

# Napa County

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



## Agenda - Final

**Tuesday, October 7, 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](http://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)

[25-238](#)

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

**4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS**

- A. Presentation of a Proclamation recognizing October 2025 as “Domestic Violence Awareness Month” in Napa County. (No Fiscal Impact)

[25-1691](#)

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

**5. CONSENT CALENDAR****Auditor-Controller**

- A. Accept and instruct the Clerk of the Board to file the annual Compliance Review of the Proximity Workforce Housing Assistance Program for the period of July 1, 2024 - June 30, 2025. (No Fiscal Impact)

[25-1642](#)

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

**Clerk of the Board**

- B. Approval of minutes from the September 23, 2025 regular meeting and September 29, 2025 special meetings. (No Fiscal Impact)

[25-98](#)

**Attachments:** [September 23, 2025](#)  
[September 29, 2025 - 2:30pm](#)  
[September 29, 2025 - 3:00pm](#)

**County Counsel**

- C. Approve a sole source with BTR Consulting LLC., due to the unique specialized nature of the firm’s work, and delegate signing authority to County Counsel to approve Agreement No. 260180B to assist County Counsel in providing legal guidance to the Department of Corrections. (Fiscal Impact: \$90,000 Expense; General Fund; Budgeted; Discretionary)

[25-1736](#)

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

**County Executive Office**

- D.** Approve and authorize Agreement No. 260143B with Stericycle, Inc. with a term ending October 6, 2030, and a maximum compensation of \$55,000 annually to perform confidential material shredding and disposal services. (Fiscal Impact: \$55,000 Expense; General Fund; Budgeted; Discretionary) [25-1565](#)
- Attachments:** [Agreement](#)
- E.** Approve and authorize Agreement No. 260179B with Napa Valley Transportation Agency to provide support services at cost. (Fiscal Impact: \$190,000 Revenue; General Fund and ITS Fund; Budgeted; Discretionary) [25-1713](#)
- Attachments:** [Agreement](#)
- F.** Adopt a Resolution to continue a local emergency due to the Pickett Fire affecting the area of unincorporated parts of Calistoga, Pope Valley, Aetna Springs, and Angwin. (Fiscal Impact Unknown; Mandatory) [25-1729](#)  
[4/5 vote required]
- Attachments:** [Resolution](#)

**County Fire Department**

- G.** Approve a Budget Amendment to increase the Fire Operations Capital Assets appropriation by \$12,000 to complete a manufacturer modification in the new Type 6 emergency vehicle that was not included in the original capital asset request of \$347,062 for a new total of \$359,062. (Fiscal Impact \$12,000 Expense; Fire Fund; Not Budgeted; Discretionary) [25-1525](#)  
[4/5 vote required]

**Housing & Community Services**

- H.** Approve and authorize Amendment No. 5 to Agreement 170266B with Bitfocus, Inc. changing the contract maximum from \$255,242 to \$248,190 for the term of July 1, 2025 through June 30, 2026 and each automatic renewal thereafter, to maintain the number of licenses for users of the Homeless Management Information System (HMIS) and provide HMIS Community Administration Services. (Fiscal Impact: \$7,052 Expense reduction; Housing & Community Services Fund; Budgeted; Discretionary) [25-1574](#)
- Attachments:** [Agreement](#)

**Library**

- I.** Approve and authorize Amendment No. 3 to Agreement No. 210369B with Innovative Interfaces Inc.; Amendment No. 2 to Agreement No. 220018B with Unity Courier Service, Inc.; and Agreement No. 260116B with St. Helena Public Library for services related to the Integrated Library System. (Fiscal Impact: \$100,000 Reduced Expense; Library Fund; Budgeted; Discretionary) [25-1343](#)
- Attachments:** [Agreement - Innovative Interfaces](#)  
[Agreement - Unity](#)  
[Agreement - City of St Helena](#)

**Napa Berryessa Resort Improvement District**

- J.** Adopt a Resolution authorizing the District Engineer or Public Works Director to submit applications and execute documents for and on behalf of the District related to receiving financial assistance from Cal OES, including FEMA Disaster Relief Declaration No. 4683 for the January 2023 winter storm damage. (No Fiscal Impact) [25-1407](#)
- Attachments:** [Resolution](#)

**Napa County Housing Authority**

- K.** Approve and authorize Amendment No. 3 to Agreement No. 250009B (NCHA) with Environment Aqua, Inc. to increase the contract maximum from \$29,267 to \$41,600 in Fiscal Year 2025-2026 for water treatment services. (Fiscal Impact: \$12,333 Expense; Housing Authority Fund; Budgeted; Mandatory) [25-1690](#)
- Attachments:** [Agreement](#)

**Public Works**

- L.** Approve and authorize Agreement No. 260170B with YEI Engineers, Inc. for a maximum of \$504,772 for engineering services and construction support for the “Napa Library HVAC Replacement Project,” PW 25-42. (Fiscal Impact: \$504,772 Expense; Napa Library HVAC Replacement Project Fund; Budgeted; Discretionary) [25-1233](#)
- Attachments:** [Agreement](#)
- M.** Approval of plans and specifications for the “Low Voltage AV South Campus HHSA Conference Rooms Project” PW 24-38 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 Public Contract Code section 20150.8. (No Fiscal Impact) [25-1596](#)

- N.** Reject all bids and authorize the Director of Public Works to re-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 Sections 20150.9 and 20150.8, respectively, of the Public Contract Code for the Chiles Pope Valley Road Bridge Replacement RDS 15-23 Restoration and Monitoring Project. (No Fiscal Impact) [25-1636](#)
- Attachments:** [Budget Summary](#)
- O.** Approve and authorize Amendment No. 1 to Agreement No. 230394B with KONE, Inc. to increase maximum compensation from \$84,508 to \$95,708 in fiscal year 2025-26 and up to \$101,464 per fiscal year in each of the optional renewal years, and to update the scope of work to include elevator emergency phone services at various County locations. (Fiscal Impact: \$11,200 Expense; Various Funds; Budgeted; Discretionary) [25-1674](#)
- Attachments:** [Agreement](#)
- P.** Approve and authorize a Certificate of Acceptance of Avigation and Hazard Easement Deed from the Napa Sanitation District for the Laketricty Floating Solar Project within the Napa Sanitation District complex to preserve the Napa County Airport's right to engage in and support aviation uses and to prevent the subject property from being used in a manner which creates avigation hazards. (No Fiscal Impact) [25-1675](#)
- Attachments:** [Avigation and Hazard Easement Deed](#)  
[Avigation Easement Map](#)
- Q.** Approve a report of emergency Public Works actions on two 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) [25-1707](#)  
[4/5 vote required]

**Recorder/County Clerk**

- R.** Approve and authorize Addendum No. 20 to Agreement No. 170547B with the California Department of Justice for cost-sharing in a statewide Electronic Recording Delivery System. (Fiscal Impact: \$1,850 Expense; Special Revenue Fund; Budgeted; Discretionary) [25-1652](#)
- Attachments:** [Agreement](#)

**Sheriff**

- S. Approve and authorize Agreement No. 260167B with All-Star Talent for recruitment staffing services. (Fiscal Impact: \$136,250; Expense; General Fund; Budgeted; Discretionary) [25-1453](#)

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

**6. PUBLIC COMMENT****7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS****8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR****Planning, Building and Environmental Services (PBES)****9. PUBLIC HEARINGS**

- A. Introduction and intent to adopt an ordinance of the Napa County Board of Supervisors, State of California, amending various sections of Chapter 5.70 (Single-Use Plastic Bag Reduction) and Chapter 5.80 (Reusable Foodware and Waste reduction) of the Napa County Code. (No Fiscal Impact) [25-1393](#)

**Attachments:** [Ordinance-Clean](#)

[Ordinance - Redline](#)

[Correction Memorandum \(added after posting\)](#)

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

- B. Introduction and intent to adopt a Napa County ordinance amending Chapter 5.40 (peddling and soliciting) of the Napa County Code to conform to California Health and Safety Code requirements and to clarify the requirements. (No Fiscal Impact; Discretionary) [25-1709](#)

**Attachments:** [Ordinance - Clean](#)

[Ordinance - Redlined](#)

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

**10. ADMINISTRATIVE ITEMS****County Executive Office**

- A. Receive a presentation on the Risk Management Program. (No Fiscal Impact) [25-1402](#)

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

- B.** Adopt a Resolution informing the public of the November 4, 2025, special election, the substance of Proposition 50, and information about local ballots and ballot drop box locations and hours. (No Fiscal Impact)

[25-1718](#)

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

**11. CLOSED SESSION**

- A.** CONFERENCE WITH LABOR NEGOTIATORS (Government Code Section 54957.6) Agency Designated Representatives: Christine Briceño, Chief Human Resources Officer regarding Deputy Sheriffs' Association - Law Enforcement Unit and Deputy Sheriffs' Association - Law Enforcement Supervisory Unit Napa [25-1716](#)
- B.** CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION [25-1717](#)  
(Gov. Code Section 54956.9(d)(1))  
Name of Case: Garcia, Juan, et al. v. County of Napa, et al., Napa Superior Court Case No. 23CV000234
- C.** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION [25-1738](#)  
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): Claims asserted by Alan Charles Dell'Arrio relating to the appointment of Planning Commissioners and the production of records under the California Public Records Act.  
**Attachments:** [Claim](#)

**12. ADJOURNMENT****ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, OCTOBER 21, 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 3, 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