

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE NAPA COUNTY BOARD OF SUPERVISORS,  
STATE OF CALIFORNIA, AMENDING SECTION 11.28.030 OF THE  
NAPA COUNTY CODE TO RENEW THE AIRPORT MANAGER’S  
AUTHORITY TO EXECUTE LEASES AND LICENSE AGREEMENTS**

**WHEREAS**, Government Code Section 25537 allows the Board of Supervisors (“Board”) to delegate the authority to execute leases and licenses of County real property to County officers by ordinance, provided the delegation is not effective for more than 5 years; and

**WHEREAS**, on June 4, 2019, the Board adopted Ordinance No. 1437 delegating the authority to execute leases and licenses at the Napa County Airport to the Airport Manager, codified in Section 11.28.030 of the Napa County Code; and

**WHEREAS**, the delegation to the Airport Manager expired on July 4, 2024, so the Board desires to renew and ratify the Airport Manager’s authority to execute leases and licenses and to increase the maximum annual rent the Airport Manager is authorized to approve.

**NOW, THEREFORE**, the Board of Supervisors of Napa County ordains as follows:

**SECTION 1.** Section 11.28.030 of Chapter 11.28 (Napa County Airport) of Title 11 (Airport) of the Napa County Code to amended to read in full as follows:

**11.28.030 – Authority to execute leases and license agreements.**

- A. The airport manager is authorized to negotiate and execute, on behalf of the county, in a form approved by county counsel, leases and licenses where:
  - 1. The rent has been set by the Board of Supervisors in the fee schedule for the airport; or
  - 2. The rent in the executed lease or license does not exceed five thousand dollars per month and the term of the executed lease or license, including any renewal term(s), does not exceed a cumulative total of ten years.
- B. The airport manager shall have authority to execute and enforce any leases or licenses agreements on behalf of the county, including, without limitation, exercising the right to terminate, authorize tenant improvements, and withhold

deposit funds, provided that the airport manager determines, upon consultation with county counsel, that such remedies are in the best interest of the county and are otherwise consistent with the provisions of the lease or license.

C. Notice of any leases or licenses executed pursuant to this section shall be provided in accordance with Government Code Section 25537.

D. The authority granted by this section shall expire on July 1, 2029.

**SECTION 2.** The Board of Supervisors hereby ratifies and approves any leases and licenses executed by the Airport Manager since July 4, 2024, until the effective date of this Ordinance that otherwise comply with the limitations on the delegation in Ordinance No. 1437.

**SECTION 3.** The Board of Supervisors finds that adoption of this Ordinance is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301, as relating to the operation of existing facilities.

**SECTION 4.** If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Napa County Board of Supervisors hereby declares it would have passed and adopted this Ordinance and each and all provisions hereof irrespective of the fact that any one or more of said provisions be declared invalid.

**SECTION 5.** This Ordinance shall be effective thirty (30) days from and after the date of its passage.

**SECTION 6.** A summary of this Ordinance shall be published at least once five (5) days before adoption and at least once before the expiration of fifteen (15) days after its passage in the Napa Valley Register, a newspaper of general circulation published in Napa County, together with the names of members voting for and against the same.

The foregoing Ordinance was introduced at a regular meeting of the Napa County Board of Supervisors, State of California, held on the 24th day of June, 2025, and passed at a regular meeting of the Napa County Board of Supervisors, State of California, held on the 22nd day of July, 2025, by the following vote:

AYES:	SUPERVISORS	_____
		_____
NOES:	SUPERVISORS	_____
		_____
ABSTAIN:	SUPERVISORS	_____
		_____
ABSENT:	SUPERVISORS	_____
		_____

NAPA COUNTY, a political subdivision of the  
State of California

\_\_\_\_\_  
ANNE COTTRELL, Chair of the  
Board of Supervisors

<p>APPROVED AS TO FORM Office of County Counsel</p> <p>By: <u>Thomas C. Zeleny</u> Chief Deputy County Counsel</p> <p>By: <u>McKayla McMahon</u> Code Services</p> <p>Date: <u>May 28, 2025</u></p>	<p>APPROVED BY THE NAPA COUNTY BOARD OF SUPERVISORS</p> <p>Date: _____ Processed By: _____</p> <p>_____ Deputy Clerk of the Board</p>	<p>ATTEST: NEHA HOSKINS Clerk of the Board of Supervisors</p> <p>By: _____</p>
---	---	--

I HEREBY CERTIFY THAT THE ORDINANCE ABOVE WAS POSTED IN THE OFFICE OF THE CLERK OF THE BOARD IN THE ADMINISTRATIVE BUILDING, 1195 THIRD STREET ROOM 310, NAPA, CALIFORNIA ON \_\_\_\_\_.

\_\_\_\_\_, DEPUTY  
NEHA HOSKINS, CLERK OF THE BOARD