Napa County

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



Agenda - Final SPECIAL MEETING

Monday, October 27, 2025 1:00 PM

Board of Supervisors Chambers 1195 Third Street, Third Floor

Board of Supervisors

Joelle Gallagher, District 1 Liz Alessio, District 2 Anne Cottrell, District 3 Amber Manfree, District 4 Belia Ramos, District 5

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

https://www.napacounty.gov/

GENERAL INFORMATION

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

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

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

ON A MATTER ON THE AGENDA

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

ON A MATTER NOT ON THE AGENDA

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

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

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

https://www.napacounty.gov/1429/Meetings-Agendas-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 (Meeting ID: 842-343-169) or listen on Zoom by calling 1-669-900-6833 (Meeting ID: 842-343-169).
- 6. To listen or watch in Spanish, please visit https://www.napacounty.gov/3723/Junta-de-Supervisores

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

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

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

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

- 1. CALL TO ORDER; ROLL CALL
- 2. PLEDGE OF ALLEGIANCE
- 3. **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)**

- BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS 4.
- 5. CONSENT CALENDAR

Public Works

Approve a report of emergency Public Works actions on a project to Α. repair airport runway lighting 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]

6. ADMINISTRATIVE ITEMS

Health and Human Services Agency

Adopt a Resolution to temporarily suspend the County's approved Α. Budget Policy Guidelines and allow for a partial backfill of a food assistance program for qualified CalFresh recipients; authorize Director of Health and Human Services Agency to sign an agreement with Napa Valley Community Foundation to provide emergency food assistance for up to \$500,000 per month for two months through December 31, 2025 unless State or Federal funding is restored; and approve a related Budget Amendment. (Fiscal Impact: \$1,000,000 Expense; General Fund-Tobacco Settlement; Not Budgeted; Discretionary) [4/5 vote required]

Attachments: Resolution

25-1852

25-1862

7. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, NOVEMBER 18, 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, OCTOBER 24, 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



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: 10/27/2025 File ID #: 25-1862

TO: Board of Supervisors

FROM: Steven Lederer, Public Works Director

REPORT BY: Steven Lederer, Public Works Director

SUBJECT: Receive a report on an emergency project for the Napa County Airport

RECOMMENDATION

Approve a report of emergency Public Works actions on a project to repair airport runway lighting 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]

BACKGROUND

Per Public Contract Code section 22050(c)(1), when expedited contracting procedures are used, the Board shall review the emergency action at its next meeting and at every regularly scheduled meeting thereafter (but not more often than every 14 days) until the action is terminated, to determine, by a four-fifths vote, that there is a need to continue the action.

Project: Airport Runway 6-24 End lighting repairs (\$137,100)

A transient jet aircraft departed Runway 24 at max power, causing several large pavement pieces of the blast pad and two of the eight Runway threshold lights to dislodge into the Runway Safety Area, exposing sections of live high-voltage electrical cable, potentially fatal to people and wildlife near it. Airport Operations immediately secured the electrical circuit to the threshold lighting systems, issued proper notices to the Federal Aviation Administration (FAA) and began to repair the blast pad area where they could.

Runway threshold lights mark the beginning of the usable runway for landing. From the opposite direction, these same lights appear red to signal the end of the runway for landed aircraft. This lighting system is required for Airports with instrument approaches and for all aircraft operating in inclement weather. Inoperable lights require FAA notice to airman of non-standard lighting and limits to Runway night operations. Threshold lights are required for safe landing on Runways during nighttime operations and result in closures in inclement weather if not operational.

Our Airfield Lighting contractor, Royal Electric, was called out to assess the system and determined there was

Board of Supervisors Agenda Date: 10/27/2025 File ID #: 25-1862

no way to repair the edge lighting original to the 1940's era Runway with high voltage electrical cables directly buried in the ground without conduits or safety measures. The FAA requires prompt attention to closure repairs by the Airport Sponsor, in this case Napa County, under Advisory Circulars AC 150/5345-46E and 150/5340-26C.

Airport Staff worked with our Aviation Engineering experts, Mead & Hunt, on design elements to bring Runway 24 threshold lighting system into current FAA standards. Airport staff then requested informal bid proposals from Vellutini Corporation dba: Royal Electric Co and St. Francis Electric based on the design and specifications through Mead & Hunt. Royal Electric provided a bid for \$137,100 and could meet the emergent timeframes to make the system operational. St. Francis provided a quote significantly higher at \$251,710.

Status: The Emergency contract with Royal Electric was signed on 10/24/25, and the contractor has commenced ordering materials to conduct the repair.

Requested Action:

Approve the above report and affirm that the project should continue under the expedited contract.

[4/5 vote required]

FISCAL IMPACT

Is there a Fiscal Impact? No

Is it Mandatory or Discretionary? Discretionary

Discretionary Justification: Approval of this action will allow this important safety project to

proceed to completion in an expeditious manner.

Is the general fund affected? No

Consequences if not approved: If not approved, the project underway will be stopped until formal

bidding procedures can be conducted, resulting in month's delays

in restoring this important infrastructure.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: General Rule. It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].



Napa County

Board Agenda Letter

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Main: (707) 253-4580

Board of Supervisors Agenda Date: 10/27/2025 File ID #: 25-1852

TO: Board of Supervisors

FROM: Jennifer Yasumoto, Director of Health and Human Services Agency

REPORT BY: Jennifer Yasumoto, Director of Health and Human Services Agency

SUBJECT: Resolution Authorizing the Director of Health and Human Services Agency to Enter into a Contract with Napa Valley Community Foundation for the Provision of Emergency

Food Assistance

RECOMMENDATION

Adopt a Resolution to temporarily suspend the County's approved Budget Policy Guidelines and allow for a partial backfill of a food assistance program for qualified CalFresh recipients; authorize Director of Health and Human Services Agency to sign an agreement with Napa Valley Community Foundation to provide emergency food assistance for up to \$500,000 per month for two months through December 31, 2025 unless State or Federal funding is restored; and approve a related Budget Amendment. (Fiscal Impact: \$1,000,000 Expense; General Fund-Tobacco Settlement; Not Budgeted; Discretionary)

[4/5 vote required]

BACKGROUND

States have been notified of impending disruption to Supplemental Nutrition Assistance Program (SNAP) benefits - known as CalFresh in California - effective, Saturday November 1. This crisis stands to impact millions of Americans and over 5.5 million low-income Californians who will be cut off from these benefits. Each month California issues approximately \$1.1 billion in federal CalFresh benefits to eligible residents to purchase food. The CalFresh program is one of California's largest social safety net programs and is regarded as one of the most effective tools to combat poverty and food insecurity.

In Napa County, approximately 6,600 households and 10,700 residents rely upon CalFresh benefits to feed themselves and their families and the total monthly distribution amounts to approximately \$1.9 million. Being cut off from these benefits leaves Napa County households and residents - over 60% of whom are children and older adults - without the ability to purchase food. Put another way, CalFresh benefits are a lifeline for 1 in

every 12.5 residents in Napa County.

When access to food benefits is cut off, there is a direct negative impact on the lives of our residents that worsens hunger and physical health, increases financial hardship, and causes undue stress. More broadly, there is a ripple effect on the local economy through revenue losses, an increase in food insecurity, higher demand placed on the emergency food system, and a negative impact on community health.

That background in mind, the request before the Board for approval is to utilize Tobacco Master Settlement Agreement (MSA) funds to mitigate the detrimental impacts to residents who rely upon these essential benefits. The funds will be used to provide a concrete resource to CalFresh households so they can purchase food for themselves and their families through grocery store gift cards that approximate the experience of using CalFresh EBT cards. Napa Valley Community Foundation (NVCF) has agreed to provide the backbone support necessary to operationalize a distribution of this magnitude through a network of community-based providers who are trusted messengers, and who have deep partnerships with HHSA who will work in tandem to support this rollout and needed program verifications.

The County receives proceeds annually from the National Tobacco Master Settlement Agreement and designates the monies for community health assistance grants. The reserves totaled \$7.8 million on July 1, 2025 and are projected to total \$6.6 million at the end of the fiscal year per the adopted budget. Additional draws will reduce the reserves to an amount ranging from \$5.6-\$6.6 million.

The County has an over two decades long history of designating MSA funds specifically for community health. Using MSA funds for this purpose also builds upon the connection strategically made between MSA funds and our Community Health Improvement Plan (CHIP) in the current grant cycle that runs from Fiscal Year 24/25 through 26/27. Specifically, this planed one-time use of MSA funds for emergency food assistance furthers our CHIP priority area of "Economic Stability" and the strategy to "Increase access to fresh, nutritious, and culturally and/or medically appropriate food for low-income and Latine residents."

Additionally, using MSA funds to support our residents who are lower-income and have qualified and rely upon CalFresh benefits aligns with goals in the County's Strategic Initiatives 2025-2030 recently approved by the Board. Specifically, under Build Healthy, Connected Communities:

"We will foster inclusive, connected, and responsive communities by advancing liability, mobility, and accessibility - creating welcoming, opportunity-rich places that adapt to the evolving needs of all people, especially those most vulnerable."

"Strengthen equitable access to core services and opportunities that protect health, safety and wellbeing."

The Resolution before the Board aims to address the evolving needs of our most vulnerable residents by adapting the County's budget policy guideline to work for CalFresh recipients who will suddenly find themselves cut off from a lifeline. These are households and individuals who have done everything that the government asked of them to qualify for these benefits. They remain eligible for them. They simply cannot access them at this time. As this is a fluid situation that has quickly emerged and information may change at any point, the attached Resolution provides the necessary flexibility and time to finalize the execution of a contract

Board of Supervisors Agenda Date: 10/27/2025 File ID #: 25-1852

within parameters approved by the Board.

Requested Actions:

- 1. Adopt a Resolution to temporarily suspend the County's approved Budget Policy Guidelines and allow for partial backfill of a food assistance program for qualified CalFresh recipients and to authorize Director of Health and Human Services Agency to sign an agreement with Napa Valley Community Foundation to fund the assistance for \$500,000 per month for two months through December 31, 2025 unless State or Federal funding is restored; and
- 2. Approve a Budget Amendment to increase General Fund-Tobacco Settlement Support and Care of Persons Expense (1055000-53500) totaling \$1,000,000 from Assigned Fund Balance.

FISCAL IMPACT

Is there a Fiscal Impact? Yes Is it currently budgeted? No

Where is it budgeted? Revenue and expenses from the National Tobacco Master

Settlement Agreement are budgeted within the General Fund

Tobacco Settlement subdivision 10550.

Is it Mandatory or Discretionary?

Discretionary Justification:

Discretionary

Federal funding interruptions to SNAP will leave residents without

the ability to purchase groceries; these actions will mitigate the

harm caused by the disruption.

Is the general fund affected? Yes Future fiscal impact: None

Consequences if not approved: 1 in 12.5 residents who are CalFresh recipients will not have

access to a concrete resource that mitigates the cut-off of benefits

to purchase food for themselves and their families.

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.	

RESOLUTION OF THE BOARD OF SUPERVISORS OF NAPA COUNTY, STATE OF CALIFORNIA, AUTHORIZING THE DIRECTOR OF NAPA COUNTY HEALTH AND HUMAN SERVICES AGENCY TO ENTER INTO A CONTRACT WITH NAPA VALLEY COMMUNITY FOUNDATION ("FOUNDATION") TO PROVIDE EMERGENCY FOOD ASSISTANCE FOR CALFRESH RECIPIENTS

WHEREAS, the CalFresh program (known federally as the Supplemental Nutrition Assistance Program (SNAP) is a federally funded program that provides critical food assistance to approximately 6,600 households and approximately 10,700 County residents; and

WHEREAS, as of November 1, CalFresh benefits may not issue which will have significant impacts to the health and safety of the children, adults and older adults in our community who rely on such food support; and

WHEREAS, the County has a budget policy specifically restricting backfilling of state or federal funds unless the Board determines it is a local priority and necessary to do so by a 4/5ths vote; and

WHEREAS, the disruption of funding for CalFresh benefits is unprecedented and will have serious consequences for the County's most vulnerable residents who rely on the funds to feed themselves and their families; and

WHEREAS, providing funding for emergency food assistance under the current situation is critical to meet the Board of Supervisor's local priority of strengthening equitable access to core services that protect health, safety, and wellbeing for all people as set forth in the Board's 2025-2030 Strategic Initiatives; and

WHEREAS, the County and the Foundation have agreed upon the basic terms and conditions whereby the County will provide up to \$500,000 per month for the next two months for the Foundation to purchase and distribute emergency food assistance via gift cards from grocery retailers to CalFresh recipients working directly with County's Health and Human Services Agency (HHSA).

NOW, THEREFORE, BE IT RESOLVED the Napa County Board of Supervisors hereby finds that the use of Tobacco Master Settlement Agreement (MSA) Funds for the purpose of funding emergency food assistance provided to CalFresh recipients for this limited period is a local priority; and

BE IT FURTHER RESOLVIED, that the Director of HHSA is authorized to enter into a contract with the Foundation based on the following material terms and conditions, subject to review and approval as to form by County Counsel:

PL Doc. No. 141374 1 Matter ID 1742.000

- a. County to provide up to \$500,000 per month for a maximum of \$1 million dollars to the Foundation, unless federal funding is restored or becomes available.
- b. The Foundation will distribute emergency food assistance to CalFresh recipients through a network of community-based providers working with HHSA for program verification.
- c. The Foundation shall provide support for administrative costs so that County funds are used only for the purchase of emergency food assistance that is given directly to CalFresh recipients.
- d. County shall notify the Foundation to immediately stop distribution and return unused funds and gift cards to the County in the event that: (i) funding for the CalFresh program resumes; or (ii) the County determines there are adequate other resources being distributed to CalFresh recipients.

[REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK]

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED

by the Board of Supervisors of Napa County, State of California, at a meeting of the Board held on the 27th day of October 2025 by the following vote:

AYES:	SUPERVISORS	
NOES:	SUPERVISORS	
ABSTAIN:	SUPERVISORS	
ABSENT:	SUPERVISORS	
		ANNE COTTRELL, Chair of the
		Napa County Board of Supervisors

APPROVED AS TO FORM Office of County Counsel	APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS	ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors
By:	Date:Processed By:	By:
County Counsel	Deputy Clerk of the Board	
Date: October 24, 2025		