

Napa County

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



Agenda - Final

Tuesday, September 23, 2025

9:00 AM

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

Board of Supervisors

Joelle Gallagher, District 1

Liz Alessio, District 2

Anne Cottrell, District 3

Amber Manfree, District 4

Belia Ramos, District 5

This is a simultaneous meeting of the Board of Supervisors of Napa County, Napa County Public Improvement Corporation, Silverado Community Services District, Monticello Public Cemetery District, In-Home Supportive Services Public Authority of Napa County, Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, Napa County Housing Authority, and the Napa County Groundwater Sustainability Agency.

www.countyofnapa.org

GENERAL INFORMATION

The Board of Supervisors meets as specified in its adopted annual calendar on Tuesdays at 9:00 A.M. in regular session at 1195 Third Street, Suite 310, Napa, California 94559. The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board’s office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Levine Act Compliance: The Levine Act (Government Code Section 84308) governs contributions in Board of Supervisor proceedings related to licenses, permits, or entitlements, as defined in the Act. Board members are prohibited from accepting contributions exceeding \$500 from parties, their agents, or participants during such proceedings and for 12 months after a final decision. If a Board member received a contribution exceeding \$500 within the past 12 months, disclosure is required on the record, and the member must not use their position to influence decisions. Parties and participants must disclose applicable contributions exceeding \$500 on the record, providing the following: • Name of the party or participant and any other person making the contribution • The name of the recipient • The amount of the contribution; and • The date the contribution was made. This information does not constitute legal advice. Parties and participants are advised to consult their legal counsel for guidance on compliance.

ON A MATTER ON THE AGENDA

Please proceed to the podium when the matter is called and, after receiving recognition from the Chair, give your name and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chair or Board, but is generally limited to three minutes.

ON A MATTER NOT ON THE AGENDA

Public comment is an opportunity for members of the public to speak on items that are not on the agenda but are within the subject matter jurisdiction of Napa County and its related districts and agencies. Public comment is limited to three minutes per speaker, subject to the discretion of the Chair. Comments should be brief and focused, and speakers should be respectful of one another who may have different opinions. The Board is here to listen to everyone who wishes to address them, but everyone has the responsibility to act in a civil manner. Please remember this meeting is being recorded and broadcast on live television. The County will not tolerate profanity, hate speech, abusive language, or threats. Also, while public input is appreciated, the Brown Act prohibits the Board from taking any action today on matters raised during public comment.

How to Watch or Listen to the Napa County Board of Supervisors Meetings

The Napa County Board of Supervisors will continue to meet pursuant to the annually adopted meeting calendar available at the following link:

<https://www.countyofnapa.org/1429/Board-of-Supervisors-Special-Districts-C>

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote participation for members of the public is provided for convenience only. In the event that the remote participation options malfunction for any reason, the Board of Supervisors reserves the right to conduct the meeting without remote access.

Please watch or listen to the Board of Supervisors meeting in one of the following ways:

1. Attend in-person at the Board of Supervisors Chambers, 1195 Third Street, Napa Suite 305.
2. Watch via YouTube at <https://www.youtube.com/@NapaCounty/streams>.
3. Watch online at <https://napa.legistar.com/Calendar.aspx> (click the “In Progress” link in the “Video” column).
4. Watch on Napa Valley TV Channel 28.
5. Watch on Zoom via www.zoom.us/join (Meeting ID: 842-343-169) or listen on Zoom by calling 1-669-900-6833 (Meeting ID: 842-343-169).
6. To listen or watch in Spanish, please visit <https://www.countyofnapa.org/3723/>

If you are unable to attend the meeting in person and wish to submit a general public comment or a comment on a specific agenda item, please do the following:

1. Call the Board of Supervisors Public Comment Line at 707-299-1776 during the item on which you want to speak. Comments will be limited to three minutes, subject to the discretion of the Chair. If you cannot make the meeting, you may leave a comment by voice mail by calling the Public Comment Line before or after the meeting.
2. Email your comment to publiccomment@countyofnapa.org 24 hours in advance of the meeting to ensure that your comment will be shared with all members of the Board of Supervisors.

In the event of a telephone or email malfunction which prevents a member of the public from submitting or making a public comment remotely, the Board of Supervisors reserves the right to receive only those public comments made in person.

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

1. CALL TO ORDER; ROLL CALL**2. PLEDGE OF ALLEGIANCE****3. PET OF THE WEEK**

- A. Presentation of the Pet of the Week. (No Fiscal Impact) [25-237](#)

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

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

- A. Presentation of a Proclamation recognizing September 2025 as “National Recovery Month” in Napa County. (No Fiscal Impact) [25-1417](#)

Attachments: [Proclamation](#)

- B. Presentation of a Proclamation recognizing September 2025 as “Hispanic Heritage Month” in Napa County. (No Fiscal Impact) [25-1418](#)

Attachments: [Proclamation](#)

- C. Recognize Dina Jose for her service and contributions as Director of Corrections for Napa County. (No Fiscal Impact) [25-1419](#)

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

5. CONSENT CALENDAR**Auditor-Controller**

- A. Adopt a Resolution establishing the Fiscal Year 2025-26 appropriation limit and estimated revenue subject to the limit for the County of Napa as required by Article XIII B of the California Constitution. (No Fiscal Impact) [25-1515](#)

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

- B. Adopt a Resolution establishing the Fiscal Year 2025-26 appropriation limit and estimated revenue subject to the limit for the Napa County Community Facilities District 2012-1 for the Milliken-Sarco-Tulocay (MST) Recycled Water Pipeline Project, as required by Article XIII B of the California Constitution. (No Fiscal Impact) [25-1516](#)

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

- C. Accept and instruct the Clerk of the Board to file the report summarizing the countywide internal control review of the capital asset inventory certification process for the Fiscal Year Ended June 30, 2024. (No Fiscal Impact) [25-1629](#)

Attachments: [Report](#)

- D.** Deny State assessed unitary property tax refund claim for return of 2020-21 taxes paid on Assessor Parcel No. 799-000-161-000 in accordance with Revenue and Taxation Code section 100 and Sections 5096 and 5097 (Utility company). (No Fiscal Impact) [25-1651](#)

Attachments: [Claim](#)

Clerk of the Board

- E.** Approval of minutes from the September 9, 2025 regular meeting and September 16, 2025 special meeting. (No Fiscal Impact) [25-704](#)

Attachments: [September 9, 2025](#)
[September 16, 2025](#)

- F.** Appoint David Church to the Monticello Public Cemetery District Advisory Committee with term of office to commence immediately and expire on December 31, 2026. (No Fiscal Impact) [25-1633](#)

Attachments: [Church Application](#)
[Letter of Recommendation](#)

- G.** Reappoint Donald Chase, for a third term, to the Napa County Assessment Appeals Board to represent the Property Appraiser Certified by the Board of Equalization with terms of office to commence immediately and expire on September 6, 2028. (No Fiscal Impact) [25-1634](#)

Attachments: [Chase Application](#)

County Counsel

- H.** Approve a Budget Amendment to increase appropriations in the Conflict Public Defender Budget for indigent defense costs. (Fiscal Impact: \$150,000 Expense; Not Budgeted; General Fund; Mandatory) [4/5 vote required] [25-1659](#)

- I.** Adopt a Resolution continuing the proclamation of local health emergency due to the 2025 Pickett Fire. (Fiscal Impact: Unknown; Discretionary) [4/5 vote required] [25-1665](#)

Attachments: [Resolution](#)

District Attorney

- J.** Adopt a Resolution authorizing the District Attorney to apply for, execute and sign grant subaward documents, including amendments, extensions and modifications, thereof, for the Victim/Witness Assistance Program. (Fiscal Impact: \$376,543 Revenue; General Fund; Budgeted; Discretionary) [25-1620](#)
- Attachments:** [Resolution](#)
- K.** Adopt a Resolution authorizing the District Attorney to apply for, execute and sign grant subaward documents, including amendments, extensions and modifications, thereof, for the Violence Against Women Vertical Prosecutions Program. (Fiscal Impact: \$202,545 Revenue; General Fund; Budgeted; Discretionary) [25-1621](#)
- Attachments:** [Resolution](#)
- L.** Adopt a Resolution authorizing the District Attorney to apply for, execute and sign grant subaward documents, including amendments, extensions and modifications, thereof, for the Unserved/Underserved Victim Advocacy and Outreach Program. (Fiscal Impact: \$196,906 Revenue; General Fund; Budgeted; Discretionary) [25-1622](#)
- Attachments:** [Resolution](#)

Elections

- M.** Approve a budget amendment to increase Election Division appropriations offset by an increase in State Funding for the November 4, 2025 Statewide Special Election. (Fiscal Impact: Net Zero; General Fund; Not Budgeted; Mandatory) [25-1616](#)
[4/5 Vote Required]
- Attachments:** [Special Election Letter](#)

Housing & Community Services

- N.** Approve and authorize a budget amendment to support the Housing Authority's water treatment services. (Fiscal Impact: \$29,688 Expense; County Service Area No.4 Fund; Not Budgeted; Discretionary) [25-1682](#)
[4/5 vote required]
- O.** Approve and authorize agreement No. 250431B for \$125,000 with Community Initiatives (The ADU Center) to provide technical assistance to the County of Napa's ADU Loan Program through June 30, 2026. (Fiscal Impact: \$125,000 Expense; Affordable Housing Fund; Budgeted; Discretionary) [25-1687](#)
- Attachments:** [Agreement](#)

Human Resources – Division of CEO’s Office

- P.** Adopt a Resolution to amend Napa County Policy Manual Part I Section 37C-1, Management Compensation Plan - Management Classified, effective September 1, 2025. (Fiscal Impact: Net Zero; General Fund; Budgeted; Discretionary) [25-1599](#)

Attachments: [Resolution](#)
[Exhibit A \(Redline\)](#)
[Exhibit A \(Clean\)](#)

Lake Berryessa Resort Improvement District

- Q.** Adopt a Resolution establishing the Fiscal Year 2025-26 appropriation limit and revenue subject to the limit for the Lake Berryessa Resort Improvement District as required by Article XIII B of the California Constitution. (No Fiscal Impact) [25-1512](#)

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

Napa Berryessa Resort Improvement District

- R.** Adopt a Resolution establishing the Fiscal Year 2025-26 appropriation limit and revenue subject to the limit for the Napa Berryessa Resort Improvement District as required by Article XIII B of the California Constitution. (No Fiscal Impact) [25-1514](#)

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

Napa County Housing Authority

- S.** Approve and authorize Agreement No. 260134B (NCHA) with Natural Systems Utilities CA, Inc. for a maximum of \$113,475 for the partial fiscal year October 1, 2025, through June 30, 2026, then increasing to \$125,475 yearly, for the operation of public water systems, including water system inspection, testing, and maintenance at the Calistoga, River Ranch, and Mondavi Farmworker Centers and the related Budget Amendment. (Fiscal Impact: \$113,475 Expense; Napa County Housing Authority Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1533](#)

Attachments: [Agreement](#)

Probation

- T. Approve and authorize grant funding and Agreement No. 260057B with the Office of Traffic Safety to provide intensive probation supervision for high-risk felony and repeat DUI offenders. (Fiscal Impact: \$205,000 Revenue; General Fund; Budgeted: Discretionary) [25-1231](#)
- Attachments:** [Agreement](#)

Public Works

- U. Approve and authorize Amendment No. 3 to Agreement No. 190062B with Lionakis; Amendment No. 3 to Agreement No. 220333B with Geocon Consultants, Inc.; Amendment No. 1 to Agreement No. 250329B with One Workplace L. Ferrari, LLC; and Amendment No. 3 to Agreement No. 200212B with Vanir Construction Management Inc. for work on Replacement Detention Facility Project, PW 20-100. (Fiscal Impact: \$244,900 Expense; Capital Improvement Projects Fund; Budgeted; Discretionary) [25-1353](#)
- Attachments:** [Lionakis - Agreement](#)
[Geocon - Agreement](#)
[Vanir - Agreement](#)
[One Workplace - Agreement](#)
- V. Approve and authorize Agreement No. 260131B with Mead & Hunt, Inc. for two years with a maximum compensation of \$80,000 per fiscal year for on-call, aviation specific, architectural and engineering services. (Fiscal Impact \$80,000 Expense; Airport Fund; Budgeted; Discretionary) [25-1553](#)
- Attachments:** [Agreement](#)
- W. Approve and authorize Amendment No. 3 to Agreement No. 240001B with United Site Services of California, Inc. to increase maximum compensation for non-routine services from \$8,000 to \$18,000 for a maximum total compensation of \$39,000 in fiscal year 2025-26 to provide portable restroom and sanitation services. (Fiscal Impact: \$10,000 Expense; Various Departments; Budgeted; Discretionary) [25-1561](#)
- Attachments:** [Agreement](#)

- X.** Award of Construction Contract to O.C. Jones & Sons, Inc of Berkeley, CA, in the amount of \$603,000 for the “Cuttings Wharf, Sullivan and Admin Parking Lot Paving Project,” PW 25-46; and approve a Budget Amendment. (Fiscal Impact \$1,074,005 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1610](#)
- Attachments:** [Bid Results](#)
[Budget Summary](#)
- Y.** Approve a report of emergency Public Works actions on three projects as authorized by Resolution No. 2015-37, determine that the emergency does not permit the delay associated with competitive bidding procedures, and that the emergency actions are necessary to respond to the emergency pursuant to Public Contract Code Section 22050(c)(1) and affirm the need to continue this action. (No Fiscal Impact) [4/5 vote required] [25-1611](#)
- Z.** Adopt a Resolution approving a Title VI Plan Update which is a requirement for agencies receiving federal financial assistance. (No Fiscal Impact) [25-1637](#)
- Attachments:** [Resolution](#)
[Napa County DPW Title IV Plan 2025](#)
- AA.** Approve and authorize the Director of Public Works to execute Contract Change Order No. 2, Part 2B to Agreement No. 250437B with Valentine Corporation to increase the maximum compensation from \$763,369 to \$832,260; and approve and authorize Amendment No. 6 to Agreement No. 230084B with ADKO Engineering, Inc. to increase the maximum compensation from \$624,991 to \$629,273 for additional construction support and environmental services for the Chiles Pope Valley Road MPM 3.63 Project 23006. (Fiscal Impact; \$73,173 Expense; SB-1 Fund; Budgeted; Discretionary) [4/5 vote required] [25-1648](#)
- Attachments:** [Budget Summary](#)
[Agreement](#)
- AB.** Approve and authorize Amendment No. 1 to Agreement No. 240311B with Nacht & Lewis Architects, Inc., to increase the contract maximum amount from \$418,320 to \$443,360 to provide additional engineering services for the South Campus Buildings A & B Maintenance Project, PW 21-37. (Fiscal Impact: \$25,040 Expense; Capital Improvement Projects Fund; Budgeted; Discretionary) [25-1654](#)
- Attachments:** [Agreement](#)
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- AC. Approve and authorize Amendment No. 1 to Agreement No. 250299B with Nacht & Lewis Architects, Inc. to increase the contract maximum amount from \$149,600 to \$439,630 to provide detailed construction plans, bidding assistance, and construction support services for the JJC Building Maintenance Project, PW 25-12; and approve a Budget Amendment. (Fiscal Impact: \$320,030 Expense; Capital Improvements Project Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1656](#)

Attachments: [Agreement](#)

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

County Executive Office

- A. Receive presentation of Development Impact Fee Nexus Studies for Transportation and Affordable Housing and Commercial Linkage and provide direction. (No Fiscal Impact) [25-524](#)

Attachments: [Transportation Study](#)
[Affordable Housing and Commercial Linkage Study](#)
[Financial Feasibility Analysis](#)
[PowerPoint \(added after meeting\)](#)

Napa County Groundwater Sustainability Agency

- B. Provide Napa County Groundwater Sustainability Agency with an update and receive feedback on Napa Valley Subbasin Groundwater Sustainability Plan (GSP) implementation progress since 2022, including: 1) Water Conservation and Groundwater Pumping Reduction program elements, 2) NCGSA Pilot Water Certification Partnership process, and 3) provide recommendations to the NCGSA to support GSP implementation activities. (No Fiscal Impact) [25-1359](#)

Attachments: [Attachment A](#)
[Attachment B](#)
[PowerPoint \(added after meeting\)](#)

Planning, Building and Environmental Services (PBES)

- C. Receive an update on code compliance efforts and consider a recommendation regarding the conclusion of the Use Permit Compliance Program. (No Fiscal Impact) [25-1392](#)

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

10. PUBLIC HEARINGS

Planning, Building and Environmental Services (PBES)

- A. Introduction and intent to adopt an Ordinance of the Napa County Board of Supervisors, State of California, amending Chapter 5.36 (Temporary Events) of the Napa County Code relating to application, processing, and noticing requirements for temporary events in Napa County; Section 18.10.020 (Duties - Specific Subjects) of Chapter 18.10 (Zoning Administrator) relating to the Zoning Administrator's duties to hear and decide temporary event license applications; and Section 18.120.010 (Exception to Use Limitations) of Chapter 18.120 (Exceptions) to update the temporary event categories, and adopt a Resolution adopting the Temporary Events Manual and directing that the manual and application packet is maintained by Planning, Building and Environmental Services. (No Fiscal Impact) [25-1340](#)

Attachments: [Attachment A - Ordinance - Redline](#)
[Attachment B - Ordinance - Clean](#)
[Attachment C - Resolution Adopting Temporary Event License Application Packet and Temporary Event Manual](#)
[Attachment D - Draft Temporary Event Manual](#)
[Attachment E - Draft Temporary Event Application](#)
[Attachment F - Existing Temporary Event Application and Temporary Event Manual](#)
[Attachment G - Temporary Event Category Description Table](#)
[Attachment H - Public Comments](#)

Public Works

- B.** Adopt a Resolution to abandon an approximate 2.5-mile portion of Old Howell Mountain Road, while retaining a right of way for a public trail and County services; and approve and authorize Management Agreement No. 8700 with Napa County Regional Park and Open Space District to operate the retained public trail easement. (No Fiscal Impact) [25-1614](#)

(CONTINUED FROM AUGUST 19, 2025)

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

11. CLOSED SESSION

- A.** CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Designated Representatives: Christine Briceño, Chief Human Resources Officer regarding Deputy Sheriffs' Association - Law Enforcement Unit and Deputy Sheriffs' Association - Law Enforcement Supervisory Unit Napa [25-1460](#)
- B.** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION [25-1663](#)
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): Claim of Circle Oaks Homes Assoc. received July 24, 2025; Claim of Darrel W. Harris received July 17, 2025; Claim of Thomas Falcon received July 14, 2025; and Claim of Christian W. Brix received July 25, 2025 (total 4 claims).
- Attachments:** [Brix Claim](#)
[Circle Oaks Claim](#)
[Falcon Claim](#)
[Harris Claim](#)

12. ADJOURNMENT**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, OCTOBER 7, 2025 AT 9:00 A.M.**

I HEREBY CERTIFY THAT THE AGENDA FOR THE ABOVE STATED MEETING WAS POSTED AT A LOCATION FREELY ACCESSIBLE TO MEMBERS OF THE PUBLIC AT THE NAPA COUNTY ADMINISTRATIVE BUILDING, 1195 THIRD STREET, NAPA, CALIFORNIA ON FRIDAY, SEPTEMBER 19, 2025 BY 5:00 P.M. A HARDCOPY SIGNED VERSION OF THE CERTIFICATE IS ON FILE WITH THE CLERK OF THE BOARD OF SUPERVISORS AND AVAILABLE FOR PUBLIC INSPECTION.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board