



A Tradition of Stewardship  
A Commitment to Service

**County Executive Office**

1195 Third Street, Suite 310  
Napa, CA 94559  
[www.countyofnapa.org](http://www.countyofnapa.org)

Main: (707) 253-4421  
Fax: (707) 253-4176

**Minh C. Tran**  
County Executive Officer

August 12, 2021

Michael Basayne

██████████ New Address: ██████████  
Napa, CA 94558 ██████████  
Via email: ██████████

**Re: Napa County Assessment Appeals Board**

Dear Mr. Basayne:

You have been a valued member of the **Napa County Assessment Appeals Board** representing BOS Appointee. The term of your position will expire September 6, 2021. If you wish to request reappointment for a 3-year term, please check the following box:

- Yes, I would like my name, this letter and application forwarded to the Board of Supervisors for possible reappointment to the **Napa County Assessment Appeals Board** for the term expiring September 6, 2024.

=====

If you have chosen to request reappointment, please check one of the two boxes below regarding your last application.

- I confirm that all the information on my last application is current.
- Some of the information on my last application is no longer current or is five (5) years old or older. I will submit a new or revised application. *- ADDRESS CHANGE -*

(To complete a new application form contact the Napa County Executive Office or go to the following link to complete your application online:

<https://www.countyofnapa.org/1420/Committees-Commissions>

After checking the appropriate boxes above, **sign and date on the lines below and return this letter to the County Executive Office by mail, email, or fax by 5:00 p.m. on August 27, 2021.**

  
\_\_\_\_\_  
SIGNATURE

8/24/21  
\_\_\_\_\_  
DATE

RECEIVED  
MAY 16 2018  
NAPA COUNTY  
EXECUTIVE OFFICE

Application for Appointment to Board, Commission, Committee, or Task Force

*Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.*

Public Records Act

*Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.*

Form 700 Conflict of Interest Code      California Fair Political Practices Website

Application for Appointment to:      Napa County Assessment Appeals Board

Category of Membership for Which You Are Applying      Member

Personal Information

*The following information is provided in confidence, but may be used by the Board of Supervisors when making the appointment, or be used by the Committee/Commission/Board/Task Force following appointment for purposes of communicating with the appointee.*

Full Name      Michael Basayne

Supervisorial District in Which You Reside      District ~~2~~ 4

Home Address      [REDACTED]

City      Napa

State      CA

Zip	94558
Phone	(707) 815-7042
Email Address	[REDACTED]
Work Address	[REDACTED]
City	Napa
State	CA
Zip	94558
Work Phone	[REDACTED]
Current Occupation	Business Advisor/Project Manager
Current License	See attached/uploaded resume
Education/Experience	See attached/uploaded resume
Resume	<a href="#">Resume.MBasayne 5-15-18.pdf</a>
Community Participation	See attached/uploaded resume
Other County Board/Commission/Committee on Which You Serve/Have Served	See attached/uploaded resume

*Provide names, addresses and phone numbers of 3 individuals who are familiar with your background.*

Reference 1

Name	Jeri Gill
Phone	[REDACTED]
Address	[REDACTED]
City	Napa
State	CA
Zip	94559

Reference 2

Name Alton Hoover  
Phone [REDACTED]  
Address [REDACTED]  
City Napa  
State CA  
Zip 94558

Reference 3

Name Ken Johanssen  
Phone [REDACTED]  
Address [REDACTED]  
City Napa  
State CA  
Zip 94558

Name and occupation of spouse within the last 12 months, if married. Royce Ann Hawkins Concierge Team Leader

Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.

I sincerely care for our community. My experience in real estate finance and valuation assessment, tax analysis, business advising, and planning, have prepared me to thoughtfully and judiciously provide benefit to Napa County including determining fair equalization of property values. My nine years of service on the Napa County Planning Commission (and two years on the Napa City Planning Commission) has provided me with keen awareness of the critical role of Napa County's government, it's processes, the significance of learning, listening, understanding a greater vision, and executing decisions in a consistent, logical, and reasonable manner.

Email not displaying correctly? [View it in your browser.](#)

**EDUCATION:**

- **Master of Business Administration**, Saint Mary's College of California (1989)  
Honors: Entrepreneurship
- **Bachelor of Arts**, History, University of California Berkeley (1979)  
Thesis: Urban Planning of Daniel Hudson Burnham

*Professional Certification and additional study:*

- Project Management (PMP) Certificate, Project Management Institute, (In Process)
- Government Financial Management, Budgeting and Control CGFM Exam Prep, AICPA, (2018)
- Airport Land Use Planning, CEQA, Wetlands Habitat Conservation, UC Davis Ext. (2009-12)
- Sustainability and General Plans, Climate, American Planning Association (2008)
- Planning Commissioner Academy, California League of Cities (2006)
- Leadership Napa Valley Graduate, Winner Best Practicum Project: Napa Valley Clean (2006)
- Finance Certificate, University of Washington Foster Graduate School of Business/  
Pacific Coast Banking School (1986-88)  
Thesis: Environmental Risks for Lenders and Superfund Legislation
- Archeology/Architecture Certificate, Study Abroad Hebrew University Jerusalem

*Licensure:*

- CA Bureau of Real Estate License, supported by coursework in California Real Estate Practice, Principles, Appraisal, Law, and Finance (In Process)

**PROFESSIONAL HISTORY:**

- **Business Advisor/Project Manager**  
SBDC/Napa Valley College                      Napa CA                      11/17- Present  
Provide solutions for difficult challenges faced by businesses, directing projects and initiatives.
- **Director of Special Projects & Strategy**  
Platypus, LLC    Napa CA                      6/16-11/17  
Project management executive for 15-year old, 45-vehicle, scalable wine touring company serving Napa and Sonoma.
- **Director of Corporate Development**  
Napa Valley Tours & Transportation                      Napa CA                      4/10-6/16  
Executive for 20-year old 100-vehicle transportation company serving the Greater Bay Area.
- **Business Advisor/Project Manager**  
SBDC/Napa Valley College/Solano College                      Napa CA                      11/10-2/12  
Provide solutions for difficult challenges faced by businesses. directing projects and initiatives.
- **Regional Manager & Principal**  
The Rainier Group Consulting                      Bellevue WA                      1/08-4/10  
Market executive and advisor for 30-year old national business consulting firm,
- **Senior Vice President & Commercial Banking Manager**  
North Bay Bancorp    Napa CA                      9/04-1/08  
Banking executive for bank holding company acquired by Umpqua Bank in 2007.
- **Construction Project Manager**  
Martin Ray Vineyards & Winery                      Graton CA                      9/03-9/04  
Project manager for 1-million+ case multi-brand winery production company.
- **Vice President & Team Leader/Agribusiness Division**  
Sanwa Bank/Bank of the West                      San Francisco CA                      2/00-9/03  
Market manager for third largest worldwide banking company, acquired by BNP Paribas.

- **Senior Vice President & Manager/Wine Industry Division**  
Imperial Bank Sacramento CA 4/94-2/00  
Group manager for California based business bank acquired by Comerica Bank.
- **Vice President & Team Leader/Corporate Banking Division**  
First Interstate Bank San Francisco CA 2/91-4/94  
Manager for national banking company acquired by Wells Fargo Bank.
- **Financial Manager**  
William A. Saks & Co. Benicia CA 2/89 -2/91  
Financial manager for Bay Area commercial real estate Development Company.

**CAREER HIGHLIGHTS:**

- Developed and managed staff of 130+. Executed new training programs to identify and empower leaders, created standard operating procedures, building budgets and infrastructure, driving significant revenue growth. Accounting and taxation management.
- Oversaw real estate projects for entitlement and construction of new transportation terminal and commercial office facilities. Identified and achieved significant tax savings for employer through valuation, cost segregation and depreciation studies.
- Managed successful construction and sustainable retrofit of historic winery with multiple structures, property valuation and developing operational efficiencies. Oversaw personnel, vendors, and budgets.
- Completed successful lease negotiations for various warehouse facilities providing financial advantage and benefit.
- Supervised divisional budgetary process for various banks, to include tax management.
- Managed accounting analysts, responsible for general ledger and financial statement preparation, focusing on results, achieving strong performance reviews for accuracy and consistency.
- Implemented a centralized underwriting, compliance, and audit infrastructure, positioning a regional banking organization for sale.
- Providing performance planning for businesses, maximizing potential for job creation, revenue and profit growth.
- Underwrote approximately \$500 million in complex corporate credit, including bond issuance, mezzanine finance, and syndications, through business and property valuation. Led teams of commercial bankers to consistently exceed performance goals. Recipient of internal awards.
- Clear record throughout career involving personnel, productivity, attitude, teamwork or safety.

**AREAS OF EXPERTISE:**

**Real Estate Project Development and Oversight:** Facilities development and project planning experience to include entitlements. Evaluate compliance with laws, codes, and ordinances. Coordinate and build positive rapport among consultants, contractors and vendors. Work consistently with appraisers and tax professionals. Participate in project meetings and work sessions to develop scheduling. Prepare budget and operational recommendations, monitoring and controlling expenditures, including status reports.

**Strategy, Vision & Mission Planning:** Utilize analysis, insights and collaboration to drive organizational improvements and implementation of best practices for strategic goals and priorities. Designed tactical metrics for business growth. Coordinated operational planning, change management, and communication, policy and procedure development. Senior executive providing direction for organizational initiatives and new projects.

**Michael E. Basayne, M.B.A.**

**Leadership/ Human Resources Management:** Recruited, trained, and mentored large groups of employees in different industries, providing regular performance feedback and evaluations, monthly reports to management, attending meetings including performance improvement. Oversaw management teams. Strong interpersonal skills, resolving complex issues and utilizing best practices.

**Budgeting & Cost Management, Finance:** Fiscal direction in uniquely challenging situations. Manage budgets; oversee projects requiring attention to detail and timely turnaround, forging collaborative relationships. Finance and banking expertise, successfully providing and sourcing debt and treasury management for various business entities. Manage the scope of work in a variety of technical processes, including tax planning, valuation, project evaluations, negotiation, and recommendation for award of contracts.

**Public/Community Service:** Significant community participation and engagement. Proven track record as effective public servant. Results-oriented local leader with a known for balanced, collaborative decisions. Numerous Board positions with non-profit charitable organizations, also serving as primary public and community contact for different organizations.

**Sales & Marketing Development:**

New business lead management, determining potential fit for prospective customers, while introducing products and project implementation.

**PUBLIC SERVICE/COMMUNITY ACTIVITIES:**

- Commissioner Napa County Planning Commission 2009 - 2018
- Chairman Napa County Planning Commission 2016, 2011
- Commissioner, Napa County Airport Land Use Commission 2009 - 2018;
- Chairman, Napa County Airport Land Use Commission (2016, 2011)
- Liaison, Napa County Airport Advisory Commission 2012 - 2018
- Director, Napa Chamber of Commerce Board of Directors 2015 - Present
- Director, Leadership Napa Valley Board of Directors 2016- Present
- President and Director, U.C. Berkeley Napa Valley Alumni Board of Directors 2007 - Present
- President Napa Sunrise Rotary 2018-2019;
- Sergeant-At-Arms, Napa Sunrise Rotary Board of Directors 2011-2014
- Director, Community Services, Napa Sunrise Rotary Board of Directors 2008-2009
- Director, Napa County Watershed Information Board of Directors 2009 -2012
- Founding Member Napa Valley Clean/Earth Day 2006-2010
- Member, Steering Committee Napa Valley Wine Auction 2005 - 2011
- Commissioner, Napa City Planning Commission 2006-2009
- Vice Chairman, Napa City Planning Commission 2008
- Director & Finance Chairman, Volunteer Center of Napa 2005-2008
- Director, Napa Youth Optimist Basketball League Board of Directors 2001-2010
- Director, Junior Achievement of Napa Board of Directors 2005-2010
- Assistant Troop Leader, Boy Scouts Silverado District, Mt. Diablo/Silverado Council 1998-2001

**PROFESSIONAL ASSOCIATIONS:**

- Project Management Institute
- American Planning Association

**PROFICIENT IN:**

- Word, Excel, Microsoft Project, Power Point

**References furnished upon request.**