

# Napa County

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



## Agenda

**Tuesday, January 13, 2026**

**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.

**PUBLIC COMMENT**

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.

**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 are generally limited to three minutes.

**ON A MATTER NOT ON THE AGENDA OR ANY CLOSED SESSION AGENDA ITEM**

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 generally 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. Any comments on the closed session agenda shall be made during the time allotted for General 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](https://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](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.

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](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)

[26-11](#)

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

**4. ADMINISTRATIVE ITEMS**

- A. Election of Officers for Calendar Year 2026:

[26-01](#)

1. Board of Supervisors (Chair and Vice Chair)

2. Napa County Groundwater Sustainability Agency (Chair and Vice Chair)

3. Napa County Housing Authority (Chair, Vice Chair and Deputy Secretary)

4. In-Home Supportive Services Public Authority of Napa County (Chair, Vice Chair and Secretary)

5. Lake Berryessa Resort Improvement District (Chair and Vice Chair)

6. Monticello Public Cemetery District (Chair and Vice Chair)

7. Napa Berryessa Resort Improvement District (Chair and Vice Chair)

8. Napa County Public Improvement Corporation (President, Vice President, Treasurer and Secretary)

9. Silverado Community Services District (President and Vice President)

**5. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**

- A. Proclamation recognizing Supervisor Anne Cottrell for her service and accomplishments as Board Chair in 2025. (No Fiscal Impact)

[26-18](#)

**Attachments:** [Proclamation \(added after meeting\)](#)

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

- A. Approval of minutes from the December 16, 2025 regular meeting. (No Fiscal Impact)

[26-12](#)



**Attachments:** [December 16, 2025](#)

- B.** Reappoint James V. Jones, for an eleventh (11) term, as Trustee for the Bar Association, and Anthony Halstead, for a fifth (5) term, as Trustee for the Board of Supervisors, to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2026. (No Fiscal Impact) [26-44](#)

**Attachments:** [Jones Application](#)  
[Halstead Application](#)

- C.** Reappoint Peter Bartlett, for a second (2) term, to serve on the Napa Sanitation District Board of Directors as a Public Member with the term commencing immediately and expiring December 31, 2027. (No Fiscal Impact) [26-45](#)

**Attachments:** [Bartlett Application](#)

- D.** Reappoint Frank J. Cabral, for a fifth (5) term, to serve as the Napa County representative on the Napa County Mosquito Abatement District Board of Trustees with a term of office to commence immediately and expire on December 31, 2027. (No Fiscal Impact) [26-48](#)

**Attachments:** [Cabral Application](#)**Corrections**

- E.** 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 property by donating them to Yolo County. (No Fiscal Impact) [26-05](#)

**County Counsel**

- F.** Approve a Budget Amendment to increase appropriations in the Conflict Public Defender Budget for indigent defense costs. (Fiscal Impact: \$600,000 Expense; Not Budgeted; General Fund; Mandatory) [4/5 vote required] [26-08](#)

**County Fire Department**

- G.** Approve and authorize Agreement No. 260248B with St. Helena Hospital, dba Adventist Health St. Helena Job Care for a 5-year term, to provide occupational health and safety medical services, including pre-placement physical examinations and annual fitness screenings. (Fiscal Impact: \$100,000 Expense; Fire Fund; Budgeted; Discretionary) [26-32](#)

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

**Housing & Community Services**

- H.** Approve and authorize the application and acceptance of U.S. Department of Housing & Urban Development Fiscal Year 2025 Continuum of Care Program Annual Funding Competition funding not to exceed \$1,000,000 to provide certain homeless services in future fiscal years. (Fiscal Impact: \$1,000,000 Revenue; Housing & Community Services Programs Fund; Not Budgeted; Discretionary) [26-09](#)

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

- I.** Adopt a Resolution amending the Table and Index of Classes, the Departmental Allocation List for the County Executive Office, and appropriate personnel policies; and approve a Budget Amendment. (Fiscal Impact: \$270,000 Expense; Information Technology Services Fund; Not Budgeted; Discretionary) [26-10](#)  
[4/5 vote required]

**Attachments:** [Resolution](#)  
[Exhibit B - Redline](#)  
[Exhibit B - Clean](#)

**Napa County Groundwater Sustainability Agency**

- J.** Adopt a Resolution to amend the Napa County Groundwater Sustainability Agency’s Conflict of Interest Code. (No Fiscal Impact) [26-79](#)

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

**Public Works**

- K.** Approve and authorize Amendment No. 1 to Agreement No. 230377B with Peterson Power Systems, Inc. dba Peterson CAT to update the scope of work, and to increase maximum compensation from \$131,762 to \$155,721 in fiscal year 2025-26 and from \$133,302 to \$157,257 in fiscal years 2026-27 and 2027-28 for generator maintenance and repair services. (Fiscal Impact: \$23,959 Expense; Various Funds; Budgeted; Discretionary) [26-13](#)

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

- 7. PUBLIC COMMENT**  
**For all matters not listed on the agenda but within the jurisdiction of the Board of Supervisors, Special Districts and any Closed Session agenda item. (see page 1)**
- 8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**
- 9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR**

**10. ADMINISTRATIVE ITEMS****Clerk of the Board**

- A. Annual appointment/reappointment of members of the Board of Supervisors to various committees, commissions, and advisory boards. [26-02](#)  
(No Fiscal Impact)

**Attachments:** [Worksheet](#)  
[Descriptions](#)

**County Executive Office**

- B. Approve a “Statement on Economic and Community Impacts of Labor Strife.” (No Fiscal Impact) [26-28](#)

**Attachments:** [Statement](#)  
[Revised Statement \(added after meeting\)](#)

- C. Receive an annual report of the County’s legislative and regulatory program for 2025 and approve and adopt the proposed 2026 Legislative & Regulatory Platform, subject to any modifications by the Board. (No Fiscal Impact) [26-06](#)

**Attachments:** [Draft Platform](#)  
[Annual Report](#)  
[PowerPoint](#)

- D. Adopt a Resolution providing a one-time Non-Matching Employer Contribution in the amount of \$30,000 to the 401(a) pre-tax sub-account of the Napa County Auditor Controller for the calendar year 2027. (Fiscal Impact: \$30,000 Expense; General Fund; Not Budgeted; Discretionary) [26-50](#)

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

**11. CLOSED SESSION**

- A. Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9(d)(1)) [26-108](#)  
Name of Case: Minh Tran v. County of Napa, Napa Superior Court Case No. 23CV001593

- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION [26-22](#)  
(Government Code Section 54957)  
Title: County Counsel

**12. ADJOURNMENT****ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,  
JANUARY 27, 2026 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, JANUARY 9, 2026 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](http://www.napacounty.gov)  
Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-11

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, County Executive Officer  
**REPORT BY:** Neha Hoskins, Clerk of the Board  
**SUBJECT:** Pet of the Week

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### **RECOMMENDATION**

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



# PET OF THE WEEK

***“Nova”***



- **American Staffy**
- **3 Years**
- **53 pounds**
- **Female**
- **ID #51377**





*Find Nova at:*

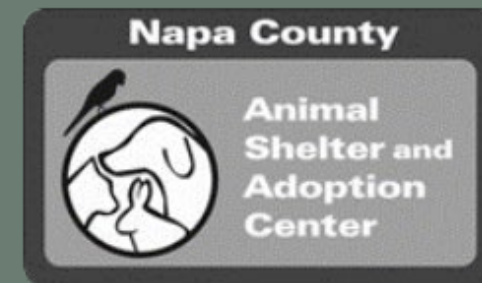
**942 Hartle Ct.**

**Napa, CA**

**(707) 253-4382**

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Go to [napacounty.gov](http://napacounty.gov) and search "Pet Adoptions"





# Napa County

## Board Agenda Letter

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Main: (707) 253-4580

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-01

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**TO:** Board of Supervisors  
**FROM:** Neha Hoskins, Clerk of the Board  
**REPORT BY:** Neha Hoskins, Clerk of the Board  
**SUBJECT:** Election of Officers

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### **RECOMMENDATION**

Election of Officers for Calendar Year 2026:

1. Board of Supervisors (Chair and Vice Chair)
2. Napa County Groundwater Sustainability Agency (Chair and Vice Chair)
3. Napa County Housing Authority (Chair, Vice Chair and Deputy Secretary)
4. In-Home Supportive Services Public Authority of Napa County (Chair, Vice Chair and Secretary)
5. Lake Berryessa Resort Improvement District (Chair and Vice Chair)
6. Monticello Public Cemetery District (Chair and Vice Chair)
7. Napa Berryessa Resort Improvement District (Chair and Vice Chair)
8. Napa County Public Improvement Corporation (President, Vice President, Treasurer and Secretary)



9. Silverado Community Services District (President and Vice President)



# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-18

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**TO:** Board of Supervisors  
**FROM:** Neha Hoskins, Clerk of the Board  
**REPORT BY:** Paulette Cooper, Deputy Clerk of the Board II  
**SUBJECT:** Proclamation recognizing Supervisor Anne Cottrell for her service and accomplishments as Board Chair in 2025.

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### **RECOMMENDATION**

Proclamation recognizing Supervisor Anne Cottrell for her service and accomplishments as Board Chair in 2025. (No Fiscal Impact)

# Proclamation

BOARD OF SUPERVISORS | NAPA COUNTY, CALIFORNIA

Anne Cottrell

## Chair of the Board of Supervisors – 2025

**WHEREAS**, in 2025, district three Supervisor Anne Cottrell served as Chair of the Napa County Board of Supervisors, providing thoughtful leadership and working collaboratively with fellow Board members to achieve important milestones for the County; and

**WHEREAS**, during her tenure as Chair, Supervisor Cottrell led the Board through complex and consequential issues, guiding policy discussions and Board action with clarity, inclusivity, and a strong commitment to public service; and

**WHEREAS**, Chair Cottrell played a central leadership role in advancing wildfire preparedness and response, including guiding the County's coordinated response to the Pickett Fire and supporting major investments to strengthen fire resilience, such as approval of a new three-year Cooperative Fire Protection Agreement with CAL FIRE and a \$3.5 million agreement to support community wildfire preparedness efforts; and

**WHEREAS**, recognizing the importance of equitable connectivity, Chair Cottrell worked to advance broadband expansion through her participation in County Roundtable discussions of the Regional Climate and Transportation Committee, supporting improved access for Napa County's rural residents and businesses; and

**WHEREAS**, Chair Cottrell strengthened Napa County's role in statewide and regional leadership through key appointments, including service on the California Wildfire & Forest Resilience Task Force and her appointment as Second Vice President of the Rural County Representatives of California; and

**WHEREAS**, in recognition of her leadership and service, Supervisor Cottrell received the California State Association of Counties Circle of Service Award, honoring her exemplary work on the Agriculture, Environment, and Natural Resources Policy Committee and her effective representation of rural counties on wildfire and forest resilience issues; and

**WHEREAS**, Chair Cottrell is widely recognized as a trusted connector and collaborator, building strong cross-jurisdictional relationships across a broad political spectrum and serving as an active and effective advocate for Napa County at the state and federal levels, representing the County's interests in Sacramento and Washington, D.C., on issues affecting the day-to-day lives of residents, the local workforce, agriculture, infrastructure, and public safety; and

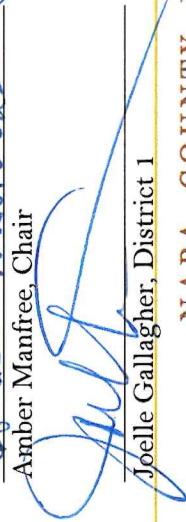
**WHEREAS**, under Chair Cottrell's leadership, the Board advanced major County initiatives, including adoption of the Napa County Strategic Initiatives and the launch of the Baseline Data Report update to guide long-term planning, while also supporting innovative, community-centered service delivery through the expansion of mobile County services—such as Health and Human Services programs providing behavioral health and supportive services directly in neighborhoods, and mobile Probation services that broaden access to rehabilitative programming and supportive supervision beyond traditional facilities; and

**WHEREAS**, reaffirming the County's commitment to modern, rehabilitative public safety infrastructure, Chair Cottrell supported the opening of Napa County's new state-of-the-art corrections and rehabilitation center in mid-2025, replacing the former downtown jail and providing enhanced security, modern medical and mental health care, therapeutic design, and programs aimed at reducing recidivism and supporting successful rehabilitation.

**NOW, THEREFORE, BE IT PROCLAIMED**, that this Board of Supervisors, County of Napa, State of California, on this 13th day of January 2026, does hereby commend and express sincere gratitude to **Supervisor Anne Cottrell** for her exemplary leadership, collaborative spirit, and steadfast commitment to the County during her tenure as the Chair of the Board in 2025.

  
Amber Manfree, Chair

  
Liz Alessio, Vice Chair

  
Joelle Gallagher, District 1

  
Bella Ramos, District 5

NAPA COUNTY BOARD OF SUPERVISORS





# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-12

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**TO:** Board of Supervisors  
**FROM:** Neha Hoskins, Clerk of the Board  
**REPORT BY:** Anthony Williams, Senior Deputy Clerk of the Board  
**SUBJECT:** Approval of Minutes

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### **RECOMMENDATION**

Approval of minutes from the December 16, 2025 regular meeting. (No Fiscal Impact)





## Meeting Minutes

### Napa County 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/>

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**Tuesday, December 16, 2025**

**9:00 AM**

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

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1. CALL TO ORDER; ROLL CALL

**Present: Chair Anne Cottrell, Vice-Chair Amber Manfree, Supervisors Liz Alessio, Joelle Gallagher, and Belia Ramos. The meeting was called to order by Chair Anne Cottrell.**

2. PLEDGE OF ALLEGIANCE

**Planning, Building, and Environmental Services Deputy Director Christina Adamson led the assembly in the Pledge of Allegiance.**

3. PET OF THE WEEK

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

**[25-243](#)**

**Animal Shelter Supervisor Luis Ambriz presented the Pet of the Week (Gracie).**

4. CONSENT CALENDAR

**Motion Text: Approve the Consent Calendar.**

**Voting Yes: Alessio, Manfree, Gallagher, Ramos, and Cottrell**

**Voting No: None**

**Recusals: None**

**Result: Passed**

## Agricultural Commissioner

- A. Approve and authorize Amendment No. 1 to Agreement No. 170682B with the California Department of Food and Agriculture, increasing the contract maximum from \$128,036 to \$138,261 for reimbursement of expenditures associated with the pest detection program. (Fiscal Impact: \$10,225 Revenue; General Fund; Budgeted; Mandatory) [25-2013](#)

**Enactment No: A-170682B Amend. 1**

## Auditor-Controller

- B. Accept and instruct Clerk of the Board to file the Napa Valley Tourism Improvement District (NVTID) annual review for the period of July 1, 2024 - June 30, 2025. (No Fiscal Impact) [25-2004](#)

## Clerk of the Board

- C. Approval of minutes from the December 8, 2025 special meeting and December 9, 2025 regular meeting. (No Fiscal Impact) [25-103](#)

## Corrections

- D. Approve and authorize Agreement No. 260106B with Brightly Software, Inc. to perform a Facility Condition Assessment and inventory assessment for the Napa County Detention Center. (Fiscal Impact: \$19,772 Expense; General Fund; Budgeted; Discretionary) [25-1455](#)

**Enactment No: A-260106B**

- E. Approve and authorize Amendment No. 2 to Agreement No. 250334B with Smart Communications Holding, LLC, to add contract language to conform to State of California leased revenue bond requirements. (No Fiscal Impact) [25-1958](#)

**Enactment No: A-250334B Amend. 2**

## County Counsel

- F. Adopt a Resolution amending the Napa County Assessment Appeals Board (AAB) Local Rules to allow assessees to file Assessment Appeal Applications electronically; to allow the AAB to set its annual calendar before its January meeting; and to clarify the AAB Clerk's discretion to approve or deny requests for remote hearings. (No Fiscal Impact) [25-1923](#)

**Enactment No: R-2025-131**

- G. Approve and authorize Agreement No. 260251B with Thomson Reuters to provide Westlaw legal research software for a maximum amount of \$32,196 for the term of January 1, 2026, through December 31, 2026, with two annual renewals and a 5% increase each subsequent year. (Fiscal Impact: \$32,196 Expense, County Counsel and Child Support Services; Budgeted; Discretionary) [25-2025](#)

**Enactment No: A-260251B**

- H. Adopt an Ordinance amending Napa County Code Chapter 6.18 (Keeping of Roosters) to address concerns regarding cockfighting and avian disease, as well as Section 18.08.040 (Agriculture) of Chapter 18.08 (Definitions) relating to the raising and keeping of roosters. (No Fiscal Impact) [25-2069](#)

**Enactment No: O-1517**

County Executive Office

- I. Adopt a Resolution continuing the State of Local Emergency Due to Pervasive Tree Mortality. (No Fiscal Impact) [25-1751](#)

**Enactment No: R-2025-132**

- J. Adopt a Resolution formally terminating the declared emergency regarding CalFresh, otherwise known as SNAP, funding. [25-2034](#)

**Enactment No: R-2025-133**

County Fire Department

- K. Adopt a Resolution ratifying Ordinance No. 2025-02 of the American Canyon Fire Protection District adopting the 2025 California Fire (Code of Regulations, title 24, part 9) and related model codes with appendices and amendments. (No Fiscal Impact) [25-2031](#)

**Enactment No: R-2025-134**

District Attorney

- L. Approve and authorize Agreement No. 260247B with Axon Enterprise, Inc., for a cloud based Digital Evidence System (DEMS) including five Body Worn Camera units for a ten-year agreement with annual price escalators; and approval of a waiver of competitive bidding requirements and sole source award. (Fiscal Impact: \$112,800 Expense; General Fund; Budgeted; Discretionary) [25-1879](#)

**Enactment No: A-260247B**

## Health and Human Services Agency

- M. Approve and authorize Agreement No. 260192B with Crestwood Behavioral Health, Inc. for the term upon approval through June 30, 2026 for a contract maximum of \$16,000 for the provision of Recovery and Resilience Solutions Training. (Fiscal Impact: \$16,000 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-1854](#)
- Enactment No: A-260192B**
- N. Approve and authorize Amendment No. 1 to Agreement No. 220120B with American Medical Response West, dba American Medical Response, extending the agreement for the term January 1, 2026 through December 31, 2031 to provide exclusive emergency and non-emergency advanced life support ambulance transport services in Napa County. (No Fiscal Impact) [25-1947](#)
- Enactment No: A-220120B Amend. 1**
- O. Approve and authorize Amendment No. 3 to Agreement No. 240188B with Crestwood Behavioral Health, Inc., to increase the contract maximum by \$304,051 for a new contract maximum of \$1,502,079, for Fiscal Year 2025-2026, and each subsequent renewal, to provide mobile mental health crisis services. (Fiscal Impact: \$1,502,079 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [25-1960](#)
- Enactment No: A-240188B Amend. 3**
- P. Approve and authorize Amendment No. 6 to Agreement No. 230135B with Mentis, Inc. to provide specialty mental health services for the term November 1, 2025 through June 30, 2026, and each subsequent automatic renewal, to increase the contract maximum by \$58,500 for a new contract maximum of \$273,242. (Fiscal Impact: \$273,242 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [25-1961](#)
- Enactment No: A-230135B Amend. 6**
- Q. Adopt a Resolution authorizing the Director of Health and Human Services Agency to execute agreements and program related documents with the California Department of Health Care Services to accept the Providing Access and Transforming Health Justice-Involved Capacity Building Round 3 grant award, in the amount of \$901,471, for the purchasing costs of implementation and infrastructure to support the SmartCare Electronic Health Record system. (Fiscal Impact: \$901,471 Revenue; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-1990](#)
- Enactment No: R-2025-135**



## Human Resources – Division of CEO’s Office

- R. Adopt a Resolution amending the Departmental Allocation List for the Public Works Department; authorize the purchase of a capital asset; and approve a Budget Amendment, effective December 16, 2025. (Fiscal Impact: \$86,000 Expense; General Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1912](#)

**Enactment No: R-2025-136**

- S. Adopt a Resolution to amend the Table and Index of Classes, the Departmental Allocation List for Planning, Building, and Environmental Services, and appropriate personnel policies. (Fiscal Impact: \$26,869 Expense; General Fund; Budgeted; Discretionary) [25-1998](#)

**Enactment No: R-2025-137**

## In-Home Supportive Services Public Authority of Napa County

- T. Accept and file the In-Home Supportive Services Authority financial audit report for the fiscal year ended June 30, 2025. (No Fiscal Impact, Mandatory) [25-1995](#)

## Napa Berryessa Resort Improvement District

- U. Approve a Budget Amendment to increase appropriations in the Napa Berryessa Resort Improvement District’s Operations budget by \$59,790; offset by use of LNU Insurance Proceeds for the repair of a sewer lateral. (Fiscal Impact: \$59,790 Expense; Napa Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary) [25-2029](#)  
[4/5 vote required]

## Napa County Groundwater Sustainability Agency

- V. Approve and authorize Amendment No. 2 to Agreement No. 230312B (NCGSA) with SCI Consulting Group, to extend the term through June 30, 2026 and increase the maximum compensation from \$110,075 to \$131,724, for additional services related to the fee program implementation. (Fiscal Impact: \$21,649 Expense; Groundwater Sustainability Agency Special Revenue Fund; Budgeted; Discretionary) [25-1992](#)

**Enactment No: A-230312B (NCGSA) Amend. 2**

## Napa County Housing Authority

- W. Accept and file the Napa County Housing Authority’s financial audit report for the fiscal year ended June 30, 2025. (No Fiscal Impact) [25-1994](#)

## Planning, Building and Environmental Services (PBES)

- X. Approve and authorize Amendment No. 2 to Agreement 200194B with the City of Napa to extend the term through June 30, 2026 and increase the County's share from \$200,000 to \$250,000 for joint water quality monitoring of the Lake Hennessey and Milliken Reservoir watersheds. (Fiscal Impact: \$250,000 Expense; General Fund; Budgeted; Discretionary). [25-1987](#)

**Enactment No: A-200194B Amend. 2**

## Probation

- Y. Authorize the purchase of a capital asset for a LiveScan fingerprinting system from IDEMIA, for the replacement of the existing system located at Probation's Juvenile Hall; approve a sole source, waiver of competitive bidding, and approve a Budget Amendment with appropriation authority for the Probation department. (Fiscal Impact: \$30,600 Expense; Sheriff's Fingerprint Fund; Not Budgeted; Discretionary) [25-1948](#)  
[4/5 vote required]

## Public Works

- Z. Approve and authorize creation of Capital Improvement Project 26019 for the "Ag Building Rehabilitation Project," PW 26-16; and approve a Budget Amendment. (Fiscal Impact: \$177,800 Expense; General Fund; Not Budgeted; Discretionary) [25-1970](#)  
[4/5 vote required]

- AA. Approve and authorize Amendment No. 2 to Agreement No. 240311B with Nacht & Lewis Architects, Inc., to increase the contract maximum amount from \$443,360 to \$460,454 to provide additional engineering services for the South Campus Buildings A & B Maintenance Project, PW 21-37. (Fiscal Impact: \$17,094 Expense; Capital Improvement Fund; Budgeted; Discretionary) [25-1989](#)

**Enactment No: A-240311B Amend. 2**

- AB. Approve and authorize Amendment No. 3 to Agreement No. 230262B with Christopher A. Marusich and Michelle F. Del Rosario, Trustees of the Marusich Family Revocable Trust Dated May 4, 2017, to increase the maximum compensation from \$195,282 to \$199,082 to provide a housing accommodation during the construction of the Dry Creek Road Bridge over Dry Creek Replacement Project. (Fiscal Impact: \$3,800 Expense; Roads Fund; Budgeted; Discretionary) [25-2000](#)

**Enactment No: A-230262B Amend. 3**

- AC. Approve and authorize Agreement No. 260252B with the Napa Valley Vine Trail Coalition for the term through June 30, 2026, with a maximum compensation of \$85,000 for the Napa Valley Vine Trail between St. Helena and Calistoga, RDS 23-19; and approval of a Budget Amendment. (Fiscal Impact: \$85,000 Expense; Roads Fund; Not Budgeted; Discretionary)

[25-2001](#)

**Enactment No:           A-260252B**

- AD. Adopt a Resolution to amend the County's Policy Manual Part III, Fees, Part 30 Airport, effective January 1, 2026 to remove hangars A5 - A8 from the fee schedule. (Fiscal impact: \$20,000 Revenue; Airport Fund; Not Budgeted; Discretionary)

[25-2026](#)

**Enactment No:           R-2025-138**

5. PUBLIC COMMENT

**None**

6. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Joelle Gallagher reported on visiting with the Teamsters union representatives from Westlake Royal Stone Solutions. Two-thirds of their employees live in Napa County, 99% are immigrants and it's important to advocate for our work force and local residents. Supervisor Gallagher referred to staff to prepare a Resolution supporting Local 850 in requesting Westlake Royal Stone Solutions to bargain in good faith and work diligently towards a fair contract.

Supervisor Liz Alessio reported the work on the three slide repairs at Mount Veeder that were the result of the March 2025 storms that are now complete with the last portion, the 5.2-mile mark, being fully reopened last week but striping and reflectors still need to be added. Supervisor Alessio thanked Public Works and contractor staff. Supervisor Alessio also reported on attending a California Public Utilities Commission (CPUC) meeting last Thursday where they approved the undergrounding of powerlines from Redwood Road to Mount Veeder from February 2026 through 2027/2028. It will be suggested to AT&T that they also underground their lines at the same time since the same areas will be open. Supervisor Alessio also reported on attending the Mount Veeder Fire Council and Mount Veeder Appellation holiday parties and that Dan Green will be the Mount Veeder Fire Council Chair. Lastly, Supervisor Alessio thanked all those who participated in the Operation with Love from Home event last Saturday where 1,000 care packages were assembled for troops serving overseas.

Vice-Chair Amber Manfree wished everyone Happy Holidays and expressed her gratitude for the past year.

Supervisor Belia Ramos thanked those who attended the District 5 holiday open house at the American Canyon City Hall where food donations were accepted and they celebrated the fall student art competition and awarded scholarships.

Chair Anne Cottrell thanked those who attended the District 3 holiday open house at the Calistoga Library and thanked Director of Library Services Anthony Halstead. Chair Cottrell reported on the Wreaths Across America events held at the Yountville and Veterans Home Cemeteries. Chair Cottrell reported on attending a California State Association of Counties (CSAC) Wildfire Task Force Executive Committee meeting that focused on updates from Cal Fire, as well as the importance of Napa County's role in regional planning that highlighted the collaboration with Cal Fire, Fire Safe Councils, Napa Communities Firewise Foundation, and residents. Lastly, Chair Cottrell reported she has been elected as the Second Vice Chair for the Rural County Representatives of California (RCRC) for the coming year and how important it is to participate and represent the rural counties across the state.

7. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

None

## 8. ADMINISTRATIVE ITEMS

## Planning, Building and Environmental Services (PBES)

- A. Receive a presentation on the County's Baseline Data Report Update; and provide direction regarding the proposed scope and approach for the General Plan Update and related Environmental Impact Report. (No Fiscal Impact) [25-2033](#)

**Director of Planning, Building, and Environmental Services Brian Bordona made presentation.**

**Environmental Science Associates Principal Planner Shannon Wages made presentation.**

**Raimi + Associates Founder Matt Raimi made presentation.**

**Three (3) people spoke during public comment.**

**Discussion held.**

**Direction provided to staff.**

- B. Adopt a Resolution to responding to the State mandate creating Type 93 Estate Tasting Event permits under AB720. (No Fiscal Impact.) [25-1966](#)

**Napa County Fire Marshal Jason Downs made presentation.**

**Nine (9) people spoke during public comment.**

**Discussion held.**

**Direction provided to staff.**

**Motion Text: Adopt the Resolution.**

**Voting Yes: Alessio, Manfree, Gallagher, Ramos, and Cottrell**

**Voting No: None**

**Recusals: None**

**Result: Passed**

**Enactment No: R-2025-139**

## 9. PUBLIC HEARINGS

## Planning, Building and Environmental Services (PBES)

- A. Adopt a Resolution establishing certain Williamson Act Agricultural Preserves (Types A & H); and approve and authorize fourteen (14) new contracts as identified in the attached Resolution, which includes rescission of two (2) existing contracts and replacing them with two (2) new contracts. (Fiscal Impact: Less annual property tax revenues; General, Library and Fire Funds; Not Budgeted; Discretionary)

[25-1473](#)

**Planning, Building, and Environmental Services Planner II Daniel Zador made presentation.**

**Discussion held.**

**Motion Text: Adopt the Resolution.**

**Voting Yes: Manfree, Gallagher, Alessio, Ramos, and Cottrell**

**Voting No: None**

**Recusals: None**

**Result: Passed**

**Enactment No: R-2025-140**

## 10. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code Section 54957) Title: Agricultural Commissioner/Sealer of Weights and Measures

[25-2064](#)

**Closed Session held. No reportable action.**

## 11. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, JANUARY 13, 2026 AT 9:00 A.M.**

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:** 1/13/2026

**File ID #:** 26-44

---

**TO:** Board of Supervisors  
**FROM:** Neha Hoskins - Clerk of the Board  
**REPORT BY:** Paulette Cooper - Deputy Clerk of the Board II  
**SUBJECT:** Reappointments to the Napa County Law Library Board of Trustees

---

### **RECOMMENDATION**

Reappoint James V. Jones, for an eleventh (11) term, as Trustee for the Bar Association, and Anthony Halstead, for a fifth (5) term, as Trustee for the Board of Supervisors, to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2026. (No Fiscal Impact)

### **BACKGROUND**

There are currently two vacancies on the Napa County Law Library Board of Trustees due to expiring terms, one representing Trustee for the Chair of the Board of Supervisors and one representing Trustee for the Bar Association. The County Executive Office advertised the vacancies and received two reappointment requests from James V. Jones and Anthony Halstead.

Pursuant to Business and Professions Code Section 6300, in each county of the State there is a law library that is governed by a Board of Law Library Trustees. Any judge who is an ex-officio or elected member may, at their option, designate a member of the Bar Association to act for them as a trustee. The Chair of the Board of Supervisors is ex officio as a trustee. The Board of Supervisors, at the request of the chair, may appoint a member of the State Bar, any other member of the Board of Supervisors of the County, or a resident of the County to serve as trustee in place of the Chair. The appointment of the person selected in place of the Chair of the Board of Supervisors shall expire when a new Chair of the Board of Supervisors is selected, and that appointment shall not be subject to the provisions of Section 6302.

The Board of Supervisors also appoints a trustee who is a member of the local bar association. Section 6302 of the Code calls for appointments to the Law Library Board of Trustees made by the Board of Supervisors to be made at the first meeting of the year of the Board of Supervisors in the succeeding January and last for a term of one year. These appointments will be calendared for the first meeting each year. Pursuant to the Business and Professional Code, the local bench has elected to have four members serve as trustees.

The Napa County Law Library Board of Trustees consists of the following:

- Four Superior Court Judges as Ex-Officio Members
- One Chair of the Board of Supervisors
- One Member of the Bar Association

Requested Action:

Reappoint James V. Jones and Anthony Halstead to the Napa County Law Library Board of Trustees.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.





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A Commitment to Service

**County Executive Office**

1195 Third Street, Suite 310  
Napa, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)

Main: (707) 253-4580

**Neha Hoskins**  
Clerk of the Board

December 15, 2025

James V. Jones



Napa CA 94558



**Re: Napa County Law Library Board of Trustees**

Dear Mr. Jones:

You have been a valued Member of the Napa County Law Library Board of Trustees. The term of your position expires on December 31, 2025. If you wish to request reappointment for another 1-year term, please check the following box:

- ☒ Yes, I would like my name, this letter and application forwarded to the Board of Supervisors for possible reappointment to the Napa County Law Library Board of Trustees for the term commencing immediately and expiring December 31, 2026.

If you have chosen to request reappointment, please check one of the two boxes below regarding your last application:

=====

- ☒ I confirm that all the information on my last application is current.
- ☐ Some of the information on my last application is no longer current or is five (5) years old or older. I will submit a new or revised application.

To complete a new application form either contact the Napa County Executive Office or go to the following link to complete your application online:

[Boards, Committees & Commissions | Napa County, CA](#)

After checking the appropriate box, **sign and date on the lines below and return this letter to the County Executive Office by mail or email.**

  
\_\_\_\_\_  
SIGNATURE

12/20/25  
\_\_\_\_\_  
DATE

**COUNTY EXECUTIVE OFFICE**  
1195 Third Street • Suite 310 • Napa, CA 94559 • (707) 253-4580  
[www.napacounty.gov](http://www.napacounty.gov)

Application for Appointment to Board, Commission, Committee, Task Force or Position

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

Public Records Act

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

Form 700 Conflict of Interest Code  
[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

Which Boards would you like to apply for?

Napa County Law Library Board of Trustees: Submitted

Category of Membership for Which You Are Applying

Trustee

Profile

James	V.	Jones
First Name	Middle Initial	Last Name

[Redacted]
Email Address

[Redacted]		
Home Address	Suite or Apt	
Napa	CA	94558
City	State	Postal Code

Which supervisorial district do you reside in? \*

☒ District 4

To find your supervisorial district go to <https://www.countyofnapa.org/2051/Find-my-supervisor-and-district> and enter your address.

[Redacted]
Primary Phone

Employer

Attorney

Job Title

Attorney at Law- Low Income  
Housing Developer

Occupation

## Education/Experience

Attorney at law since December 1967; Vice Mayor of City of Napa 1975; Low-income housing developer since 2004.

## Name and occupation of spouse within the last 12 months, if married. (For conflict of Interest purposes)

Sandra Jones

## Resume

Upload a Resume

Letter of Recommendation or Supplemental  
Attachments

## Professional or occupational license, date of issue, and expiration including status

CA State Bar 40883 CA 1/31/24 Dpt. Hsing & Comm. Dev. DL1109552 1/31/25

## References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Judge Victoria Wood- [REDACTED]; Jim Nord- [REDACTED]; Ryan Gregory [REDACTED]

## Community Participation

Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

. I desire to continue my membership on this Board.

## Nature of activity and community location

## Other County Board/Commission/Committee on Which You Serve/Have Served

Past Pres. Napa Co. Bar Assn., Napa City Council 1972-1976, Past Pres. Napa Kiwanis Club, Pres. First Pres. Ch. of Napa Corp

## Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)

None.

---

## Electronic Signature Agreement

I meet the criteria required to serve in this position.

☒ Yes ☐ No

I declare under penalty of perjury that the foregoing is true and correct.

☒ Yes ☐ No

Please Agree with the Following Statement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I Agree

Electronic Signature (First M. Last)

James V. Jones

Date

12/29/2023



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**County Executive Office**

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[www.napacounty.gov](http://www.napacounty.gov)

Main: (707) 253-4580

**Neha Hoskins**  
Clerk of the Board

December 15, 2025

Anthony Halstead

Napa CA 94559

**Re: Napa County Law Library Board of Trustees**

Dear Mr. Halstead:

You have been a valued Member of the Napa County Law Library Board of Trustees. The term of your position expires on December 31, 2025. If you wish to request reappointment for another 1-year term, please check the following box:

☒ Yes, I would like my name, this letter and application forwarded to the Board of Supervisors for possible reappointment to the Napa County Law Library Board of Trustees for the term commencing immediately and expiring December 31, 2026.

If you have chosen to request reappointment, please check one of the two boxes below regarding your last application:

=====

☒ I confirm that all the information on my last application is current.

☐ Some of the information on my last application is no longer current or is five (5) years old or older. I will submit a new or revised application.

To complete a new application form either contact the Napa County Executive Office or go to the following link to complete your application online:

[Boards, Committees & Commissions | Napa County, CA](#)

After checking the appropriate box, **sign and date on the lines below and return this letter to the County Executive Office by mail or email.**

SIGNATURE

DATE

**COUNTY EXECUTIVE OFFICE**

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[www.napacounty.gov](http://www.napacounty.gov)

---

**Application for Appointment to Board, Commission, Committee, Task Force or Position**

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

**Public Records Act**

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

**Form 700 Conflict of Interest Code**

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

**Which Boards would you like to apply for?**

Napa County Law Library Board of Trustees: Submitted

**Category of Membership for Which You Are Applying**

Chairman of the Board of Supervisors

---

**Profile**

Anthony

First Name

Halstead

Last Name

Middle Initial

[REDACTED]

Email Address

[REDACTED]

Home Address

Suite or Apt

Napa

City

CA

State

94559

Postal Code

**Which supervisorial district do you reside in? \***

☒ District 1

To find your supervisorial district go to <https://www.countyofnapa.org/2051/Find-my-supervisor-and-district> and enter your address.

[REDACTED]

Primary Phone

County of Napa  
Employer

Director of Library Services &  
Community Outreach  
Job Title

Librarian  
Occupation

## Education/Experience

Master's of Science - Information Studies, BA in English; 26 years experience working in and with public libraries, last 15 at the Napa County Library

## Name and occupation of spouse within the last 12 months, if married. (For conflict of Interest purposes)

ANTHONY HALSTEAD

## Resume

Upload a Resume

Letter of Recommendation or Supplemental  
Attachments

## Professional or occupational license, date of issue, and expiration including status

## References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Becky Craig- [REDACTED] Jon Gjestvang- [REDACTED] Neha Hoskins- [REDACTED]

## Community Participation

### Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

The Napa County Library serves the entirety of Napa County's residents. We are a general use library and attempt to assist the public with whatever questions they may have - including those around legal issues. Once our skills, abilities and resources are exhausted, we refer people to other, more specialized services. This includes the Napa County Law Library. Additionally, post South Napa earthquake in 2014, the Law Library had a small collection of materials moved to our location and their Law Librarian was also stationed in our Napa Library location. Because of the ongoing nature of our work and the temporary location post-earthquake, our library is in the perfect position to help support those using the Law Library by ensuring that it has the proper resources and staffing expertise to meet the needs of both professional lawyers and the general public in search of answers to legal questions. Additionally, our extensive experience with programming and outreach could allow the Law Library to expand public awareness and encourage wider use to help support those in our community.

## Nature of activity and community location

**Other County Board/Commission/Committee on Which You Serve/Have Served**

As Library Director, I currently sit on two different groups: I am the County's representative for the North Bay North Coast Broadband Consortium (NBNCBC). This group works towards increasing awareness and access to broadband connectivity in our community. Additionally, I serve as an Executive Committee member for the Northnet Library System, a regional consortium consisting of 40 public libraries and 2 academic libraries.

**Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)**

---

**Electronic Signature Agreement**

I meet the criteria required to serve in this position.

☐ Yes ☐ No

I declare under penalty of perjury that the foregoing is true and correct.

☒ Yes ☐ No

**Please Agree with the Following Statement**

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I Agree

**Electronic Signature (First M. Last)**

Anthony J Halstead

**Date**

01/03/2024





# 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:** 1/13/2026

**File ID #:** 26-45

---

**TO:** Board of Supervisors  
**FROM:** Neha Hoskins - Clerk of the Board  
**REPORT BY:** Paulette Cooper - Deputy Clerk of the Board II  
**SUBJECT:** Reappointment to the Napa Sanitation District Board of Directors

---

### **RECOMMENDATION**

Reappoint Peter Bartlett, for a second (2) term, to serve on the Napa Sanitation District Board of Directors as a Public Member with the term commencing immediately and expiring December 31, 2027. (No Fiscal Impact)

### **BACKGROUND**

There is currently one vacancy for a public member representing the County of Napa on the Napa Sanitation District due to expired term. The County Executive Office advertised the vacancy and received one reappointment request from Peter Bartlett.

The Napa Sanitation District is a local special district that provides wastewater collection, treatment and disposal services to the residents and businesses in the City of Napa and surrounding unincorporated areas of Napa County. The Board of Directors of the District is composed of four elected officials and two public members as follows:

- Two Council Members from the City of Napa,
- One member of the Board of Supervisors
- One Alternate member of the Board of Supervisors, and
- Two Public Members (one appointed by the City of Napa and one appointed by the Board of Supervisors).

The public members participate in the review of the various District-wide programs, including the operation, maintenance and improvements to the District's sewage facilities, setting of annual sewer charges and rates and the administration of the District's affairs, including adoption of the annual budget. Public Members must be residents and/or property owners within the jurisdictional boundaries of the Napa Sanitation District and shall not be an officer or an employee of the County, the City of Napa or the District. The public member shall have significant knowledge and/or professional experience in public/private engineering, land use/environmental

planning and budget/finance or administration.

Requested Action:

Reappoint Petter Barlett to serve on the Napa Sanitation District Board of Directors as a Public Member with the term commencing immediately and expiring December 31, 2027.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?

No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.



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**County Executive Office**

1195 Third Street, Suite 310  
Napa, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)

Main: (707) 253-4580

**Neha Hoskins**  
Clerk of the Board

December 15, 2025

Peter R. Bartlett

Napa CA 94558

Via email:

**Re: Napa Sanitation District Board of Directors**

Dear Peter:

You have been a valued Member of the Napa Sanitation District Board of Directors. The term of your position expires on December 31, 2025. If you wish to request reappointment for another 2-year term, please check the following box:

- ☒ Yes, I would like my name, this letter and application forwarded to the Board of Supervisors for possible reappointment to the Napa Sanitation District Board of Directors for the term commencing immediately and expiring December 31, 2027.

If you have chosen to request reappointment, please check one of the two boxes below regarding your last application:

=====

- ☒ I confirm that all the information on my last application is current.
- ☐ Some of the information on my last application is no longer current or is five (5) years old or older. I will submit a new or revised application.

To complete a new application form either contact the Napa County Executive Office or go to the following link to complete your application online:

[Boards, Committees & Commissions | Napa County, CA](#)

After checking the appropriate box, **sign and date on the lines below and return this letter to the County Executive Office by mail or email.**

A handwritten signature in black ink, appearing to read "P. Bartlett".

SIGNATURE

December 15, 2025

DATE

---

**Application for Appointment to Board, Commission, Committee, Task Force or Position**

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

**Public Records Act**

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

**Form 700 Conflict of Interest Code**

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

**Which Boards would you like to apply for?**

Napa Sanitation District Board of Directors: Submitted

**Category of Membership for Which You Are Applying**

Public Member

---

**Profile**

Peter

First Name

R

Middle Initial

Bartlett

Last Name

  
Email Address

  
Home Address

Suite or Apt

Napa

City

CA

State

94558

Postal Code

**Which supervisorial district do you reside in? \***

☒ District 4

To find your supervisorial district go to <https://www.countyofnapa.org/2051/Find-my-supervisor-and-district> and enter your address.

  
Primary Phone

Amicus Wine Holdings, LLC

Employer

Chief Financial Officer

Job Title

Wine Industry

Occupation

## Education/Experience

Education: BA - International Relations, University of Pennsylvania MBA - Stanford Graduate School of Business  
Experience: Please see resume (attached).

## Name and occupation of spouse within the last 12 months, if married. (For conflict of interest purposes)

Kristy Sammis - CEO, Clever (Influencer Marketing Agency)

## Resume

[Peter Bartlett Resume .pdf](#)

Upload a Resume

Letter of Recommendation or Supplemental Attachments

## Professional or occupational license, date of issue, and expiration including status

None

## References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Todd Zapolski - Zapolski Real Estate [REDACTED] Michelle Novi - Counsel and Senior Director of Industry Relations, Napa Valley Vintners [REDACTED] Dana Sexton Vivier - Chief Financial Officer, Far Niente Winery [REDACTED]

## Community Participation

### Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

I have lived in Napa and raised my family here since 2009. I love this community, I'm grateful to be a part of it, and I would like to have the opportunity to contribute my time and expertise. I think that my diverse background comprising real estate development, the wine industry and finance will be an asset to the board in reviewing and adopting annual operating budgets, monitoring financial performance, and evaluating capital expenditures and proposed rate changes.

## Nature of activity and community location

Board Treasurer - Friends of Sunrise Montessori Napa Chamber of Commerce - Legislative Action Committee T-ball Assistant Coach

## Other County Board/Commission/Committee on Which You Serve/Have Served

None

**Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)**

None

---

### **Electronic Signature Agreement**

**I meet the criteria required to serve in this position.**

☒ Yes ☐ No

**I declare under penalty of perjury that the foregoing is true and correct.**

☒ Yes ☐ No

### **Please Agree with the Following Statement**

**By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.**

☒ I Agree

**Electronic Signature (First M. Last)**

Peter R. Bartlett

**Date**

11/15/2023

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PROFILE

- Experienced wine industry professional with diverse background spanning real estate private equity and international business development.
- Critical thinker with well-honed financial and strategic acumen.
- Excellent written and verbal communication skills.

EXPERIENCE

- 2015 - **Amicus Wine Holdings, LLC** Napa, California  
*Chief Financial Officer for \$50M holding company for portfolio investments including DuMOL Winery (craft/luxury RRV Pinot Noir producer), Acme Fine Wines (luxury wine retailer), SLO Down Wines (negociant brand) and California American Terroirs (luxury wine export broker).*
- Lead finance and accounting staff of 4 as well as DTC sales organization of 5.
  - Spearheaded acquisition of DuMOL Winery in 2015; led underwriting, coordinated due diligence, managed transaction attorneys, and worked with acquisition lender.
  - Professionalized budgeting and reporting for the organization; led process to select and implement new ERP and financial forecasting systems.
  - Manage outside consultants including CPAs, attorneys, investment brokers, insurance brokers and professional employer organization.
- 2018-2022 **Clos Du Val Winery** Napa, California  
*Recruited to serve on the Board of Directors for 50-year-old family-owned winery.*
- Advised owners on matters related to strategy, asset management, finance and accounting, and organizational effectiveness.
  - Served as interim Chairman during management transition.
- 2012-2015 **Zapolski Real Estate, LLC** Napa, California  
*Project Director for \$60M renovation and repositioning of high-end lifestyle retail project in Downtown Napa.*
- Underwrote acquisition of the former Napa Town Center, now called First Street Napa.
  - Drafted private placement memorandum; raised \$25M in equity.
  - Negotiated partnership to bring development of the \$80M Archer Hotel to project.
  - Secured \$5M tax revenue sharing agreement with the City of Napa to finance redevelopment.
- 2006-2011 **Premier Pacific Vineyards, Inc.** Napa, California  
*Portfolio Manager for entrepreneurial developer of high-end vineyards. Firm had raised over \$200M in equity with institutional investors.*
- Oversaw portfolio of high-end vineyard properties in California, Oregon and Washington.
  - Involved in all facets of fund operations, including strategic planning, development, budgeting, marketing and sell/hold analysis.
  - Executed sale of portfolio of developed and undeveloped assets.
- 2004-2006 **The Reliant Group, LLC** San Francisco, California  
*Hired as Vice President by an opportunistic private real estate fund manager to underwrite acquisitions of affordable multifamily properties.*
- Analyzed properties and markets to determine valuations and recommend investments.
  - Developed and refined models of fund-level returns, including promote calculations.

Continued

- Provided training and advice to junior staff in financial modeling and analysis.

- 2002-2003      **Highlands Management Group**      Scottsdale, Arizona  
**Sonoma Golf Club, LLC**      Sonoma, California  
*Recruited as Principal in real estate firm that specializes in development of high-end golf club residential communities. Helped to negotiate and structure new venture re-positioning a high-end private golf club, and took transitional lead management role.*
- Developed pro forma, zero-based budget and marketing plan.
  - Formed and led teams to undertake \$3M golf course renovation and \$10M clubhouse redevelopment.
  - Hired key personnel to Golf Club's management team.
- 1999-2002      **SKS Investments, LLC**      San Francisco, California  
*Returned to real estate industry as primary finance professional for entrepreneurial real estate development and investment group. Firm partnered with institutional investors such as Farallon Capital Management, William E. Simon & Sons, and CalSTRS.*
- Managed relationships with equity partners and lenders.
  - Executed over \$200M in financing transactions on 1M square foot office portfolio.
  - Closely involved in formation of partnership to acquire \$55M class A office building.
  - Co-authored Private Placement Memorandum for new investment fund.
- 1996-1999      **Cummins Engine (China) Investments, Ltd.**      Beijing, China  
Manager – Business Development  
*Accepted position in Business Development in order to explore investment opportunities on behalf of the rapidly growing China subsidiary of this Fortune 500 manufacturing company.*
- Managed key strategic partnership with Dong Feng Motors (DFM), China's largest truck manufacturer, a state-owned company on the brink of insolvency.
  - Coordinated implementation team for \$50M equity joint venture with DFM.
- 1993-1994      **Highlands Management Group**      Scottsdale, Arizona  
**Rainwater, Inc.**      Fort Worth, Texas  
*Secured role as Analyst with Highlands and its partner, Rainwater Inc., the investment vehicle of Richard E. Rainwater. Participated in underwriting and structuring of \$385M initial public offering of Crescent Real Estate Equities, a diversified real estate investment trust.*

## EDUCATION

- Stanford Graduate School of Business**      Palo Alto, California
- MBA, 1996.
- University of Pennsylvania**      Philadelphia, Pennsylvania
- BA, cum laude with distinction in International Relations, 1990.
- Beijing University**      Beijing, China
- Advanced Mandarin Chinese Studies, 1989.
  - Worked for CBS News during Tiananmen Protests.

## PERSONAL

Interests include food, wine, travel and music. Retired amateur stand-up comedian. Proficient in Mandarin Chinese.





# 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:** 1/13/2026

**File ID #:** 26-48

**TO:** Board of Supervisors  
**FROM:** Neha Hoskins - Clerk of the Board  
**REPORT BY:** Paulette Cooper - Deputy Clerk of the Board II  
**SUBJECT:** Reappointment to the Napa County Mosquito Abatement District Board of Trustees

### **RECOMMENDATION**

Reappoint Frank J. Cabral, for a fifth (5) term, to serve as the Napa County representative on the Napa County Mosquito Abatement District Board of Trustees with a term of office to commence immediately and expire on December 31, 2027. (No Fiscal Impact)

### **BACKGROUND**

There is currently one opening on the Napa County Mosquito Abatement District Board of Trustees due to expired term. The County Executive Office advertised the opening and received one reappointment request from Frank J. Cabral.

Mosquito abatement districts are formed pursuant to laws found in the California Health and Safety Code Division 3, Chapter 1, Section 2000 et. seq. These laws, also known as the Mosquito Abatement Act of 1915, allow for local municipalities or counties to form the Districts. Napa County Mosquito Abatement District (Napa County MAD) was formed in 1925 to minimize the effects of the County's mosquito population. Napa County MAD currently services the entire County. The District has a staff of nine full-time employees and is funded by both ad valorem property tax and benefit assessment revenues.

The Mosquito Abatement District Board of Trustees consists of six members. There is one member from each of the Cities and Town in the District (American Canyon, Calistoga, Napa, St. Helena and Yountville) and one member representing the County.

### **Requested Action:**

Staff requests the reappointment of Frank J. Cabral to serve as the Napa County representative on the Napa County Mosquito Abatement District Board of Trustees.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?

No

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.



A Tradition of Stewardship  
A Commitment to Service

County Executive Office

1195 Third Street, Suite 310  
Napa, CA 94559  
[www.napacounty.gov](http://www.napacounty.gov)

Main: (707) 253-4580

**Neha Hoskins**  
Clerk of the Board

December 15, 2025

Frank J. Cabral  
[REDACTED]

Napa CA 94559  
[REDACTED]

**Re: Napa County Mosquito Abatement District Board of Trustees**

Dear Frank:

You have been a valued Member of the Napa County Mosquito Abatement District Board of Trustees. The term of your position expires on December 31, 2025. If you wish to request reappointment for another 1-year term, please check the following box:

- ☒ Yes, I would like my name, this letter and application forwarded to the Board of Supervisors for possible reappointment to the Napa County Law Library Board of Trustees for the term commencing immediately and expiring December 31, 2027.

If you have chosen to request reappointment, please check one of the two boxes below regarding your last application:

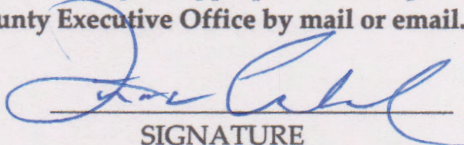
=====

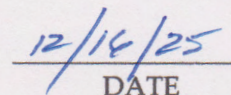
- ☒ I confirm that all the information on my last application is current.
- ☐ Some of the information on my last application is no longer current or is five (5) years old or older. I will submit a new or revised application.

To complete a new application form either contact the Napa County Executive Office or go to the following link to complete your application online:

[Boards, Committees & Commissions | Napa County, CA](#)

After checking the appropriate box, **sign and date on the lines below and return this letter to the County Executive Office by mail or email.**

  
SIGNATURE

  
DATE

**COUNTY EXECUTIVE OFFICE**  
1195 Third Street • Suite 310 • Napa, CA 94559 • (707) 253-4580  
[www.napacounty.gov](http://www.napacounty.gov)

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**Application for Appointment to Board, Commission, Committee, Task Force or Position**

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

**Public Records Act**

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

**Form 700 Conflict of Interest Code**

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

**Which Boards would you like to apply for?**

Napa County Mosquito Abatement District Board of Trustees: Appointed

**Category of Membership for Which You Are Applying**

Trustee

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**Profile**

Frank

First Name

J.

Middle Initial

Cabral

Last Name

Email Address

Home Address

Suite or Apt

Napa

City

CA

State

94559

Postal Code

**Which supervisorial district do you reside in? \***

☒ District 1

To find your supervisorial district go to <https://www.countyofnapa.org/2051/Find-my-supervisor-and-district> and enter your address.

Primary Phone

Self Employed

Employer

Owner

Job Title

Family vineyard in Carneros  
District

Occupation

## Education/Experience

Education - BA - Sonoma State University (Geography), Experience - VP Grower Relations, Trinchero Family Estates (1988-2019); Vyd. Mgr., Christian Bros. Winery (1978-1988); Research Assistant, Napa County Farm Advisor's Office (1974-1978).

## Name and occupation of spouse within the last 12 months, if married. (For conflict of Interest purposes)

Sari Cabral - retired school teacher, Napa High School

## Resume

Upload a Resume

Letter of Recommendation or Supplemental  
Attachments

## Professional or occupational license, date of issue, and expiration including status

## References: Provide names and phone numbers of 3 individuals who are familiar with your background.

Mike Morris- [REDACTED]; Glenn Andrade [REDACTED]; Ignacio Franco [REDACTED]

## Community Participation

### Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

Having been born, raised, and currently living in the Carneros region, adjacent to Napa Marsh, and having served as a trustee for 30 years, I can off my experience, and knowledge of issues related to agriculture and the marshland.

### Nature of activity and community location

## Other County Board/Commission/Committee on Which You Serve/Have Served

## Public Actions that may impact Credit Rating (List all court or other public administration actions impacting your credit rating within the past ten (10) years)



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## Electronic Signature Agreement

I meet the criteria required to serve in this position.

☒ Yes ☐ No

I declare under penalty of perjury that the foregoing is true and correct.

☒ Yes ☐ No

Please Agree with the Following Statement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I Agree

Electronic Signature (First M. Last)

Frank J. Cabral

Date

12/07/2023



# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-05

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**TO:** Board of Supervisors  
**FROM:** AJ Alarcón, Interim Director of Corrections  
**REPORT BY:** Daniel Sanchez, Senior Management Analyst  
**SUBJECT:** Disposal of County Surplus Property for Donation

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### **RECOMMENDATION**

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 property by donating them to Yolo County. (No Fiscal Impact)

### **BACKGROUND**

While the new Napa County jail was being built, bunks were installed in the correctional dormitory. Napa County was informed that those dormitory bunks were no longer sanctioned. Napa County subsequently installed approved sanctioned bunks within the correctional dormitory. There are now 25 unused bunks that cannot be used by Napa County.

Yolo County has expressed interest in receiving the 25 bunks, associated with their SB863 project. SB863 is a California state law that authorizes revenue bonds for the acquisition, design and construction of adult local criminal justice facilities.

Napa County will not profit from transferring the bunks to Yolo County.

### **Requested Actions:**

1. Declare certain items of personal property as surplus and no longer required; and
2. Approve and authorize the Purchasing Agent to dispose of those items of personal property by donating them to Yolo County.

**FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These items have been removed from service and are no longer required for use.
Is the general fund affected?	No
Future fiscal impact:	None.
Consequences if not approved:	These items will remain unused and part of Napa County's inventory.
Strategic Initiatives	Elevate County Service and Workforce Excellence

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by California Code of Regulations, Title 14, section 15378 (State CEQA Guidelines) and therefore, CEQA is not applicable.





# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-08

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**TO:** Board of Supervisors  
**FROM:** Sheryl Bratton, County Counsel  
**REPORT BY:** Erin Cossen, Legal Office Manager  
**SUBJECT:** Budget Amendment for Conflict Public Defender

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### **RECOMMENDATION**

Approve a Budget Amendment to increase appropriations in the Conflict Public Defender Budget for indigent defense costs. (Fiscal Impact: \$600,000 Expense; Not Budgeted; General Fund; Mandatory)

[4/5 vote required]

### **BACKGROUND**

The Public Defender provides legal representation to persons charged with a criminal offense or certain other offenses involving liberty interests who are financially unable to pay for private legal assistance. When the Public Defender is unable to represent a client due to a conflict of interest, the case is handled by attorneys assigned as Conflict Public Defenders (CPDs). For many years, the County of Napa has provided CPD services through a panel of attorneys individually contracted with the County.

The Conflict Public Defender budget is supported by the General Fund and has paid or encumbered \$1,277,849 to date for indigent defense services in fiscal year 2025-26. The current appropriation for legal services is \$1,400,000. Due to an increase in the compensation for the Conflict Public Defender contracts, number of complex cases and the cost of psychological evaluations, it is projected that an additional \$600,000 will be needed to cover the increase in investigative and court-appointed attorney services. After this request, including all other expenditures, the appropriations for the Conflict Public Defender will total \$2,002,500 for fiscal year 2025-26.

Requested Action: Approve a budget amendment increasing appropriations by \$600,000 for Conflict Public Defender Legal Services (1000-1340000-52140) from \$1,400,000 to \$2,000,000 offset by the use of General Fund available fund balance.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Mandatory
Discretionary Justification:	The Court appoints indigent defense counsel and the County is obligated to pay them. Appropriation authority is needed to cover the cost of services provided.
Is the general fund affected?	Yes
Future fiscal impact:	This budget increase applies to fiscal year 2025-26 only. Future appropriations will be budgeted accordingly as part of the annual budget process.
Consequences if not approved:	The Conflict Public Defender budget will be unable to pay claims from investigators, experts and attorneys for their services as appointed by Napa Superior Court.
Additional Information:	Strategic Initiative: Build Healthy, Connected Communities

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.



# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-32

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**TO:** Board of Supervisors  
**FROM:** J.C. Greenberg, Napa County Fire Deputy Chief  
**REPORT BY:** Stacie McCambridge, Staff Services Manager  
**SUBJECT:** St. Helena Hospital, dba Adventist Health St. Helena Job Care Agreement

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### **RECOMMENDATION**

Approve and authorize Agreement No. 260248B with St. Helena Hospital, dba Adventist Health St. Helena Job Care for a 5-year term, to provide occupational health and safety medical services, including pre-placement physical examinations and annual fitness screenings. (Fiscal Impact: \$100,000 Expense; Fire Fund; Budgeted; Discretionary)

### **BACKGROUND**

Job Care Medical Services Program of St. Helena Hospital is a medical provider offering health and safety services including pre-employment physicals, annual fitness screenings, return to work evaluations, and fitness for duty exams. While the County also contracts with The Permanente Medical Group, Inc., this gives our volunteers other options.

County Fire is requesting a service agreement for the term of July 1, 2025, through June 30, 2026, with an additional 5-year roll over clause. Job Care Medical Services Program of St. Helena is a local vendor and County Fire pays this provider monthly based on an agreed upon fee schedule. The effective date reflects dates when the services were provided, which is before the agreement was in place.

### **Requested Action:**

Approve and authorize Agreement No. 260248B with St. Helena Hospital, dba Adventist Health St. Helena Job Care for a 5-year term, to provide occupational health and safety medical services, including pre-placement physical examinations and annual fitness screenings.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Fire Fund (2100)
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	These services are needed for pre-employment physicals, workers' compensation treatment exams, return to work evaluations and fitness for duty evaluations.
Is the general fund affected?	No
Future fiscal impact:	These services will be required in future fiscal years and will be budgeted accordingly.
Consequences if not approved:	If these services are not provided, there would be a possibility of pre-existing medical conditions going undetected, which would place the County at risk.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

## NAPA COUNTY AGREEMENT NO. \_\_\_\_\_

### PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT is made and entered into in Napa County, California, this 1st day of July 2025, (“Effective Date”) by and between Napa County, a political subdivision of the State of California, hereinafter referred to as “County,” and St. Helena Hospital, dba Adventist Health St. Helena-JobCare, a California nonprofit religious corporation, having a principal place of business at 10 Woodland Road, St. Helena, California, 94574, hereinafter referred to as “Consultant.”

### RECITALS

- A. County wishes to obtain professional services in order to obtain workers compensation medical services, pre-employment physical examinations, and other general medial services for County volunteers when appropriate; and
- B. Consultant was selected to provide professional services without a competitive process because the professional services needed are only available from limited sources.
- C. For good and valuable consideration, the sufficiency of which is acknowledged, County and Consultant agree as follows:

### AGREEMENT

#### ARTICLE I – SCOPE OF SERVICES

**1.1 Scope of Services.** Consultant shall provide professional services to County as described in Exhibit A to this Agreement, and in accordance with the Contract Documents. The Contract Documents consist of this Agreement and its Exhibits, the Request for Proposals or Qualifications issued by County (if any), and Consultant’s proposal or statement of qualifications.

**1.2 Schedule.** Consultant shall perform and complete the scope of services in accordance with the schedule set forth in Exhibit A. Consultant shall further perform the scope of services in compliance with any interim milestones or deadlines, as may be set forth in Exhibit A.

**1.3 Standard of Care.** Consultant represents that the professional services rendered under this Agreement shall be performed in accordance with the standards customarily adhered to by an experienced and competent professional using the degree of care and skill ordinarily exercised by reputable professionals practicing in the same field of service in the State of California. Consultant shall correct any professional services falling below this standard at its sole cost and expense, if notified by County within one year after completion of such services. This remedy is in addition to any other remedies that may be available to County in law or equity.

**1.4 Correction of Deficient Services.** Consultant shall take reasonable steps to commence correction of any services that fail to meet the standard of care within seven days of receipt of written notice from County unless otherwise agreed by the parties. If Consultant fails to commence such steps within the seven day or other agreed-upon period, County may, in addition to any other remedies provided under the Contract Documents, commence correction of such services without further written notice to Consultant. If County takes such corrective action, Consultant shall be responsible for all reasonable costs incurred by County in performing such correction, including but not limited to the cost of County staff time and the amount paid to another consultant to correct the deficient services.

**1.5 Other Remedies.** This Article applies only to Consultant's obligation to correct services that do not meet the standard of care and is not intended to constitute a period of limitations or waiver of any other rights or remedies County may have regarding the Consultant's other obligations under the Contract Documents or federal or state law.

**1.6 Key Personnel.** Key personnel identified in Consultant's proposal or statement of qualifications shall be the individuals who will actually perform the services. Changes in key personnel must be reported by Consultant in writing and approved by County.

**1.7 Government Code Section 7550.** Every document or report prepared by Consultant for or under the direction of County pursuant to this Agreement shall contain the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of the document or written report if the total cost for the work performed by nonemployees of County exceeds five thousand dollars (\$5,000). The contract and subcontract numbers and dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject or product of this Agreement, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.

## **ARTICLE II – DURATION OF AGREEMENT**

**2.1 Term of the Agreement.** The term of this Agreement shall begin on the Effective Date entered on page 1 of this Agreement. This Agreement shall expire 5 years after the Effective Date unless terminated earlier in accordance with this Article.

**2.2 Suspension for Convenience.** County may suspend all or any portion of Consultant's performance under this Agreement at its sole option and for its convenience at no cost for a period of time not to exceed 60 days. County must give 10 days prior written notice to Consultant of such suspension. County may rescind the suspension prior to or at 60 days by providing Consultant with written notice of the rescission, at which time Consultant will be required to resume performance in compliance with the terms and provisions of this Agreement.

**2.3 Termination for Convenience.** County may terminate all or any portion of this Agreement at its sole option and for its convenience, by giving 30 days prior written notice of such termination to Consultant. The termination of the Agreement shall be effective 30 days after

receipt of the notice by Consultant. After receipt of notice of termination of all or any portion of the Agreement, Consultant shall immediately discontinue all affected performance (unless the notice directs otherwise) and complete any additional work necessary for the orderly filing of documents and closing of Consultant's affected performance under the Agreement. Consultant shall deliver to County all data, drawings, specifications, reports, estimates, summaries, and such other information and materials created or received by Consultant in performing this Agreement, whether completed or unfinished. Consultant may keep copies for its own records. County shall pay Consultant for services satisfactorily provided before the effective date of termination, and reasonable costs incurred by Consultant in providing County with the data and documents required by this paragraph. Consultant shall not be compensated for lost or anticipated profit or overhead on the terminated portion of this Agreement.

**2.4 Termination for Cause.** County may terminate this Agreement for default if Consultant fails to satisfactorily perform any material obligation required by this Agreement. Default includes Consultant's failure to timely provide services in accordance with the schedule. If Consultant fails to satisfactorily cure a default within 10 days of receiving written notice from County specifying the nature of the default, County may immediately terminate this Agreement, and terminate each and every right of Consultant, and any person claiming any rights by or through Consultant under this Agreement. The rights and remedies of County enumerated in this paragraph are in addition to and independent of County's rights under any other provision of this Agreement and any right or remedy available to County at law or in equity.

**2.4.1 Absence of Default.** If after County gives notice of termination for cause, it is determined that Consultant was not in default of a material obligation of this Agreement, the termination shall be deemed to be a termination for the convenience of County under paragraph 2.3.

**2.5 Purchasing Agent's Authority.** The County Purchasing Agent or their designee is hereby authorized to make all decisions and take all actions required under this Article to suspend or terminate this Agreement.

### **ARTICLE III – COMPENSATION**

**3.1 Amount of Compensation.** County shall pay Consultant for satisfactory performance of the scope of services, as follows:

**3.1.1 Rates.** County shall pay Consultant according to the compensation and fee schedule set forth in Exhibit B.

**3.1.2 Expenses.** Travel or other expenses will only be reimbursed by County if such expenses are specifically identified in Exhibit B. Any travel expenses must comply with the Napa County Travel Policy found in the Napa County Policy Manual, Part I, Section 43, regardless of anything to the contrary in Exhibit B.

**3.1.3 Maximum Amount.** Notwithstanding paragraphs 3.1.1 and 3.1.2, the maximum payments under this Agreement shall not exceed a total of ONE HUNDRED THOUSAND DOLLARS (\$100,000) per fiscal year, provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually provided and reimbursable expenses actually incurred.

**3.2 Payment Process.** Consultant may submit one invoice per calendar month, in arrears for services provided, to Napa County Fire Finance who will review the invoice to confirm its contents match the services provided during the period covered by the invoice. If approved, the invoice will be forwarded to the Napa County Auditor no later than 15 days following receipt of the invoice.

**3.2.1 Content of Invoices.** Invoices shall be in a form acceptable to the Napa County Auditor and include Consultant's name, address, Social Security or Taxpayer Identification Number, and the Napa County Agreement number. If this Agreement provides for payment based on unit prices or tasks completed, invoices shall include itemization of the hours worked, descriptions of the tasks completed during the billing period, the names and positions of person(s) performing the services, and the hourly or task rates. If the Agreement or Exhibit B provides for a fixed or lump sum price and Consultant presents monthly invoices, each invoice must indicate the percentage of work completed (e.g., 50% of design or draft report) or the milestone(s) achieved in Exhibit B, which will allow Consultant to be paid the equivalent percentage of the fixed price.

**3.2.2 Expenses.** If the Agreement provides for reimbursement of expenses, invoices shall describe the nature and cost of the expense, and the date incurred. Receipts must be included with the invoice.

**3.3 Annual Appropriation of Funds.** Consultant acknowledges that the term of this Agreement may extend over multiple County fiscal years, and that compensation under this Agreement is contingent on the Board of Supervisors appropriating funding for this Agreement for those fiscal years. This Agreement may be terminated at the end of the fiscal year for which sufficient funding is not appropriated and authorized. County is not obligated to pay Consultant, nor is Consultant obligated to provide further services if sufficient funds have not been appropriated and authorized by the Board of Supervisors.

**3.4 Price Adjustments.** After the first contract year, County may increase the unit prices or hourly rates in Exhibit "B" upon approval of Consultant's written request and justification as set forth in this paragraph. Increases may only be made once per contract year in an amount not to exceed the increase in the Consumer Price Index for the San Francisco-Oakland-Hayward area for All Urban Customers (CPI-U) as published by the Bureau of Labor Statistics, or 3.0%, whichever is less, during the preceding one-year term. If the CPI-U is a negative number, then the unit prices shall not be adjusted for that year (the unit prices will not be decreased). A negative CPI-U shall be counted against any subsequent increases in the CPI-U when calculating the unit prices for later years. Consultant's request and justification must include the amount of the requested adjustment, a description of the nature and magnitude of the increased costs impacting Consultant, explain how the requested adjustment reflects such increased costs, and



the proposed effective date of the price adjustment. Consultant must provide such written request and justification no less than sixty days before the proposed effective date of the price adjustment. County may only approve Consultant's request in writing. Increasing the unit prices or hourly rates pursuant to this paragraph does not affect the maximum contract amount in paragraph 3.1.3. This paragraph does not apply where compensation is based on fixed prices or lump sums.

#### **ARTICLE IV – INSURANCE**

**4.1 Insurance.** Prior to commencing the scope of services, Consultant shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the insurance coverage set forth in Exhibit C.

**4.2 Inclusion in Subcontracts.** Consultant shall require its subconsultants and any other entity or person providing services under this Agreement to comply with the Workers Compensation and General Liability insurance requirements set forth in Exhibit C.

#### **ARTICLE V – INDEMNIFICATION**

**5.1 Indemnification and Hold Harmless.** To the fullest extent permitted by law, Consultant shall defend at its own expense, indemnify, and hold harmless County and its officers, agents, employees, volunteers, and representatives from and against any and all liability, claims, actions, proceedings, losses, injuries, damages, or expenses of every name, kind, and description, including litigation costs and reasonable attorney's fees incurred in connection therewith, brought for or on account of personal injury (including death) or damage to property, arising from all acts or omissions of Consultant or its officers, agents, employees, volunteers, consultants, and subconsultants in providing services under this Agreement, excluding, however, such liability, claims, actions, losses, injuries, damages, or expenses to the extent arising from the active or sole negligence or willful misconduct of County. Each party shall notify the other party immediately in writing of any claim or damage related to activities performed under this Agreement. The parties shall cooperate with each other in the investigation and disposition of any claim arising out of the activities under this Agreement.

**5.2 Design Professionals.** To the extent Consultant is providing the services of a "design professional" as defined in California Civil Code section 2782, County acknowledges that Consultant's obligations under paragraph 5.1 may be limited under Civil Code section 2782.8.

**5.3 Effect of Insurance.** The provisions of this Article are not limited by the requirements of Article IV related to insurance.

**5.4 Enforcement Costs.** Consultant shall reimburse any and all costs County incurs enforcing the indemnity, hold harmless, and defense provisions set forth in this Article.

**5.5 Survival.** This Article shall survive termination or expiration of this Agreement and continue in effect so long as a viable claim may exist.

## **ARTICLE VI – MANDATORY COUNTY PROVISIONS**

**6.1 Compliance with County Policies.** Consultant shall comply, and require its employees and subconsultants to comply, with the following policies, copies of which are available on County’s website at <https://www.countyofnapa.org/771/Purchasing> and are hereby incorporated by reference.

**6.1.1** Napa County “Waste Source Reduction and Recycled Product Content Procurement Policy,” which is found in the Napa County Policy Manual Part I, Section 8D.

**6.1.2** Napa County “Discrimination, Harassment and Retaliation Prevention Policy,” which is found in the Napa County Policy Manual Part I, Section 37K.

**6.1.3** Napa County “Drug and Alcohol Policy,” which is found in the Napa County Policy Manual Part I, Section 37O.

**6.1.4** “Napa County Information Technology Use and Security Policy” which is found in the Napa County Policy Manual Part I, Section 31A.

**6.1.5** Napa County “Workplace Violence Policy,” which is found in the Napa County Policy Manual Part I, Section 37U.

**6.2 Inducement of County Employees.** Consultant shall not permit its officers, agents, or employees to engage in any activities during the performance of any of services under this Agreement that would interfere with compliance or induce violation of these policies by County employees or consultants.

## **ARTICLE VII – COMPLIANCE WITH LAWS**

**7.1 Compliance with Controlling Law.** Consultant shall comply with all laws, ordinances, regulations, and policies of federal, California, and local governments applicable to this Agreement. Consultant shall comply immediately with all directives issued by County or its authorized representatives under authority of any laws, statutes, ordinances, rules, or regulations.

**7.2 Conflict of Interest.** Consultant acknowledges that they are aware of the provisions of Government Code sections 1090, et seq., and sections 87100, et seq., relating to conflict of interest of public officers and employees. Consultant hereby covenants that it presently has no interest not disclosed to County and shall not acquire any interest, direct or indirect, which would conflict in any material manner or degree with the performance of the scope of services under this Agreement. Consultant further warrants that it is unaware of any financial or economic interest of any public officer or employee of County relating to this Agreement. Violation of this

paragraph by Consultant is a material breach of this Agreement which may result in termination of the Agreement for cause.

**7.3 Taxes.** Consultant shall file federal and state tax returns or applicable withholding documents and pay all applicable taxes or make all required withholdings on amounts paid pursuant to this Agreement. Consultant shall be solely liable and responsible to make such withholdings and pay such taxes and other obligations including, without limitation, state and federal income and FICA taxes. Consultant shall indemnify and hold County harmless from any liability it may incur to the United States or the State of California if Consultant fails to pay or withhold, when due, all such taxes and obligations. If County is audited for compliance regarding any withholding or other applicable taxes or amounts, Consultant shall furnish County with proof of payment of taxes or withholdings on those earnings within 10 business days after notice from County.

## **ARTICLE VIII – DISPUTE RESOLUTION**

**8.1 Mandatory Non-binding Mediation.** If a dispute arises out of or relates to this Agreement, or the breach thereof, and if said dispute cannot be settled through normal contract negotiations, the parties agree to attempt to settle the dispute in an amicable manner, using mandatory mediation through Judicial Arbitration and Mediation Services (JAMS) or any other neutral organization agreed to by the parties. To initiate mediation, the initiating party shall send written notice of its request for mediation to the opposing party. Mediation is mandatory before either party may initiate litigation or have recourse in a court of law.

**8.2 Mediation Costs.** The expenses of witnesses for either side shall be paid by the party producing such witnesses. All other expenses of the mediation, including required traveling and other expenses of the mediator, and the cost of any proofs or expert advice produced at the direct request of the mediator, shall be borne equally by the parties, unless they agree otherwise.

**8.3 Selection of Mediator.** A single mediator that is acceptable to both parties shall be used to mediate the dispute. The mediator may be selected from lists furnished by JAMS or any other agreed upon mediator. The parties shall endeavor to agree on a mediator within 10 business days, unless a longer period is mutually agreed to in writing by Consultant and County. If the parties cannot agree on a mediator, JAMS or other neutral organization shall select the mediator.

**8.4 Conduct of Mediation Sessions.** Mediation hearings will be conducted in an informal manner and discovery will not be allowed. The discussions, statements, or admissions will be confidential to the proceedings and will be subject to Evidence Code section 1152. The parties may agree to exchange any information they deem necessary. Both parties shall have a representative attend the mediation who is authorized to settle the dispute, though County's recommendation of settlement may be subject to the approval of the Board of Supervisors. Either party may have attorney(s), witnesses, or expert(s) present. Either party may request a list of witnesses and notification whether attorney(s) will be present.

**8.5 Mediation Results.** Any resultant agreements from mediation shall be documented in writing. Mediation results and documentation, by themselves, shall be “non-binding” and inadmissible for any purpose in any legal proceeding, unless such admission into evidence is otherwise agreed to in writing by both parties. Mediators shall not be subject to any subpoena or liability, and their files and actions shall not be subject to discovery.

## ARTICLE IX – GENERAL PROVISIONS

**9.1 Access to Records/Retention.** Consultant shall provide County with access to Consultant’s records which are reasonably necessary for County to review or audit Consultant’s compliance with the provisions of this Agreement. Consultant shall provide such access within 10 business days after written request by County, either by providing copies of the requested records to County or allowing County to inspect and photocopy the records at Consultant’s place of business where the records are kept. Consultant shall maintain all records related to this Agreement for at least four years after expiration or termination of this Agreement.

**9.2 Notices.** All notices required or authorized by this Agreement shall be in writing and shall be delivered in person or by deposit in the United States mail, by certified mail, postage prepaid, return receipt requested. Any mailed notice, demand, request, consent, approval, or communication that either party desires to give the other party shall be addressed to the other party at the address set forth below. Either party may change its address by notifying the other party of the change of address. Any notice sent by mail in the manner prescribed by this paragraph shall be deemed to have been received on the date noted on the return receipt or five days following the date of deposit, whichever is earlier.

### COUNTY

Napa County Fire Department  
951 California Boulevard  
Napa, CA 94558

### CONSULTANT

St. Helena Hospital  
Attn: JobCare  
10 Woodland Road  
St. Helena, CA 94574

Copy to:  
Adventist Health System/West  
Attn: Office of General Counsel  
One Adventist Health Way  
Roseville, CA 95661

**9.3 Independent Contractors.** Consultant and its subconsultants, if any, are independent contractors and not agents of County. Any provisions of this Agreement that may appear to give County any right to direct Consultant concerning the details of performing the scope of services, or to exercise any control over such performance, shall mean only that Consultant shall follow the direction of County concerning the end results of the performance.

**9.4 Contract Interpretation.** This Agreement and all Contract Documents shall be deemed to be made under, and shall be construed in accordance with and governed by, the laws of the State of California without regard to the conflicts or choice of law provisions thereof. It is the intent of the Contract Documents to completely describe the goods and services to be provided. Any work, materials, or equipment that may reasonably be inferred from the Contract Documents or from prevailing custom or trade usage as being required to produce the intended result shall be supplied whether or not specifically called for or identified in the Contract Documents. When words or phrases which have a well-known technical or industry or trade meaning are used to describe work, materials, equipment, goods, or services such words or phrases shall be interpreted in accordance with that meaning unless a definition has been provided in the Contract Documents. In resolving conflicts resulting from errors or discrepancies in any of the Contract Documents, the order of precedence shall be in descending order as set forth below (the document in paragraph 9.4.1 having the highest precedence). Provisions of the Contract Documents addressing the same subject which are consistent but have different degrees of specificity shall not be considered to be in conflict, and the more specific language shall control. Order of Precedence:

- 9.4.1 This Agreement.
- 9.4.2 The Exhibits to this Agreement.
- 9.4.3 The RFQ or RFP issued by County.
- 9.4.4 Consultant's proposal or statement of qualifications.

**9.5 Drafting Ambiguities.** The parties acknowledge that they have the right to be advised by legal counsel with respect to the negotiations, terms, and conditions of this Agreement, and the decision of whether to seek advice of legal counsel with respect to this Agreement is the sole responsibility of each party. This Agreement shall not be construed in favor of or against either party by reason of the extent to which each party participated in the drafting of the Agreement.

**9.6 Third Party Beneficiaries.** Unless expressly set forth in this Agreement, none of the provisions of this Agreement are intended to benefit any third party not specifically referenced herein. No person other than County and Consultant shall have the right to enforce any of the provisions of this Agreement.

**9.7 Force Majeure.** In the event either party's performance is delayed due to causes which are outside the control of both parties and their subconsultants, contractors and employees, and could not be avoided by the exercise of due care, which may include, but is not limited to, delays by regulating agencies, wars, floods, adverse weather conditions, labor disputes, unusual delay in transportation, epidemics abroad, earthquakes, fires, terrorism, incidence of disease or other illness that reaches outbreak, epidemic, and/or pandemic proportions, unusual delay in deliveries, riots, civil commotion or other unavoidable casualties, and other acts of God, both parties will be entitled to an extension in their time for performance equivalent to the length of delay. Neither party will be entitled to compensation from the other for force majeure events. The party claiming its performance is delayed must demonstrate to the reasonable satisfaction of the other party that a force majeure event is causing the delay; the mere occurrence of a force majeure event is insufficient to extend the time for performance.

**9.8 Confidentiality of Services.** All services performed by Consultant and any subconsultants, including but not limited to all drafts, data, information, correspondence, proposals, reports of any nature, and estimates compiled or composed by Consultant, are for the sole use of County. Neither the documents nor their contents shall be released by Consultant or any subconsultant to any third party without the prior written consent of County. Contractor shall not disclose records or other information provided by County under this Agreement to any third party, except as necessary to perform the scope of services, unless the records or information: (1) were publicly known, or otherwise known to Consultant, at the time it was disclosed to Consultant by County; (2) subsequently become publicly known through no act or omission of Consultant; or (3) otherwise become known to Consultant other than through disclosure by County.

**9.9 Insolvency.** Consultant shall notify County if Consultant enters into bankruptcy proceedings. This notification shall be furnished within five days of the initiation of the proceedings relating to bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of the court in which the bankruptcy petition was filed, and a listing of County contract numbers and contracting offices for all County contracts against which final payment has not been made. This obligation remains in effect until final payment is made under this Agreement.

**9.10 Attorney's Fees.** If either party commences legal action of any kind or character to either enforce the provisions of this Agreement or to obtain damages for breach thereof, the prevailing party in such litigation shall be entitled to all costs and reasonable attorney's fees incurred in connection with such action. This paragraph does not apply to attorney's fees or costs incurred during mediation.

**9.11 Venue.** This Agreement is made and entered into in Napa County, California. Venue for any legal action in state court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Superior Court of California, County of Napa. Venue for any legal action in federal court filed by either party to this Agreement for the purpose of interpreting or enforcing any provision of this Agreement shall be in the Northern District of California.

**9.12 Exhibits Incorporated.** All Exhibits referenced in this Agreement are hereby incorporated into the Agreement by this reference.

**9.13 County Powers.** Nothing contained in this Agreement shall be construed as a limitation upon the powers of County as a subdivision of the State of California. Nothing in this Agreement shall be interpreted as limiting the rights and obligations of County in its governmental or regulatory capacity.

**9.14 Survival of Obligations.** All indemnifications, warranties, guarantees and other obligations that by their nature involve performance after the early termination or expiration of this Agreement or after completion and acceptance of the scope of services, shall survive the early termination or expiration of this Agreement. Such obligations include, but are not limited



to, paragraphs 1.4 (Correction of Deficient Services), 9.1 (Access to Records/Retention), 9.8 (Confidentiality of Services), and Article VIII (Dispute Resolution). Obligations related to insurance or indemnity shall continue in full force and effect after the date of early termination or expiration, but only with regard to acts or omissions that occurred during the term of the Agreement.

**9.15 Severability.** Should any provision of this Agreement be held invalid or illegal by a court of competent jurisdiction, such invalidity or illegality shall not invalidate the whole of this Agreement, but rather, the Agreement shall be construed as if it did not contain the invalid or illegal provision, and the rights and obligations of the parties shall be construed and enforced accordingly, except to the extent that enforcement of this Agreement without the invalidated provision would materially and adversely impact either or both parties' consideration for entering into this Agreement.

**9.16 Amendment/Modification.** This Agreement may be modified or amended only in writing and with the prior written consent of both parties. Failure of Consultant to secure such authorization in writing in advance of performing any extra or changed work shall constitute a waiver of any and all rights to adjustment in compensation or contract time.

**9.17 No Waivers.** Any failure by either party to insist upon the strict performance by the other of any obligation of this Agreement, or any failure to exercise any right or remedy for a breach of any term or condition of this Agreement, shall not constitute a waiver of any such failure to perform or breach of any term or condition. A waiver must be express and in writing. The waiver by either party of any breach or violation of any requirement of this Agreement shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this Agreement.

**9.18 No Assignments.** Consultant may not assign the obligations under this Agreement, nor any monies due or to become due under this Agreement, without County's prior written approval. Any assignment in violation of this paragraph shall constitute a default and is grounds for termination of this Agreement at County's sole discretion. In no event shall any putative assignment create a contractual relationship between County and any putative assignee.

**9.19 Successors in Interest.** All rights and obligations created by this Agreement shall be in force and effect whether or not any parties to the Agreement have been succeeded by another entity, and all rights and obligations created by this Agreement shall be vested and binding on any party's successor in interest.

**9.20 Entirety of Contract.** This Agreement, including any documents expressly incorporated by reference whether or not attached hereto, constitutes the entire agreement between the parties relating to the subject of this Agreement and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, among the parties with respect to the subject matter hereof.

**9.21 Counterparts.** This Agreement may be executed in counterparts, which when taken together, shall constitute a single signed original as though all parties had executed the same page.

**IN WITNESS WHEREOF**, this Agreement is executed by County, acting by and through the Chair of the Board of Supervisors, and by Consultant through its duly authorized officer(s).

ST. HELENA HOSPITAL dba ADVENTIST  
HEALTH ST. HELENA

By   
STEVE HERBER, President

NAPA COUNTY, a political subdivision of  
the State of California

By \_\_\_\_\_  
Chair of the Board of Supervisors

APPROVED AS TO FORM Office of County Counsel  By: <u>Shana A. Bagley</u> Deputy County Counsel  Date: <u>August 18, 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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## **EXHIBIT A SCOPE OF SERVICES**

### **I. Description of Goods and/or Services**

#### Pre-employment Physicals

Napa County volunteer fire members will receive a physical examination consistent with their category of employment.

The Consultant shall coordinate any special examinations, including laboratory related services, which Consultant does not perform only after consultation with and approval by the County Fire Chief or their designee. Charges for said special examinations shall be submitted to the Napa County Fire Department for payment.

Examinations for safety personnel shall be administered in accordance with the adopted County Medical Standards.

#### Return to Work Evaluations and Fitness for duty Evaluations

Return to work evaluations will be scheduled as required. The complexity of the evaluation will depend on circumstances.

Fitness for duty evaluations will be scheduled as required. This is an examination to determine whether a volunteer emergency worker is able to work. The complexity of the evaluation will depend on circumstances.

Consultants are required to notify the County Fire Chief or their designee of the results of the evaluation.

#### Specific Referrals or Consultations

County may request physical examinations that are outside the scope of examinations that are outside the scope of examinations previously discussed. In such cases, a report shall be made by the County Fire Chief or their designee.

Consultant may be requested to consult on specific issues and/or cases on an appointment basis.

#### Medical Records and Reports

Consultant agrees to maintain medical records as necessary to comply with the law. The County Fire Chief or their designee will have access upon reasonable notice to records of Consultant as they relate to medical services provided to employees.

#### Billing Matters

It is understood that JobCare will not charge County for the time spent discussing and resolving administrative issues regarding the services being provided.

Billing invoices for services provided without prior authorization in accordance with Section 1.b. shall be subject to denial.

## **II. Schedule**

Consultant shall perform the Scope of Services

1. An injured volunteer will have the choice of treatment at JobCare or another contracting medical provider.
2. Within five (5) working days following the initial examination, JobCare will submit a written report to the County Fire Department and to County's third-party administrator that will include:
  - a. Name and address of injured volunteer.
  - b. Volunteer's pertinent medical history as obtained by JobCare.
  - c. Findings on examination.
  - d. Subjective complaints reported by the volunteer.
  - e. Planned course, scope, and duration of treatment.
  - f. Whether the medical condition precludes, or for good reason warrants restriction from, travel to/from assignments, being at assignment of appropriate tasks and duties related to the volunteer's scope of work and, if appropriate, the estimated return-to-work date for regular or modified duty.
  - g. An opinion as to whether permanent disability is to be anticipated and, if possible, and estimate of its extent.
  - h. An opinion as to whether the volunteer will eventually be able to engage in the scope of work being performed at the time of injury.
3. Should a referred volunteer continue to treat JobCare after the first thirty (30) days of injury, JobCare will submit progress reports to County and its third-party administrator at reasonable intervals (not less frequently than every 45 days).
4. JobCare will promptly report to Napa County Fire and its third-party administrator when:
  - a. The volunteer's condition permits return to regular or modified work.
  - b. The volunteer's condition requires leave of work.
  - c. The volunteer's condition requires hospitalization or surgery.
  - d. The volunteer's condition becomes permanent or stationary.
  - e. The volunteer's condition undergoes an unexpected significant change.
  - f. The volunteer is referred to another physician for consultation.
5. Normal office hours of availability for Job will be Monday through Friday, 8:30 a.m. to 5:00 p.m. If a work injury occurs during other than normal office hours, the volunteer

may obtain treatment at Queen of the Valley, St. Helena Hospital, or another medical facility of County's choice.

6. Any examination or laboratory service, other than routine, shall require prior approval from County and/or County's third-party administrator.
7. County will pay JobCare on a fee-for-service basis according to the rates in Official California Workers' Compensation Medical Fee Schedule.
8. JobCare bills for Workers' Compensation/Disability examinations and treatments will be submitted to County's third-party administrator.
9. Bills, portions thereof, or services delivered that are determined not to be covered under California Workers' Compensation laws will be subject to denial of payment.
10. It is understood that JobCare will not charge County for the time spent discussing and resolving administrative issues regarding the services being provided.
11. JobCare is willing to supply sufficient fact to County for it to be able to make informed management decisions regarding the injured volunteer's employment status, such as light duty or whether and how to reasonably accommodate the injured volunteer.
12. When County has used medical information provided by JobCare to make decisions regarding temporary modification of the volunteer's job or have determined a reasonable accommodation, County will request verification from JobCare as to whether there are medical reasons which would make the modifications and/or reasonable accommodation not feasible.

**EXHIBIT B**  
**COMPENSATION AND FEE SCHEDULE**

County will pay Consultant in accordance with the fee schedule set forth in Consultant's proposal dated July 1, 2025, which is hereby incorporated into this Exhibit by reference.

*Preferred Client Discount Fee Schedule For:*  
*County of Napa July 1, 2025 – June 30, 2026*  
*Submitted by: JobCare of St. Helena Hospital*

<b>Service</b>	<b>Discounted Price</b>
DOT Drug Test Urine Specimen Collection	\$31.80
DOT Breath Alcohol Screening	\$31.00
DOT Breath Alcohol Confirmation	\$31.00
Non-DOT Rapid Drug Screen Collection	\$25.00
Non-DOT Rapid Drug Screen Analysis	\$25.00
MedTox Confirmation of Rapid Drug Screen	\$35.00
Medical Review Officer	\$25.00
Observed Collection Fee	\$60.00
No Show Fee for DOT	\$20.00
Oral Fluid Drug Screen Collection	\$35.00
Oral Fluid Drug Screen Analysis	\$25.00
Exam-Level 2 (Limited Physical)	\$53.00
Exam-Level 3 (Routine Physical)	\$68.90
Exam-Level 4 (Complex A Physical)	\$100.70
Exam-Level 5 (Complex B Physical)	\$132.50
ECG (resting, including reading fee)	\$58.30
ECG (treadmill/stress test)	\$431.47
ECG (reading fee)	\$79.50
Chest X-Ray (One view)	\$251.50
Chest X-Ray (Reading fee 1 view)	\$18.00
Hearing Test I (screening only)	\$36.00
Visual Acuity Test Level 1	\$21.20
Visual Acuity Test Level 2 (for Law Enforcement)	\$40.00
Lab – Hepatitis A Total 1.1**	\$12.14
Lab – Hepatitis B Surface Antibody**	\$31.80
Lab-Hep C AB14**	\$76.00
Lab – Complete Metabolic Panel**	\$158.00
Lab - UA (w/o micro)	\$63.00
Lab – CBC**	\$48.00
Lab - Dipstick UA	\$42.40
Lab – Venipuncture	\$30.00
Lab-Varicella Zoster AB 1.1**	\$12.06

Lab-Mumps AB 1.1**	\$12.29
Lab-Rubella AB 1.2**	\$13.71
Lab Rubella AB 1.1**	\$12.14
Lab-TB QuantiFERON**	\$78.83
TB Skin Test	\$37.10
Physical Capacity Test	\$50.00
Pulmonary Function (Spirometry)	\$56.18
Respiratory Mask Fit Test	\$47.70
OSHA Respiratory Questionnaire Review	\$30.00
Hepatitis B Imm per injection (2 dose protocol)***	\$169.60*
Hepatitis A Imm per injection (2 dose protocol)***	\$150.00*
Injection administration fee	20.00

*Note: Above services are provided as part of physical exams and surveillance activities. For services provided to injured workers, the CA Official Medical Fee Schedule applies. Any other services requested by the company and provided by JobCare are to be reimbursed at the billed rate.*

*\*Rate subject to change based on pass through cost of pharmaceutical supply.*

*\*\*Add venipuncture charge for all blood work.*

*\*\*\*Add injection administration fee.*

## **EXHIBIT C INSURANCE REQUIREMENTS**

**C.1 Workers Compensation Insurance.** To the extent required by law during the term of this Agreement, Consultant shall provide workers compensation insurance for the performance of any of Consultant's duties under this Agreement as required by the State of California with statutory limits, and employer's liability insurance with a limit of no less than TWO MILLION DOLLARS (\$2,000,000) per accident for bodily injury or disease, all with a waiver of subrogation. Consultant shall provide County with certification of all such coverages upon request by County's Risk Manager.

**C.2 Liability Insurance.** Consultant shall obtain and maintain in full force and effect during the term of this Agreement the following occurrence-based liability insurance coverages, issued by a company admitted to do business in California and having an A.M. Best rating of A:VII or better, or equivalent self-insurance:

**C.2.1 General Liability.** Commercial general liability (CGL) insurance coverage (personal injury and property damage) of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of Consultant or any officer, agent, or employee of Consultant under this Agreement. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

**C.2.2 Professional Liability/Errors and Omissions.** Professional liability (or errors and omissions) insurance for all activities of Consultant arising out of or in connection with this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000) per claim. If the coverage includes an aggregate limit the aggregate limit shall be no less than twice the per occurrence limit.

**C.2.3 Comprehensive Automobile Liability Insurance.** Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with Consultant's business of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence. Coverage shall be business auto insurance coverage using Insurance Services Office (ISO) form number CA 0001 06 92 including symbol 1 (any Auto) or the exact equivalent. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the General Liability Insurance described in paragraph C.2.1, above. If Consultant or Consultant's employees, officers, or agents will use personal automobiles in any way in the performance of this Agreement, Consultant shall provide evidence of personal auto liability coverage for each such person upon request.

Notwithstanding anything to the contrary, County acknowledges that St. Helena Hospital's participation in Adventist Health's programs of self-insurance are deemed to satisfy all insurance requirements as specified above.

**C.3 Certificates of Coverage.** All insurance coverages referenced in paragraph C.2, above, shall be evidenced by one or more certificates of coverage or, with the consent of County's Risk Manager, demonstrated by other evidence of coverage acceptable to County's Risk Manager, which shall be filed by Consultant with the County Department administering this Agreement prior to commencement of the Scope of Services.

**C.3.1 Notice of Cancellation.** The certificate(s) or other evidence of coverage shall reference this Agreement by its County number or title and department; shall be kept current during the term of this Agreement; shall provide that County shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium.

**C.3.2 Multiple Insureds.** The certificate(s) shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

**C.3.3 Waiver of Subrogation and Additional Insured Endorsements.** For the commercial general liability insurance coverage referenced in subparagraph C.2.1 and, for the comprehensive automobile liability insurance coverage referenced in subparagraph C.2.3 where the vehicles are covered by a commercial policy rather than a personal policy, Consultant shall also file with the evidence of coverage an endorsement from the insurance provider naming Napa County, its officers, employees, agents, and volunteers as additional insureds and waiving subrogation. For the Workers Compensation insurance coverage, Consultant shall file an endorsement waiving subrogation with the evidence of coverage.

**C.3.4 Additional Requirements.** The certificate or other evidence of coverage shall provide that if the same policy applies to activities of Consultant not covered by this Agreement, then the limits in the applicable certificate relating to the additional insured coverage of County shall pertain only to liability for activities of Consultant under this Agreement, and that the insurance provided is primary coverage to County with respect to any insurance or self-insurance programs maintained by County. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 09 11 85 or CG 20 10 11 85, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94.

**C.4 Copies of Policies.** Upon request by County's Risk Manager, Consultant shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof.

**C.5 Deductibles/Retentions.** Any deductibles or self-insured retentions shall be declared to, and be subject to approval by County's Risk Manager, which approval shall not be denied unless the County's Risk Manager determines that the deductibles or self-insured retentions are unreasonably large in relation to compensation payable under this Agreement and the risks of liability associated with the activities required of Consultant by this Agreement. At the option of and upon request by County's Risk Manager if the Risk Manager determines that such deductibles or retentions are unreasonably high, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects County, its officers, employees, agents, and volunteers or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claims administration, and defense expenses.





# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-09

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**TO:** Board of Supervisors

**FROM:** Jennifer M. Palmer, Director of Housing & Community Services

**REPORT BY:** Jennifer M. Palmer, Director of Housing & Community Services

**SUBJECT:** FY2025 U.S. Department of Housing & Urban Development Continuum of Care Program Annual Funding Competition

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### **RECOMMENDATION**

Approve and authorize the application and acceptance of U.S. Department of Housing & Urban Development Fiscal Year 2025 Continuum of Care Program Annual Funding Competition funding not to exceed \$1,000,000 to provide certain homeless services in future fiscal years. (Fiscal Impact: \$1,000,000 Revenue; Housing & Community Services Programs Fund; Not Budgeted; Discretionary)

### **BACKGROUND**

Each year the Department of Housing and Urban Development (HUD) releases a Notice of Funding Opportunity (NOFO) for their Continuum of Care (CoC) Competition and Renewal Grant Program. The Program is designed to promote community-wide commitment to the goal of ending homelessness and to provide funding for efforts by nonprofit organizations, state and local government, Indian Tribes and public housing agencies to quickly re-house and support individuals and families experiencing homelessness.

The Napa City and County CoC is a group of community stakeholders who work together to plan for and provide emergency, transitional and permanent housing and other services to address the needs of individuals and families experiencing homelessness. Napa County Dept. of Housing & Homeless Services (DHHS) plays a key role as the collaborative applicant in coordinating the CoC and in supporting the CoC's eligibility for funding from HUD, along with submitting applications annually to support their efforts to provide permanent housing for individuals and families experiencing homelessness.

The FY2025 HUD CoC NOFO process has been unlike prior years, due to several factors including:

1. The release of the NOFO occurred four months later into the calendar year than previous years.
2. The NOFO contains drastic changes to funding uses and eligibility criteria, including a cap on the amount of funding a community can utilize for direct rental assistance support for permanent housing (including

permanent supportive housing) of no more than 30% of total award. For context, the Napa City and County CoC annual renewal demand as of FY 2024 was roughly \$1,000,000, of which more than 95% is utilized for permanent supportive housing direct rental assistance and supports. The new criteria change results in an abrupt end of historically on-going federal rental assistance funding to more than forty (40) disabled individuals who previously experienced chronic homelessness.

3. An extremely compressed timeline for submitting applications.

4. HUD's decision to withdraw the initial NOFO on December 8, 2025, with the stated intent to re-release it prior to the January 14, 2026, deadline for 2025 funding. No further details have been released.

While the NOFO has been withdrawn, the Napa City and County CoC is proceeding with its local competition as planned in order to be positioned to have completed the required public process and remain in a position to make individual application edits as need based on a presumed final re-released NOFO.

The Director of Housing & Community Services requests permission to apply for and accept U.S. Department of Housing & Urban Development (HUD) Fiscal Year 2025 Continuum of Care Program Annual Funding Competition funding in an amount not to exceed \$1,000,000 to provide certain homeless services. The grant applications include:

1. Permanent Supportive Housing grant in the amount of \$320,000 to provide case management and rental subsidies to house individuals or families experiencing chronic homelessness in need of non-time-limited affordable housing assistance with wrap-around services.
2. Tenancy Care and Sustaining Services grant in an amount not to exceed \$400,000 to provide housing stabilization and tenancy sustaining support services to individuals transitioning from shelters or encampments into permanent housing.
3. Housing Navigation Services grant an amount not to exceed \$180,000 to provide housing location, subsidy support and lease up assistance to individuals experiencing homelessness in order to attain permanent housing.
4. The Coordinated Assessment grant in the amount of \$50,000 to provide staff support to the Coordinated Entry System (CES) in Napa County to better serve those experiencing homelessness.
5. The Homeless Management Information System (HMIS) grant in the amount of \$50,000 to fund software costs for the HMIS software vendor, which is currently Bitfocus, Inc.

#### Requested Action:

Authorize and direct the Director of Housing & Community Services to submit and execute funding applications and grant agreements on behalf of Napa County for the HUD FY2025 CoC Program Annual Funding Competition.

#### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Where is it budgeted?	Will be included in future FY budgets, if awarded, in alignment with funding performance periods.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	There is no mandate to apply for HUD CoC Program Funding
Is the general fund affected?	No
Future fiscal impact:	If awarded, funds will be included in FY26-27 budget.
Consequences if not approved:	Napa County will need to seek alternate grant funding, allocate local funding, or discontinue certain homeless services in the coming fiscal year.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is

not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.



# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-10

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**TO:** Board of Supervisors

**FROM:** Christine Briceño, Chief Human Resources Officer

**REPORT BY:** Kevin Lemieux, Staff Services Manager

**SUBJECT:** Resolution Amending the Table and Index of Classes, Departmental Allocation List for the County Executive Office and Appropriate Personnel Policies, and Authorize a Budget Amendment

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### **RECOMMENDATION**

Adopt a Resolution amending the Table and Index of Classes, the Departmental Allocation List for the County Executive Office, and appropriate personnel policies; and approve a Budget Amendment. (Fiscal Impact: \$270,000 Expense; Information Technology Services Fund; Not Budgeted; Discretionary)

[4/5 vote required]

### **BACKGROUND**

The Chief Technology Officer requested and collaborated with Human Resources to review the organizational structure of the Division. This process included studying existing and upcoming vacancies and assessing overall departmental staffing needs. Without increasing full-time equivalent positions, the requested actions provide additional critical support in the areas of information security, network operations, contract administration and oversight, and staff supervision.

The ITS budget does not have adequate available budget to cover increased salary and related benefits costs for the remainder of the fiscal year. This shortfall is due to recent retirement vacation payouts in ITS and increased salary and related benefits for proposed positions assuming January 2026 start dates, after utilizing the budgeted allocation from existing positions and salary savings from departmental vacancies.

The total budget increase of \$270,000 in salaries and related benefits will be funded through use of ITS Administration subdivision's available fund balance and salary savings accumulated throughout the year due to

vacancies.

Requested Action:

1. Adopt a Resolution amending the Table and Index of Classes:

-Delete Deputy Chief Technology Officer - Infrastructure and Operations/Chief Information Security Officer and Deputy Chief Executive Officer - Chief Fiscal Officer and

-Add Deputy Chief Technology Officer - Infrastructure and Operations and Deputy Chief Executive Officer - Chief Budget Officer;

2. Amend the Department Allocation List:

-Delete one 1.0 FTE Digital Innovation Officer, and 1.0 FTE Deputy Chief Executive Officer - Chief Fiscal Officer in CEO Department and delete one 1.0 FTE Deputy CTO - Infrastructure and Operations/Chief Information Security Officer, one 1.0 FTE Senior Information Systems Specialist, and one 1.0 FTE Information Security Analyst in CEO ITS Division, and

-Add one 1.0 FTE Deputy Chief Executive Officer - Chief Budget Officer to the CEO Department, and one 1.0 FTE Deputy CTO - Infrastructure and Operations, two 1.0 FTE Information Systems Managers, and one 1.0 FTE Information Systems Supervisor to the CEO ITS Division; and

3. Authorize a Budget Amendment increasing appropriations in subdivision 4200000 ITS Admin, adding \$110,000 to account 51130 - vacation payout and \$128,000 to account 51100 salaries and benefits offset by the use of available fund balance; and, increase appropriations in subdivision 4200010 ITS Security, adding \$32,000 to account 51100 - salaries and benefits offset by the use of available fund balance.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification:	The requested action meets several needs within the ITS Division of the CEO's Office by supporting upcoming projects, advancing departmental priorities, strengthening administrative oversight, and aligning with best practices for employee supervision and development. This staffing realignment supports Napa County's Strategic Initiatives by strengthening organizational resilience, improving service delivery, and information security. The restructured positions decrease one 1.0 FTE in the CEO Department, and increases one 1.0 FTE in ITS, which results in net zero change to FTE Countywide.
Is the general fund affected?	Yes
Future fiscal impact:	The annualized net increase in salary and related benefits is approximately \$110,000 and will be budgeted accordingly in Fund 4200 (ITS).
Consequences if not approved:	Not approving this request would jeopardize the successful execution of departmental initiatives and negatively affect ITS service delivery and oversight. Without appropriate leadership capacity in information security, network operations, contract administration, and staff development, the Division would be unable to meet workload demands, maintain service quality, or support the County's strategic priorities.
Additional Information	County Initiative: Elevate County Service and Workforce Excellence

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**RESOLUTION NO. 2026-**

**RESOLUTION OF THE NAPA COUNTY BOARD OF SUPERVISORS, STATE OF CALIFORNIA, AMENDING THE TABLE AND INDEX OF CLASSES, THE DEPARTMENTAL ALLOCATION LIST FOR THE COUNTY EXECUTIVE OFFICE, AND APPROPRIATE PERSONNEL POLICIES, EFFECTIVE JANUARY 17, 2026**

**WHEREAS**, Government Code section 25300 provides that the Board of Supervisors shall provide for the number, compensation, tenure, appointment and conditions of employment of county employees and that such action may be taken by ordinance or resolution; and

**WHEREAS**, Napa County Code section 2.100.280 provides that the Board of Supervisors establishes the number of positions and classifications in the Departmental Allocation List by resolution; and

**WHEREAS**, Napa County Code section 2.100.270 provides that the “Table and Index” may be amended by Board of Supervisors resolution; and

**WHEREAS**, the Chief Human Resources Officer recommends that the proposed changes to the Table and Index of Classes, the Departmental Allocation List for County Executive Office, and appropriate personnel policies, be implemented as set forth in Exhibit “A.”

**NOW, THEREFORE, BE IT RESOLVED**, that effective January 17, 2026, the Napa County Board of Supervisors hereby approves the changes to the Table and Index of Classes and the Departmental Allocation List for the County Executive Office, and appropriate personnel policies, as set forth in Exhibit “A.”

**[REMAINDER OF THIS PAGE LEFT BLANK INTENTIONALLY]**

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**  
 by the Napa County Board of Supervisors, State of California, at a regular meeting of the Board  
 held on the 13<sup>th</sup> day of January, 2026, by the following vote:

AYES: SUPERVISORS \_\_\_\_\_

NOES: SUPERVISORS \_\_\_\_\_

ABSTAIN: SUPERVISORS \_\_\_\_\_

ABSENT: SUPERVISORS \_\_\_\_\_

NAPA COUNTY, a political subdivision of  
 the State of California

By: \_\_\_\_\_  
 AMBER MANFREE, Chair of the  
 Board of Supervisors

<p>APPROVED AS TO FORM          Office of County Counsel</p> <p>By: <i>Susan B. Altman</i>, Deputy</p> <p>Date: December 15, 2025</p>	<p>APPROVED BY THE NAPA          COUNTY          BOARD OF SUPERVISORS</p> <p>Date:</p> <p>Processed By:</p> <p>_____          Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS          Clerk of the Board of Supervisors</p> <p>By: _____</p>
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## EXHIBIT A

Chief Human Resources Officer requests approval of the following actions, effective January 17, 2026:

1. Amend the Table and Index of Classes, as follows:

Delete:

- a. Deputy CTO – Infrastructure and Operations/Chief Information Security Officer (CNCO 353)  
\$93.52 - \$113.46 (approximate hourly rate)
- b. Deputy Chief Executive Officer – Chief Fiscal Officer (CNCO 351)  
\$84.88 - \$103.00 (approximate hourly rate)

Add:

- a. Deputy CTO – Infrastructure and Operations (CNCO 353)  
\$93.52 - \$113.46 (approximate hourly rate)
- b. Deputy Chief Executive Officer – Chief Budget Officer (CNCO 351)  
\$84.88 - \$103.00 (approximate hourly rate)

2. Amend the Departmental Allocation List as follows:

Department	Budget Unit	Position Control #	Class Title	Effective Date	Change
CEO/ITS	42000-00	1010860	Deputy CTO – Infrastructure and Operations/ Chief Information Security Officer	1/17/26	-1.0
CEO/ITS	42000-00	1010860	Deputy CTO – Infrastructure and Operations	1/17/26	+1.0
CEO/ITS	42000-02	1010890	Senior Information Systems Specialist	1/17/26	-1.0
CEO/ITS	42000-02	NEW	Supervising Information Systems Specialist	1/17/26	+1.0
CEO/ITS	42000-10	TBD*	Information Security Analyst	1/17/26*	-1.0
CEO/ITS	42000-10	NEW	Information Systems Manager	1/17/26	+2.0
CEO	10200-00	1010125	Digital Innovation Officer	1/17/26	-1.0
CEO	10200-00	1010271	Deputy Chief Executive Officer – Chief Fiscal Officer	1/17/26	-1.0
CEO	10200-00	1010271	Deputy Chief Executive Officer – Chief Budget Officer	1/17/26	+1.0

\*Delete selected Position Control Number upon subsequent vacancy after recruitment.

3. Amend Part I: Section 37C-3 of the Napa County Policy Manual, Management Compensation Plan-Management Non-Classified (Other), by deleting Deputy CTO – Infrastructure and Operations/Chief Information Security Officer and Deputy Chief

Executive Officer – Chief Fiscal Officer from and adding Deputy CTO – Infrastructure and Operations and Deputy Chief Executive Officer – Chief Budget Officer to Attachment 1, Part A.

4. Amend Part I: Section 37A of the Napa County Policy Manual, Employer-Employee Relations Policy, by deleting Deputy CTO – Infrastructure and Operations/Chief Information Security Officer and Deputy Chief Executive Officer – Chief Fiscal Officer from and adding Deputy CTO – Infrastructure and Operations and Deputy Chief Executive Officer – Chief Budget Officer to the List of Management Classes.
5. Amend Part I: Section 37B of the Napa County Policy Manual, Overtime Policy, by deleting Code Deputy CTO – Infrastructure and Operations/Chief Information Security Officer and Deputy Chief Executive Officer – Chief Fiscal Officer from and adding Deputy CTO – Infrastructure and Operations and Deputy Chief Executive Officer – Chief Budget Officer to the List of Classes Exempt from Overtime.

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## PART I: SECTION 37C-3

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Revised February 24, 2009; Resolution 09-21  
Revised: April 14, 2009; Resolution 09-37 and Resolution 09-38  
Revised: April 28, 2009; Resolution 09-52  
Revised: June 23, 2009; Resolution 09-82  
Revised: June 30, 2009 (eff 7-11-09); Resolution 09-93  
Revised: November 10, 2009; Resolution 09-149  
Revised: March 16, 2012; Resolution 2012-23  
Revised: September 14, 2010; Resolution 2010-114  
Revised: June 21, 2011 (eff 6-25-11); Resolution 2011-67  
Revised: March 30, 2012; Resolution 2012-27  
Revised October 2, 2012; Resolution 2012-145  
Revised November 20, 2012 (eff 1-7-13); Resolution 2012-167  
Revised February 5, 2013; Resolution 2013-11  
Revised April 16, 2013 (eff 4-27-13); Resolution 2013-34  
Revised May 14, 2013 (eff 5-25-13); Resolution 2013-49  
Revised September 24, 2013 (eff 9-28-13); Resolution 2013-112  
Revised December 17, 2013 (eff 12-21-13); Resolution 2013-156  
Revised April 1, 2014; Resolution 2014-28  
Revised April 8, 2014; Resolution 2014-31  
Revised May 6, 2014 (eff 5-10-14); Resolution 2014-49  
Revised July 22, 2014 (eff 8-2-14); Resolution 2014-86  
Revised September 16, 2014 (eff 9-13-14); Resolution 2014-08  
Revised 12-16-14 (eff 1-1-15); Resolution 2014-155  
Revised 3-24-15 (eff 3-28-15); Resolution 2015-38  
Revised 4-14-15 (eff 4-25-15); Resolution 2015-47  
Revised 9-13-16 (eff 9-24-16); Resolution 2016-125  
Revised 11-8-16 (eff 11-19-16); Resolution 2016-163  
Revised 1-31-17 (eff 2-11-17); Resolution 2017-25  
Revised 3-7-17 (eff 3-11-17); Resolution 2017-38  
Revised 3-7-17 (eff 5-6-17); Resolution 2017-43  
Revised 3-21-17 (eff 3-25-17); Resolution 2017-55  
Revised 5-16-17 (eff 5-20-17); Resolution 2017-74  
Revised 9-26-17 (eff 7-1-17); Resolution 2017-159  
Revised 12-5-17 (eff 12-16-17); Resolution 2017-185  
Revised 12-19-17 (eff 12-30-17); Resolution 2017-194  
Revised 6-5-18 (eff 6-16-18); Resolution 2018-71  
Revised 6-5-18 (eff 6-2-18); Resolution 2018-75  
Revised 6-19-18 (eff 6-30-18); Resolution 2018-83  
Revised 7-24-18 (eff 7-24-18); Resolution 2018-99  
Revised 12-4-18 (eff 12-4-18); Resolution 2018-159  
Revised 12-18-18 (eff 12-29-18); Resolution 2018-165  
Revised 12-18-18 (eff 12-1-18); Resolution 2018-167  
Revised 1-8-19 (eff 1-12-19); Resolution 2019-02  
Revised 1-15-19 (eff 1-15-19); Resolution 2019-09  
Revised 10-15-19 (eff 11-2-19); Resolution 2019-128  
Revised 3-10-20 (eff 2-11-20); Resolution 2020-30  
Revised 5-4-21 (eff 5-4-21); Resolution 2021-45  
Revised 11-8-22 (eff 11-12-22); Resolution 2022-159  
Revised 5-21-24 (eff 5-25-24); Resolution 2024-49  
Revised 6-25-2024 (eff 7-6-24); Resolution 2024-71  
Revised 12-17-24 (eff 12-21-24); Resolution 2024-138  
Revised 3-25-25 (eff 3-29-25); Resolution 2025-25

**Revised 1-13-26 (eff 1-17-26); Resolution 2026-##**

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**PART I: SECTION 37C-3**

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**MANAGEMENT COMPENSATION PLAN –  
MANAGEMENT NON- CLASSIFIED (OTHER)**

**Scope**

The following sets forth the respective supplemental fringe benefits accorded to Management Non-Classified (Other) positions. Only those County Employee positions that have been designated as Management Non-Classified (Other) by formal action of the Board of Supervisors are eligible to receive these respective supplemental fringe benefits. A current listing of those Employee positions are set forth in Attachment 1, Part A and incorporated herein by reference. The supplemental fringe benefits are in addition to any benefits afforded in accordance with the current Memorandum of Understanding between the County and the Napa Association of Public Employees, SEIU, Local 1021 – Public Services Employee Supervisory Unit.

**I. Definitions**

For purposes of this policy, the following definitions shall apply:

- A. Employee: Any person employed by the County, except an elected Officer, as reflected in the Departmental Allocation List.
- B. Retired Employee: An Employee who has separated from active, permanent service for the purpose of retiring. It is presumed an Officer or Employee has retired if an application has been filed pursuant to a defined benefit plan such as the California Public Employees' Retirement Law, the County Employees Retirement Law of 1937, or any other similar private or public defined benefit program. In all other cases, documentation that demonstrates to the satisfaction of the Chief Human Resources Officer that the Officer or Employee has separated from active employment for the purposes of retirement must be provided.
- C. Management Non-Classified (Other): Those management positions designated by the Board of Supervisors as serving at the will of the appointing authority (Department Head or Officer or appointing board/commission) as listed in Attachment 1, Part A, Sections 1 and 2.
- D. Dependents: Refers to only the following: (a) the Employee, (b) the spouse of the Employee and (c) Employee's registered domestic partner as defined under California law and (d) the children of the Employee, provided they are considered dependents for purposes of the Internal Revenue Code. For purposes of health, vision, or dental care, dependents are also children who are not considered dependents for purposes of the Internal Revenue Code but are dependents as defined in the health, vision, or dental plan the Officer or Employee has selected. "Child" or "Children" means a biological, adopted

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## PART I: SECTION 37C-3

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or foster child, a stepchild, a legal ward, or a dependent adult. A dependent adult is a person who is over 18 years of age and is incapable of self-care because of a mental or physical disability. A grandchild of an Employee does not qualify as a dependent unless they are adopted, a foster child, a legal ward, or dependent adult of the Employee.

- E. Years of Service: Date of hire through separation date.
- F. Memorandum of Understanding (MOU): The collective bargaining agreement between the County and NAPE/SEIU Local 1021 – Public Services Employee Supervisory Unit, which establishes the terms and conditions of employment for the represented positions identified within said agreement.
- G. County: County of Napa.
- H. Plan: The Management Compensation Plan – Management Non-Classified (Other) of Napa County as it may be amended from time to time.
- I. Comparable Jurisdictions: The counties of Solano, Sonoma, Marin, Contra Costa, Santa Cruz, and the City of Napa.

### **II. Management Non-Classified (Other) Employees**

- A. Management Non-Classified (Other) Employees of the County who are not retired shall be accorded the following:
  - 1. Eighty (80) hours of management leave credited at the beginning of each year (for purposes of this paragraph year is defined as fiscal year, provided, however, the Chief Human Resources Officer is authorized to implement a change to calendar year to be in compliance with IRS guidelines). Should the initial appointment of an employee to a Management Non-Classified (Other) position occur after the beginning of the year the Employee shall receive this benefit prorated in proportion to the number of months remaining in that year from the time of appointment.
  - 2. The right to cash-out up to eighty (80) hours of management leave each calendar year, as defined in paragraph 1 of Part II.A. and be paid out at an employee's current hourly rate. Employees may take this cash-out in two payments of forty (40) hours each, provided, however, that a minimum of forty (40) hours of vacation leave must be used during that same year and the employee must have at least eighty (80) total hours of accrued vacation leave time remaining in their vacation time off after the leave bank cash-out. Prior to requesting the second forty (40) hour cash-out, the employee must use an additional forty (40) hours of accrued vacation leave during that same year and have at least eighty (80) hours of accrued vacation leave time remaining in their vacation time after the employee's cash-out. This provision, including the eligibility requirements, is independent and

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**PART I: SECTION 37C-3**

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separate from any other leave cash-outs afforded to an employee.

3. Accrual of vacation leave beginning at the rate of 4.8 hours per bi-weekly pay period, or accrual of vacation leave at the rate determined in accordance with paragraph 4 of Part II. A. (below) of this Plan, or for existing employees promoting to a management position, accrual of vacation leave at the Employee's current vacation leave accrual rate, whichever is higher. This vacation leave accrual rate will be effective on the date of the appointment, reclassification or promotion. Thereafter, the accrual rate will be adjusted as set forth below.

<b>VACATION LEAVE ACCRUAL SCHEDULE</b>	
<b>Years of Continuous County Services</b>	<b>Hours of Vacation Accrued Per Pay Period</b>
Date of Hire through Year 9	4.8 hours
Years 10 through 14	6.2 hours
Years 15 through 19	7.2 hours
Years 20 through 29	8.0 hours
30 years or more	9.0 hours

4. In the case of Management Non-Classified (Other) Employees who were previously employed by a city, county (other than Napa County), special district, state or federal government agency, the vacation accrual rate shall be the rate of vacation leave approved by the Chief Executive Officer in accordance with the Vacation Leave Accrual Schedule set forth in paragraph 3 of Part II. A. (above), based upon the new Employee's total prior years of public service. Proof of prior public service will be required within two weeks of employment. Work performed for a public agency as a consultant or independent contractor, rather than as an employee, shall not be taken into account by the Chief Executive Officer in approving a vacation leave accrual rate exceeding 4.8 hours per bi-weekly pay period.
  - a) Effective July 21, 2012, any employee who was originally hired as a Management Non- Classified (Other) Employee, who would have qualified for this benefit at the time of their employment, will from this date forward, be afforded the appropriate level of accrual under this section. Effective June 22, 2024, any current Management Non- Classified (Other) employee who would have qualified for this benefit at the time of their promotion to management, will from this date forward, be afforded the appropriate level of accrual under this section.
5. The right to accumulate a maximum of 536 hours of vacation leave; the Employee may not earn any further vacation time while accrued, unused vacation remains at this maximum.

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**PART I: SECTION 37C-3**

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6. The right, upon separation, to receive payment of a sum equal to the number of hours of vacation leave the Employee has accrued times the Employee's current hourly rate of pay.
7. Reimbursement of the actual cost of meals if, during the course of their regular duties, the Employee attends a meeting at which a meal is served.
8. Short Term and Long Term Disability:
  - a) The Employee is entitled to Short Term and Long Term Disability Coverage under this section whenever the employee due to health reasons is unable to perform the essential duties of their position. This insurance is paid for by the County on behalf of employees. The following is a summary of the benefits, however for a complete list of benefits and eligibility requirements, please refer to the plan documents:
    - i. Short Term Disability insurance with a maximum weekly payment of 66.67% of the Employee's current salary up to a maximum of \$2,000 per week with a 7-day waiting period and coverage for up to 13 weeks.
    - ii. Long Term Disability insurance with a maximum monthly payment of 66.67% of the Officer or Employee's current salary up to a maximum of \$10,000 per month with a 90-day waiting period and coverage for 24 months; any disability coverage beyond 24 months would be in accordance with the certificate of coverage.
    - iii. Employees must use available sick leave to coordinate with this benefit. When their available sick leave is exhausted, an employee may use other available leave balances to coordinate with this benefit. Employees may coordinate available leave time (sick, vacation, etc.) for up to one year (26 pay periods). The gross salary of an employee using accrued sick leave, or other paid time off, shall be reduced by the Disability benefits received. Human Resources shall coordinate this leave usage in accordance with its rules and procedures for all employees.
    - iv. An employee shall earn sick leave and vacation benefits and service credit for seniority and merit/step increases during any full bi-weekly pay period in which they receive Disability benefits in proportion to the time an employee is in a County paid status. The paid status of an employee is determined by worked time as well as any accrued sick leave, or other paid time off the employee is using to coordinate with the Disability benefits received. The sick leave and vacation accrual rates and



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**PART I: SECTION 37C-3**

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adjustments for service credit for seniority and merit increases shall be provided in accordance with Human Resources rules and procedures for all employees.

9. Effective January 1, 2005, Basic Term Life insurance and Accidental Death and Dismemberment group life insurance each in an amount equal to a one-time payment of the Employee's current annual salary with the premiums paid by the County.
10. The option to enroll in the group Supplemental Life and Accidental Death and Dismemberment insurance plan ("Supplemental Life insurance") and elect coverage in increments of \$10,000 up to a maximum of the lesser of five (5) times the Employee's salary or \$200,000. An Employee may purchase Supplemental Life insurance for their spouse/domestic partner and/or dependent children. Spouse/domestic partner – Supplemental Life insurance can be purchased in increments of \$10,000 up to \$100,000. Dependent children – Supplemental Life insurance can be purchased for \$1,000 (birth to six months) or for \$10,000 (six months to age 19).
11. Unlimited accrual of sick leave.
12. Deferred Compensation Plan (IRC 457)/Retirement Savings Account Plan (IRC 401(a)):
  - a) 457 Deferred Compensation Plan (pursuant to Internal Revenue Code Section 457). Eligible Employees and Officers may voluntarily defer an amount up to the maximum as defined by IRS guidelines on a pre-tax basis.
  - b) 401(a) Retirement Savings Account (pursuant to Internal Revenue Code Section 401(a)).
    - i. Employees and Officers must enroll in a 401(a) Retirement Savings Account Plan in order to become eligible for an employer match as set forth in paragraph 13(b)(ii) below .
    - ii. Eligible Employees and Officers, who enroll in the 457 deferred compensation plan as referenced in subparagraph 13(a) and also enroll in a 401(a) Retirement Savings Account Plan, will be eligible for an employer match of up to \$1,000 paid into a pre-tax sub-account of each eligible employee. This provision for an employer match is subject to the annual approval of the Board of Supervisors.
    - iii. In addition, within thirty (30) days of hire, an Employee or Officer, who is eligible as defined by IRS guidelines, may also voluntarily make an irrevocable election of salary contribution to a 401(a) Retirement Savings Account Plan on a pre-tax basis.

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## PART I: SECTION 37C-3

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### 13. Auto Allowance/Mileage Reimbursement:

- a) Auto Allowance. In the case of Management Non-Classified (Other) Employee positions listed in Part B of Attachment 1, a flat rate of \$300.00 twice monthly as reimbursement for all private vehicle mileage while on official County business. Permanent assignment of an automobile will only be available to new Management Non-Classified Employees following a Board determination that such an assignment is specifically required by the emergency nature of the position.
- b) Mileage Reimbursement. In the case of Management Non-Classified (Other) positions listed in Part B of Attachment 1 who receive the flat rate reimbursement, the additional right to receive mileage reimbursement at the rate paid to County Employees generally for mileage driven outside of the boundaries of Napa County.

### 14. Severance Pay

- a) Management Non-Classified (Other) Employees listed in Attachment 1, Part A, Section 1, shall be afforded the following severance benefits:
  - i. An Employee may not be removed from their position during the first ninety days (90) following the appointment and commencement of the first date of service of the Department Head to whom the Employee reports to. This provision shall not apply to an Employee appointed by and serving at the pleasure of a board/commission.
  - ii. If one year of service has been completed in a Management Non-Classified (Other) position, the Employee will receive a sum equal to their salary for three (3) biweekly pay periods. In addition upon completion of not less than two years of service in a Management Non-Classified (Other) position, the Employee shall receive an additional sum equal to seven (7) biweekly pay periods of their respective biweekly salary.
  - iii. This subparagraph applies where separation occurs due to termination or resignation in lieu of termination. Such separation must occur for other than the following reasons: (a) death, (b) disability, (c) criminal malfeasance, (d) retirement, or (e) gross negligence or recklessness in the performance of their duties. A Management Non-Classified Employee who is terminated or resigns in lieu of termination, in accordance with the terms of this subsection, and elects to retire immediately following separation is eligible for severance pay provided herein.

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- iv. Prior to the delivery of severance pay as described in subparagraph (a) ii. and as a condition to an Employee's receipt of such severance, such Employee shall execute and deliver to County a release (provided by the County Counsel or in a form and content acceptable to the County Counsel), effective as of the date of separation, releasing the County, Board of Supervisors, its Officers, Employees and agents from all claims the Employee may have against the County, the Board, its Officers, Employees and agents, including, without limitation, claims arising out of alleged intentional acts or other misconduct committed by Board members and claims arising under California or Federal law pertaining to equal employment opportunity, discrimination on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition.
- b) In addition, Management Non-Classified (Other) Employees listed in Attachment 1, Part A, Section 2, shall be afforded the following severance benefits:
  - i. If one year of service has been completed in a Management Non-Classified (Other) position, the Employee will receive a sum equal to their salary for one (1) biweekly pay period. In addition upon completion of not less than two years of service in a Management Non-Classified (Other) position, the Employee shall receive an additional sum equal to one (1) biweekly pay period of their respective biweekly salary.
  - ii. This subparagraph applies where separation occurs due to termination or resignation in lieu of termination. Such separation must occur for other than the following reasons: (a) death, (b) disability, (c) criminal malfeasance, (d) retirement, or (e) gross negligence or recklessness in the performance of their duties. A Management Non-Classified Employee who is terminated or resigns in lieu of termination, in accordance with the terms of this subsection, and elects to retire immediately following separation is eligible for severance pay provided herein
  - iii. Prior to the delivery of severance pay as described in subparagraph (b) i. and as a condition to an Employee's receipt of such severance, such Employee shall execute and deliver to County a release (provided by the County Counsel or in a form and content acceptable to the County Counsel), effective as of the date of separation, releasing the County, Board of Supervisors, its Officers, Employees and agents from all claims the Employee may have against the County, the Board, its Officers, Employees and agents, including, without limitation, claims arising out of alleged intentional acts or other misconduct committed by Board members

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**PART I: SECTION 37C-3**

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and claims arising under California or Federal law pertaining to equal employment opportunity, discrimination on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition.

15. Safety/Hazard Premium Pay. PERS eligible safety employees, as defined in California Public Employees Retirement Law, Code Section 20438 in the classification of Chief Deputy Probation Officer shall receive five percent (5%) hazard premium pay.
  16. Engineer in Charge Premium Pay. A Management Non-Classified (Other) Employee appointed to serve as Engineer in Charge for the Department of Public Works or the Department of Planning, Building and Environmental Services in accordance with The California State Business and Professions Code, Chapter 7, Article 3, Section 6730.2 shall receive five percent (5%) premium pay.
  17. Board Certified Physician. A Management Non-Classified (Other) Employee in a classification that requires the incumbent to be a licensed physician, and who is currently board certified by the American Board of Medical Specialties, shall receive five percent (5%) premium pay.
  18. Safety Uniform Allowance. A Management Non-Classified (Other) Employee in the classification of Undersheriff shall receive Uniform Allowance in the amount specified in the Memorandum of Understanding between the County and the Deputy Sheriffs' Association Law Enforcement Unit.
  19. Correctional Uniform Allowance. A Management Non-Classified (Other) Employee in the class of Assistant Director of Corrections or Correctional Lieutenant shall receive Uniform Allowance in the amount specified for Correctional Officers in the Memorandum of Understanding between the County and the Public Services Employee Unit.
  20. CPA Premium Pay. A Management Non-Classified (Other) Employee in the classification of Assistant Auditor-Controller or Chief Fiscal Officer - HHSA who have a current California Certified Public Accountant Certificate shall receive five (5) percent more than their standard hourly rate, retroactive to July 11, 2009.
  21. POST Educational Incentive Pay. A Management Classified Employee in the classification of Undersheriff shall be eligible for POST Educational Incentive Pay in the amount specified in the Memorandum of Understanding between the County and the Deputy Sheriffs' Association Law Enforcement Unit.
  22. Detention Services Premium. Effective the pay period which includes January 1, 2018, the Correctional Lieutenant and Assistant Director of Corrections classifications shall receive a 5% Detention Services Premium.
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## PART I: SECTION 37C-3

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B. Retired Management Non-Classified (Other) Employees shall be accorded the following:

1. The right, upon separation from county service for purposes of retirement, to receive payment of a sum equal to the number of hours of vacation leave the Employee has accrued times the Employee's current hourly rate of pay. This is in addition to any severance that may be payable pursuant to paragraph 15 of Part II.
  - a) of the Plan.
2. The right to continued coverage, at their own expense, upon retirement with eight (8) or more years of County service, of the following:
  - a) Inclusion in the group term life insurance policy maintained by the County with a face amount of \$5,000 decreasing to \$2,500 at age 65. At age 70, the face amount of said term life insurance decreases to \$1,500.
  - b) Dental and vision coverage for the retired member and dependents.
  - c) Payment for these life insurance, dental and vision coverages shall be made to the Treasurer's office monthly in advance of receipt of benefits.

3. Retiree Health Benefits – General Provisions

Benefits elected by eligible Management Non-Classified (Other) Employees under paragraphs 4 and 5 of Part II.B. of this Plan are subject to the following provisions:

- a) The County's reimbursement for health coverage shall be deemed to include the County contribution for such retirees as mandated under the California Public Employees Medical & Hospital Care Act ("PEMHCA").
- b) The County shall initially reimburse for coverage only in the health or dental plan in which the Employee was enrolled on their last day of active permanent service with the County; with the exception that the Employee if eligible must enroll in a Medicare supplemental plan; provided, however, that any health plan currently available to active county employees may be selected by said retired Management Non-Classified (Other) Employee during any county open enrollment period. If the health or dental plan of said Employee has been abandoned or replaced, then the Retired Employee may select another health plan offered by the County in whatever manner the County determines will result in continual coverage.
- c) Reimbursement provided under paragraphs 4 or 5 of Part II.B. may be applied to the Employee's Medicare Part B premium, so long as it meets

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## PART I: SECTION 37C-3

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the other requirements of the applicable paragraph. This shall include Medicare Part B Premiums subject to the Income-Related Monthly Adjustment Amount (IRMAA) as determined by the Social Security Administration.

- d) Notwithstanding the provisions of paragraph 3(b) above, a Retired Employee is subject to all laws and regulations and rules that govern their participation in a carrier's health plan, including, but not limited to, requirements under PEMHCA, the federal Medicare Act and the carrier's health plan.
- e) Retirement for the purposes of the benefits afforded under paragraphs 4 or 5 of Part II. B., means that an Employee has both separated from active permanent service with the County and has filed documents with the California Public Employees' Retirement System ("PERS") to begin receiving monthly benefits within the time period specified under PERS law (e.g. currently one hundred and twenty (120) days).
- f) To the extent that any provision of this paragraph 3 is inconsistent with or in conflict with provisions under paragraphs 4 or 5 of Part II. B. of this Plan, the provisions of the latter paragraphs shall prevail.

### 4. Use of Sick Leave for Health or Dental Benefits

- a) A Management Non-Classified (Other) Employee may elect at retirement to apply accumulated sick leave, up to a maximum of one thousand eight hundred (1,800) hours, towards either health or dental coverage. To be eligible for this benefit Employee must have at least 120 hours of sick leave at retirement. An Employee may elect either of the following:
  - i. For each eight (8) hours of accumulated sick leave, County reimbursement toward the cost of one (1) month single-party coverage (in an amount up to the then current single-party rate for the health or dental plan most commonly enrolled in by active employees); or
  - ii. For each sixteen (16) hours of accumulated sick leave, County reimbursement toward the cost of one (1) month of single-party-plus-one- dependent health coverage (in an amount up to the then current single-party- plus-one rate for health or dental plan most commonly enrolled in by active employees).

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This paragraph 4 shall not apply to eligible Employees who elect the health benefits provided in paragraph 5 of Part II. B. of this Plan.

5. Health Benefits for Long-Term County Service

- a) A Management Classified Employee may elect County reimbursement for the cost of single party health coverage to age 65 (in an amount up to the then current single- party rate for the health plan most commonly enrolled in by active employees) if retiring with the equivalent of twenty (20) years or more of continuous full-time service with the County (including time employed in other than a Management Non- Classified (Other) position).
- b) This paragraph 5 shall not apply to eligible Employees who elect the health benefits provided in paragraph 4 of Part II. B. of this Plan.

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**Attachment 1**

**Part A**

**MANAGEMENT COMPENSATION PLAN-MANAGEMENT  
NON-CLASSIFIED (OTHER) ELIGIBILITY LIST**

**MANAGEMENT NON-CLASSIFIED (OTHER) CLASSES**

**Section 1:**

Assistant Auditor-Controller  
Assistant Compliance and Privacy Officer  
Assistant Director of HHSA  
Assistant Chief Probation Officer  
Assistant Director of Child Support Services  
Assistant Director of Corrections  
Assistant Director of Library Services and Community Outreach  
Assistant Director of Planning, Building and Environmental Services  
Assistant District Attorney  
Assistant Fire Administrator

Chief Deputy Director of HHS  
Chief Fiscal Officer - HHSA

Deputy Director of Planning, Building, and Environmental Services – “At-Will”

Undersheriff

**Section 2:**

Airport Manager ▲  
Animal Shelter Manager  
Assistant Agricultural Commissioner/Sealer of Weights and Measures ▲  
Assistant County Counsel  
Assistant Chief Human Resources Officer  
Assistant Public Defender  
Assistant Treasurer Tax Collector

Chief Appraiser  
Chief Building Official

Chief Deputy County Counsel  
Chief Deputy District Attorney

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Chief Deputy Probation Officer  
Chief Deputy Public Defender  
Chief Fiscal Officer- HHSA  
Clerk of the Board  
Code Compliance Manager Communication and PIO  
Concessions Manager – Lake Berryessa  
Compliance and Privacy Officer  
Correctional Lieutenant ●  
County Surveyor

Deputy Chief Technology Officer – Applications and Development  
Deputy Chief Technology Officer – Infrastructure and Operations/~~Chief Info Security Officer~~  
Deputy County Counsel I\*\*\*\*\*  
Deputy County Counsel II\*\*\*\*\*  
Deputy County Counsel III\*\*\*\*\*  
Deputy County Counsel IV\*\*\*\*\*  
Deputy Chief Executive Officer – Chief ~~Budget~~ Fiscal Officer

Deputy Chief Executive Officer – Chief Communications Officer  
~~Deputy Chief Executive Officer – Chief Fiscal Officer~~  
Deputy Director, Employment and Compensation  
Deputy Director, Labor Relations  
Deputy Director of HHSA – Administrative Services  
Deputy Director of HHSA – Administrator of Alcohol and Drug Programs  
Deputy Director of HHSA – Comprehensive Services for Older Adults ♦  
Deputy Director of HHSA – Child Welfare Services Director ♦  
Deputy Director of HHSA – Behavioral Health Director  
Deputy Director of HHSA – Public Health Officer  
Deputy Director of HHSA – Self Sufficiency Services ♦  
Deputy Director of Public Works – County Engineering  
Deputy Director of Public Works – Flood Control and Water Resources  
Deputy Director of Public Works – General Services  
Digital Innovation Officer

Elections Services Manager ▲  
Emergency Services Officer  
Engineering Manager

Fire Marshal  
Fleet Manager - "At Will"

Information Systems Manager

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LAFCO Assistant Executive Officer

Management Analyst I\*\*

Management Analyst II\*\*

Park and Open Space Program Manager\*\*\*\*

Planning Manager

Principal Management Analyst

Risk & Emergency Services Manager

Senior Management Analyst

Sheriff's Public Information/Outreach Officer

Solid Waste Program Manager▲

Staff Assistant I - BOS

Staff Assistant II - BOS

Training and Organizational Development Officer

Treasury Manger

Victim Witness Program Manager

\* This position is appointed by and serves at the pleasure of a board/commission.

\*\* Any Management I/II/Senior/Principal Analyst position filled on or after July 16, 2005, shall be designated Management Non-Classified (Other).

\*\*\* Vacant positions that are filled on or after February 27, 2007 will be designated as "At Will" Management Non-Classified (Other)

\*\*\*\* Positions filled on or after May 31, 2008 will be designated as "At-Will" Management Non-Classified (Other)

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### **PART I: SECTION 37C-3**

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- \*\*\*\*\* Positions filled prior to February 27, 2007, will remain Management Classified but positions filled on or after February 27, 2007, including internal promotions to the Deputy County Counsel IV, Chief Deputy County Counsel and Assistant County Counsel levels, will be designated as “at will” Management Non-Classified (Other).
- ▲ Positions filled on or after July 11, 2009 will be designated “at-will” Management Non- Classified (Other)
- Positions filled on or after January 7, 2013 will be designated “at-will” Management Non- Classified (Other).
- ◆ Positions are currently filled. The changes to the Management Compensation Plan will become effective for positions filled on or after March 28, 2015.

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Revised February 24, 2009; Resolution 09-21  
Revised: April 14, 2009; Resolution 09-37 and Resolution 09-38  
Revised: April 28, 2009; Resolution 09-52  
Revised: June 23, 2009; Resolution 09-82  
Revised: June 30, 2009 (eff 7-11-09); Resolution 09-93  
Revised: November 10, 2009; Resolution 09-149  
Revised: March 16, 2012; Resolution 2012-23  
Revised: September 14, 2010; Resolution 2010-114  
Revised: June 21, 2011 (eff 6-25-11); Resolution 2011-67  
Revised: March 30, 2012; Resolution 2012-27  
Revised October 2, 2012; Resolution 2012-145  
Revised November 20, 2012 (eff 1-7-13); Resolution 2012-167  
Revised February 5, 2013; Resolution 2013-11  
Revised April 16, 2013 (eff 4-27-13); Resolution 2013-34  
Revised May 14, 2013 (eff 5-25-13); Resolution 2013-49  
Revised September 24, 2013 (eff 9-28-13); Resolution 2013-112  
Revised December 17, 2013 (eff 12-21-13); Resolution 2013-156  
Revised April 1, 2014; Resolution 2014-28  
Revised April 8, 2014; Resolution 2014-31  
Revised May 6, 2014 (eff 5-10-14); Resolution 2014-49  
Revised July 22, 2014 (eff 8-2-14); Resolution 2014-86  
Revised September 16, 2014 (eff 9-13-14); Resolution 2014-08  
Revised 12-16-14 (eff 1-1-15); Resolution 2014-155  
Revised 3-24-15 (eff 3-28-15); Resolution 2015-38  
Revised 4-14-15 (eff 4-25-15); Resolution 2015-47  
Revised 9-13-16 (eff 9-24-16); Resolution 2016-125  
Revised 11-8-16 (eff 11-19-16); Resolution 2016-163  
Revised 1-31-17 (eff 2-11-17); Resolution 2017-25  
Revised 3-7-17 (eff 3-11-17); Resolution 2017-38  
Revised 3-7-17 (eff 5-6-17); Resolution 2017-43  
Revised 3-21-17 (eff 3-25-17); Resolution 2017-55  
Revised 5-16-17 (eff 5-20-17); Resolution 2017-74  
Revised 9-26-17 (eff 7-1-17); Resolution 2017-159  
Revised 12-5-17 (eff 12-16-17); Resolution 2017-185  
Revised 12-19-17 (eff 12-30-17); Resolution 2017-194  
Revised 6-5-18 (eff 6-16-18); Resolution 2018-71  
Revised 6-5-18 (eff 6-2-18); Resolution 2018-75  
Revised 6-19-18 (eff 6-30-18); Resolution 2018-83  
Revised 7-24-18 (eff 7-24-18); Resolution 2018-99  
Revised 12-4-18 (eff 12-4-18); Resolution 2018-159  
Revised 12-18-18 (eff 12-29-18); Resolution 2018-165  
Revised 12-18-18 (eff 12-1-18); Resolution 2018-167  
Revised 1-8-19 (eff 1-12-19); Resolution 2019-02  
Revised 1-15-19 (eff 1-15-19); Resolution 2019-09  
Revised 10-15-19 (eff 11-2-19); Resolution 2019-128  
Revised 3-10-20 (eff 2-11-20); Resolution 2020-30  
Revised 5-4-21 (eff 5-4-21); Resolution 2021-45  
Revised 11-8-22 (eff 11-12-22); Resolution 2022-159  
Revised 5-21-24 (eff 5-25-24); Resolution 2024-49  
Revised 6-25-2024 (eff 7-6-24); Resolution 2024-71  
Revised 12-17-24 (eff 12-21-24); Resolution 2024-138  
Revised 3-25-25 (eff 3-29-25); Resolution 2025-25  
**Revised 1-13-26 (eff 1-17-26); Resolution 2026-##**



**MANAGEMENT COMPENSATION PLAN –  
MANAGEMENT NON- CLASSIFIED (OTHER)**

**Scope**

The following sets forth the respective supplemental fringe benefits accorded to Management Non-Classified (Other) positions. Only those County Employee positions that have been designated as Management Non-Classified (Other) by formal action of the Board of Supervisors are eligible to receive these respective supplemental fringe benefits. A current listing of those Employee positions are set forth in Attachment 1, Part A and incorporated herein by reference. The supplemental fringe benefits are in addition to any benefits afforded in accordance with the current Memorandum of Understanding between the County and the Napa Association of Public Employees, SEIU, Local 1021 – Public Services Employee Supervisory Unit.

**I. Definitions**

For purposes of this policy, the following definitions shall apply:

- A. Employee: Any person employed by the County, except an elected Officer, as reflected in the Departmental Allocation List.
- B. Retired Employee: An Employee who has separated from active, permanent service for the purpose of retiring. It is presumed an Officer or Employee has retired if an application has been filed pursuant to a defined benefit plan such as the California Public Employees' Retirement Law, the County Employees Retirement Law of 1937, or any other similar private or public defined benefit program. In all other cases, documentation that demonstrates to the satisfaction of the Chief Human Resources Officer that the Officer or Employee has separated from active employment for the purposes of retirement must be provided.
- C. Management Non-Classified (Other): Those management positions designated by the Board of Supervisors as serving at the will of the appointing authority (Department Head or Officer or appointing board/commission) as listed in Attachment 1, Part A, Sections 1 and 2.
- D. Dependents: Refers to only the following: (a) the Employee, (b) the spouse of the Employee and (c) Employee's registered domestic partner as defined under California law and (d) the children of the Employee, provided they are considered dependents for purposes of the Internal Revenue Code. For purposes of health, vision, or dental care, dependents are also children who are not considered dependents for purposes of the Internal Revenue Code but are dependents as defined in the health, vision, or dental plan the Officer or Employee has selected. "Child" or "Children" means a biological, adopted

or foster child, a stepchild, a legal ward, or a dependent adult. A dependent adult is a person who is over 18 years of age and is incapable of self-care because of a mental or physical disability. A grandchild of an Employee does not qualify as a dependent unless they are adopted, a foster child, a legal ward, or dependent adult of the Employee.

- E. Years of Service: Date of hire through separation date.
- F. Memorandum of Understanding (MOU): The collective bargaining agreement between the County and NAPE/SEIU Local 1021 – Public Services Employee Supervisory Unit, which establishes the terms and conditions of employment for the represented positions identified within said agreement.
- G. County: County of Napa.
- H. Plan: The Management Compensation Plan – Management Non-Classified (Other) of Napa County as it may be amended from time to time.
- I. Comparable Jurisdictions: The counties of Solano, Sonoma, Marin, Contra Costa, Santa Cruz, and the City of Napa.

## **II. Management Non-Classified (Other) Employees**

- A. Management Non-Classified (Other) Employees of the County who are not retired shall be accorded the following:
  - 1. Eighty (80) hours of management leave credited at the beginning of each year (for purposes of this paragraph year is defined as fiscal year, provided, however, the Chief Human Resources Officer is authorized to implement a change to calendar year to be in compliance with IRS guidelines). Should the initial appointment of an employee to a Management Non-Classified (Other) position occur after the beginning of the year the Employee shall receive this benefit prorated in proportion to the number of months remaining in that year from the time of appointment.
  - 2. The right to cash-out up to eighty (80) hours of management leave each calendar year, as defined in paragraph 1 of Part II.A. and be paid out at an employee's current hourly rate. Employees may take this cash-out in two payments of forty (40) hours each, provided, however, that a minimum of forty (40) hours of vacation leave must be used during that same year and the employee must have at least eighty (80) total hours of accrued vacation leave time remaining in their vacation time off after the leave bank cash-out. Prior to requesting the second forty (40) hour cash-out, the employee must use an additional forty (40) hours of accrued vacation leave during that same year and have at least eighty (80) hours of accrued vacation leave time remaining in their vacation time after the employee's cash-out. This provision, including the eligibility requirements, is independent and

separate from any other leave cash-outs afforded to an employee.

3. Accrual of vacation leave beginning at the rate of 4.8 hours per bi-weekly pay period, or accrual of vacation leave at the rate determined in accordance with paragraph 4 of Part II. A. (below) of this Plan, or for existing employees promoting to a management position, accrual of vacation leave at the Employee's current vacation leave accrual rate, whichever is higher. This vacation leave accrual rate will be effective on the date of the appointment, reclassification or promotion. Thereafter, the accrual rate will be adjusted as set forth below.

<b>VACATION LEAVE ACCRUAL SCHEDULE</b>	
<b>Years of Continuous County Services</b>	<b>Hours of Vacation Accrued Per Pay Period</b>
Date of Hire through Year 9	4.8 hours
Years 10 through 14	6.2 hours
Years 15 through 19	7.2 hours
Years 20 through 29	8.0 hours
30 years or more	9.0 hours

4. In the case of Management Non-Classified (Other) Employees who were previously employed by a city, county (other than Napa County), special district, state or federal government agency, the vacation accrual rate shall be the rate of vacation leave approved by the Chief Executive Officer in accordance with the Vacation Leave Accrual Schedule set forth in paragraph 3 of Part II. A. (above), based upon the new Employee's total prior years of public service. Proof of prior public service will be required within two weeks of employment. Work performed for a public agency as a consultant or independent contractor, rather than as an employee, shall not be taken into account by the Chief Executive Officer in approving a vacation leave accrual rate exceeding 4.8 hours per bi-weekly pay period.
  - a) Effective July 21, 2012, any employee who was originally hired as a Management Non- Classified (Other) Employee, who would have qualified for this benefit at the time of their employment, will from this date forward, be afforded the appropriate level of accrual under this section. Effective June 22, 2024, any current Management Non- Classified (Other) employee who would have qualified for this benefit at the time of their promotion to management, will from this date forward, be afforded the appropriate level of accrual under this section.
5. The right to accumulate a maximum of 536 hours of vacation leave; the Employee may not earn any further vacation time while accrued, unused vacation remains at this maximum.



6. The right, upon separation, to receive payment of a sum equal to the number of hours of vacation leave the Employee has accrued times the Employee's current hourly rate of pay.
7. Reimbursement of the actual cost of meals if, during the course of their regular duties, the Employee attends a meeting at which a meal is served.
8. Short Term and Long Term Disability:
  - a) The Employee is entitled to Short Term and Long Term Disability Coverage under this section whenever the employee due to health reasons is unable to perform the essential duties of their position. This insurance is paid for by the County on behalf of employees. The following is a summary of the benefits, however for a complete list of benefits and eligibility requirements, please refer to the plan documents:
    - i. Short Term Disability insurance with a maximum weekly payment of 66.67% of the Employee's current salary up to a maximum of \$2,000 per week with a 7-day waiting period and coverage for up to 13 weeks.
    - ii. Long Term Disability insurance with a maximum monthly payment of 66.67% of the Officer or Employee's current salary up to a maximum of \$10,000 per month with a 90-day waiting period and coverage for 24 months; any disability coverage beyond 24 months would be in accordance with the certificate of coverage.
    - iii. Employees must use available sick leave to coordinate with this benefit. When their available sick leave is exhausted, an employee may use other available leave balances to coordinate with this benefit. Employees may coordinate available leave time (sick, vacation, etc.) for up to one year (26 pay periods). The gross salary of an employee using accrued sick leave, or other paid time off, shall be reduced by the Disability benefits received. Human Resources shall coordinate this leave usage in accordance with its rules and procedures for all employees.
    - iv. An employee shall earn sick leave and vacation benefits and service credit for seniority and merit/step increases during any full bi-weekly pay period in which they receive Disability benefits in proportion to the time an employee is in a County paid status. The paid status of an employee is determined by worked time as well as any accrued sick leave, or other paid time off the employee is using to coordinate with the Disability benefits received. The sick leave and vacation accrual rates and

adjustments for service credit for seniority and merit increases shall be provided in accordance with Human Resources rules and procedures for all employees.

9. Effective January 1, 2005, Basic Term Life insurance and Accidental Death and Dismemberment group life insurance each in an amount equal to a one-time payment of the Employee's current annual salary with the premiums paid by the County.
10. The option to enroll in the group Supplemental Life and Accidental Death and Dismemberment insurance plan ("Supplemental Life insurance") and elect coverage in increments of \$10,000 up to a maximum of the lesser of five (5) times the Employee's salary or \$200,000. An Employee may purchase Supplemental Life insurance for their spouse/domestic partner and/or dependent children. Spouse/domestic partner – Supplemental Life insurance can be purchased in increments of \$10,000 up to \$100,000. Dependent children – Supplemental Life insurance can be purchased for \$1,000 (birth to six months) or for \$10,000 (six months to age 19).
11. Unlimited accrual of sick leave.
12. Deferred Compensation Plan (IRC 457)/Retirement Savings Account Plan (IRC 401(a)):
  - a) 457 Deferred Compensation Plan (pursuant to Internal Revenue Code Section 457). Eligible Employees and Officers may voluntarily defer an amount up to the maximum as defined by IRS guidelines on a pre-tax basis.
  - b) 401(a) Retirement Savings Account (pursuant to Internal Revenue Code Section 401(a)).
    - i. Employees and Officers must enroll in a 401(a) Retirement Savings Account Plan in order to become eligible for an employer match as set forth in paragraph 13(b)(ii) below .
    - ii. Eligible Employees and Officers, who enroll in the 457 deferred compensation plan as referenced in subparagraph 13(a) and also enroll in a 401(a) Retirement Savings Account Plan, will be eligible for an employer match of up to \$1,000 paid into a pre-tax sub-account of each eligible employee. This provision for an employer match is subject to the annual approval of the Board of Supervisors.
    - iii. In addition, within thirty (30) days of hire, an Employee or Officer, who is eligible as defined by IRS guidelines, may also voluntarily make an irrevocable election of salary contribution to a 401(a) Retirement Savings Account Plan on a pre-tax basis.

**13. Auto Allowance/Mileage Reimbursement:**

- a) Auto Allowance. In the case of Management Non-Classified (Other) Employee positions listed in Part B of Attachment 1, a flat rate of \$300.00 twice monthly as reimbursement for all private vehicle mileage while on official County business. Permanent assignment of an automobile will only be available to new Management Non-Classified Employees following a Board determination that such an assignment is specifically required by the emergency nature of the position.
- b) Mileage Reimbursement. In the case of Management Non-Classified (Other) positions listed in Part B of Attachment 1 who receive the flat rate reimbursement, the additional right to receive mileage reimbursement at the rate paid to County Employees generally for mileage driven outside of the boundaries of Napa County.

**14. Severance Pay**

- a) Management Non-Classified (Other) Employees listed in Attachment 1, Part A, Section 1, shall be afforded the following severance benefits:
  - i. An Employee may not be removed from their position during the first ninety days (90) following the appointment and commencement of the first date of service of the Department Head to whom the Employee reports to. This provision shall not apply to an Employee appointed by and serving at the pleasure of a board/commission.
  - ii. If one year of service has been completed in a Management Non-Classified (Other) position, the Employee will receive a sum equal to their salary for three (3) biweekly pay periods. In addition upon completion of not less than two years of service in a Management Non-Classified (Other) position, the Employee shall receive an additional sum equal to seven (7) biweekly pay periods of their respective biweekly salary.
  - iii. This subparagraph applies where separation occurs due to termination or resignation in lieu of termination. Such separation must occur for other than the following reasons: (a) death, (b) disability, (c) criminal malfeasance, (d) retirement, or (e) gross negligence or recklessness in the performance of their duties. A Management Non-Classified Employee who is terminated or resigns in lieu of termination, in accordance with the terms of this subsection, and elects to retire immediately following separation is eligible for severance pay provided herein.

- iv. Prior to the delivery of severance pay as described in subparagraph (a) ii. and as a condition to an Employee's receipt of such severance, such Employee shall execute and deliver to County a release (provided by the County Counsel or in a form and content acceptable to the County Counsel), effective as of the date of separation, releasing the County, Board of Supervisors, its Officers, Employees and agents from all claims the Employee may have against the County, the Board, its Officers, Employees and agents, including, without limitation, claims arising out of alleged intentional acts or other misconduct committed by Board members and claims arising under California or Federal law pertaining to equal employment opportunity, discrimination on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition.
- b) In addition, Management Non-Classified (Other) Employees listed in Attachment 1, Part A, Section 2, shall be afforded the following severance benefits:
  - i. If one year of service has been completed in a Management Non-Classified (Other) position, the Employee will receive a sum equal to their salary for one (1) biweekly pay period. In addition upon completion of not less than two years of service in a Management Non-Classified (Other) position, the Employee shall receive an additional sum equal to one (1) biweekly pay period of their respective biweekly salary.
  - ii. This subparagraph applies where separation occurs due to termination or resignation in lieu of termination. Such separation must occur for other than the following reasons: (a) death, (b) disability, (c) criminal malfeasance, (d) retirement, or (e) gross negligence or recklessness in the performance of their duties. A Management Non-Classified Employee who is terminated or resigns in lieu of termination, in accordance with the terms of this subsection, and elects to retire immediately following separation is eligible for severance pay provided herein
  - iii. Prior to the delivery of severance pay as described in subparagraph (b) i. and as a condition to an Employee's receipt of such severance, such Employee shall execute and deliver to County a release (provided by the County Counsel or in a form and content acceptable to the County Counsel), effective as of the date of separation, releasing the County, Board of Supervisors, its Officers, Employees and agents from all claims the Employee may have against the County, the Board, its Officers, Employees and agents, including, without limitation, claims arising out of alleged intentional acts or other misconduct committed by Board members

and claims arising under California or Federal law pertaining to equal employment opportunity, discrimination on the basis of sex, race, color, ancestry, religion or religious creed, national origin or ethnic group identification, sexual orientation, marital status, age (over 40), mental disability, physical disability or medical condition.

15. Safety/Hazard Premium Pay. PERS eligible safety employees, as defined in California Public Employees Retirement Law, Code Section 20438 in the classification of Chief Deputy Probation Officer shall receive five percent (5%) hazard premium pay.
  16. Engineer in Charge Premium Pay. A Management Non-Classified (Other) Employee appointed to serve as Engineer in Charge for the Department of Public Works or the Department of Planning, Building and Environmental Services in accordance with The California State Business and Professions Code, Chapter 7, Article 3, Section 6730.2 shall receive five percent (5%) premium pay.
  17. Board Certified Physician. A Management Non-Classified (Other) Employee in a classification that requires the incumbent to be a licensed physician, and who is currently board certified by the American Board of Medical Specialties, shall receive five percent (5%) premium pay.
  18. Safety Uniform Allowance. A Management Non-Classified (Other) Employee in the classification of Undersheriff shall receive Uniform Allowance in the amount specified in the Memorandum of Understanding between the County and the Deputy Sheriffs' Association Law Enforcement Unit.
  19. Correctional Uniform Allowance. A Management Non-Classified (Other) Employee in the class of Assistant Director of Corrections or Correctional Lieutenant shall receive Uniform Allowance in the amount specified for Correctional Officers in the Memorandum of Understanding between the County and the Public Services Employee Unit.
  20. CPA Premium Pay. A Management Non-Classified (Other) Employee in the classification of Assistant Auditor-Controller or Chief Fiscal Officer - HHSA who have a current California Certified Public Accountant Certificate shall receive five (5) percent more than their standard hourly rate, retroactive to July 11, 2009.
  21. POST Educational Incentive Pay. A Management Classified Employee in the classification of Undersheriff shall be eligible for POST Educational Incentive Pay in the amount specified in the Memorandum of Understanding between the County and the Deputy Sheriffs' Association Law Enforcement Unit.
  22. Detention Services Premium. Effective the pay period which includes January 1, 2018, the Correctional Lieutenant and Assistant Director of Corrections classifications shall receive a 5% Detention Services Premium.
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**B. Retired Management Non-Classified (Other) Employees shall be accorded the following:**

1. The right, upon separation from county service for purposes of retirement, to receive payment of a sum equal to the number of hours of vacation leave the Employee has accrued times the Employee's current hourly rate of pay. This is in addition to any severance that may be payable pursuant to paragraph 15 of Part II.
  - a) of the Plan.
2. The right to continued coverage, at their own expense, upon retirement with eight (8) or more years of County service, of the following:
  - a) Inclusion in the group term life insurance policy maintained by the County with a face amount of \$5,000 decreasing to \$2,500 at age 65. At age 70, the face amount of said term life insurance decreases to \$1,500.
  - b) Dental and vision coverage for the retired member and dependents.
  - c) Payment for these life insurance, dental and vision coverages shall be made to the Treasurer's office monthly in advance of receipt of benefits.
3. Retiree Health Benefits – General Provisions

Benefits elected by eligible Management Non-Classified (Other) Employees under paragraphs 4 and 5 of Part II.B. of this Plan are subject to the following provisions:

- a) The County's reimbursement for health coverage shall be deemed to include the County contribution for such retirees as mandated under the California Public Employees Medical & Hospital Care Act ("PEMHCA").
- b) The County shall initially reimburse for coverage only in the health or dental plan in which the Employee was enrolled on their last day of active permanent service with the County; with the exception that the Employee if eligible must enroll in a Medicare supplemental plan; provided, however, that any health plan currently available to active county employees may be selected by said retired Management Non-Classified (Other) Employee during any county open enrollment period. If the health or dental plan of said Employee has been abandoned or replaced, then the Retired Employee may select another health plan offered by the County in whatever manner the County determines will result in continual coverage.
- c) Reimbursement provided under paragraphs 4 or 5 of Part II.B. may be applied to the Employee's Medicare Part B premium, so long as it meets

the other requirements of the applicable paragraph. This shall include Medicare Part B Premiums subject to the Income-Related Monthly Adjustment Amount (IRMAA) as determined by the Social Security Administration.

- d) Notwithstanding the provisions of paragraph 3(b) above, a Retired Employee is subject to all laws and regulations and rules that govern their participation in a carrier's health plan, including, but not limited to, requirements under PEMHCA, the federal Medicare Act and the carrier's health plan.
- e) Retirement for the purposes of the benefits afforded under paragraphs 4 or 5 of Part II. B., means that an Employee has both separated from active permanent service with the County and has filed documents with the California Public Employees' Retirement System ("PERS") to begin receiving monthly benefits within the time period specified under PERS law (e.g. currently one hundred and twenty (120) days).
- f) To the extent that any provision of this paragraph 3 is inconsistent with or in conflict with provisions under paragraphs 4 or 5 of Part II. B. of this Plan, the provisions of the latter paragraphs shall prevail.

4. Use of Sick Leave for Health or Dental Benefits

- a) A Management Non-Classified (Other) Employee may elect at retirement to apply accumulated sick leave, up to a maximum of one thousand eight hundred (1,800) hours, towards either health or dental coverage. To be eligible for this benefit Employee must have at least 120 hours of sick leave at retirement. An Employee may elect either of the following:
  - i. For each eight (8) hours of accumulated sick leave, County reimbursement toward the cost of one (1) month single-party coverage (in an amount up to the then current single-party rate for the health or dental plan most commonly enrolled in by active employees); or
  - ii. For each sixteen (16) hours of accumulated sick leave, County reimbursement toward the cost of one (1) month of single-party-plus-one- dependent health coverage (in an amount up to the then current single-party- plus-one rate for health or dental plan most commonly enrolled in by active employees).

This paragraph 4 shall not apply to eligible Employees who elect the health benefits provided in paragraph 5 of Part II. B. of this Plan.

5. Health Benefits for Long-Term County Service

- a) A Management Classified Employee may elect County reimbursement for the cost of single party health coverage to age 65 (in an amount up to the then current single- party rate for the health plan most commonly enrolled in by active employees) if retiring with the equivalent of twenty (20) years or more of continuous full-time service with the County (including time employed in other than a Management Non- Classified (Other) position).
- b) This paragraph 5 shall not apply to eligible Employees who elect the health benefits provided in paragraph 4 of Part II. B. of this Plan.



**Attachment 1**

**Part A**

**MANAGEMENT COMPENSATION PLAN-MANAGEMENT  
NON-CLASSIFIED (OTHER) ELIGIBILITY LIST**

**MANAGEMENT NON-CLASSIFIED (OTHER) CLASSES**

**Section 1:**

Assistant Auditor-Controller  
Assistant Compliance and Privacy Officer  
Assistant Director of HHSA  
Assistant Chief Probation Officer  
Assistant Director of Child Support Services  
Assistant Director of Corrections  
Assistant Director of Library Services and Community Outreach  
Assistant Director of Planning, Building and Environmental Services  
Assistant District Attorney  
Assistant Fire Administrator

Chief Deputy Director of HHS  
Chief Fiscal Officer - HHSA

Deputy Director of Planning, Building, and Environmental Services – “At-Will”

Undersheriff

**Section 2:**

Airport Manager ▲  
Animal Shelter Manager  
Assistant Agricultural Commissioner/Sealer of Weights and Measures ▲  
Assistant County Counsel  
Assistant Chief Human Resources Officer  
Assistant Public Defender  
Assistant Treasurer Tax Collector

Chief Appraiser  
Chief Building Official  
Chief Deputy County Counsel  
Chief Deputy District Attorney

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Chief Deputy Probation Officer  
Chief Deputy Public Defender  
Chief Fiscal Officer- HHSA  
Clerk of the Board  
Code Compliance Manager Communication and PIO  
Concessions Manager – Lake Berryessa  
Compliance and Privacy Officer  
Correctional Lieutenant ●  
County Surveyor

Deputy Chief Technology Officer – Applications and Development  
Deputy Chief Technology Officer – Infrastructure and Operations  
Deputy County Counsel I\*\*\*\*\*  
Deputy County Counsel II\*\*\*\*\*  
Deputy County Counsel III\*\*\*\*\*  
Deputy County Counsel IV\*\*\*\*\*  
Deputy Chief Executive Officer – Chief Budget Officer  
Deputy Chief Executive Officer – Chief Communications Officer  
Deputy Director, Employment and Compensation  
Deputy Director, Labor Relations  
Deputy Director of HHSA – Administrative Services  
Deputy Director of HHSA – Administrator of Alcohol and Drug Programs  
Deputy Director of HHSA – Comprehensive Services for Older Adults ♦  
Deputy Director of HHSA – Child Welfare Services Director ♦  
Deputy Director of HHSA – Behavioral Health Director  
Deputy Director of HHSA – Public Health Officer  
Deputy Director of HHSA – Self Sufficiency Services ♦  
Deputy Director of Public Works – County Engineering  
Deputy Director of Public Works – Flood Control and Water Resources  
Deputy Director of Public Works – General Services

Elections Services Manager ▲  
Emergency Services Officer  
Engineering Manager

Fire Marshal  
Fleet Manager - "At Will"

Information Systems Manager

LAFCO Assistant Executive Officer

Management Analyst I\*\*

Management Analyst II\*\*

Park and Open Space Program Manager\*\*\*\*\*

Planning Manager

Principal Management Analyst

Risk & Emergency Services Manager

Senior Management Analyst

Sheriff's Public Information/Outreach Officer

Solid Waste Program Manager ▲

Staff Assistant I - BOS

Staff Assistant II - BOS

Training and Organizational Development Officer

Treasury Manger

Victim Witness Program Manager

- \* This position is appointed by and serves at the pleasure of a board/commission.
- \*\* Any Management I/II/Senior/Principal Analyst position filled on or after July 16, 2005, shall be designated Management Non-Classified (Other).
- \*\*\* Vacant positions that are filled on or after February 27, 2007 will be designated as "At Will" Management Non-Classified (Other)
- \*\*\*\* Positions filled on or after May 31, 2008 will be designated as "At-Will" Management Non-Classified (Other)

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## **PART I: SECTION 37C-3**

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- \*\*\*\*\* Positions filled prior to February 27, 2007, will remain Management Classified but positions filled on or after February 27, 2007, including internal promotions to the Deputy County Counsel IV, Chief Deputy County Counsel and Assistant County Counsel levels, will be designated as “at will” Management Non-Classified (Other).
- ▲ Positions filled on or after July 11, 2009 will be designated “at-will” Management Non- Classified (Other)
- Positions filled on or after January 7, 2013 will be designated “at-will” Management Non- Classified (Other).
- ◆ Positions are currently filled. The changes to the Management Compensation Plan will become effective for positions filled on or after March 28, 2015.



# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-79

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**TO:** Members of the Governing Board  
**FROM:** Sheryl L. Bratton- Agency Counsel  
**REPORT BY:** Chris R.Y. Apallas - Deputy Agency Counsel  
**SUBJECT:** Amending Conflict of Interest Code

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### **RECOMMENDATION**

Adopt a Resolution to amend the Napa County Groundwater Sustainability Agency's Conflict of Interest Code.  
(No Fiscal Impact)

### **BACKGROUND**

The Napa County Groundwater Sustainability Agency (NCGSA) recently adopted a resolution amending its Conflict of Interest Code (Code) on November 18, 2025. After the Board of Supervisors, acting as code reviewing body, approved the amended Code on December 9, 2025, staff discovered the position of County Counsel had been removed from filing requirements in error. County Counsel also serves as Agency Counsel to the NCGSA and should remain a Designated Position in Appendix A.

Staff recommends approval of the attached Resolution, which will result in the adoption of the corrected Conflict of Interest Code restoring the position of County Counsel, subject to confirmation by the Board of Supervisors as the code reviewing body.

Requested Action: Adopt a Resolution to amend the Napa County Groundwater Sustainability Agency's Conflict of Interest Code.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Mandatory
Consequences if not approved:	If amendments to the Code are not approved, the GSA's COIC will not list a required Designated Position.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a projected as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**NAPA COUNTY GROUNDWATER SUSTAINABILITY AGENCY  
RESOLUTION NO. 2026-**

**RESOLUTION TO AMEND THE CONFLICT OF INTEREST CODE  
FOR THE NAPA COUNTY GROUNDWATER SUSTAINABILITY AGENCY**

**WHEREAS**, the Napa County Board of Supervisors adopted Resolution 2019-152 on December 17, 2019 electing to form the Napa County Groundwater Sustainability Agency (NCGSA) to undertake sustainable groundwater management of the Napa Valley Subbasin; and

**WHEREAS**, the Political Reform Act of 1974 (the “Act” Government Code Section 81000 et seq.) requires every state and local governmental agency to adopt a Conflict of Interest Code (Code); and

**WHEREAS**, the FPPC has adopted a regulation (Section 18730 of Title 2 of the California Code of Regulations) (“CCR”) containing a standardized conflict of interest code which, if incorporated by reference and adopted by a local government agency along with a designation of employees and formulation of disclosure categories for the local government agency, will constitute the Code required by the Act when subsequently approved by the code reviewing body for the Agency; and

**WHEREAS**, the NCGSA adopted its Code at a regular meeting held on June 9, 2020; and

**WHEREAS**, on November 8, 2022 the NCGSA amended its Code to refine the list of designated employees required to file statements of economic interest and to add newly created positions; and

**WHEREAS**, from time to time, the list of designated positions requires amendment so as to update the titles of positions, add new positions which should be required to file disclosure statements, reevaluate the disclosure categories of various positions, and delete those positions or titles no longer in use; and

**WHEREAS**, the NCGSA has concluded that it is necessary to amend and readopt its Code to restore the position of County Counsel as a Designated Position for purposes of filing statements of economic interests which was inadvertently removed on November 18, 2025 when NCGSA last amended its code via Resolution 2025-04 (NCGSA).

**NOW, THEREFORE**, it is hereby resolved that the Conflict of Interest Code of the Board of Directors of the NCGSA is amended and readopted as follows:

1. **Incorporation of Standard Terms.** The terms of the standard conflict of interest code set forth in 2 CCR Section 18730, as such may be amended by the FPPC from time (“hereinafter referred to as “Model Code”), are adopted and incorporated by reference as if set forth fully herein.
2. **List of Designated Employees.** For purposes of the requirements of the Act and the provisions of the Model Code, the Designated Employees of the Agency shall be the persons holding those offices and/or positions set forth in the amended Appendix “A” and shall file statements of economic interests (Form 700), attached hereto and incorporated by reference herein.

3. List of Disclosure Categories. For purposes of the requirements of the Act and the provisions of the Model Code, the disclosure categories for the Designated Employees of the Agency shall be those categories set forth in the amended Appendix “B”, attached hereto and incorporated by reference herein.
4. Documents Comprising Conflict of Interest Code. For purposes of the Act, the provisions of this Resolution, the Model Code, and Appendices “A” and “B” shall together constitute the Conflict of Interest Code of the Agency on and after the date of confirmation of the Code by the Napa County Board of Supervisors as the code reviewing body for the Agency.
5. Effective Date of Code. The effective date of the Conflict of Interest Code for the Agency shall be the date of confirmation of this Code by the Napa County Board of Supervisors acting as the code reviewing body for the Agency, retroactive to December 9, 2025 to correct the omission of the designated position.
6. Place of Filing. Designated Employees shall file the original Statements with the Elections Division of the Napa County Assessor-Clerk-Recorder-Registrar of Voters.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED**

at a regular meeting of the NCGSA Board of Directors, held on the \_\_\_\_ day of \_\_\_\_\_, 2026 by the following vote:

AYES: DIRECTORS \_\_\_\_\_

NOES: DIRECTORS \_\_\_\_\_

ABSTAIN: DIRECTORS \_\_\_\_\_

ABSENT: DIRECTORS \_\_\_\_\_

By: \_\_\_\_\_  
 AMBER MANFREE, Chair  
 Napa County Groundwater Sustainability Agency

APPROVED AS TO FORM Office of County Counsel  By: <i>Chris R.Y. Apallas</i> Deputy County Counsel  Date: January 5, 2026 FV GSA Resos 13118590	APPROVED BY THE NCGSA BOARD OF DIRECTORS  Date: _____ Processed By: _____ _____ Deputy Clerk of the Board	ATTEST: NEHA HOSKINS Clerk of the Board of Directors  By: _____
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## **CONFLICT OF INTEREST**

### **APPENDIX A**

#### **Designated Positions - Disclosure Categories 2026**

##### **DESIGNATED POSITIONS**

##### **DISCLOSURE CATEGORIES**

##### **AUDITOR-CONTROLLER**

Auditor-Controller	2
Assistant Auditor-Controller	2
Deputy Auditor-Controller	2

##### **COUNTY EXECUTIVE OFFICE**

##### **County Executive Office**

Assistant Chief Executive Officer/Chief Operating Officer	2
Deputy Chief Executive Officer/Chief Communications Officer	2
Principal/Senior Management Analyst	4
Management Analyst I/II	4

##### **Central Services**

Buyer I/II/III	5
Purchasing Manager	2

##### **COUNTY COUNSEL**

County Counsel	2
Chief Deputy County Counsel	2
Deputy County Counsel I/II/III/IV	2

##### **PLANNING, BUILDING & ENVIRONMENTAL SERVICES**

##### **Planning, Building, and Environmental Services**

Director of Planning, Building & Environmental Services	2
Assistant Director of Planning, Building & Environmental Services	2
Engineering Manager	2
Deputy Director of Planning, Building & Environmental Services	2
Principal Planner	2
Planner I/II/III	2
Contractors and Consultants**	3, 7

##### **Environmental Health**

Environmental Health Manager	2
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##### **Natural Resources**

Natural Resources Conservation Manager	2
Supervising Planner	2
Planner I/II/III	2

\* The department head may determine in writing that a particular consultant, although holding a “designated position,” is hired to perform a range of duties that is limited in scope and is therefore not required to fully comply with the disclosure requirements of this section. Such written determination must include a description of the consultant's duties and the extent of disclosure, if any, required. The determination of the department head is a public record. It must be retained for public inspection in the same manner and location as this code.

\*\*The department head may determine in writing that the broadest disclosure is not necessary and set interim disclosure requirements that are more tailored to positions with a limited range of duties. Such written determination must include a description of the consultant's duties and the extent of disclosure, if any, required. The determination of the department head is a public record. It must be retained for public inspection in the same manner and location as this code.

## **APPENDIX B**

### **DISCLOSURE CATEGORIES<sup>1</sup>**

**CATEGORY 1.** Persons in this category shall disclose (i) all income including gifts, loans and travel payments as defined in Government Code Section 82030<sup>2</sup>, (ii) all investments as defined in Government Code Section 82034<sup>3</sup>, (iii) interests in real property as defined in Government Code

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<sup>1</sup> The terms contained herein which are defined in the following footnotes apply to all disclosure categories unless otherwise indicated.

<sup>2</sup> **“Income”** (a) “Income” means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10-percent interest or greater. “Income,” other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this title.

(b) “Income” also does not include:

(1) Campaign contributions required to be reported under Chapter 4 (commencing with Section 84100).

(2) Salary and reimbursement for expenses or per diem, and social security, disability, or other similar benefit payments received from a state, local, or federal government agency and reimbursement for travel expenses and per diem received from a bona fide nonprofit entity exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

(3) Any devise or inheritance.

(4) Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or government agency.

(5) Dividends, interest, or any other return on a security which is registered with the Securities and Exchange Commission of the United States Government or a commodity future registered with the Commodity Futures Trading Commission of the United States Government, except proceeds from the sale of these securities and commodities futures.

(6) Redemption of a mutual fund.

(7) Alimony or child support payments.

(8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status.

(9) Any loan from or payments received on a loan made to an individual's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt, or first cousin, or the spouse of any such person, provided that a loan or loan payment received from any such person shall be considered income if the individual is acting as an agent or intermediary for any person not covered by this paragraph.

(10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status.

(11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code Section 401(a).

(12) Proceeds from the sale of securities registered with the Securities and Exchange Commission of the United States Government or from the sale of commodities futures registered with the Commodity Futures Trading Commission of the United States Government if the filer sells the securities or the commodities futures on a stock or commodities exchange and does not know or have reason to know the identity of the purchaser.

<sup>3</sup> **“Investment”** “Investment” means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or their immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the

Section 82033<sup>4</sup>, and (iv) all business positions as defined in the California Code of Regulations, Section 18730, Subsection (b)(7)(D)<sup>5</sup>.

CATEGORY 2. Persons in this category shall disclose (i) all income including gifts, loans and travel payments as defined in Government Code Section 82030, (ii) all investments as defined in Government Code Section 82034, (iii) interests in real property as defined in Government Code Section 82033, and (iv) all business positions as defined in Title 2 of the California Code of Regulations, Section 18730, Subsection (b)(7)(D). Gifts for purposes of this category shall not include gifts received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the previous two calendar years.

CATEGORY 3. Persons in this category shall disclose investments, income, including gifts, loans and travel payments, and business positions from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the Department to which the person is assigned.

CATEGORY 4. Persons in this category shall disclose investments, income, including gifts, loans and travel payments, and business positions from sources that provide education or training services that are approved by the County.

CATEGORY 5. Persons in this category shall disclose investments, business positions and income, including gifts, loans and travel payments, from sources that provide, or contract with the County or its Purchasing Agent to provide, or may foreseeably provide, goods, services, supplies, materials, machinery or equipment to Napa County, or has contracted with the County or its Purchasing Agent to supply goods, services, supplies, materials, machinery or equipment within the last two calendar years.

CATEGORY 6. Persons in this category shall disclose investments, business positions and income, including gifts, loans and travel payments, from sources that provide, or contract with the County to provide, or may foreseeably provide, goods, services, supplies, materials, machinery or equipment

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jurisdiction at any time during the two years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$2,000). The term “investment” does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater. The term “parent, subsidiary or otherwise related business entity” shall be specifically defined by regulations of the commission.

<sup>4</sup> “Interest in real property” “Interest in real property” includes any leasehold, beneficial or ownership interest or an option to acquire such an interest in real property located in the jurisdiction owned directly, indirectly or beneficially by the public official, or other filer, or their immediate family if the fair market value of the interest is two thousand dollars (\$2,000) or more. Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater.

<sup>5</sup> “Business Position Disclosure” When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which the designated employee is a director, officer, partner, trustee, employee, or in which the designated employee holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

to the Department to which the person is assigned, or within the previous two calendar years has contracted with the County to supply goods, services, supplies, materials, machinery or equipment to the Department to which the person is assigned.

CATEGORY 7. Persons in this category shall disclose all interests in real property located in Napa County.

CATEGORY 8. Investments, positions held in business entities, and income from sources which may be the recipient of patient referrals for the delivery of health care services or supplies, or within the previous two calendar years have been the recipient of patient referrals for the delivery of health care services or supplies.



# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-13

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**TO:** Board of Supervisors  
**FROM:** Steven Lederer, Director of Public Works  
**REPORT BY:** Amanda Exum, Staff Services Analyst II  
**SUBJECT:** Amendment No. 1 to Professional Services Agreement No. 230377B with Peterson Power Systems, Inc., dba Peterson CAT

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### **RECOMMENDATION**

Approve and authorize Amendment No. 1 to Agreement No. 230377B with Peterson Power Systems, Inc. dba Peterson CAT to update the scope of work, and to increase maximum compensation from \$131,762 to \$155,721 in fiscal year 2025-26 and from \$133,302 to \$157,257 in fiscal years 2026-27 and 2027-28 for generator maintenance and repair services. (Fiscal Impact: \$23,959 Expense; Various Funds; Budgeted; Discretionary)

### **BACKGROUND**

Today's action will approve Amendment 1 to agreement No. 230377B with Peterson Power Systems, Inc. (Peterson Power) for generator maintenance and repair services. The amendment adds routine generator services at the Sugarloaf communications site and removes the generator previously located at 2030 Airport Road from the scope of work. The amendment also increases maximum compensation for non-routine services to address the need for additional services.

For current fiscal year 2025-26 the maximum compensation amount for routine services will decrease from \$81,762 to \$80,721. For optional automatic renewal fiscal years 2026-27 and 2027-28 the maximum compensation amount for routine services will decrease from \$83,302 to \$82,257 per fiscal year. Maximum compensation for non-routine services will increase from \$50,000 to \$75,000 per fiscal year for the remainder of the contract term. These changes result in a maximum compensation increase to \$155,721 for current fiscal year 2025-26 and \$157,257 per fiscal year for optional automatic renewal fiscal years 2026-27 and 2027-28.

On May 2, 2024, the Board approved a professional services agreement with Peterson Power effective July 1, 2023, with a maximum compensation amount of \$81,762 for routine services and \$50,000 for non-routine

services for a total of \$131,762 per fiscal year in fiscal years 2023-24, 2024-25, and 2025-26, with the option for automatic renewal for fiscal years 2026-27 and 2027-28 with a maximum compensation amount of \$83,302 for routine services and \$50,000 for non-routine services for a total of \$133,302 per fiscal year.

County staff issued a Request for Proposal (RFP) on January 13, 2023, for contracted generator services. Peterson Power distinguished themselves as the most qualified of the three companies who submitted proposals and was selected by the panel to provide Napa County with generator maintenance and repair services.

Peterson Power Systems, Inc. is not a local vendor.

#### Requested Action:

Approve and authorize Amendment No. 1 to Agreement No. 230377B with Peterson Power Systems, Inc. dba Peterson CAT to update the scope of work, and to increase maximum compensation from \$131,762 to \$155,721 in fiscal year 2025-26 and from \$133,302 to \$157,257 in fiscal years 2026-27 and 2027-28.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funds 1000, 4300, and 5010. There's sufficient appropriation to cover the amendment increase in fund 1000 (Subdivision 1220000) and Fund 4300. There is a decrease in expenses for Fund 5010.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Maintenance of generators is essential to ensure the safe and consistent operation of generators located at County owned or operated locations and to ensure the County has reliable backup power in case of power failure. The Agreement includes nonroutine repairs and access to rental generators to assist Property Management in meeting facility needs.
Is the general fund affected?	Yes
Future fiscal impact:	This agreement will continue to be budgeted in future fiscal years in the affected funds.
Consequences if not approved:	There will not be contracted generator services at the Sugarloaf communications site.
Napa County Strategic Initiative:	Strategic Initiative: Build Healthy, Connected Communities

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.





**NAPA COUNTY AGREEMENT NO. 230377B  
AMENDMENT NO. 1**

**PROFESSIONAL SERVICES AGREEMENT**

**THIS AMENDMENT NO. 1 OF NAPA COUNTY AGREEMENT NO. 230377B** is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between NAPA COUNTY, a political subdivision of the State of California, hereinafter referred to as “COUNTY”, and PETERSON POWER SYSTEMS, INC. “doing business as PETERSON CAT,” a California corporation, whose business address is 2828 Teagarden Street, San Leandro, CA, 94577, hereinafter referred to as “CONTRACTOR”;

**RECITALS**

- A. By Napa County Agreement No. 230377B dated May 2, 2023, and effective July 1, 2023, (hereafter referred to as the “Agreement”) CONTRACTOR agreed to provide preventative maintenance, inspection, and repairs for the generators located at COUNTY owned and operated buildings.
- B. COUNTY and CONTRACTOR now desire to amend the Agreement to update the scope of work to add the generator at the Sugarloaf communications site as a routine service location, remove the generator previously located at 2030 Airport Road from the scope of work as it is no longer in service, decrease routine compensation to reflect these changes, and increase non-routine compensation to accommodate additional services.

**TERMS**

**NOW, THEREFORE**, COUNTY and CONTRACTOR agree to amend the Agreement in accordance with the terms and conditions set forth herein as follows:

1. Paragraph 2, “**Scope of Services**” is hereby amended by deleting the existing language in its entirety and replacing it with the following:
  2. **Scope of Services.** CONTRACTOR shall provide COUNTY those services set forth in Exhibit “A-1”, attached hereto, in addition to the RFP and CONTRACTOR’s proposal, incorporated by reference herein.
2. Paragraph 3, “**Compensation**” is hereby amended by deleting the existing language in its entirety and replacing it with the following:
  3. **Compensation.**
    - (a) Rates. In consideration of CONTRACTOR's fulfillment of the promised work, COUNTY shall pay CONTRACTOR at the rates set forth in Exhibit “B-1”, attached hereto and incorporated by reference herein.
    - (b) Expenses. No travel or other expenses will be reimbursed by COUNTY.

(c) Maximum Amount. Notwithstanding subparagraphs (a) and (b), the maximum payments under this Agreement shall be as follows; provided, however, that such amounts shall not be construed as guaranteed sums, and compensation shall be based upon services actually rendered:

Fiscal Year	Routine Maintenance	Non-Routine Maintenance	Annual Total
FY23/24	\$81,762	\$50,000	\$131,762
FY24/25	\$81,762	\$50,000	\$131,762
FY25/26	\$80,721	\$75,000	\$155,721
FY26/27	\$82,257	\$75,000	\$157,257
FY27/28	\$82,257	\$75,000	\$157,257

3. Paragraph 7, “**Insurance**” is hereby amended by deleting the existing language in its entirety and replacing it with the following:

**7. Insurance.** Prior to commencing the scope of services, Contractor shall obtain and maintain in full force and effect throughout the term of this Agreement, and thereafter as to matters occurring during the term of this Agreement, the insurance coverage set forth in Exhibit “D” attached hereto and incorporated herein by reference.

(a) Inclusion in Subcontracts. Contractor shall require its subcontractors and any other entity or person performing work under this Agreement to comply with the Workers Compensation and General Liability insurance requirements set forth in Exhibit “D”.

4. Except as provided in paragraphs 1 through 3 above, the terms and provisions of the Agreement shall remain in full force and effect.


5. **Counterparts.** This Amendment No. 1 may be executed in counterparts, which when taken together, shall constitute a single signed original as though all parties had executed the same page.

6. **Electronic Signatures.** This Amendment No. 1 may be executed by electronic signature(s) and transmitted in a portable document format (“PDF”) version by email and such electronic signature(s) shall be deemed original for purposes of this Amendment No. 1 and shall have the same force and effect as a manually executed original.

*[Remainder of page left blank intentionally; signature page follows.]*

**IN WITNESS WHEREOF**, this Amendment No.1 is executed by County, acting by and through the Chair of the Board of Supervisors, and by Contractor through its duly authorized officer(s).

PETERSON POWER SYSTEMS, INC.  
DBA PETERSON CAT

Signed by:  
By:   
C21D732CE39D4E0  
JOHN KRUMMEN, President

DocuSigned by:  
By:   
E82CF088503E435  
KIMIE PELLIZZARO, Chief Financial Officer

"CONTRACTOR"

NAPA COUNTY, a political subdivision of  
the State of California

By: \_\_\_\_\_  
ANNE COTTRELL, Chair  
Board of Supervisors

"COUNTY"

APPROVED AS TO FORM Office of County Counsel  By: <u>Sabrina S. Wolfson</u> Deputy County Counsel  Date: December 12, 2025	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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**EXHIBIT “A-1”****SCOPE OF WORK**

CONTRACTOR shall provide COUNTY with the following services:

**I. DESCRIPTION OF SERVICES**

CONTRACTOR shall provide COUNTY with **Semi-Annual** inspections and **Annual** service and load tests for the following generator equipment located at the sites designated. The services shall be performed during regular working hours, defined as non-holiday Mondays through Fridays, 7:30 a.m. through 4:00 p.m. (“Regular Working Hours”). The services will include testing of all controls for proper operation, system testing, written reporting, disposal of all fluids, and all prescribed maintenance in accordance with industry standards. The CONTRACTOR must comply with all local and State laws, rules and regulations specifically including those related to generator maintenance.

<b>Qty.</b>	<b>Location</b>	<b>Mfg.</b>	<b>Model/Serial Number</b>
1	2721 Napa Valley Corporate Dr, Bldg 4 Mobile EOC	Generac	Model #MMG55DF4, 55KW Serial #3006135009 (#1)
1	2721 Napa Valley Corporate Dr, Bldg 4 Mobile EOC	Generac	Model #MMG55DF4, 55KW Serial #3006135010 (#2)
1	3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial # HOP103964 (#1)
1	3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial #HOP103965 (#2)
1	3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial # HOP103963 (#3)
1	3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial #UVC600056 (#4)
1	7292 Silverado Trail (Corp Yard)	Generac	Model #RDO5034KDAE Serial #9739422
1	4300 Spanish Flat Loop Rd (Spanish Flat Roads)	Generac	Model #Guardian, 24 KW Serial #3011021973
1	1125 3rd St (Hall of Justice – Old Jail)	Waukeshaw	Model #F1197GU Serial #289564
1	1125 3rd St (New Jail)	Cummins	Model #NTA855-G2 Serial #30309144
1	1195 3rd St (Administration Bldg)	Detroit	Model #8063-7416 Serial #06VF210470
1	212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #06R0630319
1	212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #06R0629188
1	650 Imperial Way (ITS)	Olympian	Model #D200P4 Serial #E7036D/001
1	1535 Airport Blvd (Napa County Sheriff's Office)	Cummins	Model #QSM11G2 Serial #35082975

1	2000 Airport Rd (JAL)	Detroit	Model #600ROZD71 Serial #284585
1	Mt. St. Helena South Peak (Communication Site)*	Caterpillar	Model #D25-8S Serial #0GBE00477
1	4473 Atlas Peak Rd (Communication Site)*	John Deere	Model #4024TF281 Serial #PE4024R053615
1	1393 Green Valley Rd – “Sugarloaf” (Communication Site)*	Generac	Model #96A03094-S Serial #2028661
1	7401 Solano Ave (Yountville Fire Station)	Kubota	Model #K2AF28-N Serial #801425
1	1555 Airport Blvd (Greenwood Ranch Fire Station)	Cummins	Model #QSB4.5G3 Serial #73188203
1	942 Hartle Court (Animal Shelter)	Caterpillar	Model #D150-8 Serial #0N6D00557
1	1193 Capell Valley Rd (Capell Valley Fire Station)	Generac	Model #RG02724, 27 kW Serial #300513479
1	2751 Napa Valley Corporate Dr, Bldg A	Caterpillar	Model #C7.1 Serial #0ETG00368
1	2751 Napa Valley Corporate Dr, Bldg B	Generac	Model #SD350 Serial #3011520266
1	2721 Napa Valley Corporate Dr, Bldg 4	SDMO	Model #JS170LC Serial #JS170LC4007164
1	2747 Napa Valley Corporate Dr, Bldg 1A	Elliott, 100 kW	Model #100QD Serial #BU01J955
1	1598 Milton Rd (Carneros Fire Station)	Generac	Model #0065512 Serial #9748468
1	5260 Old Sonoma Rd (New Carneros Fire Station)	Kohler	Model #KG2204T Serial #D211035594
1	5900 Dry Creek Rd (Dry Creek Fire Station)	Generac	Model #0065512 Serial #9980903
1	1345 Wooden Valley Cross Rd (Gordon Valley Fire Station)	Generac	Model #RG02724ANA Serial #3000034502
1	1251 Steele Canyon Rd (Capell Valley Fire Station)	Generac	Model #RD030, 30 kW Serial #3012858757
1	2386 Stagecoach Canyon Rd (Pope Valley Fire Station)	Generac	Model #RD030, 30 kW Serial #3012863315
1	2200 Napa-Vallejo Hwy (Re-entry Facility)	Kohler	Model #125REOZIG Serial #SGM32LN4S

\*Access to Mt. St. Helena, Atlas Peak, and Sugarloaf may require 4-wheel drive during wet conditions.

**Changes to Generator Equipment:** Over the term of the Agreement generator models and locations may change due to replacement or COUNTY facility requirements. Upon notification of the replacement or any new generators, CONTRACTOR shall provide COUNTY a cost schedule for maintenance that will be subject to written approval by the COUNTY. Any increase in the cost of maintenance beyond the maximum compensation set forth in Section 3(c) of the Agreement will require an amendment to the Agreement.

COUNTY has the right to remove or add generators identified in the Agreement, by providing CONTRACTOR thirty (30) days notice.

**Semi Annual Maintenance and Inspection:** Includes all items listed below and any other maintenance as required by the manufacturer, completed twice per year.

#### Cooling System

- Engine Coolant Levels
- Radiator core/heat exchangers
- Coolant lines, hoses, and hose clamps
- Replenish fluids as necessary

#### DC Electrical System

- Battery electrolyte level/specific gravity
- Battery compartment/heater operation
- Battery connections/cables/casing
- Shutdown mechanisms
- Electrical starter/alternator
- Electrical system accessories and components

#### AC Electrical System

- AC wiring
- Battery charger
- Control panel/switchgear
- AC generator voltage regulator
- Electrical system accessories and components
- Replenish fluids as necessary

#### Air Induction and Exhaust System

- Air filter
- Air Filter service indicator
- Air inlet system
- Turbocharger/blower
- Exhaust manifold/piping/connections

#### Lubrication System

- Engine oil level
- Crankcase pressure
- Crankcase breather
- Oil leaks (hose, connections)
- Engine governor oil level/leakage
- Fan drive bearings
- Generator bearings
- Engine starter oiler
- Gauges and safety mechanisms
- Accessory drives
- Replenish oil, lubricants, filters, and/or belts

#### Fuel System

- Fuel tank
- Fuel filters-primary/secondary
- Fuel system components/hoses/piping
- Gauges and safety mechanisms
- Condensation/water in fuel

Automatic Transfer Switch Inspection and Test -Operational testing will be performed. Inspections will only be performed on switches with proper NFPA 70E labeling, and a calorie rating of 19 or less.

**Annual Maintenance:** Includes all items listed below and any other maintenance as required by the engine manufacturer, completed once per year.

- Load Bank Test
- Oil and Oil Filter Change
- Fuel Filter Change
- Diesel fuel samples to be taken. Fuel to be tested for bacterial contamination and cetane level. If fuel is contaminated or if cetane level is lower than minimum specifications, CONTRACTOR will make recommendations for treatment, filtering, or replacement.

**Hours and Frequency of Service:** All routine work described above will be performed between the hours of 7:30 a.m. and 4:00 p.m. Monday through Friday, excluding COUNTY holidays.

If any generator equipment malfunction occurs after a related maintenance or repair service, CONTRACTOR shall provide call back service during Regular Working Hours at **no additional** charge.

If COUNTY authorized call back services are required after a related maintenance or repair service, outside regular routine hours (7:30 a.m. and 4:00 p.m. Monday through Friday, excluding COUNTY holidays), the CONTRACTOR will absorb the worked hours at regular hourly rates and will be reimbursed by the COUNTY for the difference between the regular hourly rate and the overtime or double time hourly rate as shown in Exhibit “B-1”.

**Non-Routine and Emergency Services:** CONTRACTOR shall provide the COUNTY with authorized non-routine maintenance, authorized repair services, and authorized emergency service for all generators as requested by the County’s Director of Public Works or designee at the hourly rates provided in Exhibit “B-1”, plus parts and based on the call out timing listed below. CONTRACTOR shall provide portable stand-by power if required/requested by the COUNTY at the rates provided in Exhibit “B-1”.

#### **Call Out Timing**

<b>Level 1</b>	Requires onsite response within two (2) hours or less
<b>Level 2</b>	Requires onsite response within four (4) hours or less
<b>Level 3</b>	Requires onsite response at 0730 hours the next normal working day

CONTRACTOR will respond to COUNTY authorized non-routine maintenance, repair services and emergency service/repairs as listed:

<b>Location</b>	<b>Mfg</b>	<b>Model/Serial Number</b>	<b>Emergency and Non-Routine Response Level</b>		
			<b>Level 1</b>	<b>Level 2</b>	<b>Level 3</b>
2721 Napa Valley Corporate Dr. Bldg 4 Mobile EOC	Generac	Model #MMG55DF4 55KW Serial #3006135009 (#1)		<b>X</b>	
2721 Napa Valley Corporate Dr. Bldg 4 Mobile EOC	Generac	Model #MMG55DF4 55KW Serial #3006135010 (#2)		<b>X</b>	
3075 California Blvd (Equipment Pool – Fleet) Mobile EOC	Atlas Copco	Model #QAS125JDFT4 100 KW Serial # HOP103964 (#1)		<b>X</b>	

3075 California Blvd (Equipment Pool – Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4 100 KW Serial #HOP103965 (#2)		<b>X</b>	
3075 California Blvd (Equipment Pool – Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4 100 KW Serial # HOP103963 (#3)		<b>X</b>	
3075 California Blvd (Equipment Pool – Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4 100 KW Serial #UVC600056 (#4)		<b>X</b>	
7292 Silverado Trail (Corp Yard)	Generac	Model #RD05034KDAE Serial #9739422		<b>X</b>	
4300 Spanish Flat Loop Rd (Spanish Flat Roads Dept)	Generac	Model # Guardian 24 KW Serial # 3011021973		<b>X</b>	
1125 3rd St (Hall of Justice – Old Jail)	Waukeshaw	Model #F1197GU Serial #289564	<b>X</b>		
1125 3rd St (New Jail)	Cummins	Model #NTA855-G2 Serial #30309144	<b>X</b>		
1195 3rd St (Admin Bldg)	Detroit	Model #8063-7416 Serial #06VF210470	<b>X</b>		
212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #06R0630319	<b>X</b>		
212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #06R0629188	<b>X</b>		
650 Imperial Wy (ITS)	Olympian	Model #D200P4 Serial #E7036D/001	<b>X</b>		
1535 Airport Blvd (Napa County Sheriff's Office)	Cummins	Model #QSM11G2 Serial #35082975	<b>X</b>		
2000 Airport Rd (JAL)	Detroit	Model #600ROZD71 Serial #284585	<b>X</b>		
Mt. St. Helena South Peak (Communication Site)	Caterpillar	Model #D25-8S Serial #0GBE00477	<b>X</b>		
4473 Atlas Peak Rd (Communication Site)	John Deere	Model #4024TF281 Serial #PE4024R053615	<b>X</b>		
1393 Green Valley Rd – “Sugarloaf” (Communications Site)	Generac	Model #96A03094-S Serial #2028661	<b>X</b>		
7401 Solano Ave (Yountville Fire Station)	Kubota	Model #K2AF28-N Serial #801425		<b>X</b>	
1555 Airport Blvd (Greenwood Ranch Fire Station)	Cummins	Model #QSB4.5G3 Serial #73188203		<b>X</b>	
942 Hartle Court (Animal Shelter)	Caterpillar	Model #D150-8 Serial #0N6D00557		<b>X</b>	
1193 Capell Valley Rd (Capell Valley Fire Station)	Generac, 27kW	Model #RG02724 Serial #300513479			<b>X</b>
2751 Napa Valley Corporate Dr, Bldg A	Caterpillar	Model # C7.1 Serial #0ETG00368	<b>X</b>		
2751 Napa Valley Corporate Dr, Bldg B	Generac	Model # SD350 Serial #3011520266	<b>X</b>		
2721 Napa Valley Corporate Dr, Bldg 4	SDMO	Model #JS170LC Serial #JS170LC04007164			<b>X</b>



2747 Napa Valley Corporate Dr, Bldg 1A	Elliott 100kw	Model #100QD Serial #BU01J955			<b>X</b>
1598 Milton Rd (Carneros Fire Station)	Generac	Model #0065512 Serial #9748468			<b>X</b>
5260 Old Sonoma Rd (New Carneros Fire Station)	Kohler	Model #KG2204T Serial #D211035594			<b>X</b>
5900 Dry Creek Rd (Dry Creek Fire Station)	Generac	Model #0065512 Serial #9980903			<b>X</b>
1345 Wooden Valley Cross Rd (Gordon Valley Fire Station)	Generac	Model # RG02724ANA Serial #3000034502			<b>X</b>
1251 Steele Canyon Rd (Capell Valley Fire Station)	Generac	Model #RD030, 30 kW Serial #3012585757			<b>X</b>
2386 Stagecoach Canyon Rd (Pope Valley Fire Station)	Generac	Model #RD030, 30 kW Serial #3012863315			<b>X</b>
2200 Napa-Vallejo Hwy (Re-entry Facility)	Kohler	Model #125REOZIG Serial #SGM32LN4S	<b>X</b>		

**Minimum Certifications and Licensing:** A California C10-Electrical Contractor License is required.

**II. COMPLIANCE WITH GOVERNMENT CODE SECTION 7550.** As required by Government Code section 7550, each document or report prepared by CONTRACTOR for or under the direction of COUNTY pursuant to this Agreement shall contain the numbers and dollar amounts of the Agreement and all subcontracts under the Agreement relating to the preparation of the document or written report. The Agreement and subcontract dollar amounts shall be contained in a separate section of the document or written report. If multiple documents or written reports are the subject of the Agreement or subcontracts, the disclosure section may also contain a statement indicating that the total contract amount represents compensation for multiple documents or written reports.

**EXHIBIT “B-1”****COMPENSATION**

CONTRACTOR shall provide **Semi Annual** and **Annual** maintenance and inspections of COUNTY Generators as outlined in Exhibit “A-1” at the following rates from the effective date of Amendment 1 to Napa County Agreement No. 230377B through June 30, 2026.

**ROUTINE MAINTENANCE RATES      YEAR 3      Effective date of Amendment 1 to JUNE 30, 2026**

<b>Location</b>	<b>Mfg</b>	<b>Model/Serial Number</b>	<b>Semi Annual Routine Maintenance Cost</b>	<b>Annual Maintenance Cost</b>	<b>Total Annual Cost</b>
2721 Napa Valley Corporate Dr., Bldg 4 Mobile EOC	Generac	Model #MMG55DF4, 55KW Serial #3006135009 (#1)	\$393.00	\$1,830.00	<b>\$2,223.00</b>
2721 Napa Valley Corporate Dr., Bldg 4 Mobile EOC	Generac	Model #MMG55DF4, 55KW Serial #3006135010 (#2)	\$393.00	\$1,830.00	<b>\$2,223.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial # HOP103964 (#1)	\$393.00	\$1,809.00	<b>\$2,202.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial #HOP103965 (#2)	\$393.00	\$1,809.00	<b>\$2,202.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial # HOP103963 (#3)	\$393.00	\$1,809.00	<b>\$2,202.00</b>
3075 California Blvd (Equipment Pool – Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial #UVC600056 (#4)	\$393.00	\$1,809.00	<b>\$2,202.00</b>
7292 Silverado Trail (Corp Yard)	Generac	Model #RD03034KDAE Serial #9739422	\$393.00	\$1,784.00	<b>\$2,177.00</b>
4300 Spanish Flat Loop Rd (Spanish Flat Roads)	Generac	Model #Guardian, 24 KW Serial #3011021973	\$393.00	\$1,591.00	<b>\$1,984.00</b>
1125 3rd St (Hall of Justice – Old Jail)	Waukeshaw	Model #F1197GU Serial #289564	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1125 3rd St (New Jail)	Cummins	Model #NTA855-G2 Serial #30309144	\$393.00	\$2,678.00	<b>\$3,071.00</b>
1195 3rd St (Administration Bldg)	Detroit	Model #8063-7416 Serial #06VF210470	\$393.00	\$2,678.00	<b>\$3,071.00</b>
212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #630319	\$393.00	\$2,678.00	<b>\$3,071.00</b>
212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #06R0629188	\$393.00	\$2,678.00	<b>\$3,071.00</b>
650 Imperial Way (ITS)	Olympian	Model #D200P4 Serial #E7036D/001	\$393.00	\$2,678.00	<b>\$3,071.00</b>
1535 Airport Blvd (Napa County Sheriff’s Office)	Cummins	Model #QSM11G2 Serial #35082975	\$393.00	\$2,678.00	<b>\$3,071.00</b>
2000 Airport Road (JAL)	Detroit	Model #600ROZD71 Serial #284585	\$393.00	\$2,678.00	<b>\$3,071.00</b>

Mt. St. Helena South Peak (Communication Site)	Caterpillar	Model #D25-8S Serial #0GBE00477	\$393.00	\$1,784.00	<b>\$2,177.00</b>
4473 Atlas Peak Road (Communication Site)	John Deere	Model #4024TF281 Serial #PE4024R053615	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1393 Green Valley Road - "Sugarloaf" (Communication Site)	Generac	Model #96A03094-S Serial #2028661	\$393.00	\$1637.00	<b>\$2030.00</b>
7401 Solano Avenue (Yountville Fire Station)	Kubota	Model #K2AF28-N Serial #801425	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1555 Airport Blvd (Greenwood Ranch Fire Station)	Cummins	Model #QSB4.5G3 Serial #73188203	\$393.00	\$1,784.00	<b>\$2,177.00</b>
942 Hartle Court (Animal Shelter)	Caterpillar	Model #D150-8 Serial #0N6D00557	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1193 Capell Valley Road (Capell Valley Fire Station)	Generac. 27kW	Model #RG02724 Serial #300513479	\$393.00	\$1,784.00	<b>\$2,177.00</b>
2751 Napa Valley Corporate Dr, Bldg A	Caterpillar	Model #C7.1 Serial #0ETG00368	\$393.00	\$1,784.00	<b>\$2,177.00</b>
2751 Napa Valley Corporate Dr, Bldg B	Generac	Model #SD350 Serial #3011520266	\$393.00	\$2,625.00	<b>\$3,018.00</b>
2721 Napa Valley Corporate Dr, Bldg 4	SDMO	Model #JS170LC Serial #JS170LC4007164	\$393.00	\$1,784.00	<b>\$2,177.00</b>
2747 Napa Valley Corporate Dr, Bldg 1A	Elliott, 100kW	Model #100QD Serial #BU01J955	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1598 Milton Road (Carneros Fire Station)	Generac	Model #0065512 Serial #9748468	\$393.00	\$1,784.00	<b>\$2,177.00</b>
5260 Old Sonoma Road (New Carneros Fire Station)	Kohler	Model #KG2204T Serial #D211035594	\$393.00	\$1,536.00	<b>\$1,929.00</b>
5900 Dry Creek Road (Dry Creek Fire Station)	Generac	Model #0065512 Serial #9980903	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1345 Wooden Valley Cross Rd (Gordon Valley Fire Station)	Generac	Model # RG02724ANA Serial #3000034502	\$393.00	\$1,784.00	<b>\$2,177.00</b>
1251 Steele Canyon Rd (Capell Valley Fire Station)	Generac	Model #RD030, 30kW Serial #3012858757	\$393.00	\$1,784.00	<b>\$2,177.00</b>
2386 Stagecoach Canyon Rd (Pope Valley Fire Station)	Generac	Model #RD030, 30kW Serial #3012863315	\$393.00	\$1,784.00	<b>\$2,177.00</b>
2200 Napa-Vallejo Highway (Re-entry Facility)	Kohler	Model #125REOZIG Serial #SGM32LN4S	\$393.00	\$1,784.00	<b>\$2,177.00</b>

**TOTAL \$80,721.00**

CONTRACTOR shall respond to COUNTY authorized non-routine maintenance, repair services and emergency service/repairs at the rates listed below from July 1, 2023 through June 30, 2026. See response level table in Exhibit "A-1":

### EMERGENCY AND NON-ROUTINE RATES      YEARS 1-3      JULY 1, 2023-JUNE 30, 2026

Emergency and Non-Routine Response Level Rates**		Regular Hourly Rate	Overtime Hourly Rate	Double Time Hourly Rate
<b>Level 1</b>	Requires onsite response within two (2) hours or less	\$162.25	\$243.50	\$324.50
<b>Level 2</b>	Requires onsite response within four (4) hours or less	\$162.25	\$243.50	\$324.50
<b>Level 3</b>	Requires onsite response at 0730 hours the next normal working day	\$162.25	\$243.50	\$324.50

CONTRACTOR shall provide **Semi Annual** and **Annual** maintenance and inspections of COUNTY Generators as outlined in Exhibit “A-1” at the following rates from July 1, 2026 through June 30, 2028.

**ROUTINE MAINTENANCE RATES YEARS 4-5 JULY 1, 2026-JUNE 30, 2028**

<b>Location</b>	<b>Mfg</b>	<b>Model/Serial Number</b>	<b>Semi Annual Routine Maintenance Cost</b>	<b>Annual Maintenance Cost</b>	<b>Total Annual Cost</b>
2721 Napa Valley Corporate Dr., Bldg 4 Mobile EOC	Generac	Model #MMG55DF4, 55KW Serial #3006135009 (#1)	\$400.00	\$1,830.00	<b>\$2,230.00</b>
2721 Napa Valley Corporate Dr., Bldg 4 Mobile EOC	Generac	Model #MMG55DF4, 55KW Serial #3006135010 (#2)	\$400.00	\$1,830.00	<b>\$2,230.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial # HOP103964 (#1)	\$400.00	\$1,845.00	<b>\$2,245.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial #HOP103965 (#2)	\$400.00	\$1,845.00	<b>\$2,245.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial # HOP103963 (#3)	\$400.00	\$1,845.00	<b>\$2,245.00</b>
3075 California Blvd (Equipment Pool - Fleet) Mobile EOC	Atlas Copco	Model #QAS 125 JD FT4, 100 KW Serial #UVC600056 (#4)	\$400.00	\$1,845.00	<b>\$2,245.00</b>
7292 Silverado Trail (Corp Yard)	Generac	Model #RD03034KDAE Serial #9739422	\$400.00	\$1,820.00	<b>\$2,220.00</b>
4300 Spanish Flat Loop Rd (Spanish Flat Roads)	Generac	Model #Guardian, 24 KW Serial #3011021973	\$400.00	\$1,623.00	<b>\$2,023.00</b>
1125 3rd St (Hall of Justice – Old Jail)	Waukeshaw	Model #F1197GU Serial #289564	\$400.00	\$1,820.00	<b>\$2,220.00</b>
1125 3rd St (New Jail)	Cummins	Model #NTA855-G2 Serial #30309144	\$400.00	\$2,732.00	<b>\$3,132.00</b>
1195 3rd St (Administration Bldg)	Detroit	Model #8063-7416 Serial #06VF210470	\$400.00	\$2,732.00	<b>\$3,132.00</b>
212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #630319	\$400.00	\$2,732.00	<b>\$3,132.00</b>
212 Walnut St (Juvenile Justice Center)	Detroit	Model #6063TK35 Serial #06R0629188	\$400.00	\$2,732.00	<b>\$3,132.00</b>
650 Imperial Way (ITS)	Olympian	Model #D200P4 Serial #E7036D/001	\$400.00	\$2,732.00	<b>\$3,132.00</b>
1535 Airport Blvd (Napa County Sheriff’s Office)	Cummins	Model #QSM11G2 Serial #35082975	\$400.00	\$2,732.00	<b>\$3,132.00</b>
2000 Airport Road (JAL)	Detroit	Model #600ROZD71 Serial #284585	\$400.00	\$2,732.00	<b>\$3,132.00</b>
Mt. St. Helena South Peak (Communication Site)	Caterpillar	Model #D25-8S Serial #0GBE00477	\$400.00	\$1,820.00	<b>\$2,220.00</b>
4473 Atlas Peak Road (Communication Site)	John Deere	Model #4024TF281 Serial #PE4024R053615	\$400.00	\$1,820.00	<b>\$2,220.00</b>

1393 Green Valley Road – “Sugarloaf” (Communication Site)	Generac	Model #96A03094-S Serial #2028661	\$400.00	\$,1687.00	<b>\$2,087.00</b>
7401 Solano Avenue (Yountville Fire Station)	Kubota	Model #K2AF28-N Serial #801425	\$400.00	\$1,820.00	<b>\$2,220.00</b>
1555 Airport Blvd (Greenwood Ranch Fire Station)	Cummins	Model #QSB4.5G3 Serial #73188203	\$400.00	\$1,820.00	<b>\$2,220.00</b>
942 Hartle Court (Animal Shelter)	Caterpillar	Model #D150-8 Serial #0N6D00557	\$400.00	\$1,820.00	<b>\$2,220.00</b>
1193 Capell Valley Road (Capell Valley Fire Station)	Generac. 27kW	Model #RG02724 Serial #300513479	\$400.00	\$1,820.00	<b>\$2,220.00</b>
2751 Napa Valley Corporate Dr, Bldg A	Caterpillar	Model #C7.1 Serial #0ETG00368	\$400.00	\$1,820.00	<b>\$2,220.00</b>
2751 Napa Valley Corporate Dr, Bldg B	Generac	Model #SD350 Serial #3011520266	\$400.00	\$2,677.00	<b>\$3,077.00</b>
2721 Napa Valley Corporate Dr, Bldg 4	SDMO	Model #JS170LC Serial #JS170LC4007164	\$400.00	\$1,820.00	<b>\$2,220.00</b>
2747 Napa Valley Corporate Dr, Bldg 1A	Elliott, 100kW	Model #100QD Serial #BU01J955	\$400.00	\$1,820.00	<b>\$2,220.00</b>
1598 Milton Road (Carneros Fire Station)	Generac	Model #0065512 Serial #9748468	\$400.00	\$1,820.00	<b>\$2,220.00</b>
5260 Old Sonoma Road (New Carneros Fire Station)	Kohler	Model #KG2204T Serial #D211035594	\$400.00	\$1,566.00	<b>\$1,966.00</b>
5900 Dry Creek Road (Dry Creek Fire Station)	Generac	Model #0065512 Serial #9980903	\$400.00	\$1,820.00	<b>\$2,220.00</b>
1345 Wooden Valley Cross Rd (Gordon Valley Fire Station)	Generac	Model #RG02724ANA Serial #3000034502	\$400.00	\$1,820.00	<b>\$2,220.00</b>
1251 Steele Canyon Rd (Capell Valley Fire Station)	Generac	Model #RD030, 30kW Serial #3012858757	\$400.00	\$1,820.00	<b>\$2,220.00</b>
2386 Stagecoach Canyon Rd (Pope Valley Fire Station)	Generac	Model #RD030, 30kW Serial #3012863315	\$400.00	\$1,820.00	<b>\$2,220.00</b>
2200 Napa-Vallejo Hwy (Re-entry Facility)	Kohler	Model #125REOZIG Serial #SGM32LN4S	\$400.00	\$1,820.00	<b>\$2,220.00</b>

**TOTAL \$82,257.00**

CONTRACTOR shall respond to COUNTY authorized non-routine maintenance, repair services and emergency service/repairs at the rates listed below from July 1, 2026 through June 30, 2028. See response level table in Exhibit “A-1”:

**EMERGENCY AND NON-ROUTINE RATES YEARS 4-5 JULY 1, 2026-JUNE 30, 2028**

Emergency and Non-Routine Response Level Rates**		Regular Hourly Rate	Overtime Hourly Rate	Double Time Hourly Rate
<b>Level 1</b>	Requires onsite response within two (2) hours or less	\$165.50	\$248.50	\$331.00
<b>Level 2</b>	Requires onsite response within four (4) hours or less	\$165.50	\$248.50	\$331.00
<b>Level 3</b>	Requires onsite response at 0730 hours the next normal working day	\$165.50	\$248.50	\$331.00

1. Regular Hours: Monday to Friday (excluding COUNTY holidays) 7:30 a.m. to 4:00 p.m.
2. Overtime Hours: Monday to Friday outside Regular Hours (as listed at point 1) and Saturday. Overtime hours after 8 hours up to 12 hours in a workday.
3. Double Time Hours: After 12 hours in a workday, on Sundays, and holidays.

Payment of California Prevailing Wage is required.

Department of Industrial Relations (DIR) Registration Number: 1000005682

## **EXHIBIT “D” INSURANCE REQUIREMENTS**

**D.1 Workers Compensation Insurance.** To the extent required by law during the term of this Agreement, Contractor shall provide workers compensation insurance for the performance of any of Contractor’s duties under this Agreement as required by the State of California with statutory limits, and employer’s liability insurance with a limit of no less than TWO MILLION DOLLARS (\$2,000,000) per accident for bodily injury or disease, all with and a waiver of subrogation. Contractor shall provide County with certification of all such coverages upon request by County’s Risk Manager.

**D.2 Liability Insurance.** Contractor shall obtain and maintain in full force and effect during the term of this Agreement the following occurrence-based liability insurance coverages, issued by a company admitted to do business in California and having an A.M. Best rating of A:VII or better, or equivalent self-insurance:

**D.2.1 General Liability.** Commercial general liability (CGL) insurance coverage (personal injury and property damage) of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit per occurrence, covering liability or claims for any personal injury, including death, to any person and/or damage to the property of any person arising from the acts or omissions of Contractor or any officer, agent, or employee of Contractor under this Agreement. If the coverage includes an aggregate limit, the aggregate limit shall be no less than twice the per occurrence limit.

**D.2.2 Professional Liability/Errors and Omissions.** Not required.

**D.2.3 Comprehensive Automobile Liability Insurance.** Comprehensive automobile liability insurance (Bodily Injury and Property Damage) on owned, hired, leased and non-owned vehicles used in conjunction with Contractor’s business of not less than ONE MILLION DOLLARS (\$1,000,000) combined single limit per occurrence. Coverage shall be business auto insurance coverage using Insurance Services Office (ISO) form number CA 0001 06 92 including symbol 1 (any Auto) or the exact equivalent. If Contractor owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the General Liability Insurance described in paragraph D.2.1, above. If Contractor or Contractor’s employees, officers, or agents will use personal automobiles in any way in the performance of this Agreement, Contractor shall provide evidence of personal auto liability coverage for each such person upon request.

**D.3 Certificates of Coverage.** All insurance coverages referenced in paragraph D.2, above, shall be evidenced by one or more certificates of coverage or, with the consent of County’s Risk Manager, demonstrated by other evidence of coverage acceptable to County’s Risk Manager, which shall be filed by Contractor with the County Department administering this Agreement prior to commencement of the Scope of Services.

**D.3.1 Notice of Cancellation.** The certificate(s) or other evidence of coverage shall reference this Agreement by its County number or title and department; shall be kept current during

the term of this Agreement; shall provide that County shall be given no less than thirty (30) days prior written notice of any non-renewal, cancellation, other termination, or material change, except that only ten (10) days prior written notice shall be required where the cause of non-renewal or cancellation is non-payment of premium.

**D.3.2 Multiple Insureds.** The certificate(s) shall provide that the inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, the coverage afforded applying as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

**D.3.3 Waiver of Subrogation and Additional Insured Endorsements.** For the commercial general liability insurance coverage referenced in subparagraph D.2.1 and, for the comprehensive automobile liability insurance coverage referenced in subparagraph D.2.3 where the vehicles are covered by a commercial policy rather than a personal policy, Contractor shall also file with the evidence of coverage an endorsement from the insurance provider naming Napa County, its officers, employees, agents, and volunteers as additional insureds and waiving subrogation. For the Workers Compensation insurance coverage, Contractor shall file an endorsement waiving subrogation with the evidence of coverage.

**D.3.4 Additional Requirements.** The certificate or other evidence of coverage shall provide that if the same policy applies to activities of Contractor not covered by this Agreement, then the limits in the applicable certificate relating to the additional insured coverage of County shall pertain only to liability for activities of Contractor under this Agreement, and that the insurance provided is primary coverage to County with respect to any insurance or self-insurance programs maintained by County. The additional insured endorsements for the general liability coverage shall use Insurance Services Office (ISO) Form No. CG 20 10 12 19 or CG 20 37 12 19, or equivalent, including (if used together) CG 2010 10 01 and CG 2037 10 01; but shall not use the following forms: CG 20 10 10 93 or 03 94.

**D.4 Copies of Policies.** Upon request by County's Risk Manager, Contractor shall provide or arrange for the insurer to provide within thirty (30) days of the request, certified copies of the actual insurance policies or relevant portions thereof, with sensitive information redacted.

**D.5 Deductibles/Retentions.** Any deductibles or self-insured retentions shall be declared to, and be subject to approval by County's Risk Manager, which approval shall not be denied unless the County's Risk Manager determines that the deductibles or self-insured retentions are unreasonably large in relation to compensation payable under this Agreement and the risks of liability associated with the activities required of Contractor by this Agreement. At the option of and upon request by County's Risk Manager if the Risk Manager determines that such deductibles or retentions are unreasonably high, either the insurer shall reduce or eliminate such deductibles or self-insurance retentions as respects County, its officers, employees, agents, and volunteers or Contractor shall procure a bond guaranteeing payment of losses and related investigations, claims administration, and defense expenses.





# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-02

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, County Executive Officer  
**REPORT BY:** Neha Hoskins, Clerk of the Board  
**SUBJECT:** Annual Appointments

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### **RECOMMENDATION**

Annual appointment/reappointment of members of the Board of Supervisors to various committees, commissions, and advisory boards. (No Fiscal Impact)

### **BACKGROUND**

In March 2012, the California Fair Political Practices Commission (FPPC) amended Regulation 18705.5 creating a limited exception to allow public officials to vote on their appointment as representatives of the entity to other paid public boards. The FPPC also required the use of Form 806 (Agency Report of Public Official Appointment) for public agencies to identify these appointments. Since July 2012, Form 806 has been used to report additional compensation received by elected officials in the form of stipends for meetings attended when appointing themselves to positions on committees, committees or boards for public agencies, special districts, or joint powers agencies or authorities. This Form 806 is posted on the Napa County website and is regularly updated.

Per Napa County Policy Manual Part I, Section 8, Subdivision I.B.4. - Appointments of Members of the Board of Supervisors to External Committees, Commissions, and Other Boards:

*The Board will make such appointments in accordance with the following guidelines, unless in specific instances the Board determines by majority vote that a different procedure should be followed.*

*a. Appointment Procedures & Timing*

*At the first Board meeting following the first Monday in January, and thereafter in accordance with the Maddy Act (Government Code section 54970 et seq.), where applicable, when new positions are created or unexpected vacancies occur, the Board shall make appointments to those various boards, commissions, committees and authorities on which Board members are asked to serve.*

*b. Appointments Upon Expiration of Term of Appointment*

*Appointments to existing positions made vacant by expiration of the term of the appointment will be made as follows:*

*i. To promote continuity, the incumbent supervisor will be reappointed unless they choose not to serve a subsequent term or is otherwise unavailable.*

*ii. If the incumbent supervisor chooses not to be reappointed or is unavailable, the Board may appoint any other supervisor expressing an interest in serving.*

*c. Appointments Due to Unexpected Vacancies During Term*

*Appointments to new positions and to positions resulting from unexpected vacancies during a term will be made as follows:*

*i. The Board may appoint any supervisor expressing an interest to an existing committee or commission to fill an unexpected vacancy during the term.*

*ii. If a new committee, commission or board was created at the request of a particular supervisor, that supervisor shall be appointed, unless they decline to serve; otherwise the Board may appoint any other supervisor expressing an interest in serving.*

*d. Conflicting Appointments*

*Notwithstanding (b) and (c), no supervisor shall be appointed to serve on a committee, commission or board whose regular meeting dates and times conflict on three or more consecutive occasions with those of one or more other committees, commissions or boards to which that supervisor has already been appointed, unless the supervisor resigns from the conflicting appointment or appointments.*

*e. Termination of Appointments*

*Unless otherwise provided by the rules or law governing the committee, commission or board to which the appointment is being made, the appointment of a supervisor under this subdivision I.B.4. shall automatically terminate if any of the following occur:*

*i. Three consecutive unexcused absences of the supervisor to the committee, commission, or board are recorded. Unexcused absences occur when the supervisor provides no reasonable advance notice of the supervisor's planned absence to (1) the committee, commission, or board, and (2) the supervisor's alternate. Excused absences occur when such advance notice is provided.*

*ii. The supervisor has submitted a written resignation to the chair of the affected committee, commission or board and to the Clerk.*

*iii. The supervisor vacates his or her office as supervisor, for any reason.*

*f. Great Wine Capitals General Assembly*

*Notwithstanding the foregoing Guidelines, the Chair may attend the Great Wine Capitals General Assembly annually as the designated representative of the Board. The Board may further appoint the Vice-Chair in addition to the Chair to attend the Assembly annually. Should the Chair or Vice-Chair be unable to attend, the Board may appoint other members of the Board to attend in their places, subject to the limitation that a*

*maximum of two members of the Board may attend the Assembly each year.*

*The County Executive Officer may designate staff with responsibilities and expertise in relevant subject matter areas to represent the County subject to Board approval for out-of-state travel as applicable, subject to the limitation that a maximum of two staff may attend the Assembly each year.*

Attached are descriptions in alphabetical order and by designated areas providing the purpose of each committee, commission, and advisory board for which a Supervisor(s) represents the County and a worksheet summarizing key data for each.

#### **PROCEDURAL REQUIREMENTS**

1. Staff report.
2. Public comment.
3. Motion, second, discussion and vote.

#### **FISCAL IMPACT**

Is there a Fiscal Impact? No

#### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BOARDS, COMMITTEES, AND COMMISSION ASSIGNMENTS

<u>Organization</u>	<u>Title</u>	<u>Meetings</u>	<u>Expiration Date/Term</u>	<u>Stipend</u>	<u>2025 Appointee</u>
Association of Bay Area Governments (ABAG)					
General Assembly	Member	Annually in June	No Term	\$150	Belia Ramos
General Assembly	Alternate		No Term	\$150	Joelle Gallagher
Executive Board	Member	3rd Thurs Monthly	6/30/2025-2 yrs	\$150	Belia Ramos
Executive Board	Alternate	5:10 PM	6/30/2025-2 yrs	\$150	Joelle Gallagher
Bay Area Air District (BAAD) Board of Directors	Member	1st Wed Monthly 9:00 AM	1/3/2027-4 yrs	\$200 Not to Exceed \$6,000 per year	Joelle Gallagher
California State Association of Counties (CSAC)					
CSAC - Board of Directors	Member	Quarterly 10:00 AM	Mid-November-yrly		Anne Cottrell
CSAC - Board of Directors	Alternate	Quarterly 10:00 AM	Mid-November-yrly		Liz Alessio
Climate Action Committee (CAC)	Member	4th Friday Monthly	12/31/2025-yrly		Joelle Gallagher
	Member	9:00 AM	12/31/2025-yrly		Liz Alessio
	Alternate				Amber Manfree
Emergency Medical Care Committee (EMCC)	Member	4th Thur in Jan, May & Sept 11:00 AM	No Term		Anne Cottrell
First 5, Napa County (Children and Families Commission)	Member	4th Mon Monthly 3:00 PM	12/31/2025-yrly		Joelle Gallagher

**BOARDS, COMMITTEES, AND COMMISSION ASSIGNMENTS**

<u>Organization</u>	<u>Title</u>	<u>Meetings</u>	<u>Expiration Date/Term</u>	<u>Stipend</u>	<u>2025 Appointee</u>
Golden State Connect Authority (GSCA)	Delegate Alternate	Meets in conjunction with RCRC	12/31/2025-yrly 12/31/2025-yrly		Anne Cottrell Amber Manfree
Golden State Finance Authority (GSFA)	Delegate Alternate	Meets in conjunction with RCRC	12/31/2025-yrly 12/31/2025-yrly		Anne Cottrell Amber Manfree
Juvenile Justice Coordinating Council	Member	3rd Wed in Qtrly 11:30 AM	No Term		Liz Alessio
Local Agency Formation Commission (LAFCO)	Member Member Alternate	1st Monday Even Mos. 2:00 PM	5/1/2028-4 yrs 5/4/2026-4 yrs 5/7/2029-4 yrs	\$150 \$150 \$150	Anne Cottrell Belia Ramos Joelle Gallagher
MCE Clean Energy Board of Directors	Representative Alternate	3rd Thurs Monthly 7:00 PM	No Term		Liz Alessio Joelle Gallagher
Metropolitan Transportation Commission (MTC) <small>*Napa County City Selection Committee is to provide three nominations per gov. code 66503(b).</small>	*Member	4th Wed Monthly Time TBD	2/09/2027-4 yrs	\$100 Up to 5 Mtgs Per Mo. + Travel	Amber Manfree
Napa County Behavioral Health Board	Member	2nd Wed Monthly 4:00 PM	12/31/2029-4 yrs		Liz Alessio

**BOARDS, COMMITTEES, AND COMMISSION ASSIGNMENTS**

<u>Organization</u>	<u>Title</u>	<u>Meetings</u>	<u>Expiration Date/Term</u>	<u>Stipend</u>	<u>2025 Appointee</u>
Napa Child Care and Development Planning Council	Member	1st Wed Monthly 9:00 AM	No Term		<b>Liz Alessio</b>
Napa County Community Corrections Partnership (CCP) Exec. Committee	Member	2nd Thurs Odd Mos	No Term		<b>Joelle Gallagher</b>
Napa County Drought and Water Shortage Task Force (DWSTF)	Member	4th Thurs in October each calendar year 1:30 PM	1/31/2028-4 yrs		<b>Anne Cottrell</b>
Napa County Fire Services Advisory Committee	Member	2nd Wed 6:00 PM	No Term		<b>Belia Ramos</b>
Napa County Treasury Oversight Committee	Member Alternate	March/November Wednesday 12:00 PM	03/31/2027-4 yrs No Term		<b>Belia Ramos</b> <b>Joelle Gallagher</b>
Napa Sanitation District (NSD) Board of Directors	Member Alternate	1st and 3rd Wed Monthly 4:00 PM	12/31/2025-yrly 12/31/2025-yrly	\$271, Max of \$1626/mo+Travel	<b>Joelle Gallagher</b> <b>Liz Alessio</b>
Napa/Solano Area Agency on Aging Oversight Board	Member Alternate	4th Mon Monthly 10:00 AM	12/31/2027-4 yrs 12/31/2029-4 yrs		<b>Joelle Gallagher</b> <b>Liz Alessio</b>

**BOARDS, COMMITTEES, AND COMMISSION ASSIGNMENTS**

<u>Organization</u>	<u>Title</u>	<u>Meetings</u>	<u>Expiration Date/Term</u>	<u>Stipend</u>	<u>2025 Appointee</u>
Napa-Vallejo Waste Management Authority	Member Alternate	2nd Thurs Monthly 10:00 AM	No Term No Term	\$100 Not to Exceed \$1,200 per Year	<b>Belia Ramos</b> <b>Liz Alessio</b>
Napa Valley Tourism Corporation (NVTC) Board of Directors	Member	3rd Thurs Apr/Jun 8:30 AM	6/30/2027-3 yrs		<b>Anne Cottrell</b>
Napa Valley Tourism Improvement District Local Governing Committee (NVTID)	Member	3rd Mon March, May, Aug & Nov 1:00 PM	12/31/2029-4 yrs		<b>Liz Alessio</b>
Napa Valley Transportation Authority (NVTa) *The County's MTC representative automatically serves as one of the two members.	Member *Member Alternate Alternate	3rd Wed Monthly 1:30 PM	12/31/2025-yrly 12/31/2025-yrly 12/31/2025-yrly 12/31/2025-yrly		<b>Liz Alessio</b> <b>Amber Manfree</b> <b>Anne Cottrell</b> <b>Belia Ramos</b>
North Bay Water Reuse Authority (NBWRA) Board of Directors	Member Alternate	3rd Monday Monthly 9:30 AM	No Term No Term		<b>Belia Ramos</b> <b>Amber Manfree</b>
North Bay Watershed Association	Member Alternate	1st Friday Monthly 9:30 AM	No Term No Term		<b>Amber Manfree</b> <b>Joelle Gallagher</b>
Rural County Representatives of California (RCRC)	Delegate Alternate	2nd Wed every other month 9:00 AM	12/31/2025-yrly 12/31/2025-yrly		<b>Anne Cottrell</b> <b>Amber Manfree</b>

BOARDS, COMMITTEES, AND COMMISSION ASSIGNMENTS

<u>Organization</u>	<u>Title</u>	<u>Meetings</u>	<u>Expiration Date/Term</u>	<u>Stipend</u>	<u>2025 Appointee</u>
San Francisco Bay Conservation and Development Commission (BCDC)	*Member	1st & 3rd Thurs	No Term	\$100	<b>Belia Ramos</b>
	Alternate	Monthly 1:00 PM	No Term	\$100	<b>Amber Manfree</b>
		Monthly 1:00 PM			
*Only Supervisors in Districts 1 or 5 can be the Member, but the Alternate can be from any District per Gov. Code 66622.					
Upper Valley Waste Management Agency (UVWMA)	Member	3rd Mon Monthly	No Term		<b>Anne Cottrell</b>
	Member	1:30 PM	No Term		<b>Amber Manfree</b>
	Alternate		No Term		<b>Joelle Gallagher</b>
Watershed Information and Conservation Council (WICC) Board of Directors	Member	4th Thurs every other	12/1/2026-4 yrs - BOS term		<b>Anne Cottrell</b>
	Member	month (or less often)	12/1/2029-4 yrs - BOS term		<b>Amber Manfree</b>
	Alternate	3:00 PM	12/1/2026-4 yrs - BOS term		<b>Joelle Gallagher</b>
Workforce Alliance of the North Bay (WANB) Governing Board (Lake, Marin and Napa Counties)	Member	3rd Friday Monthly	No Term		<b>Joelle Gallagher</b>
	Member	9:00 AM	No Term		<b>Liz Alessio</b>



## BOARD OF SUPERVISORS BOARDS, COMMITTEES AND COMMISSIONS DESCRIPTIONS 2026

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**All appointments are made from Board of Supervisors (BOS) members, unless otherwise indicated.**

**All members attending meetings out-of-state for which reimbursement for expenses are sought are required to seek approval of such travel according to Napa County Travel Policies.**

### **1. ASSOCIATION OF BAY AREA GOVERNMENTS (ABAG)**

<https://abag.ca.gov/>

ABAG is the official comprehensive planning agency for the San Francisco Bay region.

#### **ABAG General Assembly**

The General Assembly determines policy matters for the Association, including adoption of the annual general budget and summary work program. All members must be elected officials or alternates appointed by their respective Boards.

The General Assembly meets annually in June at a date and time TBD. There is a stipend of \$150 per meeting.

The BOS appoints one member and one alternate. There is no term.

#### **ABAG – Executive Board**

The Executive Board carries out policies established by the General Assembly. Members must be elected officials appointed by their respective Boards.

Meetings are currently held the 3<sup>rd</sup> Thursday of every month at 5:10 PM at the Bay Area Metro Center, 375 Beale Street, Suite 800, San Francisco.

There is a stipend of \$150 per meeting.

The BOS appoints one member and one alternate. The term is two years.

### **2. BAY AREA AIR DISTRICT (BAAD) – Board of Directors**

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

The BAAD is committed to achieving clean air to protect the public's health and the environment in the San Francisco Bay region.

Napa County is entitled to one member on the BAAD.

Meetings are currently held the 1<sup>st</sup> Wednesday of the month at 9:00 a.m. at the Air District Headquarters, 375 Beale Street, Suite 600, San Francisco. Committee meetings and study sessions occur the 4<sup>th</sup> Wednesday of each month at 9:30 a.m. There is a stipend of \$100 per meeting not to exceed \$6,000 per year.

The BOS appoints one member. The term is four years.

**3. CALIFORNIA STATE ASSOCIATION OF COUNTIES (CSAC)**

<https://www.counties.org/>

CSAC is a nonprofit corporation governed by elected county supervisors, dedicated to meeting specific needs of counties including advocacy as a primary responsibility, client services and public/private partnerships.

Every County has one seat on the Board of Directors. One member and one alternate member of the Board of Supervisors are appointed to the CSAC Board of Directors annually to commence with the first day of the CSAC Annual Conference (held in mid-November and rotates between Northern and Southern California – there is also a Spring Legislative Conference held in Sacramento). If no appointment is made, the appointed member(s) automatically continue in office.

Board of Directors meetings are currently held on a quarterly basis, three times at a location TBD in Sacramento, usually at 10:00 a.m., and once at the Annual Conference location. There is no stipend.

The BOS typically appoints one member and one alternate annually in November (prior to the annual conference).

Meetings are regularly held at the Spring Legislative Conference and at the Annual Conference, and otherwise on an on-call basis. There is no stipend.

**4. CLIMATE ACTION COMMITTEE**

The CAC was formed by the Cities of American Canyon, Calistoga, Napa, and St. Helena; the Town of Yountville, and the County of Napa to identify countywide goals and strategies for addressing climate change, including an updated greenhouse gas (GHG) inventory, countywide GHG goal and timeline, and common GHG reductions standards for each jurisdiction to adopt independently, as well as identifying potential threats and funding to improve community resiliency.

Meetings are held the 4<sup>th</sup> Friday of the month. There is no stipend.

The BOS appoints two members and one alternate. The term is one year.

**5. EMERGENCY MEDICAL CARE COMMITTEE (EMCC)**

<https://www.countyofnapa.org/1782/Emergency-Medical-Care-Committee-EMCC>

The purpose of the EMCC is to at least annually review the operations of ambulance services and emergency medical care offered within the County, including programs for training large numbers of people in cardiopulmonary resuscitation and lifesaving first aid techniques.

Meetings are held three times per year on the 4<sup>th</sup> Thursday of the month at 11:00 a.m. in January, May, and September. Meetings may be virtual or at a physical location TBD. There is no stipend.

The BOS appoints one member. There is no term.

**6. FIRST 5, NAPA COUNTY (Children and Families Commission)**

<https://www.first5napa.org/>

The First Five Commission determines how to use Proposition 14 funds to effectively support the healthy development and school readiness of young children in the community.

Meetings are held the 4<sup>th</sup> Monday of the month at 3:00 p.m. at 1303 Jefferson Street, #100A, Napa. There is no stipend.

The BOS appoints one member. The term is one year.

**7. GOLDEN STATE CONNECT AUTHORITY (GSCA)**

<https://goldenstateconnect.org>

Golden State Connect Authority (GSCA) is a joint powers authority comprised of 40 rural California counties designed for the purpose of increasing access to reliable, affordable high-speed internet for the residents and businesses of those counties.

Meetings are currently held at 9:00 a.m. monthly on a date and location TBD (see RCRC). There is no stipend, but GSCA reimburses members' actual expenses.

The BOS appoints one delegate and one alternate. The GSCA meets on the same dates as RCRC and GSFA; therefore, counties typically appoint the same member and alternate as for RCRC and GSFA although it is not a requirement. The term is one year.

**8. GOLDEN STATE FINANCE AUTHORITY (GSFA)**

<https://www.gsfahome.org/>

Golden State Finance Authority (GSFA) is a California joint powers authority and a duly constituted public entity and agency. The Authority was organized in 1993 and is a leader in housing finance in California; it has helped more than 65,800 individuals and families purchase a home. GSFA has gifted over \$128 million in down payment assistance grants and helped over 16,500 homeowners to make energy efficiency upgrades to their properties.

Meetings are currently held at 9:00 a.m. monthly on a date and location TBD (see RCRC). There is no stipend, but GSFA reimburses members' actual expenses.

The BOS appoints one delegate and one alternate. The GSFA meets on the same dates as RCRC and GSCA; therefore, counties typically appoint the same member and alternate as for RCRC and GSCA although it is not a requirement. The term is one year.

**9. JUVENILE JUSTICE COORDINATING COUNCIL**

<https://www.countyofnapa.org/1657/Juvenile-Justice-Coordinating-Council>

The Juvenile Justice Coordinating Council Is the Local Planning Council for the purposes of advising the Chief Probation Officer on expenditures related and pursuant to the Comprehensive Youth Services Act.

Meetings are currently held quarterly at 11:30 a.m. the 3<sup>rd</sup> Wednesday of the month in January, April, July, and October. There is no stipend.

The BOS appoints one member. There is no term.

**10. LOCAL AGENCY FORMATION COMMISSION (LAFCO)**

<https://www.napa.lafco.ca.gov/>

LAFCO is charged with encouraging the orderly formation and development of local agencies in a manner that preserves agricultural and open-space lands, promotes the efficient extension of municipal services, and prevents urban sprawl. Napa County LAFCO consists of two members representing the County appointed by the Board of Supervisors from its own membership; two members representing the Cities and Town in the County, each of whom must be a city officer appointed by the City Selection Committee; and one member representing the general public appointed by the other four members of the Commission.

Meetings are held the 1<sup>st</sup> Monday of even numbered months at 2:00 p.m. at the BOS Chambers, 1195 3<sup>rd</sup> Street, Room 305, Napa. There is a stipend of \$150 per meeting plus out-of-county travel expenses reimbursed by LAFCO.

The BOS appoints two members and one alternate. The terms are four years.

**11. MCE CLEAN ENERGY BOARD OF DIRECTORS**

<https://www.mcecleanenergy.org/>

MCE Clean Energy is a Community Choice Aggregation (CCA) program. A CCA acts as an alternative energy provider to PG&E, providing consumers with an option to purchase energy that is 50%-100% generated from renewable energy sources such as solar, wind, water, and biopower. The role of the CCA is to allow consumers to choose from where to purchase power, and to create a mix of energy sources that meets the mission of the CCA program, which is to maximize the purchase of clean energy, while providing customers with a stable and competitive price. Other aspects of PG&E services (such as power transmission, billing, etc.) continue with PG&E for all customers.

Meetings are currently held the 3<sup>rd</sup> Thursday of the month at 7:00 p.m. There is no stipend.

The BOS appoints one member, and the alternate is the Chair of the Napa County City Selection Committee. There is no term.

**12. METROPOLITAN TRANSPORTATION COMMISSION (MTC)**

<https://mtc.ca.gov/>

MTC is the transportation planning, financing, and coordinating agency for the nine-county San Francisco Bay Area. Pursuant to MTC's enabling legislation, the County representative is appointed by the Board of Supervisors from a list of three individuals nominated by the City Selection Committee of Napa County.

Meetings are currently held the 4<sup>th</sup> Wednesday of each month at a time TBD. There is a stipend of \$100 per meeting up to five meetings a month plus travel expenses and mileage.

The BOS appoints one member from the list of three nominees received from the Napa City Selection Committee, typically at the end of January. The term is four years.

**13. NAPA COUNTY BEHAVIORAL HEALTH BOARD**

<https://www.countyofnapa.org/1018/Behavioral-Health-Board>

The Behavioral Health Board serves as an oversight committee for the community related to mental health and substance use disorder services in the County of Napa. They conduct research by attending meetings, conducting site visits, and collecting and analyzing behavioral health related information in the County. They do this in an effort to supply clear, up-to-date, pertinent information and recommendations to the Napa County Behavioral Health Director and Board of Supervisors, advocating for appropriate behavioral health services for the members of their community.

Meetings are held the 2<sup>nd</sup> Monday of each month at 4:00 p.m. at the Health and Human Services Agency, 2751 Napa Valley Corporate Drive, Building A, First Floor, "Oak Conference Room," Napa (note: one meeting each year is held in American Canyon and another in St. Helena). There is no stipend. However, travel expenses are provided for California Association of Local Behavioral Health Boards and Commissions (CALBHB/C) regional meetings, if the Board members choose to attend.

The BOS appoints one member. The term is four years.

**14. NAPA CHILD CARE AND DEVELOPMENT PLANNING COUNCIL**

<https://napacoe.org/napa-county-child-care-and-development-planning-council/>

The Napa Child Care and Development Planning Council consists of 10 members – 5 appointed by the BOS and 5 appointed by the Napa County Superintendent of Schools. The composition should represent consumers, childcare providers, public agency representatives, community representatives and at-large members. The Council's purpose is to assess Napa County childcare needs and to develop a plan to address those needs. The Council collaborates to foster public and private partnerships to maximize family and child development resources through coordination and collaboration.

Meetings are held the 1<sup>st</sup> Wednesday of the month at 9:00 a.m. at 1511-B Myrtle Avenue, Napa. There is no stipend.

The BOS appoints one member. There is no term.

**15. NAPA COUNTY COMMUNITY CORRECTIONS PARTNERSHIP (CCP) EXECUTIVE COMMITTEE**

<https://www.countyofnapa.org/1653/Community-Corrections-Partnership>

The CCP Executive Committee was formed for development and implementation of a Community Corrections Program as provided by the Community Corrections Performance Act of 2009 (California Penal Code Sections 1228 through 1233.7), and to recommend a “local plan” to the Board of Supervisors for the implementation of the 2011 public safety realignment as provided for in Section 1230.1 of the Penal Code.

Meetings are currently held the 2<sup>nd</sup> Thursday of every odd month at a time TBD. There is no stipend.

The BOS appoints one member. There is no term.

**16. NAPA COUNTY DROUGHT AND WATER SHORTAGE TASK FORCE (DWSTF)**

The DWSTF was created to advise the Director and the Board of Supervisors on the implementation of the Drought Resilience Plan adopted by the Board of Supervisors on December 17, 2024. The Drought Resilience Plan (DRP) describes potential drought and water shortage risk and interim and long-term solutions for state small water systems and domestic wells within the county’s jurisdiction.

Regular meetings of the DWSTF shall take place annually on the fourth Thursday of October of each calendar year at 1:30 PM. There is no stipend.

The DWSTF is comprised of one member of the Board of Supervisors and two members who are residents of Napa County, preferably with experience working with local water suppliers or those who rely on individual domestic wells for drinking water.

**17. NAPA COUNTY FIRE SERVICES ADVISORY COMMITTEE (FSAC)**

<https://www.countyofnapa.org/410/Fire-Services-Advisory-Committee>

The purpose of the FSAC is to advise the Napa County Fire Chief and the BOS on issues pertaining to the Napa County Fire Department.

Meetings are held the 2<sup>nd</sup> Wednesday of each month at 6:00 p.m. in the BOS Chambers, 1195 Third Street, Room 305, Napa. There is no stipend.

The BOS appoints a non-voting liaison, who shall be available on an as-needed basis. There is no term.

**18. NAPA COUNTY TREASURY OVERSIGHT COMMITTEE**

<https://www.napasan.com>

The TOC is responsible for the review of the Treasurer's Investment Policy. The committee calls for an annual compliance audit of the Treasurer's investment operations and reviews those findings, as well as the Treasurer's investment reports and discusses current topics that concern investments or investment policy.

Meetings are held a minimum of twice per year, usually on a Wednesday in March and November, at 12:00 p.m. There is no stipend.

The TOC nominates six members plus one alternate for each member, who are then appointed by the BOS. The BOS appoints one BOS representative and one alternate. The term is four years.

**19. NAPA SANITATION DISTRICT (NSD) – Board of Directors**

<https://www.napasan.com>

NSD is an independent local agency that provides wastewater collection, treatment and disposal services to the residents and businesses of the City of Napa and surrounding unincorporated areas of Napa County. It is governed by three (3) elected officials and two (2) public appointees.

Meetings are held the 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of each month at 4:00 p.m. at the NSD Treatment Plant, 1515 Soscol Ferry Road, Napa. There is a stipend of \$218 per meeting, with a maximum of \$1,308 per month, and reimbursement of travel expenses more than 50 miles from NSD headquarters.

**20. NAPA/SOLANO AREA AGENCY ON AGING OVERSIGHT BOARD**

<https://www.aaans.org/>

The Napa/Solano Area Agency on Aging Oversight Board ("Triple A") is responsible for providing leadership in addressing issues related to older adults and adults with disabilities, including coordinating a wide array of services to this population. The Board serves as the focal point for local agency concerns.

Meetings are currently held the 4<sup>th</sup> Monday of the month at 10:00 a.m. and are staffed by Solano County. There is no stipend.

The BOS appoints one member and one alternate. The term is four years.



**21. NAPA-VALLEJO WASTE MANAGEMENT AUTHORITY**

<https://services.countyofnapa.org/AgendaNet/MeetingSummary.aspx?TID=12>

The Napa-Vallejo-Waste Management Authority provides cost effective coordination of solid waste processing, transfer and disposal services for an area including the City of American Canyon and surrounding unincorporated area in the county, including the financing and operation of a transfer facility near the Napa County Airport.

Meetings are held on the 2<sup>nd</sup> Thursday of each month at 10:00 a.m. at American Canyon City Hall, 4381 Broadway St., Ste. 201, American Canyon. There is a stipend of \$100 per meeting, not to exceed \$1,200 per year, plus reimbursement for any conference, travel costs, and expenses.

The BOS appoints one member and one alternate. There is no term.

**22. NAPA VALLEY TOURISM CORPORATION (NUTC) - BOARD OF DIRECTORS**

<https://www.visitnapavalley.com/about-us/napa-valley-tid/>

The NUTC is a non-profit corporation that oversees non-local destination tourist promotion and marketing activities. The NUTC Board is composed of eight representatives of assessed lodging businesses, a representative from each of the six county/city/town governmental jurisdictions, and a representative of Visit Napa Valley.

Meetings are held on the third Wednesday of April and June at 8:30 a.m. There is no stipend.

The BOS appoints one member. The term is three years.

**23. NAPA VALLEY TOURISM IMPROVEMENT DISTRICT LOCAL GOVERNING COMMITTEE**

<https://www.countyofnapa.org/1765/Tourism-Improvement-District-Committee>

The Napa Valley Tourism Improvement District (NVTID) was created in July 2010. It promotes tourism throughout Napa County. NVTID is funded by a 2% Transient Occupancy Tax assessed at lodging businesses (i.e., hotels, motels, and bed and breakfasts) on gross short term (less than 30 days) room rentals.

By Resolution No. 2010-73, the BOS established the Napa County NVTID Local Governing Committee to manage those funds attributable to unincorporated Napa County. The NVTID Governing Committee is composed of the following members: a) Three representatives of the top five revenue-generating lodging businesses, b) One representative of the minority revenue-generating lodging businesses, c) One representative of the Napa Valley Vintners, d) One member from the Board of Supervisors, and e) One member that is the County Executive Officer or that Officer's designee.

Meetings are held quarterly the 3<sup>rd</sup> Monday in March, May, August, and November at 1:00 p.m. There is no stipend.

The BOS appoints one member and one alternate. The term is four years.



**24. NAPA VALLEY TRANSPORTATION AUTHORITY (NVTA)**

<https://www.nvta.ca.gov/>

NVTA serves as the Congestion Management Agency for Napa County, responsible for programming state and federal funds for local projects. A Joint Powers Authority, NVTA handles the county's short- and long-term regional transportation planning, working closely with its local, regional, state, and federal partners to improve Napa County's streets, highways, and bicycle and pedestrian facilities. Two elected members from each of Napa County's five incorporated jurisdictions and the County of Napa are appointed to serve on NVTA's Board of Directors.

Meetings are held the 3<sup>rd</sup> Wednesday of the month at 1:30 p.m. in the NVTA Board Room, 625 Burnell St., Napa. There is no stipend.

The BOS appoints two members. The County's MTC representative automatically serves as one of the two members. The BOS also appoints two alternates.

**25. NORTH BAY WATER REUSE AUTHORITY (NBWRA) – Board of Directors**

<https://www.nbwra.org/>

The NBWRA is a coordinated effort of 11 municipal, water and wastewater agencies working together to address water supply shortages from a regional, watershed perspective by investing in diverse projects to offset potable demand.

Meetings are currently held on the 3<sup>rd</sup> Monday of the month at 9:30 a.m. There is no stipend.

The BOS appoints one member and one alternate. There is no term.

**26. NORTH BAY WATERSHED ASSOCIATION**

<https://www.nbwatershed.org/board/>

The North Bay Watershed Association is a group of 18 regional and local public agencies located throughout Marin, Sonoma, and Napa Counties. The NBWA brings together regulated North Bay public agencies to address issues of common interest that cross political boundaries and to promote stewardship of the North Bay watershed resources.

Meetings are currently held the 1<sup>st</sup> Friday of the month at 9:30 a.m. in various locations (TBD). There is no stipend.

The BOS appoints one member and one alternate. There is no term.

**27. RURAL COUNTY REPRESENTATIVES OF CALIFORNIA (RCRC)**

<https://www.rcrcnet.org/>

RCRC is a 39-member county service organization that champions policies on behalf of California's smallest counties and other member counties with significant rural areas. The RCRC Board of Directors is comprised of a member of the Board of Supervisors from each of its thirty-nine members. RCRC staff work in partnership with its Board to deliver a rural perspective when legislation and regulations are being formulated in Sacramento and Washington, D.C. Its efforts help enhance and protect the quality of life in California's small and rural counties.

Meetings are currently held every other month or more often on the 2<sup>nd</sup> Wednesday at 9:00 a.m. usually at the RCRC Board Room, 1215 K Street, Suite 1650, Sacramento or at other locations (TBD). There is no stipend, reimburses Board members for actual expenses.

The BOS appoints one delegate and one alternate. The term is one year.

**28. SAN FRANCISCO BAY CONSERVATION AND DEVELOPMENT COMMISSION (BCDC)**

<https://www.bcdc.ca.gov/>

BCDC is dedicated to the protection and enhancement of San Francisco Bay and to encouragement of its responsible use. BCDC was formed pursuant to the McAteer-Petris Act, Government Code Section 66620 et seq. Each County with lands within San Francisco Bay has a Commission seat.

Meetings are currently held the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month at 1:00 p.m. There is a \$100 stipend per meeting.

The BOS appoints a member representing a supervisorial district which includes within its boundary's lands lying within San Francisco Bay. For Napa County, only a Supervisor from District 1 or 5 qualifies to serve. The appointed member may authorize an alternate, to be confirmed by the BOS. However, the alternate must have the same qualifications, i.e., be from District 1 or 5. There is no term.

**30. UPPER VALLEY WASTE MANAGEMENT AGENCY (UVWMA)**

<https://www.countyofnapa.org/1534/Upper-Valley-Waste-Management-Agency>

The UVWMA was created for the purpose of coordinating solid waste services in the upvalley area (generally Yountville and north). The five agency members include two members and one alternate from the Board of Supervisors and three representatives and alternates from the Cities of St. Helena and Calistoga, and the Town of Yountville. Traditionally, Board of Supervisor members are those that represent the area served by Upper Valley Waste Management.

Meetings are held the 3<sup>rd</sup> Monday of the month at 1:30 p.m. in the Yountville Town Council Chambers, 6550 Yount St. Yountville. There is no stipend.

The BOS appoints two members and one alternate. There is no term.

**31. WATERSHED INFORMATION AND CONSERVATION COUNCIL (WICC)**

<https://www.landcan.org/local-resources/Watershed-Information-Center-and-Conservancy-of-Napa-County/23060/>

The WICC is intended to be a long-term resource management program that provides public outreach, educational efforts and monitoring coordination, inventory and assessment, and data management.

Meetings are the 4<sup>th</sup> Thursday of every other month (or less often) at 3:00 p.m. in the BOS Chambers, 1195 Third Street, Room 305, Napa. There is no stipend.

The BOS appoints two members and one alternate. Terms are four years and Supervisors will serve the same term as their elected office.

**32. WORKFORCE ALLIANCE OF THE NORTH BAY (WANB) GOVERNING BOARD  
(LAKE, MARIN, AND NAPA COUNTIES)**

<https://www.workforcealliancenorthbay.org/>

The WANB Joint Powers Agency is responsible for the policy making and implementation of the Workforce Innovation and Opportunity Act (WIOA) programs and services administered in Lake, Marin, and Napa counties via their respective America's Job Centers of California (AJCCs).

Meetings are held quarterly the 3<sup>rd</sup> Friday of the month at 9:00 a.m. There is no stipend.

The BOS appoints two members. There is no term.



# 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:** 1/13/2026

**File ID #:** 26-28

**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, Chief Executive Officer  
**REPORT BY:** Andrew M. Mize, Legislative & Policy Analyst  
**SUBJECT:** Statement Regarding Economic and Community Impacts of Labor Strife at Westlake Royal Stone Solutions

### **RECOMMENDATION**

Approve a "Statement on Economic and Community Impacts of Labor Strife." (No Fiscal Impact)

### **BACKGROUND**

This matter is before the Board upon referral to staff at its regular meeting on December 16, 2025. The proposed proclamation expresses concern about the economic strife faced by striking employees at Westlake Royal Stone Solutions, recognizes the economic value of Westlake as a Napa County employer, and urges the parties to work diligently to resolve their labor dispute.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of the item is aligned with the Board's strategic initiatives, specifically its vision for a vibrant and thriving county and its goal to foster livable and opportunity-rich communities.
Consequences if not approved:	If your Board does not want to approve this proclamation, it may alternatively modify the proclamation and seek its return at a later meeting or decline to adopt the proclamation altogether.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.





## **STATEMENT ON ECONOMIC AND COMMUNITY IMPACTS OF LABOR STRIFE**

**WHEREAS**, Napa County in 2025 adopted Strategic Initiatives providing a clear framework for the Board's priorities and community needs, emphasizing the Board's vision to build vibrant, inclusive communities where every person belongs and thrives; and

**WHEREAS**, this Board holds in the highest regard the freedom of individuals to earn a living wage, provide basic necessities, including affordable healthcare, for their families, and, in doing so, act as pillars of and models within their communities;

**WHEREAS**, the employment of Napa County residents and the attraction of jobseekers from surrounding communities through the availability of stable employment are paramount to the continued economic stability and vibrancy of Napa County; and

**WHEREAS**, the labor dispute between the leadership of Westlake Royal Stone Solutions and the members of Teamsters Local 853 has resulted in a labor strike that has persisted for nearly six months; and

**WHEREAS**, a substantial majority of the members of Teamsters Local 853 are Napa County residents whose ability to engage in gainful and beneficial employment and thrive is of direct concern to this Board and affects the socioeconomic fabric of our community; and

**WHEREAS**, the Board has been advised by public comments from union members alleging reckless disregard by Westlake for the personal, in addition to economic, wellbeing of their employees; and

**WHEREAS**, Westlake Royal Stone Solutions is a valued employer in Napa County, providing a strong base of skilled jobs that contribute to the depth and talent of the Napa County workforce;

**NOW, THEREFORE, BE IT PROCLAIMED**, that the Board of Supervisors of the County of Napa strongly encourages the leadership of Westlake Royal Stone Solutions and the bargaining committee of Teamsters 853 to work diligently to resolve their labor dispute.

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**Amber Manfree, Chair**

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**Liz Alessio, Vice Chair**

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**Joelle Gallagher, District 1**

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**Anne Cottrell, District 3**

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**Belia Ramos, District 5**



## **STATEMENT ON ECONOMIC AND COMMUNITY IMPACTS OF LABOR STRIFE**

**WHEREAS**, Napa County in 2025 adopted Strategic Initiatives providing a clear framework for the Board's priorities and community needs, emphasizing the Board's vision to build vibrant, inclusive communities where every person belongs and thrives; and

**WHEREAS**, this Board holds in the highest regard the freedom of individuals to earn a living wage, provide basic necessities, including affordable healthcare, for their families, and, in doing so, act as pillars of and models within their communities; and

**WHEREAS**, the employment of Napa County residents and the attraction of jobseekers from surrounding communities through the availability of stable employment are paramount to the continued economic stability and vibrancy of Napa County; and

**WHEREAS**, the labor dispute between the leadership of Westlake Royal Stone Solutions and the members of Teamsters Local 853 has resulted in a labor strike that has persisted for nearly six months; and

**WHEREAS**, a substantial majority of the members of Teamsters Local 853 are Napa County residents whose ability to engage in gainful and beneficial employment and thrive is of direct concern to this Board and affects the socioeconomic fabric of our community; and

**WHEREAS**, the Board has been advised by public comments from union members alleging reckless disregard by Westlake for the personal, in addition to economic, wellbeing of their employees; and

**WHEREAS**, Westlake Royal Stone Solutions is a valued employer in Napa County, providing a strong base of skilled jobs that contribute to the depth and talent of the Napa County workforce;

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Supervisors of the County of Napa strongly encourages the leadership of Westlake Royal Stone Solutions and the bargaining committee of Teamsters 853 to resolve their labor dispute at their January bargaining sessions, to bargain in good faith, and work diligently toward a contract that includes fair wage terms, reasonable periodic cost of living adjustments in employee wages, and access to meaningful choice in employee health care.

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**Amber Manfree, Chair**

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**Liz Alessio, Vice Chair**

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**Joelle Gallagher, District 1**

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**Anne Cottrell, District 3**

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**Belia Ramos, District 5**



# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-06

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, Chief Executive Officer  
**REPORT BY:** Andrew M. Mize, Legislative & Policy Analyst  
**SUBJECT:** 2026 Legislative & Regulatory Platform

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### **RECOMMENDATION**

Receive an annual report of the County's legislative and regulatory program for 2025 and approve and adopt the proposed 2026 Legislative & Regulatory Platform, subject to any modifications by the Board. (No Fiscal Impact)

### **BACKGROUND**

The County Executive Office leads the County's legislative and regulatory program and advances the Board's priorities by monitoring state and federal policy developments, developing position recommendations for the Board, and coordinating advocacy efforts across the state and federal legislatures and regulatory bodies.

In support of this program, the County Executive Office annually develops a legislative and regulatory platform that (1) outlines the Board's federal and state policy priorities and (2) provides County staff with the authority to transmit position letters and conduct direct advocacy on behalf of the Board on legislative and regulatory matters enumerated within the adopted platform that arise throughout the year.

The attached 2025 Legislative & Regulatory Program Report highlights key state and federal updates and engagement points and provides forecasted key issues for 2026.

The attached 2026 Legislative & Regulatory Platform differs from the 2025 Platform in several notable structural and substantive ways. The 2025 document groups priorities into broad categories that encompass multiple county functions. The 2026 document instead lays out themes that are applicable across the organization and then applies those themes to particular priority issues.



## I. Social Services Programs

The federal government's broad mandatory spending measure from 2025, H.R. 1, enacted sweeping changes to the tax code and statutory social services programs, including Medicaid (Medi-Cal in California) and SNAP (CalFresh). In addition to new eligibility requirements and immigrant coverage restrictions, H.R. 1 imposes new state financing restrictions and shifts significant administrative costs to the states. Staff expect California's 2026 budget to take significant steps toward planning for implementation of H.R. 1, and a significant portion of the Platform is spent outlining priorities in mitigating downstream effects of that implementation.

California's FY26 budget also eliminates eligibility for Medi-Cal for prospective new enrollees with unsatisfactory immigration status, a program that was previously funded in its entirety by the state. The California budget also substantially reduces the scope of preventative services available to all Medi-Cal enrollees. As a result of these state and federal changes, counties will face the return of obligations under state indigent care laws that have not been a substantial outlay since the passage of the Affordable Care Act in 2010. State code requires counties to provide lifesaving indigent care: Napa is part of a 35-county organization, the County Medical Services Program, that provided hundreds of millions of dollars

### **FISCAL IMPACT**

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Adoption of the proposed 2026 Platform will allow staff to conduct advocacy on the Board's behalf on enumerated priorities without further formal action by your Board.
Consequences if not approved:	Instead of adopting the proposed 2026 Legislative & Regulatory Platform, your Board could not approve the Platform, and/or direct staff to revise the proposed 2026 Platform.
Additional Information	This Platform may be amended in the future to recognize new priorities by vote of the Board.

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

## Attachment A: 2026 Legislative & Regulatory Platform Draft



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# Legislative & Regulatory Platform

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2026

**N A P A   C O U N T Y**

California

N A P A C O U N T Y  
**SUPERVISOR  
DISTRICTS**  
2022 - 2031

-  District 1
-  District 2
-  District 3
-  District 4
-  District 5



Supervisor  
Anne Cottrell  
DISTRICT 3



Supervisor  
Liz Alessio  
DISTRICT 2



Supervisor  
Amber Manfree  
DISTRICT 4



Supervisor  
Joelle Gallagher  
DISTRICT 1



Supervisor  
Belia Ramos  
DISTRICT 5





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## Guiding Principles

1. Napa County will generally support efforts that provide for local discretion in new and existing programs required by the State and federal governments, including advocating for small county exceptions as appropriate, and will also generally support efforts that strengthen the County's capacity to deliver efficient, effective, and transparent governance to our residents.
2. Napa County will generally support efforts to maintain and enhance services that protect our residents and workforce, including children, seniors, homeless persons, immigrants and their families, persons with limited English proficiency, LGBTQIA+ persons, and other at-risk populations.
3. Napa County will generally support efforts that uphold the integrity of the County's Agricultural Preserve ordinance and promote commercial agricultural activities; conversely, the County generally opposes initiatives seeking to reduce its land use authority.
4. Napa County will generally support efforts that mitigate the current climatological emergency and promote the stable conditions necessary for the County's continued economic and agricultural prosperity and public well-being.
5. Napa County will generally oppose legislative and regulatory initiatives that detract from the County's operational efficiency by imposing new unfunded mandates or overlapping or redundant administrative burdens on counties without providing adequate resources to meet those obligations, sustain programs, and retain staff.

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## Key Themes

### ■ Adapting to New State and Federal Requirements in Social Safety Net Programs & Community Impacts of Health

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**Policy:** Napa County supports actions to mitigate the harm created by H.R. 1 to families receiving Medicaid/Medi-Cal and the Supplemental Nutrition Assistance Program (SNAP/CalFresh). The County also supports actions to mitigate the budgetary impacts of implementing the federal changes.

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**Background:** Counties in California are responsible for providing a broad range of services to our communities. These services, which encompass the lifespan, from child development programs to wraparound job seeking and training services and implementation of plans for community aging, permeate every facet of the county's work. Healthy communities are more likely to be collectively invested in their futures, including in the self-perpetuating cycle of identifying shared needs and building a robust network of community-based organizations and healthcare providers to address those needs. Careful planning and proper resources are required for county health and human services departments to provide a strong backbone for these community networks.

The impact that a comprehensive network of community-based organizations, primary and specialty care providers, and county health and human services has on the communities they serve is substantial and measurable. Children with proper nutrition and early childhood development experiences have better social and educational outcomes in school; adults with access to predictable streams of the resources they need can focus on building stable households; and older adults with convenient access to care and services can thrive.

2025 represented a significant shift in the way the State and federal governments implement and fund social-safety-net programs, particularly Medicaid (Medi-Cal in California) and the Supplemental Nutrition Assistance Program (SNAP, or CalFresh in California). Local governments will shoulder new administrative requirements and a greater share of the costs of running these key programs.

Careful planning by the State Legislature and the Departments of Social Services and Health Care Services in partnership with counties will be required to ensure these new requirements and greater share of costs do not overwhelm counties.

Napa County spent 2025 planning for the phase-in of these new requirements, working with other counties and Statewide associations, and will continue to be a forceful and vocal advocate for sustainable and common-sense solutions that put our clients and staff alike in positions to succeed.



## ● Agricultural and Rural Preservation

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**Policy:** Napa County supports actions to preserve and protect the county’s agricultural land and to limit development in unincorporated areas.

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**Background:** Farmland in California is threatened by water shortages, natural disaster, and housing development. The California Department of Conservation estimates that approximately 47,000 acres of farmland were lost each year between 1984 and 2018, with the largest decrease coming to Prime Farmland, representing 816,000 acres or about 50 percent of the loss.<sup>1</sup> Urbanization accounts for the vast majority of this loss, about 1.2 million of the 1.6 million acres lost in that period.<sup>2</sup>

Napa County’s 1968 Agricultural Preserve Ordinance and subsequent ballot measures approved by residents protect more than 32,000 acres of mostly Prime Farmland through 2058, with total conserved acres exceeding 37,000 acres, about 7 percent of the county’s total acreage. Farmland protection is a vitally important climate solution for reaching the State’s greenhouse gas emissions reduction targets: an acre of California farmland produces between 58 to 70 percent less greenhouse gases than an acre of urban land, and proactive management of cover crops is essential to seeing actual reduction in emissions in addition to avoiding emissions.<sup>3</sup>

A foundational part of Napa County’s advocacy is preservation of agricultural lands and prioritization of agricultural production on these lands.

## ◆ Economic Stability

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**Policy:** Napa County supports State and federal infrastructure policies which incentivize affordable housing in more densely populated areas. The County will support opportunities that allow continued improvement of county roads and bridges and investment in vegetation management and home hardening measures.

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**Background:** Californians in 2025 were subject to continued housing and job market challenges, in an economy that, absent the very largest<sup>4</sup> tech stocks, is stagnant.<sup>5</sup> Market shifts in California’s wine industry and other rising costs have resulted in more competition for jobs with competitive wages; a smaller market due to decreased wine consumption from Americans under the age of 30, tariffs on

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<sup>1</sup> Source: California Department of Conservation, Farmland Mapping and Monitoring Program. <https://www.conservation.ca.gov/dlrp/fmmp/Pages/Fast-Facts.aspx>

<sup>2</sup> *Id.*

<sup>3</sup> *Greener Fields: California Communities Combating Climate Change*, American Farmland Trust, September 2018. [https://farmlandinfo.org/wp-content/uploads/sites/2/2019/09/AFT\\_CA-GrFields-web3\\_0.pdf](https://farmlandinfo.org/wp-content/uploads/sites/2/2019/09/AFT_CA-GrFields-web3_0.pdf)

<sup>4</sup> Alphabet; Amazon; Apple; Meta; Microsoft; Nvidia; Tesla.

<sup>5</sup> Rogelberg, Sasha. “‘Big Short’ investor Steve Eisman warns the U.S. economy is a ‘tale of two cities’ that ‘is not even growing 50 basis points outside of AI.’” 8 October 2025. <https://fortune.com/2025/10/08/big-short-investor-steve-eisman-ai-us-gdp-growth-consumer/>

components and reciprocal tariffs on California wines, as well as rising labor costs and skyrocketing commercial property and liability costs. The result of this market shift in Napa from a local government perspective is a smaller pot of funding available for community-based organizations; and flat or declining local sales and tourism occupancy tax revenues.

As to housing, the fundamental basis for economic stability in a community, the State appears to have settled on urban infill development as its favored strategy to address the housing crisis. Napa County supports this approach, recognizing that responsibility for urban infill rests primarily with cities. The areas where the County can act to improve affordability will have mostly structural effects on our community.<sup>6</sup> Examples of these structural impacts include:

- Increasing local funds available for affordable housing projects through impact fees levied on construction in unincorporated areas, intended to incentivize city-center development;
- Improving county-maintained roads and bridges to reduce vehicle wear and tear;
- Developing and supporting other opportunities for disaster mitigation funding to scale up vegetation management and providing matching funding to residents for residential home retrofitting and defensible space projects; and
- Fighting for new laws and regulations that reduce administrative requirements and costs in permitting processes.

## ✱ Environmental and Disaster Resilience

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**Policy:** Napa County supports strategic federal and State investments to build more environmentally resilient communities.

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**Background:** Robust investment in environmental and disaster resilience is foundational to preparing for the future of Napa County. Building a resilient Napa County means executing a range of measures designed to mitigate the impact of future extreme weather on our environment, our people, and our economy.

This strategy is clearest in our Regional Climate Action & Adaptation Plan (RCAAP) and comprehensive investments in wildfire mitigation. Napa County's vision to achieve its climate goals, enumerated in the Regional Climate Action and Adaptation Plan, require a network of capital in which strategic investments by the State and federal governments complement self-sustaining local public- and private-sector investment, an ecosystem in which the County and its municipalities are not reliant on State or federal dollars to accomplish shared objectives.

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<sup>6</sup> Building costs in unincorporated Napa County are very high, between \$500 and \$600 per square foot; for a 1,400 square foot home, which is not large, a builder's costs will be between \$700,000 and \$840,000. Urban infill is a more cost-efficient method of addressing Napa County's housing shortage.

## ◆ Public Safety

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**Policy:** Napa County supports a re-framing of State justice system policies to more clearly acknowledge and account for the complex roles of local law enforcement and efforts to recognize and support the County's investments and management of mental health and rehabilitation services.

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**Background:** Our residents prioritize feeling safe in their homes and on Napa County's streets and a fair and effective justice system that balances stable reentry, rehabilitation, and reduced recidivism. Napa's communities additionally prioritize efforts that protect the rights of victims of crimes and reduce opportunities for repeated instances of victimization.

Critical to our public safety is a robust and professional law enforcement agency whose officers can use their extensive training and experience to protect residents of and visitors to the County from threats to that public safety. Too often, though, the Legislature takes up single issues without considering how its actions affect the ability of law enforcement agencies to carry out their sworn duty. Napa County will in its advocacy hold the Legislature to the same high standards expected of our law enforcement officers in expecting clear and precise drafting in and sound reasoning for public safety bills.

Napa County's \$133 million jail project, completed in 2025 after roughly two years of construction and supported by approximately \$110 million in local funding, enables our Corrections Department to strengthen its focus on mental health support and rehabilitation. Given this substantial local investment, Napa County will continue to advocate for maintaining local control of corrections operations and oppose any new oversight measures that could hinder that effort. Similarly, Napa County's juvenile justice program consistently ranks among the highest performing in the State in graduate success and recidivism rates. The State ceded responsibility for juvenile justice to counties in 2023; it is wholly inappropriate for the State's legislators to now try to claw back control of this critical community support system.

## ◆ Quality of Life

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**Policy:** Napa County supports State and federal initiatives that provide support for the County's lower-income residents as well as streamlined eligibility processes for access to services. Napa County supports increased investments in health and human services programs ranging from affordable child development services to older adult programs and protections. Those supports enhance the quality of life for residents, visitors, and our workforce alike.

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**Background:** Napa County is a net importer of jobs, meaning that more people come into the county each day to work than leave.<sup>7</sup>

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<sup>7</sup> Source: Workforce Alliance of the North Bay, 2024 Economy Overview for Napa County:

[https://www.workforcealliancenorthbay.org/wp-content/uploads/2024/03/Economy\\_Overview\\_Napa\\_County\\_CA\\_9580.pdf](https://www.workforcealliancenorthbay.org/wp-content/uploads/2024/03/Economy_Overview_Napa_County_CA_9580.pdf).

Total employment in Napa County:

Areas where Napa County seeks to improve our quality of life include maintenance of the roads and bridges for which the County is responsible; older adult support services and child development services; expanding access to fixed-wireless broadband or satellite internet; and the restoration of critical State Library funding used locally for e-book purchases.

Finally, the State and federal governments continue to impose new administrative requirements on the County that often include additional burdens of documentation passed along to our clients and customers, generally without accompanying funding. Even when operation funding is allocated, it is subject to penalties based on accuracy and includes no additional funding for administration costs. This puts greater burdens on existing county staff to learn new program reporting requirements in addition to their existing job duties. This is frustrating and expensive for County staff and those we serve, and finding ways to reduce bureaucracy will improve the experience of residents who rely on County services.

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## Key Issues

### Access to Health Care

◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs & Quality of Life**

**Policy:** Napa County supports federal legislative and administrative actions to ensure that individuals currently eligible for Medicaid/Medi-Cal continue to maintain coverage. The County supports federal legislation to reverse the burdensome work requirements that will effectively result in the loss of coverage due to new administrative paperwork required of beneficiaries and county staff. The County supports measures to maintain the financial and operational viability of the community's hospitals and clinics.

Napa County, a member of the County Medical Services Program, will advocate for adequate ongoing funding to the CMSP fund, realignment funds to which were eliminated, in the range of \$800m per year.

**Background:** About one in four Napa County residents, more than 34,000 in total, is enrolled in Medi-Cal, and will be responsible for substantial new eligibility and administrative requirements as a result of HR 1. County personnel, not State or federal employees, will be responsible for trying to make sure current enrollees do not fall through the cracks.

While Federal changes mostly involve new administrative burdens and work requirements, the Governor's 2025-26 budget simply reduces Medi-Cal benefits available to all enrollees and cuts off enrollment for undocumented immigrants beginning January 1, 2026. Staff can mitigate administrative

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87,875 jobs. Total labor force residing in Napa County: 71,773; total labor force participation: 62.7%, for a total local labor force of approximately 45,000. This margin is consistent with the County organization's workforce, of which approximately half commutes from outside Napa County.

disenrollment under federal requirements through proactive action. But both categories of new State cuts will directly and immediately reduce access to critical preventative care that keeps our residents out of the emergency room. To this end, the County supports comprehensive immigration reform that improves and simplifies the current legal immigration system and includes a national strategy for coordination among federal, State, local, and tribal authorities.

The network of Napa County healthcare providers, despite a principal focus on primary care, is insufficient to meet the needs of the current Medi-Cal population. Providers' capacities will be further hobbled by reduced Medi-Cal reimbursements and increased churn as patients are administratively disenrolled. Within the county, there are two emergency departments at Providence Queen of the Valley and Adventist Health St. Helena, and the ways in which these will be impacted are easily predicted – higher volume, longer wait times, and more severe presentations, all of which will contribute to greater staff burnout and turnover.<sup>8</sup> Notably, Adventist Health St. Helena is classified as a rural hospital: California's eventual allocation of the \$50 billion Rural Health Transformation Program included in HR 1 should be implemented by State officials such that funding is allocated fairly to rural healthcare providers, not simply to providers located in urban areas who provide telehealth services to residents of rural areas.

Improving community access to primary care has far-reaching effects in reducing health disparities across the socioeconomic spectrum<sup>9</sup>, decreased use of emergency room services and hospitalizations<sup>10</sup>, improving workforce participation<sup>11</sup>, and long-term cost savings in social services programs<sup>12</sup>. These outcomes must be a priority for State and federal policymakers.

HR 1 will also impact access to and the viability of local specialized service providers.<sup>13</sup> Patient access to specialized healthcare services often require referral from primary care. Reducing access to primary care will have the downstream effect of reducing patient access to the specialized providers.

The increase in need for indigent care as a result of disenrollments will increase the cost to counties. Prior to the ACA, State realignment funds supported the County Medical Services Program (CMSP) for 35 (smaller) counties. Shifts in funding (from \$250m pre-ACA funding to \$10m) since the passage of the ACA resulted in CMSP being largely unfunded currently from its two prior sources of funding. Napa County will advocate for reinstatement of CMSP funding to provide for life-saving care to our residents who

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<sup>8</sup> The three closest adult Level I trauma hospitals are about 50 miles away, in Sacramento, Oakland, and San Francisco. The closest pediatric Level I trauma hospital is in Sacramento.

<sup>9</sup> Rose *et al.*, Primary Care Visit Regularity and Patient Outcomes, Journal of General Internal Medicine, 2018 Oct. 26, <https://pmc.ncbi.nlm.nih.gov/articles/PMC6318173>.

<sup>10</sup> *Id.*

<sup>11</sup> Testimony of Dr. Brian D. Smedley, Ph.D., National Collaborative for Health Equity, before the Subcommittee on Health of the Committee on Energy and Commerce, U.S. House of Representatives, 23 June 2009, <https://www.govinfo.gov/content/pkg/CHRG-111hrg74088/html/CHRG-111hrg74088.htm>.

<sup>12</sup> *Id.*

<sup>13</sup> Examples of specialty care providers include oncology (cancer), nephrology (kidneys), cardiology (heart), and orthopedics (bone and tissue). <https://www.cms.gov/priorities/innovation/key-concepts/specialty-care>

cannot afford healthcare or health insurance, with CMSP anticipating a volume of approximately 125,000 residents affected by administrative Medi-Cal disenrollment or who are unable to afford increased ACA subsidies following their expiration on December 31, 2025.

CMSP expects this new obligation to cost, in 2025 dollars, approximately \$800m per year moving forward. Napa and its CMSP counterparts will advocate fiercely for sufficient funding, including restoration of realignment funding previously redirected to the State, and will in turn work to coordinate a unified standard of care.

## Airport Operations

◆ Applicable theme: **Quality of Life**

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**Policy:** Napa County supports an expedited, appropriate solution and decision on a new flight path into the County's airport.

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**Background:** Residents of southern Napa County oppose the Federal Aviation Administration's (FAA) new flight path into the Napa County Airport. The County will engage the FAA to determine an appropriate solution to the issue.

## Behavioral Health

◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs & Quality of Life**

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**Policy:** Napa County supports policies to improve the quality and accessibility of behavioral health services, including changes to the Medicaid Institution for Mental Diseases (IMD) rule limiting the ability of facilities to provide care; funding to train and recruit behavioral health workforce; and, increased investments and flexibility to provide behavioral health services.

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**Background:** The Board of Supervisors in 2025 approved the use of \$20.5 million in local funds to convert a Reentry Facility, which, given the State's shift in institutional preference from a corrections-based to a behavioral health-centered model, no longer made operational sense, into a Behavioral Health Treatment Center that will help the County meet a flood of new mandates related to behavioral health.

California's budget swung from ephemeral surplus to delayed recognition of structural deficit over the past five years. During the surplus years, the State spent more than was sustainable in the long run, passing dozens of new and ongoing behavioral health initiatives in the Legislature and providing only short-term funding for local implementation. As federal aid ran dry and income and sales tax revenues flattened, costs have now become untenable, and funding has been provided on year-to-year bases. Nowhere is this divergence more prominent than in behavioral health services.

The State's top priority, in light of the flat revenue forecast, should be to plan for a cohesive behavioral health ecosystem built on sustainable, long-term, reliable funding for local implementation. Achieving

this vision requires a predictable and properly funded workforce development framework that enables communities to recruit, train, and retain qualified staff to meet community needs. Allocating remaining Proposition 1 (2024) funding for behavioral health, which measures in the billions of dollars in keeping with these principles of sustainability should be the top deliverable for this priority of building a sustainable behavioral health ecosystem.

The State must consider strategic merger of new and existing behavioral health local mandates, which are already chronically underfunded. Counties, including Napa, create organizational efficiencies by merging programs with similar reporting requirements under a single umbrella. The County supports a similar approach by the State: in a time when we must all do more with less, finding ways to combine administrative obligations would be a welcome and much-needed relief.

Napa County's network of CBOs is intimately familiar with the need to do more with less, and as the maze of State statutory and regulatory requirements has grown ever more complex, CBOs have found it correspondingly more difficult to recruit and train a behavioral health workforce that can meet these mandates. The County recognizes the invaluable contributions of community nonprofit partners in addressing BH needs and will continue to advocate for local control of funding to support BH needs of our community, including funding for local CBOs

Finally, the obligations of counties as it pertains to the forensic aspects of behavioral health have never been greater. With the State shift in criminal justice to a more behavioral health-centric approach, county behavioral health staff now spend more time than ever before preparing for, waiting in, and testifying before courts for justice-involved clients. The State has not so far recognized this increased burden and workload by either providing resources for dedicated forensic behavioral health or finding ways for insurers, including Medi-Cal and private insurers, to shoulder some of this financial burden. Reform in this area will provide significant relief to time and money pressures on local behavioral health departments.

## California's Property Insurance Market and the FAIR Plan

🏠🌿 Applicable themes: **Economic Stability & Environmental and Disaster Resilience**

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**Policy:** Napa County supports federal and State legislation and regulatory actions to address the residential and commercial property insurance crisis.

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**Background:** Wildfires of monumental scale continue to devastate California's landscapes. In their wake, residents returning to damaged or destroyed homes face complex and uphill battles to secure insurance payouts necessary to rebuild. The fight to solve California's property insurance crisis this year gained powerful advocates in Los Angeles County – and Napa County welcomes these new partners in our ongoing efforts.

Napa County's property insurance advocacy is intrinsically tied to the tens of millions of dollars of local General Fund and private investment in fire mitigation at residential and commercial properties across the county. We have strategically invested in dozens of miles of dozer lines and consistent, methodical

vegetation management. Napa is far safer from wildfire now than in 2017 and 2020, and residents and businesses are fully invested in this approach.

Napa is a small county and seeks to become fully self-sustaining in our wildfire mitigation efforts. State and federal funding are unreliable, and Napa County's residents and workforce cannot depend on such funding to protect lives and property.

A critical part of becoming self-sustaining is realizing a return on this investment, not only through more effective wildfire mitigation and response, but also through widely available admitted-market property insurance at rates that appropriately reflect Napa's exposure to wildfire.

In California, legislative and regulatory measures that require insurers to take into account home hardening measures and parcel- and landscape-level defensible space efforts in their underwriting decisions and ratemaking applications will be necessary to align incentives. Allowing insurers to craft their own solution has led to unsustainably high enrollments in the FAIR Plan and a ratepayer bailout; the proper solution is incentivization of household-level mitigation and the building of community-level resilience. Napa County has a significant competitive advantage here: buy-in from property owners, robust local resources, and a relatively small land area all work in our favor over our neighbors and other rural counties across California, and our insurance rates should reflect these discrepancies.

Napa County continues to track the Insurance Commissioner's Sustainable Insurance Strategy and will look for the Commissioner to hold insurers to their coverage commitments under the Commissioner's disaster modeling regulations. The County also expects the Commissioner to limit the use of the catchall "hardship" exemption to that particular regulation and will advocate for regulatory changes if it is used to limit insurer portfolios in Napa County.

Napa County conducted extensive federal advocacy on property insurance reform in 2025 and expects to continue to do so in 2026. This is a national issue. Property insurance markets are not only in crisis in California; Gulf states like Florida and Alabama have already navigated similar challenges; wildfires are affecting the growing population of the Mountain West in unprecedented ways; and wind and hail damage across the Midwest and Great Plains have created a residential property insurance crisis more widespread and difficult to solve than the one unfolding in California.

Property insurance is a nationwide issue that merits use of Congress's investigative power and oversight authority and the grant of new enforcement power within Department of Treasury's Federal Insurance Office to correct market manipulation and misconduct by insurers.



## Carrier of Last Resort Obligations

◆◆ Applicable themes: **Quality of Life & Public Safety**

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**Policy:** Napa County supports continued use of copper-line telephone service as a reliable, cost-effective means of serving rural unincorporated areas of the County, including support for the California Public Utilities Commission to issue rulemaking rather than involving the State legislature and a statewide coverage mapping program led and funded by CPUC.

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**Background:** For 3,195 residents of Napa County, copper-line telephone service is a key backstop to maintain connection with the outside world. Copper-line service is resilient: it does not require a battery backup to work during power outages. It is generally cheaper for consumers to have a copper line phone than a cell phone plan or broadband (high-speed internet) service<sup>14</sup>, and copper line exists in places where it is unprofitable for telecommunications firms to expand broadband coverage. Finally, it is easy for people of all ages and technological acumen to use: just pick up the phone and dial. The maintenance of copper lines also supports skilled labor opportunities for California's workforce.

Napa County recognizes that there are likely areas of the county, particularly within incorporated city limits, where cell phone coverage is sufficiently widespread and broadband or fiber-optic infrastructure may be sufficient to make maintaining copper line coverage unnecessary. However, it is not urban areas where maintenance of copper lines is difficult or costly, and absent affordability protections through California's LifeLine program<sup>15</sup>, Napa County will oppose discontinuation of copper line service in these rural and otherwise poorly served areas.

Napa County opposes discontinuation of copper line service and cessation of existing carrier of last resort obligations in rural, unincorporated areas of the county, where residents lack reliable access to highspeed internet and consistent cell coverage. This includes participation in the ongoing California Public Utilities Commission (CPUC) rulemaking related to carrier of last resort obligations and opposition to any legislative efforts to circumvent the CPUC. Napa's baseline position is that the proper forum for debate about carriers of last resort is the CPUC and the California legislature is fundamentally an improper venue.

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<sup>14</sup> An outstanding question for California's policymakers is, given the high costs of installing and maintaining fixed wireless infrastructure and cell phone towers in remote areas across the State, whether broadband is the long-term answer or if satellite internet provides a more resilient and lower-cost solution for high-speed internet access.

<sup>15</sup> <https://www.californialifeline.com/en>, website available in multiple languages.

## Farmworker Housing

◆● Applicable themes: **Quality of Life & Agricultural and Rural Preservation**

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**Policy:** Napa County seeks continued State support past FY 2027 for its Farmworker Housing program.

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**Background:** Napa County, in partnership with the local wine industry, operates three farmworker housing centers in the northern part of the county, open 11 months per year and each housing 60 farmworkers at a cost of \$18 per night. Napa is unique among California counties in this public-private structure and nearly year-round availability. Both of these characteristics reflect the structural challenges of growing winegrapes that meet the exacting standards of Napa's industry.

The County receives \$250,000 in revenue from the State of California under a 10-year agreement set to expire in FY 2027, and tenant rents account for another \$1 million, representing a 50 percent increase in rental rates in eight years. Napa has increased the private assessment by 45 percent since FY 2018, and annual assessment revenues of about \$658,000 are more than double the State's contribution.

Rental-rate and assessment increases have partially offset a 50 percent increase in costs for food, utilities, maintenance, and supplies since 2018. But the County's operating gap, up 136% in the same period, is projected to grow, from \$263,571 in FY 26 to \$463,355 in FY 30. Napa County's annual appropriation has grown 300 percent over this period to meet these costs – a pace that is not sustainable.

The Farmworker Housing program has been a successful and worthwhile investment of public and private funds: between 2014 and 2024, the Centers have maintained a 96 percent occupancy rate.<sup>16</sup> The farmworkers who utilize these Centers form a reliable corps of skilled labor and return to lodge with us year-over-year, in some cases for more than a decade. The Centers address a critical need for safe, affordable, and stable housing among low-income farmworkers. The unique CSA4 funding model is assessed annually and reauthorized every 5 years. In 2022, the assessment received 86.6 percent approval from vineyard owners, demonstrating the strength of the local support and partnership more than twenty years after its establishment.

***Napa County and its private partners will in 2026 seek partners in the legislative and executive branches to both renew this State appropriation for another ten years and increase the annual appropriation to reflect increased costs.***

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<sup>16</sup> Source: California Human Development Occupancy Reports. Excluding the pandemic years 2020 and 2021.

## FEMA Reform

🏠✳️ Applicable themes: **Economic Stability & Environmental and Disaster Resilience**

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**Policy:** NAPA County supports reforms to the Federal Emergency Management Agency (FEMA) to foster a more efficient, transparent and flexible system for disaster preparedness and response.

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**Background:** FEMA serves one of the most important roles in the federal government, coordinating mitigation, response, and recovery from disasters nationwide. Napa County supports reforms on how FEMA carries out that mission to keep our nation's emergency management capabilities and performance at their peak.

In 2025, bipartisan members of Congress introduced a comprehensive FEMA reform package (H.R 4669), spearheaded by House Transportation and Infrastructure Committee Chairman Sam Graves (R-MO) and Ranking Member Rick Larsen (D-WA). Napa County supports these proposed reforms, which would bring significant and positive changes for local governments and our residents. Napa County supports an approach that would transition FEMA's disaster assistance from a reimbursement-based model to a grant-based model, allowing local governments to access funds faster and maintain stronger financial flexibility during recovery. It would also increase the federal cost share (up to 85 percent) for communities that adopt forward-thinking mitigation strategies.

*Napa County also supports the proposal's streamlined environmental and historic preservation reviews for local projects and the creation of a public accountability dashboard to track FEMA's review and approval timelines. For residents, the reform package would replace the complicated patchwork of disaster-aid applications with a single, universal application covering all federal disaster programs. It also gives states greater flexibility to design emergency housing solutions that reflect local conditions, rather than a "one-size-fits-all" federal approach – a reform that will have direct and lasting effects on survivors' quality of life in the wake of a disaster.*

## Local Control Measures

🌱✳️ Applicable themes: **Agricultural and Rural Preservation & Quality of Life**

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**Policy:** Napa County urges the State to address implementation challenges associated with the recent changes to local land use authority through subsequent cleanup bills.

Napa County requests that the State allow existing judicial precedent related to local control of emergency medical services to stand.

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### Background:

#### *Local Control in Land Use*

California's legislature in 2025 passed a wide-ranging legislative package from the Governor diminishing local land use authority. The two-part package included a host of new statutory exemptions, notably including a useful new exemption for certain wildfire risk reduction projects that include home

hardening or defensible space projects within 200 feet of a structure in a High or Very High Fire Hazard Severity Zones.

However, the “near miss” analysis, which allows certain projects to take advantage of certain CEQA exemptions when they fail to qualify for a single element of the exemption by completing analysis only on that exemption lacks the clarity needed for local governments to understand how to conduct CEQA analysis for single elements. For instance, Public Resources Code Section 21080.40, which exempts from review certain affordable housing projects that, among other things, use prevailing wage standards, is subject to near miss analysis. But if the missing element is that the project does not use prevailing wage standards, local governments are supposed to find a way to conduct CEQA analysis of this missing concept – one that is far too attenuated from potential environmental impacts to lead to useful and definitive analysis, and too easily challenged in court as a result.

The Legislature, through these and other measures, continues to pass laws that are vague and difficult for counties to implement successfully. Land use is a defining issue in Napa County, and the County will advocate for greater precision in legislative drafting and clearer intent statements from authors about how new mandates should be interpreted and implemented.

Another portion of the reform package freezes the authority of local governments to enact residential building codes more stringent than those required by the State until 2031. Napa County and its municipalities are in the midst of adoption of a countywide Regional Climate Action and Adaptation Plan, which calls for the use of “reach codes” to enhance resilience and preserve the climate conditions that sustain Napa’s wine industry. Napa opposes the State’s regulatory freeze, which frustrates the County’s efforts to improve our climate resilience.

***Napa’s overarching land use priority is and will remain defending agricultural use of historically agricultural land. Napa is the smallest and most rural of the Bay Area’s nine counties, and our communities find it a worthwhile use of time and resources to retain a piece of California’s agricultural heritage in a part of the state that has spent the last fifty years tearing out fruit and nut trees in the shift to a high-tech, service-based economy that is no less boom-and-bust than the orchards it replaced.***

#### *Local Control in Emergency Medical Services*

Established statutory and judicial precedent has repeatedly affirmed county responsibility for the administration of emergency medical services and with that, the flexibility to design systems to equitably serve residents throughout our jurisdiction. Counties are required by the Emergency Medical Services Act to create a local EMS system that is timely, safe, and equitable for all residents, and do so by contracting with both public and private agencies to ensure coverage of underserved areas. This unified authority is particularly important for small jurisdictions like Napa County that include significant unincorporated rural areas with difficult terrain. Fragmenting that authority and abrogating years of precedent would create a patchwork of providers in rural and unincorporated areas—the very problem the EMS Act, passed over forty years ago, intended to resolve.

## Pest and Disease Detection and Control

✳ Applicable themes: **Environmental and Disaster Resilience**

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**Policy:** Napa County supports continued state investments in environmental and disaster resilience to help farmers reduce their climate impacts through a range of measures, such as incorporating compost in lieu of synthetic fertilizers, using low-smoke burn technologies to produce biochar on-site, and adopting no-till practices.

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**Background:** Napa County administers several vital agricultural programs that protect the county's agricultural industry from pests and diseases. These programs, funded through a combination of State and federal initiatives, represent some of the County's most critical agricultural functions. Grapevines are at high risk of disease being introduced in planting stock, and insufficient resources to properly address this risk. The dedicated staff responsible for managing these programs play a pivotal role in maintaining vineyard and forest health through early detection and rapid response. Napa County's robust pest exclusion regulations, together with State laws, ensure that incoming plants and raw materials are properly quarantined.

The County's Pest Detection team annually deploys thousands of traps (over 6,200 in 2024) and conducts tens of thousands of inspections (more than 49,000 trap servicings and inspections in 2024) to identify high-risk areas.<sup>17</sup> Recent increases in pest and disease detections highlight the need to expand these programs.

Napa County supports continued State investment to help farmers reduce their climate impacts through a range of measures, such as incorporating compost in lieu of synthetic fertilizers, using low-smoke burn technologies to produce biochar on-site, and adopting no-till practices. Finally, Napa County is under an ongoing Live Oak Mortality emergency – there are dead and dying trees throughout Napa, and the health of our forests is tied directly to the health of our vineyards. Napa County will advocate for future climate bond funds to go to additional research that will help us identify pests and more robust response resources to improve forest health and minimize the impact of pests and disease on our environment.

## Public Health

◆◆ Applicable themes: **Adapting to New State and Federal Requirements in Social Safety Net Programs, Quality of Life, and Agricultural and Rural Preservation**

**Policy:** Napa County supports legislative actions that enhances local investments in public health, its partners, and health considerations across policies that affect any identified need in the local Community Health Assessment (CHA) or may impact strategies of the local Community Health Improvement Plan (CHIP).

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<sup>17</sup> Notably, these figures are down since 2022, due to stagnant funding and rising costs.

**Background:** With the passage of Proposition 1 in 2024, the State committed to using approximately \$120 million<sup>18</sup> per year of the revenue from this ballot measure in new public health funding. Counties, including Napa, have significant public health responsibilities, including but not limited to communicable disease monitoring, the Women, Infants, and Children nutrition and education program, chronic disease prevention, health education, ensuring preparedness for future emergencies, and assuring local emergency medical services, and local emergency medical services. Draft proposals recently released by the State are concerning for offering minimal funding for several new mandates, as well as proposing to use a third-party entity as a fiscal intermediary rather than leverage existing local public health jurisdiction infrastructure to carry out fund local CBOs.

This approach flies in the face of the work undertaken by local health jurisdictions to understand their communities and the capacities of local CBOs. Napa County supports State and federal investments in local public health, and urges the State to leverage existing local public health infrastructure in its considerations for future developments and to ensure adequate funding for any new responsibilities. Proposed funding will be inadequate for local health jurisdictions now tasked to incorporate the behavioral health work, including convening state-funded CBOs that may not necessarily be in their jurisdiction, and their work into the local Community Health Assessment and Community Health Improvement Plan.

One of the major public health lessons learned from the pandemic is that prioritization of local control whenever possible produces outcomes that reflect the relative strengths of a particular community and bolster more fragile connection points when needed. While the State's approach here is not consistent with our experiences during the pandemic, Napa will nonetheless work collaboratively in the state's efforts to regionalize public health work, but maintains that counties are best suited to coordinate local public health efforts.

Access to minimally processed and nutrient-rich food is critical to maintaining good health across the lifespan. Napa County will support state and federal legislative efforts that seeks to improve the health or addressed local health needs as identified in the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP).

Napa's local CBO network is critical to public health in Napa County. Local CBOs are often well-positioned to take on primary prevention efforts to address behavioral health needs, particularly those CBOs that are embedded within school settings or have a focus on early child development. Napa County's substantial network of CBOs have supported many local behavioral health prevention efforts and may be overlooked by the state's future fiscal intermediaries. Part of what makes CBOs such effective public health advocates is their relationship as a trusted messenger with vulnerable communities. Increased enforcement of federal immigration laws and accompanying implementation strategies, like data-sharing between federal health and human services agencies and immigration enforcement authorities, causes significant fear of adverse immigration actions in Napa County's

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<sup>18</sup> California Department of Public Health, BHSA Population-Based Prevention Guide, Phase 2, p. 4, n. 1: [https://www.cdph.ca.gov/Programs/OPP/CDPH%20Document%20Library/BHSA\\_Population-Based\\_Prevention\\_Program\\_Guide\\_Phase\\_2.pdf](https://www.cdph.ca.gov/Programs/OPP/CDPH%20Document%20Library/BHSA_Population-Based_Prevention_Program_Guide_Phase_2.pdf)

immigrant population. Additionally, the majority of CBOs in small counties are vulnerable to funding gaps and may not survive the loss in funding to continue supporting local public health efforts.

Finally, the State's Future of Public Health funding should continue as an ongoing investment independent of Proposition 1 funding. Proposition 1 funding is behavioral health-oriented, and it is unclear the extent to which the State plans to separate out funding designated for public health efforts. Consequently, the Future of Public Health investment remains a bulwark for local operations, and long-term, stable funding is necessary for public health departments to carry out their many mandates.

## Regional Adaptation

◆✳ Applicable themes: **Quality of Life & Environmental and Disaster Resilience**

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**Policy:** As the State ramps up commitments of bond funds for a range of resilience and adaptation measures, Napa County will evaluate the emergency rulemaking proceedings to implement the program guidelines to identify alignment with County priorities and the Regional Climate Action and Adaptation Plan.

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**Background:** Proposition 4 (2024) authorizes the State of California to borrow an additional \$10 billion, repayable over the next 40 years, for a range of resilience and adaptation measures. Nearly 40 percent of the bonds are allocated to water supply improvements and flood mitigation.<sup>19</sup> The next three biggest categories, representing a cumulative 40 percent of the remaining bonds, are designated for wildfire prevention and forest health, sea level rise and coastal restoration, and the protection and restoration of natural areas.<sup>20</sup> The remaining 23 percent of the bonds will fund energy infrastructure, State and local parks, extreme heat mitigation, primarily in urban areas, and improving resilience in the agricultural sector.<sup>21</sup> The intent of the State, in putting the measure to voters, was that “[m]uch of the bond money would be used for loans and grants to local governments, Native American tribes, not-for-profit organizations, and businesses,” with “some bond money...available for State agencies to spend on State-run activities.”<sup>22</sup>

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<sup>19</sup> Legislative Analyst's Office, Analysis of Proposition 4:  
<https://lao.ca.gov/BallotAnalysis/Proposition?number=4&year=2024>.

<sup>20</sup> *Id.*

<sup>21</sup> *Id.*

<sup>22</sup> *Id.*

The Governor and Legislature in 2025 approved \$3.3 billion in bond expenditures for FY 2025-2026, some of which will backfill spending reductions because of the State's deficit<sup>23</sup>; timing on future allocations is yet to be determined.<sup>24</sup>

To this end, as the State ramps up commitments of the bond funds noted above, Napa County will proactively evaluate and provide comment on the emergency rulemaking proceedings to implement the program guidelines to advocate for State alignment to County priorities and the Napa Regional Climate Action and Adaptation Plan.

## Regulation of Utilities Infrastructure

◆✳ Applicable themes: **Public Safety & Environmental and Disaster Resilience**

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**Policy:** Napa County currently supports the California Public Utilities Commission's (CPUC) directive to PG&E to split its efforts between undergrounding lines in particularly high fire risk areas and installing cladding to harden existing lines against fire. The County also encourages a comprehensive review by the CPUC of the 72-hour battery backup installation compliance rates.

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**Background:** Napa County presents challenging terrain for fire suppression, with sparsely populated mountains surrounding a narrow valley. As we saw in 2025 with the Pickett Fire, a wildfire that starts on the valley floor can spread quickly into nearby canyons. These canyons frequently lack roads and limit the ability of firefighters to establish a ground response presence; in the case of Pickett, elite and specialized firefighters were dropped in on helicopters to battle the flames.

Also in these same canyons and across Napa's challenging terrain are overhead utility lines. Napa County supports undergrounding of these lines at a pace that reflects an appropriate cost-benefit analysis for our residents, who are mostly PG&E customers and foot the bill for these improvements. The California Public Utilities Commission has directed PG&E to split its efforts between undergrounding lines in particularly high fire risk areas and installing cladding to harden existing lines against fire, a balance the County supports for the present moment. A track record of undergrounding on-time and on-budget, plus data demonstrating improved economies of scale for undergrounding, may in the future tip the County's position toward a greater proportion of PG&E's budget going to undergrounding and limited rate increases in exchange for significant new safety benefits.

A final priority for Napa County is to engage the California Public Utilities Commission on the issue of 72-hour battery backup installations. PG&E's current compliance rates for these installations across Napa and our neighboring counties remain unclear. The County urges a thorough and comprehensive review by CPUC of these installations.

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<sup>23</sup> The County will look for these backfills not to expand programs beyond sustainable levels, but rather backfill programs that State and local governments already understand and know how to do well.

<sup>24</sup> Legislative Analyst's Office, 2025-26 California Spending Plan, Proposition 4:  
<https://lao.ca.gov/Publications/Report/5076>.



## Transportation & Infrastructure

◆✳ Applicable themes: **Quality of Life & Environmental and Disaster Resilience**

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**Policy:** Napa County supports a reauthorization of the federal Surface Transportation Act which provides flexibility to empower local governments to pursue locally-driven priorities. The County supports a funding framework focused on competitive grants rather than formula-driven grants, which favor more urbanized areas.

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**Background:** The Federal government's efforts to reauthorize the Surface Transportation Bill will anchor Napa County's 2026 transportation and infrastructure agenda. As the County seeks to become more self-sustaining in its disaster preparedness efforts and reduce recovery costs, a fundamental element of local preparedness is a well-maintained system of roads, bridges, safety projects, and thoughtful and strategic decisions in undertaking new transportation projects.

In California, counties own and maintain approximately 40 percent of all public roads and nearly 30 percent of bridges. Nationwide, counties are responsible for 44 percent of public roads and 38 percent of bridges. In Napa County, where state highways are limited, the County maintains 87 percent (about 415 miles) of all public roads. This makes continued access to direct federal funding for counties a critical priority.

Federal transportation programs should provide flexibility that empowers local governments to pursue locally driven priorities without forcing projects into restrictive federal grant categories. Like other similarly situated counties, Napa favors a funding framework that emphasizes competitive grants, where small, high-capacity jurisdictions can make a strong case for individual projects, rather than formula-based grants, which favor large, urban projects with huge impact numbers.

## Vehicle License Fee Swap Obligation

◆◆ Applicable themes: **Quality of Life & Public Safety**

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**Policy:** Napa County urges the State to create a statutory mechanism to reimburse local governments when no non-basic aid school districts remain within a county, without which the county faces a potential \$50 million annual loss in local revenue.

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**Background:** In 2004, the Vehicle License Fee Swap (VLF) was created as part of a budget compromise. The State permanently reduced the VLF rate from 2.00 percent to 0.65 percent, significantly decreasing resulting revenues to counties, cities, and towns. The State also required local taxing agencies to shift an additional \$1.3 billion over two fiscal years to address the State's budget deficit. In exchange, the State agreed to reimburse the counties, cities, and towns for lost VLF revenues.

The ongoing VLF obligations were thereafter adjusted annually based on growth in the assessed value of property within the local agencies' boundaries. Funding for the State's in-lieu VLF obligation now flows through the Education Revenue Augmentation Fund (ERAF) and property taxes that would

otherwise go to non-basic aid schools, which the State backfills to schools through an increased contribution.

***2025 marked the first year that the State fell short in meeting its obligation on VLF. This cannot be allowed to happen again: policymakers must recognize this funding swap as constitutionally inviolable and enshrine it in law.***

Current law does not provide a statutory mechanism to reimburse local governments when no non-basic aid school districts remain within a county. In Napa County, the largest school district, Napa Valley Unified School District (NVUSD), is the only remaining non-basic aid school district but it is trending towards basic aid status due to declining enrollment, a high property tax apportionment factor, and rising assessed valuation.

Once that occurs, Napa will become a complete basic aid county and instantly lose its statutorily provided means of funding the State's VLF obligation. The resulting \$50 million annual loss in local revenue would trigger a fiscal crisis for the County and its cities and town. Without a statutory fix, Napa County and its municipalities will be forced to substantially reduce public safety staffing and associated crucial programs, fundamentally altering the way essential public services are delivered.



Legislative & Regulatory Program  
Annual Report

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State Legislative & Regulatory Affairs

2025 State Summary

State policymakers in 2025 responded to three primary challenges: a budget deficit of \$15 billion (in addition to roughly \$28 billion in proactive budget-balancing actions taken the year before); response to the January 2025 Los Angeles Fires; and federal policy changes enacted by the Trump Administration resulting in the cancellation or clawback of federal grant, project, and program funding.

**2025-26 Budget Package**

The Governor’s May Revision for the 2025-2026 Budget package addressed a budget deficit of approximately \$14 billion.<sup>1</sup> By time of passage of the final budget package, the deficit rose to about \$15 billion, a result of the inability of higher tax receipts (by \$1.1 billion) to fully offset higher discretionary spending (\$4 billion final, compared to \$1.6 billion in the May Revision).<sup>2</sup> This \$15 billion final budget deficit addressed is in addition to about \$28 billion in proactive

<sup>1</sup> Hollingshead, Ann. “The 2025-26 Budget: Overview of the Spending Plan.” California Legislative Analyst’s Office, October 16, 2025. <https://lao.ca.gov/Publications/Report/5079>.

<sup>2</sup> *Id.*

budget solutions from 2024-25, including a \$7.1 billion withdrawal from the State's rainy-day fund.<sup>3</sup> According to LAO, increased discretionary spending is attributable in part to General Fund spending on recovery from the 2025 Los Angeles Fires, which represented a bit less than 10% of discretionary spending.<sup>4</sup>

The State's solution to the budget deficit is primarily through borrowing, which accounts for about \$9.6 billion of the \$15 billion total deficit solutions.<sup>5</sup> This is in addition to existing borrowing for 2025-26 of \$12 billion, bringing the State's total budgetary borrowing for 2025-26 to \$21.6 billion. LAO notes that these maneuvers resemble similar actions taken to defer liabilities during the Great Recession in the late 2000s and early 2010s.<sup>6</sup>

Spending-related solutions accounted for \$5.5 billion, with \$2.5 billion coming from reductions, though many of the budget solutions enacted will increase over time, such that spending reductions grow to \$10.5 billion ongoing by 2028-29.<sup>7</sup> This included a freeze on new enrollments in Medi-Cal for persons with unsatisfactory immigration status now in effect and a reduction in the scope of Medi-Cal coverage for enrollees.

Your Board conducted substantial advocacy on the 2025-26 Budget, including on the funding formula for In-Home Supportive Services and on key housing and homelessness programs like Bringing Families Home, CalWORKs, the Housing Support Program, and the Housing and Disability Advocacy Program.

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<sup>3</sup> *Id.*

<sup>4</sup> *Id.*

<sup>5</sup> *Id.* A breakdown of the most significant sources of borrowing is as follows:

- **\$4.4 billion** is attributable to a Medi-Cal maneuver to cover unanticipated cost increases in Medi-Cal not recognized in the budget over a single year, but rather spread over the next nine years;
- **\$2.1 billion** is attributable to loans from special funds, of which \$1.5 billion is unallocated;
- **\$1.9 billion** is attributable to appropriating less than the estimated requirement to fully fund schools and community colleges, and will have to be settled over the next two years to reflect the actual requirement;
- **\$1 billion** is attributable to deferring recognition of Middle Class Scholarship program costs to 2026-27, a maneuver the administration will continue, shifting 2026-27 costs to 2027-28; and
- **\$274 million** is attributable to deferral of payments to the University of California and California State University systems, requiring future one-time payments.

<sup>6</sup> *Id.*

<sup>7</sup> *Id.*

## Wildfire Response & Property Insurance Legislation and Regulation

Legislators in 2025 passed significant reforms increasing consumer protections after wildfires, requiring more frequent “Safer from Wildfires” regulatory updates<sup>8</sup>, and allowing the FAIR Plan to access catastrophe bonds, loans, and lines of credit.<sup>9</sup> Specific to consumer protection, the Legislature established a new grant program for homeowners to offset the costs of home hardening and defensible space<sup>10</sup>, insurer minimum payouts for personal property claims without a detailed inventory after a total loss due to a declared state of emergency increased from 30% to 60% of the policy limit, or up to \$350,000<sup>11</sup>; and lenders will now be required to pay homeowners the interest earned on insurance payouts held in escrow after a disaster.<sup>12</sup> Commercial and nonprofit entities will now benefit from mandatory one-year moratoriums on coverage cancellations in areas within or adjacent to fire perimeters after a statutory expansion from prior applicability only to residential properties to also include commercial properties, homeowners’ associations, and nonprofits.<sup>13</sup> In the regulatory sphere, the Insurance Commissioner’s Sustainable Insurance Strategy proceeded, with the Department completing reviews of reforms allowing insurers to use forward-looking catastrophe models, rather than limiting rate-setters to use of only historical data, a change that will allow for the incorporation of parcel-level and landscape-level mitigation measures to rate-setting decisions.<sup>14</sup> The Department of Insurance’s 2025 Annual Notice also clarified that after a state of emergency, insurers must provide at least 24 months of Additional Living Expenses coverage, with potential

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<sup>8</sup> Assembly Bill 1 (Asm. Connolly, D-San Rafael), [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260AB1](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260AB1).

<sup>9</sup> Assembly Bill 226 (Asm. Calderon, D-Whittier), [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260AB226](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260AB226).

<sup>10</sup> Assembly Bill 888 (Asm. Calderon, D-Whittier), [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260AB888](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260AB888).

<sup>11</sup> Senate Bill 495, (Sen. Allen, D-El Segundo), [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260SB495](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260SB495).

<sup>12</sup> Assembly Bill 493 (Asm. Harabedian D-Pasadena), [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260AB493](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260AB493).

<sup>13</sup> Senate Bill 547 (Sen. Perez, D-Pasadena), [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260SB547](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260SB547).

<sup>14</sup> California Department of Insurance, Press Release, July 24, 2025. <https://www.insurance.ca.gov/0400-news/0100-press-releases/2025/release052-2025.cfm>.

extensions for delays beyond the policyholder’s control, like delays in construction permitting or lack of availability of materials.<sup>15</sup>

Your Board and the County conducted substantial in-person and written legislative and regulatory advocacy on the topics of wildfire mitigation and property insurance issues in California and in Washington, D.C., throughout 2025, including in-person legislative testimony, the transmission of a five-signature letter to Insurance Commissioner Lara, and support for a bill from Senator Cabaldon that passed into law enabling new training and certification programs within the Office of the State Fire Marshal for commercial contractors and builders who conduct defensible space and home hardening.

### **Carrier of Last Resort Obligations**

As in 2024, AT&T again pursued legislation that would relieve it of its carrier of last resort obligations in 2025. AT&T is currently required by the CPUC to act as the carrier of last resort for millions of Californians, a mandate which requires AT&T to provide affordable and reliable copper line service to any household in their service area.<sup>16</sup> For Napa County, AT&T provides copper line service to 3,195 households.

Your Board conducted significant legislative and regulatory advocacy on behalf of county residents in this area, including in-person California Public Utilities Commission testimony in March. Throughout the summer, County staff worked with Marin County counterparts, meeting with key legislative staff and representatives from AT&T to share county concerns. This effort culminated in a coalition opposition letter, sent in late August, with Napa, Marin, and Humboldt Counties represented.

### **2026 State Outlook**

Governor Gavin Newsom will term out at the end of 2026, and the gubernatorial election is expected to occupy an outsized role in policy deliberations in Sacramento during the 2026 Legislative Session. The Legislature is additionally in the second year of its regular two-year bill cycle, meaning that outstanding legislation must advance on an accelerated schedule, in addition to the introduction of new bills on the regular legislative calendar.

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<sup>15</sup> California Department of Insurance, 2025 Annual Notice, January 9, 2025 (p. 3 of 9).  
<https://www.insurance.ca.gov/0250-insurers/0300-insurers/0200-bulletins/bulletin-notices-commissioner/upload/2025Notice-SigCALaw-ResIns-DecISOE.pdf>.

<sup>16</sup> A map of carrier of last resort service obligations, including AT&T’s service areas, is available on the CPUC’s website: [https://www.cpuc.ca.gov/-/media/cpuc-website/divisions/communications-division/documents/high-cost-support-and-surcharges/chcf-a-1/ilec-territories-2023\\_230412.pdf](https://www.cpuc.ca.gov/-/media/cpuc-website/divisions/communications-division/documents/high-cost-support-and-surcharges/chcf-a-1/ilec-territories-2023_230412.pdf). Napa County is entirely within AT&T’s designated service area.

### **Structural Budget Deficits Grow**

Over the course of the first and second quarters of Fiscal Year (FY) 2025-26 (July 2025 through December 2025), the expected budget deficit for FY 2026-27 grew by nearly 40%, from a June administration estimate of \$13 billion to a November LAO estimate of \$18 billion.<sup>17</sup> The increase in deficit is due to constitutionally-required spending under Proposition 98 (1988) (schools and community colleges) and Proposition 2 (2014) (requires deposits into the rainy day fund and payment of half of revenues toward state debts).<sup>18</sup> The LAO additionally estimates that costs for other programs will be about \$6 billion higher than expected in June, and beginning in FY 2027-28, a structural deficit of about \$35 billion annually due to the growth in the Legislature's spending outstripping revenue growth.<sup>19</sup> If estimates hold, the Legislature will face a fourth consecutive year of budget *deficits* – all of which have occurred during a period of revenue *growth*.

### **Medi-Cal Spending Increases**

The 2025-26 Annual Budget provided Medi-Cal a total of \$44.9 billion in General Fund support, a high-water mark for the program.<sup>20</sup> Expenses are expected to continue to rise, and the total General Fund commitment is projected to reach \$51.6 billion by 2029-30 (a remarkable rate of growth that is nonetheless outpaced by the growth rate in the rest of the state budget).

Federal changes to Medicaid drive a substantial portion of this increase, a net \$3.2 billion in new state costs through 2029-30, particularly a periodic stepdown in permissible provider tax rate and increased federal cost sharing (\$5.1 billion total cost). The total cost is offset by a reduction in Medi-Cal enrollees, estimated at 1.6 million fewer people than current levels, reducing costs by \$1.9 billion.

### **County Indigent Care Funding Required Above Pre-Affordable Care Act Levels**

The 1.6 million people expected to be administratively disenrolled from Medi-Cal are exceedingly unlikely to be able to afford other insurance. As a result, their care will fall to counties under California Welfare and Institutions Code 17000, which requires that “[e]very county and every city and county shall relieve and support all incompetent, poor, indigent

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<sup>17</sup> Hollingshead, Ann. “The 2026-27 Budget: California’s Fiscal Outlook” California Legislative Analyst’s Office, November 19, 2025. <https://lao.ca.gov/Publications/Report/5091>.

Note: The Governor’s January Budget proposal is expected to be released after the publishing deadline for this annual report.

<sup>18</sup> *Id.*

<sup>19</sup> *Id.*

<sup>20</sup> Constantinouros, Jason, *et al.* “The 2026-27 Budget: Medi-Cal Fiscal Outlook, November 19, 2025. <https://lao.ca.gov/Publications/Report/5092>.

persons, and those incapacitated by age, disease, or accident, lawfully resident therein....” through the provision of basic, life-saving medical care.

Napa is part of a thirty five county coalition, mostly in Northern California and the Sierra Foothills, that provided indigent services prior to the enactment of the Affordable Care Act (ACA) called the County Medical Services Program (CMSP).<sup>21</sup> The primary state funding source that previously provided approximately \$300 million per year for county indigent services was redirected entirely to the state in 2019.<sup>22</sup> CMSP estimates that, accounting for inflation in costs since the enactment of the ACA in 2010, annual costs for the program will be between \$800 – 850 million.

Indigent care is substantially more limited than care under Medi-Cal: it does not include preventative or specialty care; it includes only life-saving measures for US citizens. Enrollment in CMSP prior to the ACA was approximately 61,000; CMSP expects enrollment because of loss of Medi-Cal coverage and ACA subsidies to reach more than 125,000.

### **Local Public Agency Liability Reform**

Counties and cities across California in 2025 faced substantial liability stemming from the passage in 2019 of a law (AB 218) that significantly extended statutes of limitations for childhood abuse claims.<sup>23</sup> Notably, the County of Los Angeles agreed to a \$4 billion global settlement in 2025, and as of December, 2025, public school districts in California have paid about \$700 million since 2020 to settle about one-third of pending cases, and have paid millions more in trial verdicts, with total liability for school districts alone expected to exceed \$3 billion. This is a substantial factor driving increases in costs of liability insurance coverage for local governments and the California State Association of Counties has indicated that liability reform is a top priority for 2026 following the stalling of Senate Bill 577 on the Assembly Floor in 2025.<sup>24</sup>

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<sup>21</sup> County Medical Services Program Participating County Map, <https://cmspcounties.org/cmsp-map/>.

<sup>22</sup> A secondary funding source, which is not currently available because CMSP’s fund balance exceeds a threshold amount in operating reserves, may become available once CMSP expenditures cause the fund balance to drop below that threshold, but will be inadequate to meet expected expenditures.

<sup>23</sup> “Childhood Sexual Assault: Fiscal Implications for California Public Agencies.” Fiscal Crisis & Management Assistance Team, January 31, 2025. <https://www.fcmat.org/PublicationsReports/child-sexual-assault-fiscal-implications-report.pdf>

<sup>24</sup> Senate Bill 577 (Sen. Laird, D-Santa Cruz). [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260SB577](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202520260SB577).



### Cap-and-Invest Statutory Allocations Outstrip Actual Revenues

The Legislature reauthorized the State’s cap-and-trade carbon trading and Greenhouse Gas Reduction Fund program, now called “cap-and-invest,” through 2045.<sup>25</sup> The program generated \$844 million in November 2025 quarterly auction revenue, similar to the August 2025 figure, with all state-owned allowances for sale purchased.<sup>26</sup> Actual revenues remain slightly below the assumptions contained in the 2025-26 Budget Act.<sup>27</sup> The reauthorization alters the uses and orders of priority for revenues: roughly \$4.3 billion in annual revenues are required to fully fund the statutory allocations.<sup>28</sup> At a consistent level of revenue, the State will fall about \$1 billion short of that required figure.

In addition to the statutorily allocated uses above, the Legislature in 2025 also expressed its intent to use discretionary cap-and-invest revenues to fund up to a combined total of \$1.5 billion to support CalFire costs (\$1.25 billion); transit passes (\$125 million); climate-focused technical innovation (\$85 million); seed funding for a University of California Climate Research Center (\$25 million); and funding to rebuild Topanga State Park between Calabasas and the Pacific Palisades, where the 2025 Palisade fire started (\$15 million).<sup>29</sup>

In total, then, prior commitments exceed likely revenues by a substantial margin of roughly \$2.5 billion. The \$18 billion deficit figure already assumes payment of \$1.25 billion in CalFire costs from cap-and-invest revenues rather than the State’s General Fund and may grow to a figure in excess of \$20 billion if cap-and-invest revenues do not substantially increase from current levels.

## Federal Legislative & Regulatory Affairs

### 2025 Federal Summary

President Trump signed 225 executive orders in the first year of his second term, an exercise of executive power not seen since Franklin Delano Roosevelt’s New Deal-era rebuilding of the country. The administration’s primary points of focus, stepping up immigration enforcement and budgetary reform, each had substantial local impacts.

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<sup>25</sup> Senate Bill 840 (Sen. Limon, D-Santa Barbara), [https://leginfo.ca.gov/faces/billNavClient.xhtml?bill\\_id=202520260SB840](https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202520260SB840).

<sup>26</sup> Kerstein, Helen. “Cap-and-Invest: November 2025 Auction Update and 2026-27 Budget Context.” Legislative Analyst’s Office, December 9, 2025. <https://lao.ca.gov/Publications/Report/5096>.

<sup>27</sup> *Id.*

<sup>28</sup> *Id.*

<sup>29</sup> *Id.*

Anticipating the administration's immigration enforcement efforts, your Board in December, 2024 adopted a resolution on valuing, supporting, and protecting marginalized communities in Napa County. Your Board then in January took concrete action in furtherance of this resolution, creating an ad-hoc committee to address community affairs as needed and injecting county funds into the local nonprofit community. Departments stepped up to follow the lead of your Board, with nonprofit communications and coordination and resources posted to the County website facilitated through the Office of the County Executive and extensive training to support clients and staff through the Health and Human Services Agency.

The administration exercised substantial control over the budgetary process in Congress, first enacting a discretionary spending bill enacting substantial increases to defense and homeland security spending, offset by substantial cuts to international aid, disaster mitigation, and scientific research programs. The administration next turned to mandatory spending, setting as its priority the extension of 2017 tax cuts. To achieve a partial offset of the foregone revenue from the tax cuts, the administration and Congress enacted significant reforms to Medicaid and the Supplemental Nutrition Assistance Program (SNAP). These reforms are intended to shift costs to the states and reduce the enrolled populations in the programs through new administrative requirements, including work requirements for both programs. In California, as noted above, these reforms to mandatory spending will increase state costs by about 10%, or \$5.1 billion, and decrease enrollment by about 10%, or about 1.6 million.

Your Board conducted substantial federal advocacy this year, centered on the February cancellation of a \$35 million wildfire mitigation grant funding landscape-level vegetation management and fire break projects and a parcel-level home-hardening and defensible space local grant program. County officials conducted advocacy meetings at the very highest levels of government to emphasize the value of and need for federal mitigation programs, which unlock substantial state, local, and private capital and save money in disaster response and recovery.

Your Board also responded swiftly and decisively to the October 1 federal government shutdown, in which Democrats declined to support continued appropriations absent an extension of healthcare subsidies that save older enrollees and poorer enrollees thousands per month. Your Board responded to uncertainty around the issuance of SNAP benefits, declaring a local state of emergency to allow the use of local funds to mitigate the disruption. Democrats later agreed to reopen the government without a guarantee of ACA subsidy extensions, which subsequently expired on December 31, 2025. Congress enacted an Agricultural Appropriations Act effective through September 30, 2026, which will ensure that SNAP and WIC (special supplemental nutrition program for Women Infants and Children) are funded through the end of the federal fiscal year.

## 2026 Federal Outlook

The first order of business for Congress and the President will be averting another government shutdown when the current appropriations bills expire on January 30, 2026. Following these negotiations, the midterm elections will come into sharp focus. Multiple states, including California, redistricted on partisan lines, a form of gerrymandering previously upheld by the Supreme Court in *Rucho* (2019).

The primary executive branch focus appears to be coalescing around an affordability message, while the primary legislative points of focus are likely to be enacting an affordability agenda in light of expired ACA subsidies through pro-carbon energy policy, technology policies, and immigration enforcement. Pro-carbon energy policy includes proposals for new offshore drilling, a topic on which other North Bay coastal counties have adopted resolutions and which your Board may decide to consider. Legislative proposals to be addressed will be the FEMA reform bill, surface transportation reauthorization act, the Farm Bill, the National Flood Insurance Program, and discretionary spending for Temporary Assistance for Needy Families.

Attachment C: PowerPoint Presentation



# 2026 County of Napa Legislative Platform

January 13, 2026



A Tradition of Stewardship  
A Commitment to Service

# Recommendation

1. Provide comments on:
  - A. Legislative & Regulatory Program Annual Report
  - B. Proposed 2026 Legislative & Regulatory Platform
2. **Approve** the 2026 Legislative & Regulatory Platform.



A Tradition of Stewardship  
A Commitment to Service



# What is the Legislative & Regulatory Platform?



A Tradition of Stewardship  
A Commitment to Service

- Adopted annually by the Board of Supervisors;
- In furtherance of Board's Strategic Initiatives, outlines the County of Napa's state and federal priorities and positions;
- Developed with input from departments and community partners; and
- Provides direction to County staff:
  - Allows for **quick action** on advocacy when the Board's position is already outlined in the Platform; and
  - Guides County policy development and response to issues



# Legislative Program Annual Report



# State of California

# 2025 Recap: California Legislature

- Top Priorities of the California Legislature and the Administration in 2025
  - *Wildfire resilience and consumer protection*
  - *Preparation for the use of catastrophe modeling*
  - *Carrier of Last Resort Obligations*
  - *Ongoing structural budget deficit*
  - *CEQA Reform: urban infill*



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A Commitment to Service

# 2026 Outlook: California Legislature



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- At least \$18bn budget deficit
- Medi-Cal costs keep rising
- Number of Californians without health insurance rising, first because of ACA subsidies expiring, then because of administrative disenrollment from Medi-Cal.
- Structural deficit of \$35bn per year starting in FY 27 - 28

# 2026 Outlook: California Legislature



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- Counties would like the State to fund indigent care at appropriate levels given rising levels of uninsured persons
- Counties will need to advocate for an appropriate split with the state on increased administrative costs and federal cost shifts.
- Counties and cities also seek local government liability reform to reduce insurance costs.

# U.S. Government

# 2025 Recap: Federal Government



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- Executive orders issue at a pace not seen since FDR
- Mandatory and discretionary spending bills prioritized defense and immigration enforcement spending and extension of 2017 tax cuts
- Spending partially offset by cuts to discretionary and mandatory spending on foreign aid, scientific research, and social services
- Unitary executive theory of power over Congressionally-authorized spending result in frozen and clawed back discretionary program funds

# 2026 Outlook: Federal Government



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- Three opportunities for government shutdowns: January 30 expiration of CR, FY 26 appropriations package, and FY 27 appropriations package
- Midterm elections and partisan gerrymandering litigation
- Surface Transportation Reauthorization (roads and bridges funding)
- FEMA reform legislation (block grants for small and midsize disasters rather than reimbursement; single application for all disaster aid)





# Proposed 2026 Legislative Platform





A Tradition of Stewardship  
A Commitment to Service

## Guiding Principles

1. Local discretion in new and existing programs.
2. Maintain and enhance services that protect our residents and workforce.
3. Uphold the integrity of the County's Agricultural Preserve.
4. Mitigate the current climatological emergency.
5. No new unfunded mandates.



A Tradition of Stewardship  
A Commitment to Service

## Key Themes

1. New State and Federal Social Safety Net Program Requirements
2. Agricultural and Rural Preservation
3. Economic Stability in Our Communities
4. Environmental and Disaster Resilience
5. Public Safety
6. Quality of Life



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Key Issues	
Access to Health Care	Local Control Measures: Land Use and Emergency Medical Services
Airport Operations	Pest and Disease Control
Behavioral Health	Public Health
California's Property Insurance Market and the FAIR Plan	Regional Adaptation
Carrier of Last Resort Obligations	Regulation of Utilities Infrastructure
Farmworker Housing Funding	Transportation & Infrastructure
FEMA Reform	Vehicle License Fee Swap Obligation



# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-50

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, Chief Executive Officer  
**REPORT BY:** Ryan J. Alsop, Chief Executive Officer  
**SUBJECT:** Resolution Providing a Non-Matching Employer Contribution to 401(a) Retirement Savings Plan

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### **RECOMMENDATION**

Adopt a Resolution providing a one-time Non-Matching Employer Contribution in the amount of \$30,000 to the 401(a) pre-tax sub-account of the Napa County Auditor Controller for the calendar year 2027. (Fiscal Impact: \$30,000 Expense; General Fund; Not Budgeted; Discretionary)

### **BACKGROUND**

Napa County as an employer participates in a 401(a) Retirement Savings Plan ("Plan"). The Plan in part provides that the Employer may contribute to the 401(a) pre-tax sub-account of any officer or employee who is a Plan participant. Section 4.02-2 of the Plan permits Non-Matching Employer Contributions to be made the following calendar year, when a Resolution has been adopted identifying the amount of the contribution and the conditions upon which it will be made.

The Napa County Auditor-Controller will directly assist the County Executive Office with development of the Fiscal Year 2026-27 Budget, providing technical expertise and support to the CEO during critical budget-staff transitions in the CEO's Office, including training and guidance for CEO staff, and provide overall countywide continuity of budget development for improved efficiency, quality assurance, and alignment with best accounting practices. In exchange for these additional duties, the CEO recommends a one-time only, Non-Matching Employer Contribution to the Auditor-Controller in the amount of \$30,000 to her 401(a) pre-tax sub-account at the end of the first pay period of January 2027.

**Requested Action:** Adopt a Resolution authorizing a one-time only Non-Matching Employer Contribution in the amount of \$30,000 paid to the 401(a) pre-tax sub-account of the Napa County Auditor-Controller.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Napa County Auditor-Controller will provide additional duties related to budget development that are beyond her statutorily-defined responsibilities. This contribution represents compensation for those additional duties.
Is the general fund affected?	Yes
Future fiscal impact:	Funds will be allocated in FY26-27 to cover this expense.
Consequences if not approved:	The CEO's Office would not have the benefit of the additional training and budget oversight of the Napa County Auditor-Controller.
Additional Information	County Initiative: Elevate County Service and Workforce Excellence

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**RESOLUTION NO. 26-\_\_\_\_\_**

**RESOLUTION OF THE NAPA COUNT BOARD OF SUPERVISORS, STATE OF CALIFORNIA, PROVIDING A NON-MATCHING EMPLOYER CONTRIBUTION FOR THE BENEFIT OF THE NAPA COUNTY AUDITOR-CONTROLLER FOR CALENDAR YEAR 2027**

**WHEREAS**, on August 6, 2002, the County of Napa established its 401(a) Retirement Savings Plan (hereinafter “Plan”). The Plan in part provides that in its sole discretion, the County (hereinafter “Employer”), shall determine the amount, if any, of the Employer contribution to the Plan each calendar year; and

**WHEREAS**, the Plan provides that the Employer may contribute to the 401(a) pre-tax sub-account of any officer or employee who is a Plan participant (hereinafter “Participant”); and

**WHEREAS**, Plan Section 4.02-2 permits Non-Matching Employer Contributions to be made in the following calendar year; and

**WHEREAS** Plan Section 4.02-2 requires that when the employer adopts a Non-Matching Employer Contribution, the Resolution identifies the Non-Matching Employer Contribution and the conditions, if any, upon which it will be made; and

**WHEREAS**, each Non-Matching Employer contribution shall be allocated to the Participant’s 401(a) pre-tax sub-account in accordance with the criteria as specified by the Employer in the resolution; provided however that the specified criteria must result in an allocation that is definitely determinable such as a specified number of dollars or a specified percentage of the compensation of the Participant; and

**WHEREAS**, in 2026, the Napa County Auditor-Controller will directly assist the Napa County CEO with the development of the FY 2026-27 Budget, providing technical expertise and support to the CEO during critical budget staff transitions in the CEO’s office, to include training and guidance for CEO staff and provide overall countywide continuity of budget development for improved efficiency, quality assurance, and alignment with best accounting practices; and

**WHEREAS**, for the additional duties described above, the Employer has concluded that it should approve a one-time only, Non-Matching Employer Contribution, to the Auditor-Controller in the amount of Thirty-Thousand Dollars (\$30,000) to her 401(a) pre-tax sub-account at the end of the first pay period of January 2027.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors approves a one-time only Non-Matching Employer Contribution shall be made to the 401(a) pre-tax sub-account of the Napa County Auditor Controller in the amount of Thirty Thousand Dollars (\$30,000) at the end of the first pay period of January 2027.

**BE IT FURTHER RESOLVED** that this Resolution shall remain in effect only during the 2027 calendar year.

**BE IT FURTHER RESOLVED** that the Clerk of the Board of Supervisors is directed to deliver a copy of this Resolution to the Napa County Deferred Compensation Board of Control forthwith.

**THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED** by the Board of Supervisors of Napa County, State of California, at a regular meeting of the Board held on the \_\_\_\_ day January 2026, by the following vote:

AYES: \_\_\_\_\_  
 \_\_\_\_\_  
 NOES: \_\_\_\_\_  
 \_\_\_\_\_  
 ABSTAIN: \_\_\_\_\_  
 \_\_\_\_\_  
 ABSENT: \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 AMBER MANFREE, Chair of the  
 Board of Supervisors

APPROVED AS TO FORM Office of County Counsel  By: <i>Susan B. Altman</i> , Deputy  Date: December 22, 2025	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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# Napa County

## Board Agenda Letter

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

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-108

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**TO:** Board of Supervisors  
**FROM:** Ryan J. Alsop, Chief Executive Officer  
**REPORT BY:** Neha Hoskins, Clerk of the Board  
**SUBJECT:** Conference with Legal Counsel - Existing Litigation

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### **RECOMMENDATION**

Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9(d)(1))

Name of Case: Minh Tran v. County of Napa, Napa Superior Court Case No. 23CV001593





# Napa County

## Board Agenda Letter

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Board of Supervisors

**Agenda Date:** 1/13/2026

**File ID #:** 26-22

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

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### **RECOMMENDATION**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION

(Government Code Section 54957)

Title: County Counsel