

Napa County

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



Agenda - Final

Tuesday, December 9, 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.

<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-Calendar>

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. PET OF THE WEEK**

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

[25-242](#)

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

4. CONSENT CALENDAR**Agricultural Commissioner**

- A. Approve and authorize Memorandum of Understanding No. 8704 with Napa County Resource Conservation District and other Members to reestablish a Napa Weed Management Area to support weed control activities and community engagement. (No Fiscal Impact)

[25-1969](#)

Attachments: [Agreement](#)

Auditor-Controller

- B. Accept and file the quarterly report for the Napa County Housing Authority (Authority) for the quarter ended September 30, 2025. (No Fiscal Impact)

[25-1900](#)

Attachments: [Report](#)

Clerk of the Board

- C. Approval of minutes from the November 18, 2025 and November 25, 2025 regular meetings. (No Fiscal Impact)

[25-102](#)

Attachments: [November 18, 2025](#)
[November 25, 2025](#)

- D. Appoint Todd Walker representing the General Public category to the Napa County Airport Land Use Commission with term of office to commence immediately and expire on May 7, 2029. (No Fiscal Impact)

[25-1979](#)

Attachments: [Todd Walker Application](#)
[Letter of Recommendation](#)

- E. Reappoint Mary G. Palmer, John Pearson, Devereaux Smith, and Dan J. Woodard, all representing Organization Concerned with Older Adults; Jay Kouba, representing District 3; Karen F. Lustig, representing District 4; and appoint Robin S. McKee-Cant, representing District 5, Carol Whichard, representing District 1; and Marianne Galvin, representing District 2, to the Napa County Commission on Aging with terms of office to commence immediately and expire on September 30, 2027. (No Fiscal Impact) [25-1982](#)
- Attachments:** [Mary G. Palmer Application](#)
[John Pearson Application](#)
[Devereaux Smith Application](#)
[Dan J. Woodard Application](#)
[Jay Kouba Application](#)
[Karen F. Lustig Application](#)
[Robin S. McKee-Cant Application](#)
[Carol Whichard Application](#)
[Marianne Galvin Application](#)
[Correction Memorandum \(added after meeting\)](#)

Corrections

- F. Approve and authorize Amendment No. 3 to Agreement 210302B with Peterson Mechanical, Inc. to update the scope of work to add the Jail as a service location and to increase the maximum compensation from \$281,100 to \$305,485 for routine heating, ventilation, air conditioning maintenance services. (Fiscal Impact: \$24,385 Expense; General Fund; Budgeted; Discretionary) [25-1931](#)
- Attachments:** [Agreement](#)

County Counsel

- G. Approve recently amended conflict of interest code for the Napa County Groundwater Sustainability Agency. (No Fiscal Impact) [25-1965](#)
- Attachments:** [GSA Amended COIC Resolution](#)

County Executive Office

- H. Approve and authorize Section 115 Pension and OPEB Trust Investment Policy Statements with PFM Asset Management and receive a report of the Trust's performance. (No Fiscal Impact) [25-1833](#)
- Attachments:** [Pension Trust IPS - Redlined](#)
[Pension Trust IPS - Clean](#)
[OPEB Trust IPS - Redlined](#)
[OPEB Trust IPS - Clean](#)
[Actuarial Report](#)

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- I. Approve and authorize allocation of Board of Supervisors' District 4 community grant funds to Lideres Campesina's CampesinXmas Celebration to provide support and community benefit. (Fiscal Impact: \$500 Expense; Budgeted; General Fund; Discretionary) [25-1980](#)

County Fire Department

- J. Approve and authorize Amendment No. 1 to Agreement No. 250340B with Napa Communities Firewise Foundation to amend the fee structure and maximum contract amount. (No Fiscal Impact) [25-1387](#)

Attachments: [Agreement](#)

- K. Approve and authorize Amendment No. 1 to Agreement No. 240187B with Matrix Consulting Group, Ltd., to extend to June 30, 2026 with no change in compensation to complete the fire organizational structure study. (No Fiscal Impact) [25-1848](#)

Attachments: [Agreement](#)

- L. Approve and authorize Amendment No. 1 to Agreement No. 250413B with Napa Communities Firewise Foundation to amend the fee structure. (No Fiscal Impact) [25-1894](#)

Attachments: [Agreement](#)

- M. Approve and authorize declared Capital Asset Nos. 26350, 27012, 27043, 27327, and 27330, to be surplus, removed from the capital asset list and sold at public auction. (Fiscal Impact: Increased Revenue; Fire Fund; Budgeted; Discretionary) [25-1916](#)
[4/5 vote required]

Housing & Community Services

- N. Approve and authorize Amendment No. 5 to Master Services Agreement No. 220376B with Partnership Health Plan for the County to provide Community Supports to certain Medi-Cal participants through December 2026. (No Fiscal Impact) [25-1896](#)

Attachments: [Agreement](#)

Human Resources – Division of CEO's Office

- O. Approve and authorize an increase to the County's self-funded Dental Program rate for employees and retirees, effective January 1, 2026. (Fiscal Impact: \$187,000 Expense; Fund dependent upon Department usage; Budgeted; Discretionary) [25-1909](#)

- P.** Adopt a Resolution establishing a Matching Employer Contribution for Management, Confidential, and Non-Classified Officers and Non-Classified employees, SEIU employees, and NCPPA employees, who are participants in Napa County's 401(a) Retirement Savings Plan during the 2026 calendar year. (Fiscal Impact: \$82,100 Expense; Fund Dependent on Department Participation; Budgeted; Discretionary) [25-1918](#)

Attachments: [Resolution](#)

Planning, Building and Environmental Services (PBES)

- Q.** Adopt a Resolution authorizing the submission of an application to the California Department of Resources Recycling and Recovery for a Waste Tire Enforcement Grant and authorize the Director of Planning, Building, and Environmental Services or designee to execute the necessary grant documents. (Fiscal Impact: \$22,352 Revenue; General Fund; Budgeted; Discretionary) [25-1988](#)

Attachments: [Resolution](#)

Public Works

- R.** Award a Construction Contract to MG West of San Francisco, CA in the amount of \$309,260 for the "Napa Library Furniture Project," PW 25-21 and approve a Budget Amendment. (Fiscal Impact \$404,260 Expense; Library Fund; Not Budgeted; Discretionary) [25-1856](#)
[4/5 vote required]

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

- S.** Approve and authorize disposal of nine county surplus vehicles to be sold at auction; approve and authorize purchase of capital equipment and competitive bid award to Jimmy Vasser Toyota for a 2025 Toyota Rav 4; and approve an associated Budget Amendment. (Fiscal Impact: \$38,000 Expense and Increased Revenue; Fleet Fund - Replacement Vehicles; Not Budgeted; Discretionary) [25-1868](#)
[4/5 vote required]

Attachments: [Surplus List](#)

- T.** Approve and authorize creation of Capital Improvement Project 26018 for the "Devlin Road Paving," RDS 25-50 project and approve a Budget Amendment. (Fiscal Impact: \$300,000 Expense; Capital Improvement Fund; Not Budgeted; Discretionary) [25-1904](#)
[4/5 vote required]

- U. Approve and authorize Agreement No. 260232B with the Napa Sanitation District to reimburse the District for construction costs and District administrative expenses; and approve a Budget Amendment for the “Pueblo Area Rehabilitation Project,” RDS 26-01. (Fiscal Impact \$3,050,000 Expense; Local Transportation Tax (T/U) Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1919](#)
- Attachments:** [Agreement](#)
[Budget Summary](#)
- V. Approve and authorize the Director of Public Works to execute Contract Change Order No. 2, to Agreement No. 260085B with W.R. Forde Associates, Inc., to increase the maximum compensation for the construction contract from \$414,377 to \$1,145,064 for the “Ridgecrest MPM 0.10,” RDS 25-26 Project 25035; and approve a Budget Amendment. (Fiscal Impact \$730,867 Expense; General Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1920](#)
- Attachments:** [Budget Summary](#)
[Correction Memorandum \(added after meeting\)](#)
- W. Award a Construction Contract to AJM General for the “Atlas Peak Generator Replacement Project,” PW 24-21. (Fiscal Impact: \$104,542 Expense; Capital Improvement Fund; Budgeted; Discretionary) [25-1922](#)
- Attachments:** [Budget Summary](#)
- X. Approve a report of emergency Public Works actions on 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] [25-1927](#)
- Y. Approve the annual Traffic Mitigation Fee Program report pursuant to Government Code Section 66006(b) for Fiscal Year 2024-2025 in the Napa Valley Business Park Area, formerly Airport Industrial Area Specific Plan. (No Fiscal Impact) [25-1929](#)
- Attachments:** [Report](#)
[Minute Order](#)
[Minute Order](#)
[Minute Order](#)

- Z.** Adopt a Resolution approving amendments to the Measure U five-year work plan for County Roads. (No Fiscal Impact) [25-1937](#)
- Attachments:** [Resolution](#)
[Measure U Five-Year List - Clean](#)
[Measure U Five -Year List - Redlined](#)
- AA.** Approve and authorize Agreement No. 260238B with TRC Engineers, Inc. for a maximum compensation of \$529,778 in support of the “Measure T Solano Avenue Pavement Repair Project,” RDS 25-01. (Fiscal Impact: \$529,778 Expense; Measure U; Budgeted; Discretionary) [25-1942](#)
- Attachments:** [Agreement](#)
- AB.** Approve and authorize creation of Capital Improvement Project 26020 for the “1127 First St Tenant Improvement Project” PW 26-13; and approve a Budget Amendment for design, plans specifications, project bidding services, and construction costs. (Fiscal Impact: \$1,000,000 Expense; Capital Improvement Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1944](#)

Recorder/County Clerk

- AC.** Approve and authorize Agreement No. 260234B to contract with SecureOne Outsource Solutions, Inc. for indexing of vital record images prior to 1972; and approve a corresponding Budget Amendment. (Fiscal Impact: \$107,139 Expense, Micrographics Special Revenue Fund, Not Budgeted, Discretionary) [4/5 vote required] [25-1954](#)
- Attachments:** [Agreement](#)

Sheriff

- AD.** Adopt a Resolution approving the Sheriff’s Office to apply for and accept a grant award from the Fiscal Year 2026-27 Boating Safety and Enforcement Financial Aid Program. (Fiscal Impact: \$308,150 Revenue; General Fund; Budgeted; Discretionary) [25-1831](#)
- Attachments:** [Resolution](#)
- AE.** Approve and authorize Amendment No. 1 to Revenue Agreement No. 250324B for the provision of law enforcement services with the Napa Valley Community College District. (Fiscal Impact: \$51,432 Revenue; General Fund; Budgeted; Discretionary) [25-1832](#)
- Attachments:** [Agreement](#)

- AF. Approve and authorize Memorandum of Understanding No. 8087 with the cities of Napa, Calistoga, St. Helena, and the California Highway Patrol. (No Fiscal Impact) [25-1834](#)

Attachments: [Agreement](#)

5. 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)

6. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

7. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

8. ADMINISTRATIVE ITEMS

County Counsel

- A. Approve and authorize Amendment No. 1 to Agreement No. 230460B extending the term of the employment contract for County Executive Officer, Ryan Alsop, through December 31, 2029; adopt a Resolution waiving \$15,000 of the relocation incentive housing loan balance; and delegate authority to the Director of Housing and Community Services to execute a subordination agreement subordinating the relocation incentive housing loan to the primary residential loan for refinancing purposes. (Fiscal Impact: \$15,000 Expense; General Fund; Budgeted; Mandatory) [25-2010](#)

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

Planning, Building and Environmental Services (PBES)

- B. Receive a presentation on the status of the Watershed Information and Conservation Council, direct Staff to re-envision the role of the WICC and return with recommendations for discussion and direction. (No Fiscal Impact) [25-1847](#)

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

Public Works

- C. Receive a presentation on the Countywide Transportation Plan from the Napa Valley Transportation Authority staff. (No Fiscal Impact) [25-1808](#)

9. PUBLIC HEARINGS

Napa County Groundwater Sustainability Agency

- A. Adopt a Resolution to implement Groundwater Sustainability fees in the Napa Valley Subbasin, as authorized by Water Code § 10730 to support implementation of the Groundwater Sustainability Plan. (Fiscal Impact; \$2,168,300 Revenue; Not Budgeted; GSA Fund; Discretionary) [25-1321](#)

Attachments: [Resolution](#)
[Fee Study](#)
[Rate Summary](#)
[PowerPoint \(added after meeting\)](#)

Planning, Building and Environmental Services (PBES)

- B. Introduction and consideration to adopt an Ordinance accepting the 2025 California Building Standards Code as approved by the California Building Standards Commission, including the amendment of various chapters of Title 15 of the Napa County Code; and the adoption of a Resolution of Findings supporting the local amendments. (No Fiscal Impact) [25-1568](#)

Attachments: [Ordinance - Clean](#)
[Ordinance - Redlined](#)
[Resolution](#)
[PowerPoint \(added after meeting\)](#)

- C. Introduction and intent to adopt an Ordinance of the Napa County Board of Supervisors, State of California, amending Napa County Code Chapter 6.18 (Keeping of Roosters) to address concerns regarding cockfighting and avian disease and Section 18.08.040 (Agriculture) of Chapter 18.08 (Definitions) relating to the raising and keeping of roosters. (No Fiscal Impact) [25-1788](#)

Attachments: [Ordinance - Redline](#)
[Ordinance - Clean](#)
[PowerPoint \(added after meeting\)](#)

10. CLOSED SESSION

- A. PUBLIC EMPLOYEE APPOINTMENT (Government Code Section 54957) Title: Director of Corrections [25-1938](#)

11. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, DECEMBER 16, 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, DECEMBER 5, 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