Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-165](#)
- Attachments:** [Resolution](#)
- AH.** Adopt a Resolution; establish a capital asset; approve and authorize Grant Agreement No. 250312B with the City and County of San Francisco; and approve a Budget Amendment to participate in the Urban Area Security Initiative administered by Bay Area Urban Area Security Initiative Fiscal Year 2024 grant program to enhance interoperable communications and regional preparedness. (Fiscal Impact: \$70,000 Revenue & Expense; General Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-194](#)
- Attachments:** [Resolution](#)
[Agreement](#)
- AI.** Approve and authorize Revenue Agreement No. 250324B for the provision of law enforcement services with the Napa Valley Community College District. (Fiscal Impact: \$49,210 Revenue; General Fund; Budgeted; Discretionary) [25-282](#)
- Attachments:** [Agreement](#)

- 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**Clerk of the Board**

- A. Appoint one of the following applicants to represent Organization Concerned with Older Adults to the Napa County Commission on Aging with terms of office to commence immediately and expire on September 30, 2026. (No Fiscal Impact) [25-255](#)

Colleen D. Kabeary
Robin S. McKee-Cant
Julie M. Mitchell

Attachments: [Kabeary Application](#)
[McKee-Cant Application](#)
[Mitchell Application](#)
[Letter of Recommendation](#)

- B. Appoint one of the following applicants to represent Community-Based Organization on the Napa County Community Corrections Partnership Executive Committee (CCP) with a terms of office to commence immediately and expire on June 30, 2027. (No Fiscal Impact) [25-256](#)

Amber Twitchell
Aaron E. Mosley

Attachments: [Twitchell Application](#)
[Mosley Application](#)
[Letter of Recommendation](#)

County Executive Office

- C. Receive a presentation on the Five-Year General Fund Revenue and Expenditure Forecast, and the Five-Year Capital Improvement Plan. (No Fiscal Impact; Discretionary) [25-114](#)

Attachments: [Five-Year Forecast](#)
[Five-Year Capital Improvement Plan](#)
[PowerPoint \(added after meeting\)](#)

- D. Receive a presentation on the American Rescue Plan Act (ARPA). (No Fiscal Impact) [25-289](#)

Attachments: [Treasury Report](#)
[LATCF Report](#)
[PowerPoint \(added after meeting\)](#)

12. PUBLIC HEARING - SPECIAL DISTRICTS

13. PUBLIC HEARINGS**Planning, Building and Environmental Services (PBES)****A. PUBLIC HEARING - 2:00 PM Hillwalker Vineyards Winery Appeal [25-4](#)**

Conduct a public hearing to consider an appeal filed (P24-00237-APL) by Water Audit California (Appellant) to the Napa County Planning Commission's decision on August 21, 2024 to: 1) Adopt the revised Mitigated Negative Declaration; and 2) Approve Use Permit No. P23-00101-UP, Use Permit No. P23-00239-UP (an Exception to the Conservation Regulations), and an Exception to the Napa County Road and Street Standards (RSS) filed by Kevin Morrison (Applicant). (No Fiscal Impact; Mandatory)

(CONTINUED FROM DECEMBER 3, 2024)

Attachments: [Attachment A - Appeal Packet](#)
[Attachment B - Staff Responses to Grounds of Appeal](#)
[Attachment C - Appellant Witness List](#)
[Attachment D - Applicant Witness List](#)
[Attachment E - Adopted PC Conditions of Approval](#)
[Attachment F - Appellant Supplemental Information](#)
[Attachment G - Applicant Supplemental Information](#)
[Attachment H - Graphics](#)
[PowerPoint Appellant \(added after meeting\)](#)
[PowerPoint Staff \(added after meeting\)](#)
[Correction Memorandum \(added after meeting\)](#)

14. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [25-315](#)
 (Government Code section 54956.9(d)(1))
 Kassy McKee v. County of Napa
 Napa County Superior Court Case 23CV001468

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,
 MARCH 11, 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, FEBRUARY 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