

Napa County

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



Agenda - Final

Tuesday, March 25, 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)

[25-172](#)

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

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

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

[25-414](#)

Attachments: [Proclamation](#)

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

- A. Rescind Resolution No. 2025-01 (NCGSA) and adopt the proposed updated Resolution for the Napa County Groundwater Sustainability Agency authorizing staff to develop a funding agreement with the Department of Water Resources to accept grant funds under Department of Water Resources’ California Stream Gage Improvement Program to provide funding to reactivate five stream gages within the Napa Valley. (Fiscal Impact: \$1,060,000 Revenue; Groundwater Special Revenue Fund; Not Budgeted; Discretionary)

[25-456](#)

Attachments: [Resolution](#)

6. CONSENT CALENDAR**Auditor-Controller**

- A. Accept and file the County of Napa Single Audit Report - Schedule of Expenditures of Federal Awards (SEFA), for fiscal year ended June 30, 2024. (No Fiscal Impact, Mandatory)

[25-421](#)

Attachments: [Single Audit Report Fiscal Year 2023-24](#)

Clerk of the Board

- B. Approval of minutes from the March 11, 2025 regular meeting. (No Fiscal Impact)

[25-75](#)

Attachments: [March 11, 2025](#)

- C. Appoint Grant Ingalls to represent Napa County Volunteer Firefighter position, on the Napa County Fire Services Advisory Committee with terms of office to commence immediately and expire on September 30, 2027. (No Fiscal Impact) [25-449](#)

Attachments: [Ingalls Application](#)

- D. Appoint Jasper T. Lowell to represent Consumer aged 18-25, to the Napa County Behavioral Health Board, with terms of office to commence immediately and expire on January 1, 2028. (No Fiscal Impact) [25-492](#)

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

County Counsel

- E. Approve and authorize delegation to sign a conflict waiver with Goldfarb & Lipman LLP to represent the County in connection with advising the County on the Vista Del Valle Mobile Home Park matter. (No Fiscal Impact, Discretionary) [25-484](#)

Attachments: [Conflict Waiver](#)

County Executive Office

- F. Adopt a Resolution authorizing the Napa Valley Unified School District to issue general obligation bonds for School Facilities Improvement Districts No. 1 and No. 2, without further approval of the Board of Supervisors or officers of Napa County. [25-400](#)

Attachments: [Resolution](#)
[School District Resolution 25-29](#)
[School District Resolution 25-30](#)

- G. Adopt a Resolution to amend the Table and Index of Classes, the Departmental Allocation List for multiple Divisions of the County Executive Office, and appropriate personnel policies. (Fiscal Impact: \$35,360 expense; General Fund; Budgeted; Discretionary) [25-440](#)

Attachments: [Resolution](#)
[Exhibit A - 1 \(Redline\)](#)
[Exhibit A - 1 \(Clean\)](#)
[Exhibit A - 2 \(Redline\)](#)
[Exhibit A - 2 \(Clean\)](#)

- H. Approve and authorize allocation of Board of Supervisors' District 5 community grant funds to American Canyon Arts Foundation for a student art contest. (Fiscal Impact: \$2,500 Expense; Budgeted; General Fund; Discretionary) [25-452](#)

- I. Adopt a Resolution appointing the Director of the Health and Human Services Agency and the Director of Housing and Homeless Services or their designees to the Community Action of Napa Valley Board of Directors. (No Fiscal Impact; Discretionary) [25-474](#)

Attachments: [Resolution](#)
[Articles of Incorporation](#)
[By-Laws](#)
[Excerpt of Regulations](#)
[Letter](#)

- J. Approve out of state travel for Supervisor Anne Cottrell to Washington, D.C. from April 6-10, 2025 to conduct meetings on behalf of Napa County with key federal congressional and executive branch officials. (Fiscal Impact: \$3,500 expense; General Fund; Budgeted; Discretionary). [25-523](#)

County Fire Department

- K. Approve a Budget Amendment to increase the Yountville Capital Assets appropriations by \$25,000 to purchase a washer/extractor to be used to sanitize County Fire Personal Protection Equipment and authorize Asset No. 26807 be declared as surplus, no longer required for public use, remove the items from inventory, and dispose by vendor. (Fiscal Impact: \$25,000 Expense; Fire Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-462](#)

Elections

- L. Adopt a Resolution authorizing Voter Accessibility Reimbursement Contract with California Secretary of State in the amount of \$13,778. (Fiscal Impact: \$13,778 Revenue; General Fund; Budgeted; Discretionary) [25-357](#)

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

- M. Adopt a Resolution authorizing Election Cybersecurity Reimbursement Contract with California Secretary of State in the amount of \$135,000. (Fiscal Impact: \$135,000 Revenue; General Fund; Budgeted; Discretionary) [25-362](#)

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

Health and Human Services Agency

- N.** Approve and authorize Amendment No. 3 to Agreement No. 190292B with MedMark Treatment Centers, Inc., and Amendment No. 3 to Agreement No. 190293B with Successful Alternatives for Addiction Counseling Services, Inc., to amend the Scope of Work and Compensation Exhibits to update rates, with no increase to the contract maximums. (Fiscal Impact: \$365,000 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) **[24-1020](#)**
- Attachments:** [MedMark Agreement](#)
[Successful Alternatives for Addiction Agreement](#)
- O.** Approve and authorize Amendment No. 7 to Revenue Agreement No. 200130B with California Department of Public Health (Special Supplemental Nutrition Program for Women, Infants, and Children), to increase the contract maximum by \$45,843 for a new contract maximum of \$3,374,496 through September 30, 2025; replace Exhibit A to reflect updated language; replace Exhibit B to reflect the increased allocation; and replace Exhibit D to reflect updated language. (Fiscal Impact: \$3,374,496 Revenue; Health and Human Services Agency Fund; Budgeted; Mandatory) **[25-200](#)**
- Attachments:** [Agreement](#)
- P.** Approve and authorize the California - Child and Family Services Napa County System Improvement Plan for submission to the California Department of Social Services; and the Notice of Intent for Child Abuse Prevention, Intervention, and Treatment Program, Community-Based Child Abuse Prevention Program, and Promoting Safe and Stable Families Program Funding Assurances for Napa County for the Period of Plan, both for the term of June 4, 2023, through June 4, 2028. (No Fiscal Impact; Mandatory) **[25-211](#)**
- Attachments:** [Report](#)
[Notice of Intent](#)
- Q.** Approve and authorize Agreement No. 250323B with Mentis, Inc., for a contract maximum of \$460,000 for Fiscal Year 2024-2025, and each subsequent automatic renewal; and approve a Budget Amendment for the provision of outpatient specialty mental health services for Napa County adults. (Fiscal Impact: \$460,000 Expense; Health and Human Services Agency Fund; Not Budgeted; Mandatory) **[25-341](#)**
[4/5 vote required]
- Attachments:** [Agreement](#)

- R. Approve and authorize Amendment No. 3 to Agreement No. 200273B with Willow Glen Care Center, Inc., to increase the contract maximum by \$750,000 for a new contract maximum of \$1,500,000 for Fiscal Year 2024-2025, and each subsequent renewal, to provide residential mental health services. (Fiscal Impact: \$1,500,000 Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [25-342](#)
- Attachments:** [Agreement](#)
- S. Approve and authorize Agreement No. 250348B with Serenity Homes of Napa Valley for a contract maximum of \$225,000 upon approval of the agreement through June 30, 2026; and approve a Budget Amendment for the provision of recovery residential beds for clients served within Napa County's Drug Medi-Cal Organized Delivery System. (Fiscal Impact: \$225,000 Expense; Health and Human Services Agency Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-343](#)
- Attachments:** [Agreement](#)
- T. Approve and authorize Amendment No. 1 to Agreement No. 240303B with Napa Valley Community Foundation for the term upon approval through June 30, 2027, to support the expansion of the One Napa Valley Initiative through an increase of \$10,000 in Fiscal Year 2024-2025 and an increase of \$50,000 in 2025-2026 bringing the contract maximum to \$60,000 and \$100,000, in those fiscal years respectively, and annually thereafter at \$50,000. (Fiscal Impact \$10,000 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-384](#)
- Attachments:** [Agreement](#)
- U. Approve and authorize Amendment No. 2 to Revenue Agreement No. 170142B with Department of Health Care Services (County Performance Contract), to extend the term of the agreement for an additional year through June 30, 2026. (No Fiscal Impact; Mandatory) [25-393](#)
- Attachments:** [Agreement](#)

Housing & Homeless Services – Division of CEO's Office

- V. Approve and authorize Agreement No. 250356B with Kristin Lowell, Inc. for a maximum of \$23,000 for the term March 25, 2025 to December 31, 2027 for the annual County Service Area No. 4 Engineer's Reports. (Fiscal Impact \$23,000 Expense; County Service Area No. 4 Fund; Budgeted; Discretionary) [25-371](#)
- Attachments:** [Agreement](#)

Human Resources – Division of CEO’s Office

- W. Adopt a Resolution to amend the Table and Index of Classes to add a new Institutional Services Supervisor classification and delete the Food-Laundry Services Supervisor and Food Services Coordinator classifications; and amend the Departmental Allocation List for the Napa County Department of Corrections by adding a 1.0 FTE Institutional Services Supervisor and deleting a 1.0 FTE Food-Laundry Services Supervisor, and the Probation Department by adding a 1.0 FTE Institutional Services Supervisor and deleting a 1.0 FTE Food Services Coordinator, effective March 25, 2025, with no net increase in full-time equivalents. (Fiscal Impact: \$7,600 Expense; General Fund; Budgeted; Discretionary) [25-396](#)

Attachments: [Resolution](#)

Information Technology Services – Division of CEO’s Office

- X. Declare certain items of capital asset property as surplus and no longer required for public use; authorize removal of the capital assets from the Information Technology Services’ capital asset inventory; and authorize e-waste disposal (No Fiscal Impact). [25-378](#)

Attachments: [Capital Asset Items-Removal](#)

- Y. 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 personal property by donating them to Computers for Classrooms. (No Fiscal Impact) [25-435](#)

Attachments: [ITS Donation March 2025](#)

Public Works

- Z. Approve multiple Purchase and Sale Agreements and Amendments to Agreements; adopt a Resolution approving a loan; and approve a related Budget Amendment for the Soscol Ferry Road/Devlin Road Roundabout Project. (Fiscal Impact: \$421,311 Expense; Multiple Funds; Not Budgeted; Discretionary) [25-297](#)
[4/5 vote required]

Attachments: [Resolution](#)
[Budget Summary](#)
[Agreement GHD](#)
[Agreement Ishaq](#)
[Agreement Soscol Ferry Storage 1](#)
[Agreement Soscol Ferry Storage 2](#)

- AA.** Approve the Plans and Specifications for the 2025 Annual Bridge Repairs, RDS 25-05 and 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) [25-323](#)
- Attachments:** [Budget](#)
- AB.** Receive the report required by Government Code Section 66006(b) for the Traffic Mitigation Fee Program for Fiscal Year 2023-2024 in the Napa Valley Business Park Area, formerly Airport Industrial Area Specific Plan. (No Fiscal Impact; Mandatory) [25-372](#)
- Attachments:** [Report](#)
- AC.** Approve and authorize creation of Capital Improvement Project 25017 for the “American Canyon Library Remodel”, PW 25-09; and approve a budget amendment. (Fiscal Impact: \$20,000 Expense; Library Fund; Not Budgeted; Discretionary) [25-407](#)
[4/5 vote required]
- AD.** Approve and authorize Amendment No. 1 to Agreement No. 250070B with St. Francis Electric, increasing maximum compensation from \$150,000 to \$200,000 per fiscal year to provide electrical maintenance and on-call services for traffic signals, streetlights, crosswalks, and any other lighting equipment on County-owned roadway networks. (Fiscal Impact: \$50,000 Expense; Various Funds; Budgeted; Discretionary) [25-429](#)
- Attachments:** [Agreement](#)
- AE.** Approve creation of a Capital Improvement Project 25040, “North GA Ramp Reconstruction Project” PW 26-04, approve Agreement 250360B with Mead & Hunt, Inc. for a maximum compensation of \$497,667 for project design services, approve an associated Budget Amendment, and authorize Director of Public Works to execute a grant agreement with the Federal Aviation Administration. (Fiscal Impact \$497,667 Expense; Airport Fund - FAA Grant; Not Budgeted; Discretionary) [25-443](#)
[4/5 vote required]
- Attachments:** [Agreement](#)
- AF.** Approve the Plans and Specifications for the “2025 Road Striping Maintenance Project”, RDS 25-08, 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) [25-451](#)
- Attachments:** [Roads List](#)

- AG.** Approve Amendment 1 to Agreement No. 250052B with Sanderson Bellecci Inc for additional Engineering and Environmental Services; and approve a Budget Amendment for the HSIP Cycle 11 “Silverado Trail Intersection Improvements” project (RDS 22-26). (Fiscal Impact: \$71,086 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-460](#)
- Attachments:** [Agreement](#)
[Budget Summary](#)
- AH.** Award of construction contract to GSP Construction, Inc., of Rancho Cordova, California in the amount of \$272,000 for the “JJC Skyline Academy Project”, PW 24-34, and approve a Budget Amendment. (Fiscal Impact: \$218,600 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary).
[4/5 vote required] [25-461](#)
- Attachments:** [Bid Results](#)
[Budget Summary](#)
- AI.** Authorize the Director of Public Works to apply for and execute a Federal Aviation Administration Airport Infrastructure Grant in the amount of \$285,280 for reimbursement of grant eligible airfield electrical components completed under the Airport Terminal Redevelopment Phase 1 Project (PW23-29R). (Fiscal Impact \$285,280 Revenue; Airport Fund; Budgeted; Discretionary) [25-478](#)

Sheriff

- AJ.** Approve and authorize a revision of a capital asset for purchase of one Explosive Ordinance Device Portable X-Ray; a Budget Amendment; a waiver of competitive bidding requirements; and a sole source award to Novo Dr INC due to technical compatibility requirements. (Fiscal Impact \$23,450 Expense; General Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-430](#)

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

- A. Reappoint Tracy Cleveland as the Agricultural Commissioner/Sealer of Weights and Measures, as authorized by California Food and Agricultural Code §2122 and California Business and Professions Code §12200; and approve and authorize Amendment No. 1 to Employment Agreement No. 210327B with Tracy Cleveland to serve an additional four-year term as the Agricultural Commissioner/Sealer of Weights and Measures. (No Fiscal Impact) [25-395](#)

Attachments: [Agreement](#)

Planning, Building and Environmental Services (PBES)

- B. Initiate a General Plan Amendment to achieve consistency with the Napa County Airport Land Use Commission’s recently adopted Airport Land Use Compatibility Plan (No Fiscal Impact). [25-454](#)

Attachments: [Attachment A - Resolution No. 05-173](#)

- C. Receive and accept a presentation of the annual report regarding the status of the 2008 Napa County General Plan and progress in its implementation as required by Government Code Section 65400. (No Fiscal Impact) [25-364](#)

Attachments: [2024 Annual Progress Report Transmittal Letter](#)
[2024 Annual Progress Report - General Plan Implementation Table](#)
[2024 Annual Progress Report - Housing Programs Implementation Table](#)
[2024 Annual Progress Report - Summary Page](#)
[2024 Annual Progress Report - Table B](#)

County Executive Office

- D. Receive a presentation on local campaign contribution limitations and legislation passed in 2024 amending the requirements of the Levine Act, discuss local limitations, and provide direction to staff to return to the Board with any requested changes to local limitations. (No Fiscal Impact, Discretionary.) [25-496](#)

Attachments: [Fact Sheet](#)
[Matrix](#)

12. PUBLIC HEARING - SPECIAL DISTRICTS**13. PUBLIC HEARINGS****14. CLOSED SESSION**

15. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,
APRIL 8, 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, MARCH 21, 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