

# **Napa County**

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



## **Agenda - Final**

**Tuesday, June 3, 2025**

**9:00 AM**

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

### **Board of Supervisors**

*Joelle Gallagher, District 1*

*Liz Alessio, District 2*

*Anne Cottrell, District 3*

*Amber Manfree, District 4*

*Belia Ramos, District 5*

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

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

**GENERAL INFORMATION**

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

**DISCLOSURE OF CAMPAIGN CONTRIBUTIONS**

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

**ON A MATTER ON THE AGENDA**

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

**ON A MATTER NOT ON THE AGENDA**

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

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

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

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

The Board realizes that not all County residents have the same ways to stay engaged, so several alternatives are offered. Remote 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.countyofnapa.org/3723/>

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

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

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)

[25-177](#)

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

**4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**

- A. Presentation of a Proclamation recognizing June 2025 as “Pride Month” in Napa County. (No Fiscal Impact)

[25-840](#)

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

- B. Presentation of a Proclamation recognizing June 2025 as “Elder Abuse Awareness Month” in Napa County. (No Fiscal Impact)

[25-842](#)

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

**5. CONSENT CALENDAR - SPECIAL DISTRICTS****Napa County Groundwater Sustainability Agency**

- A. Approve and authorize Amendment No. 1 to Agreements No. 230107B, 230108B, and 230110B with Dr. Mathias Kondolf, Resource Conservation District, and Mr. Albert Filipelli, respectively, to serve on the Groundwater Technical Advisory Group for the Napa County Groundwater Sustainability Agency annually for three Fiscal Years. (Fiscal Impact: \$106,663 Expense; General Fund; Budgeted; Discretionary)

[25-916](#)

**Attachments:** [Agreement - Dr. Mathias Kondolf](#)  
[Agreement - Resource Conservation District](#)  
[Agreement - Mr. Albert Filipelli](#)

- B. Approve and authorize Amendment No. 4 to Agreement No. 210015B (NCGSA) with Luhdorff & Scalmanini Consulting Engineers, with a term through June 30, 2027, for a new contract maximum of \$4,589,623 for additional services to support the implementation of the Groundwater Sustainability Plan and three implementation Workplans. (Fiscal Impact: \$2,408,915 Expense; Groundwater Sustainability Agency Special Revenue Fund; Budgeted; Discretionary).

[25-924](#)

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

**Monticello Public Cemetery District**

- C. Approve a Budget Amendment to increase appropriations in the amount of \$7,500 for the Monticello Public Cemetery District to fund operations and maintenance for Fiscal Year 2024-25. (Fiscal Impact \$7,500 Expense; Monticello Public Cemetery District; Not Budgeted; Discretionary) [25-878](#)  
[4/5 vote required]

**Napa Berryessa Resort Improvement District**

- D. Approve and authorize Agreement No. 250410B (NBRID) with Telstar Instruments for the Water and Wastewater Facility Supervisory Control and Data Acquisition Replacement Project, NB 24-01; and approve a Budget Amendment. (Fiscal Impact: \$250,000 Expense; Napa Berryessa Resort Improvement District Fund; Not Budgeted; Discretionary) [25-463](#)  
[4/5 vote required]  
**Attachments:** [Agreement](#)  
[Budget Summary](#)

**6. CONSENT CALENDAR****Auditor-Controller**

- A. Accept and file the quarterly report for the Napa County Housing Authority for the quarter ended March 31, 2025. (Fiscal Impact: None; Discretionary) [25-805](#)  
**Attachments:** [Report](#)
- B. Accept and instruct the Clerk of the Board to file the review of the Amazon Capital Services e-Commerce Procurement Program for the Period of July 1, 2024 - March 31, 2025. (Fiscal Impact: None, Discretionary) [25-917](#)  
**Attachments:** [Report](#)

**Clerk of the Board**

- C. Approval of minutes from the May 20, 2025 regular meeting. (No Fiscal Impact) [25-87](#)  
**Attachments:** [May 20, 2025](#)

**County Executive Office**

- D.** Approve and authorize the allocation of Board of Supervisors' District 5 community grant funds to the American Canyon Parks and Recreation Department to sponsor Community Summer Swim Days for all community members to access physical activity and community engagement. (Fiscal Impact: \$1,250 Expense; Budgeted; General Fund; Discretionary) [25-944](#)
- E.** Approve transmittal of the proposed response to the 2024-25 Grand Jury Report titled, "The Votes Are In - and Were Counted Securely and Accurately: A Look Inside Napa County's 2024 General Election Process," to the Presiding Judge as prescribed by Section 933 of the Penal Code. (No Fiscal Impact; Mandatory) [25-947](#)
- Attachments:** [Report](#)  
[Response](#)
- F.** Approve and authorize allocation of Board of Supervisors' District 4 community grant funds to Arts Council Napa Valley's Visual and Performing Arts Student of the Year Celebration to provide support and community benefit. (Fiscal Impact: \$1,000 Expense; Budgeted; General Fund; Discretionary) [25-963](#)
- G.** Adopt a Resolution continuing the State of Local Emergency Due to Pervasive Tree Mortality. (No Fiscal Impact, Discretionary) [25-964](#)
- Attachments:** [Resolution](#)

**County Fire Department**

- H.** Adopt a Resolution amending the Fire Services Advisory Committee Bylaws to reflect the new meeting location and incorporate stylistic changes. (No Fiscal Impact; Discretionary) [25-903](#)
- Attachments:** [Resolution](#)  
[Exhibit A](#)  
[Exhibit B](#)

**Health and Human Services Agency**

- I.** Approve and authorize Amendment No. 1 to Agreement No. 250202B with Winston's Community Unity Project to increase the contract maximum by \$43,601 for a new contract maximum of \$93,600 for Fiscal Year 2024-2025, and each subsequent renewal, to continue operating a café at the County's Health and Human Services Agency South Campus location. (Fiscal Impact: \$93,600 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-880](#)
- Attachments:** [Agreement](#)

- J.** Approve and authorize Amendment No. 7 to Lease Agreement No. 160001B with Calistoga Rental Homes, LLC, for the term January 6, 2016 through December 31, 2027 allowing the removal of office suites pursuant to terms and conditions. Approve and Authorize Lease Agreement No. 260023B with UpValley Family Centers for the term July 1, 2025 through March 31, 2028 for the purpose of supporting a partnership between Health and Human Services Agency and UpValley Family Centers in an embedded model enhancing our ability to provide integrated access to critical services for residents. (Fiscal Impact: \$8,400 Expense; Health and Human Services Agency Fund, Budgeted; Discretionary) [25-900](#)
- Attachments:** [Agreement - Calistoga Rental Homes LLC](#)  
[Agreement - UpValley Family Centers](#)  
[Exhibit A](#)  
[Consent for Sublease](#)

#### Information Technology Services – Division of CEO’s Office

- K.** Approve and authorize Amendment No 4 to Agreement No. 170687B with Megabyte Systems, Inc. and its corresponding Budget Amendment, for the continuation of scanning records for Napa County Assessor-Recorder-County Clerk, increasing agreement amount by \$77,500 for a new project maximum of \$126,285. (Fiscal Impact: \$77,500 Expense; Information Technology Services Fund; Not budgeted; Discretionary) [25-825](#)  
[4/5 vote required]
- Attachments:** [Agreement](#)

#### Library

- L.** Approve and authorize Amendment No. 1 to Agreement 240310B with Imperial County Office of Education for a new contract maximum of \$250,000, for the term July 1, 2025 through July 1, 2030, to upgrade the current CalREN connection at the Napa Library to 10 Gbps. (Fiscal Impact: \$50,000 Expense; Library Fund; Budgeted; Discretionary) [25-837](#)
- Attachments:** [Agreement](#)
- M.** Approve and authorize Agreement No. 250419B, waive competitive procurement requirements and award sole source to NC Moving and Storage Solutions, for specialized moving and storage services for the “American Canyon Library Remodel,” PW 25-09; and approve a Budget Amendment. (Fiscal Impact: \$100,000 Expense; Library Fund; Not Budgeted; Discretionary) [25-877](#)  
[4/5 vote required]
- Attachments:** [Agreement](#)

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

- N. Approve and authorize Agreement No. 250418B with Byrne Software Technologies, Inc. for a term through June 30, 2026, for a contract maximum of \$151,900, to provide specialized software implementation and data migration services for the Environmental Health record types into the County's Accela SaaS platform. (Fiscal Impact: \$151,900 Expense; General Fund; Budgeted; Discretionary) [25-901](#)

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

- O. Approve and authorize Amendment No. 3 to Agreement No. 200181B with Luhdorff & Scalmanini Consulting Engineers, increasing the maximum compensation by \$150,000 per year for a total contract maximum of \$397,300 to extend the term to June 30, 2026, in order to provide a Final Draft and documentation for a Final Water Availability Analysis and technical support, and provide assistance with related revisions to its Chapter 13.15 of the Groundwater Conservation Ordinance. (Fiscal Impact: \$150,000 Expense; General Fund; Budgeted; Discretionary) [25-925](#)

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

**Probation**

- P. Approve and authorize Agreement No. 260004B with ParentsCAN to provide Parent Project classes for minors under supervision and prevention-oriented parenting and family support. (Fiscal impact: \$96,786 Expense; General Fund; Budgeted; Discretionary) [25-619](#)

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

- Q. Approve and authorize Agreement No. 260002B with ALDEA Children and Family Services for services for at-risk youth and minors on probation. (Fiscal impact: \$296,856 Expense; General Fund; Budgeted; Discretionary). [25-667](#)

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



**Public Works**

- R. Approve and authorize amendments to Agreement Nos. 200021B, 200022B, and 200023B with the City of American Canyon, the City of Napa, and the Town of Yountville, respectively, to extend the term of the agreements for County-provided animal shelter services to June 30, 2026 or until successful successor agreements are executed by the parties. (Fiscal Impact: \$1,858,306 Revenue; Animal Shelter Fund; Budgeted; Discretionary) [25-666](#)
- Attachments:** [Agreement - City of American Canyon](#)  
[Agreement - City of Napa](#)  
[Agreement - Town of Yountville](#)
- S. Award a Construction Contract to Coral Construction Company for the 2025 Annual Guardrail Repair, RDS 25-04; approve a Budget Amendment; and approve and authorize Agreement No. 250426B with Duckhorn Wine Company to accept a contribution of \$34,081, toward the 2025 Annual Guardrail Repairs. (Fiscal Impact: \$462,666 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [25-678](#)
- [4/5 vote required]
- Attachments:** [Agreement](#)  
[Budget Summary](#)
- T. Approve and authorize Agreement No. 260015B with Energy Endeavors dba Westcoast Solar Energy to provide solar photovoltaic systems cleaning, inspection, and maintenance services at various County locations with a contract term of July 1, 2025 through June 30, 2028, with two one-year automatic renewal options. (Fiscal Impact: \$98,100 Expense; Various Funds; Budgeted; Discretionary) [25-807](#)
- Attachments:** [Agreement](#)
- U. Approve Amendment No. 5 to Agreement No. 240200B with Kimley-Horn to provide consultant services to prepare additional engineering and environmental studies for Alternative Alignment 4 for the Napa Valley Vine Trail segment from Yountville through St. Helena. (No Fiscal Impact, Discretionary) [25-813](#)
- Attachments:** [Agreement](#)  
[Budget Summary](#)
- V. Acknowledgment of the withdrawal of an appeal filed by Fred Eppright on behalf of FTM Investments, LP of the Zoning Administrator's February 26, 2025 approval of Use Permit Minor Modification No. P23-00230 for Parable Winery. [25-861](#)
- Attachments:** [Withdrawal Letter](#)
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- W. Award of Construction Contract to O.C. Jones & Sons, Inc. of Berkeley, CA in the amount of \$2,743,100 for the “Cuttings Wharf Road Paving Project” RDS 25-22; and approve a Budget Amendment. (Fiscal Impact \$3,506,720 Expense; Measure T Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-920](#)

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

- X. Approve the Plans and Specifications for the “East County Roads Paving Project,” RDS 25-11, authorization to advertise for sealed bids and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code. (No Fiscal Impact; Discretionary) [25-945](#)

**7. PUBLIC COMMENT**

**For all matters not listed on the agenda but within the jurisdiction of the Board of Supervisors and Special Districts. (see page 1)**

**8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**

**9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS**

**10. ADMINISTRATIVE ITEMS - SPECIAL DISTRICTS**

**11. ADMINISTRATIVE ITEMS**

**Clerk of the Board**

- A. Appoint one of the following three applicants to serve on the Napa County Airport Advisory Commission representing Local Chamber of Commerce for position whose terms of office to commence immediately and expire on September 17, 2025. (No Fiscal Impact) [25-713](#)

Robert E. DeYoung  
Jason Johnson  
Stephen L. Waller

**Attachments:** [Application - Robert E. De Young](#)  
[Application - Jason Johnson](#)  
[Application - Stephen L. Waller](#)  
[Letter of Recommendation](#)

**Public Works**

- B. Receive update on the status of Lake Berryessa Concessions and the new Mussel Program at Lake Berryessa; and approve and authorize Amendment No. 1 to Agreement No. 8671B with WhiTim Napa LLC (in conjunction with Camp Margaritaville Resorts). (No Fiscal Impact; Discretionary) [25-437](#)

**Attachments:** [Agreement](#)  
[Lake Berryessa Golden Mussel Prevention Plan \(added after meeting\)](#)  
[Steele Canyon Concession Development Boundary Map \(added after meeting\)](#)

**County Executive Office**

- C. Receive a presentation, create a new capital improvement project, and approve related budget amendments for repurposing the Reentry Facility as the HHSA Behavioral Health Treatment Center. (Fiscal Impact: \$8.2 million expense-AB109 Public Safety Realignment Funds, \$300,000 Expense-Health & Human Services Agency, \$500,000 Expense - Capital Improvement Project 25005 Reentry Facility Acquisition; Not Budgeted; Discretionary) [25-910](#)  
[4/5 vote required]

**Attachments:** [PowerPoint \(added after meeting\)](#)  
[Correction Memorandum \(added after meeting\)](#)

- D. Receive presentation of Facilities Master Plan development including conceptual design, financing plan, and recommended implementation plan. (No Fiscal Impact, Discretionary) [25-883](#)

**Attachments:** [Debt Service Summary](#)  
[PowerPoint \(added after meeting\)](#)

**12. PUBLIC HEARING - SPECIAL DISTRICTS****Napa County Housing Authority**

- A. Conduct a public hearing to consider any objections or protests with respect to the proposed assessment for Fiscal Year 2025-26; and adopt a Resolution authorizing and levying assessments for Fiscal Year 2025-26 on qualifying property owners in the amount of \$14 per planted acre. (Fiscal Impact: \$659,339 Revenue; County Service Area No. 4 Fund, Budgeted, Discretionary) [25-885](#)

**Attachments:** [Resolution](#)  
[Engineer's Report](#)

**13. PUBLIC HEARINGS****Agricultural Commissioner**

- A. Conduct a public hearing to consider any objections or protests with respect to the assessments proposed for the District for FY 2025-26 and adopt a Resolution authorizing and levying assessments for FY 2025-26 on qualifying properties. (Fiscal Impact: \$385,000 Revenue; General Fund; Budgeted; Discretionary) [25-726](#)

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

**Public Works**

- B. Introduction and intent to adopt an Ordinance amending section 10.12 (County Parking Lots) of the Napa County Code to provide flexibility related to Electric Vehicle Charging Station Parking Stalls, Parking in Loading Docks, adding certain County officers or employees who are authorized to enforce parking provisions, providing clarification about property removed from a County parking lot, and other minor edits to reinforce that the ordinance includes County-owned and operated parking lots. (No Fiscal Impact; Discretionary) [25-845](#)

**Attachments:** [Ordinance \(Redlined\)](#)  
[Ordinance \(Clean\)](#)

**14. CLOSED SESSION**

- A. Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9(d)(1)) [25-943](#)  
Name of case: Alexandria M. Etzel v. Brianna Lynn Jones, and County of Napa, Napa Superior Court Case No. 24CV001832

**15. ADJOURNMENT**

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, MONDAY, JUNE 16, 2025 AT 6:00 P.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, MAY 30, 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