



## Meeting Minutes

### Napa County 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/>

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Tuesday, March 24, 2026

9:00 AM

Board of Supervisors Chambers  
1195 Third Street, Third Floor

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1. CALL TO ORDER; ROLL CALL

**Present: Chair Amber Manfree, Vice-Chair Liz Alessio, Supervisors Anne Cottrell, Joelle Gallagher, and Belia Ramos. The meeting was called to order by Chair Amber Manfree.**

2. PLEDGE OF ALLEGIANCE

**Napa Valley Register Journalist Barry Eberling led the assembly in the Pledge of Allegiance.**

3. PET OF THE WEEK

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

[26-59](#)

**Animal Shelter Supervisor Luis Ambriz presented the Pet of the Week (Chopper).**

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

**Motion Text: Approve the Proclamations and Commendations.**

**Voting Yes: Alessio, Ramos, Cottrell, Gallagher, and Manfree**

**Voting No: None**

**Recusals: None**

**Result: Passed**

- A. Presentation of a Proclamation recognizing April 2026 as “Arts in April Month” in Napa County. (No Fiscal Impact) [26-262](#)

**Chair Amber Manfree presented the proclamation.**

**President and CEO of Arts Council Napa Valley Christopher DeNatale received the proclamation and made presentation.**

- B. Presentation of a Proclamation recognizing April 6-12, 2026 as “Public Health Week” in Napa County. (No Fiscal Impact) [26-319](#)

**Vice-Chair Liz Alessio presented the proclamation.**

**Deputy Director of Health and Human Services Agency Public Health Office Christine Wu made presentation.**

**Director of Health and Human Services Agency Jennifer Yasumoto received the proclamation and made presentation.**

5. CONSENT CALENDAR

**Motion Text: Approve the Consent Calendar as amended.**

**Voting Yes: Cottrell, Alessio, Gallagher, Ramos, and Manfree**

**Voting No: None**

**Recused: None**

**Result: Passed**

Auditor-Controller

- A. Accept and instruct the Clerk of the Board to file the audit of the Procurement Card Program for the period of July 1, 2025 - December 31, 2025. (Fiscal Impact: None, Discretionary) [26-614](#)

Clerk of the Board

- B. Approval of minutes from the March 10, 2026 regular meeting. (No Fiscal Impact) [26-91](#)

## County Counsel

- C. Authorize the Chief Executive Officer to execute documents necessary to participate in the Remnant Defendants' Settlement Agreement with six regional opioid distributor/dispenser defendants, including: (1) Associated Pharmacies, Inc. (and American Associated Pharmacies); (2) J M Smith Corporation; (3) Louisiana Wholesale Drug Company, Inc.; (4) Morris and Dickson Co.; (5) North Carolina Mutual Wholesale Drug Company, Inc.; and (6) United Natural Foods, Inc. (including its subsidiaries SuperValu and advantage Logistics). (Fiscal Impact: Increased Revenue; General Fund; Not Budgeted; Discretionary) [26-840](#)

## County Executive Office

- D. Adopt a Resolution continuing the State of Local Emergency Due to Pervasive Tree Mortality. (No Fiscal Impact) [26-375](#)  
**Enactment No: R-2026-20**
- E. Approve and authorize allocation of Board of Supervisors' District 2 community grant funds to Mentis, Hispanic Chamber of Commerce Latino Leadership Development Program Scholarship, Boys and Girls Club of Napa Valley, Cope Family Center, and Puertas Abiertas Community Resource Center to provide support and community benefit. (Fiscal Impact: \$5,000 Expense; Budgeted; General Fund; Discretionary) [26-613](#)
- F. Approve and authorize Amendment No. 5 to Agreement No. 170662B with Civic Plus, LLC through the current contract term of December 6, 2026, to improve digital accessibility for all abilities. (Fiscal Impact: \$20,168 Expense; Liability Insurance Fund; Budgeted; Discretionary) [26-826](#)  
**Enactment No: A-170662B Amend. 5**

## Health and Human Services Agency

- H. Approve and authorize amendments to Agreement Nos. 250091B and 250092B with On The Move, Agreement No. 250095B with UpValley Family Centers, and Agreement No. 250093B with Puertas Abiertas Community Resource Center with no change to the contract maximum, allowing flexibility to rollover unused funds from the previous fiscal year to the current fiscal year. (No Fiscal Impact) [26-269](#)  
**Enactment No: A-250091B Amend. 1; A-250092B Amend. 1; A-250095B Amend. 1; A-250093B Amend. 1**

- I. Approve and authorize Revenue Agreement No. 260283B with the California Department of Public Health for a contract revenue maximum of \$542,466 for the term July 1, 2025 through June 30, 2030, for disease investigation and intervention services and programs. (Fiscal Impact: \$542,466; Health and Human Services Agency Fund; Budgeted; Discretionary) [26-341](#)
- Enactment No: A-260283B**
- J. Accept an anonymous donation in the amount of \$11,600 to the County Children’s Trust Fund to support child abuse prevention services in the community and fund child abuse prevention coordinating councils (CAPCs). (Fiscal Impact: \$11,600 Revenue; County Children’s Trust Fund; Budgeted; Discretionary) [26-419](#)
- K. Approve and authorize Amendment No. 4 to Agreement No. 220003B with Progress Foundation, Inc., to increase the contract maximum by \$335,810 for a new contract maximum of \$1,256,000, and Amendment No. 5 to Agreement No. 220004B with Progress Foundation, Inc., to increase the contract maximum by \$486,680 for a new contract maximum of \$1,652,000, for mental health services in Fiscal Year 2025-2026 and each subsequent renewal. (Fiscal Impact: \$822,490; Expense; Health and Human Services Agency Fund; Budgeted; Mandatory) [26-421](#)
- Enactment No: A-220003B Amend. 4; A-220004B Amend. 5**

#### Housing & Community Services

- L. Approve a Budget Amendment not to exceed \$93,000, offset by new grant revenue, for certain Permanent Supportive Housing Services provided by Buckelew Programs during the period of time a grant transfer agreement (Agreement No. 8695) was approved and submitted locally and when it was authorized by Housing and Urban Development. (Fiscal Impact: net zero; Housing & Community Services Fund 2030, Subdivision 2030002; Not Budgeted; Discretionary) [26-346](#)
- [4/5 vote required]

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

- M. Adopt a Resolution amending the Table and Index of Classes, the Departmental Allocation List for Public Works, and appropriate personnel policies. (Fiscal Impact: \$2,500 Expense; General Fund; Budgeted; Discretionary) [26-389](#)
- Enactment No: R-2026-21**

- N. Adopt a Resolution amending the Table and Index of Classes and the Departmental Allocation List for the Probation Department. (Fiscal Impact: \$43,600 Expense; General Fund and State AB109 Non-Operating Special Revenue Fund; Budgeted; Discretionary) [26-405](#)

**Enactment No: R-2026-22**

- O. Adopt a Resolution amending the Departmental Allocation List for the Planning, Building, and Environmental Services Department. (No Fiscal Impact) [26-407](#)

**Enactment No: R-2026-23**

Information Technology Services – Division of CEO’s Office

- P. 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 Human-I-T. (No Fiscal Impact) [26-415](#)

Lake Berryessa Resort Improvement District

- Q. Award a Construction Contract to 2C Land and Timber Management Corp of Roseville, CA for Phase II of the Lake Berryessa Resort Improvement District Wastewater Ponds Groundwater Inflow Mitigation Project, LB 18-02; and approve Amendment No. 3 to Agreement No. 240306B with GHD, Inc. adding construction administration and inspection services for the project and increasing compensation from \$312,570 to \$441,649. (Fiscal Impact: \$933,009 Expense; Lake Berryessa Resort Improvement District Fund; Budgeted; Discretionary) [26-379](#)

**Enactment No: A-240306B (LBRID) Amend. 3**

Probation

- R. Approve and authorize Amendment No. 1 to Agreement No. 240079B with the Regents of University of California to update the research project description for the collection of criminal justice data in order to evaluate the effects for California’s AB 372 Domestic Violence Pilot probationer outcomes since 2016. (No Fiscal Impact) [26-845](#)

**Enactment No: A-240079B Amend. 1**

## Public Works

- S. Award a Construction Contract to Mountain Cascade, Inc., of Livermore, California in the amount of \$4,187,813 for the “Measure U Solano Avenue Pavement Repair Project,” RDS 25-01; approve cost sharing Agreement No. 260304B with Oak Knoll Resort, LLC for roadwork related to their permit for a left-turn-lane installation; and approve a Budget Amendment. (Fiscal Impact: \$1,461,609 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary)  
[4/5 vote required] [26-312](#)
- Enactment No:           A-260306B**
- T. 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 South Campus Building 4 HVAC Upgrades Project (Project 23018). (No Fiscal Impact) [26-313](#)
- U. Approve the Plans and Specifications for the “Deer Park Region Paving Project,” PW 25-02; and authorize advertisement of 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) [26-330](#)
- V. Approve and authorize Amendment No. 5 to Agreement No. 170684B with Humane Society of Napa County & SPCA, Inc. to increase the annual contract amount by \$100,000 for a new maximum of \$330,000. (Fiscal Impact: \$100,000 Expense; Budgeted; Mandatory) [26-353](#)
- Enactment No:           A-170684B Amend. 5**
- W. Approval of Plans and Specifications for the “Ag Building Rehab Project”, PW 26-16; and authorize advertisement of 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) [26-392](#)
- X. Approve the Plans and Specifications for the “Upper Partrick Road Rehabilitation Project,” RDS 24-37, and authorize advertisement 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) [26-411](#)

- Y. Approve plans and specifications for the “North GA Ramp Reconstruction Project”, PW26-04; authorize advertisement of 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; and authorize Director of Public Works to apply for a grant in the amount of up to \$3,057,000, with a 5% matching requirement of approximately \$152,850; and execute a grant agreement with the Federal Aviation Administration (FAA) for such grant. (No Fiscal Impact; Discretionary) [26-412](#)
- Z. Approve creation of a Capital Improvement Project 26033, “Pavement Maintenance Management Plan Update” PW 26-27; approve a Budget Amendment; and authorize Director of Public Works to apply a grant for an estimated amount of \$427,500, with a 5% matching requirement of approximately \$22,500; and execute a grant agreement with the Federal Aviation Administration (FAA). (Fiscal Impact \$450,000 Expense; Airport Fund; Not Budgeted; Discretionary) [26-417](#)  
[4/5 vote required]

Sheriff

- AA. Authorize the purchase of a capital asset for one unmanned aerial system (UAS) BRINC Lemur 2 Operations Bundle; approve a sole source waiver of competitive bidding; and approve a Budget Amendment with appropriation authority for the Sheriff’s Office. (Fiscal Impact: \$21,549 Expense; General Fund; Budgeted; Discretionary) [26-406](#)  
[4/5 vote required]

6. PUBLIC COMMENT

None

**7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS**

**Supervisor Joelle Gallagher reported on her attendance at the Nimbus Arts Open House. She encouraged the public to review their offerings. She then thanked the Planning, Building, and Environmental Services department for their work on the Community Workshop regarding the Baseline Data Report (BDR) on Thursday March 19, 2026. Lastly, Supervisor Gallagher congratulated Napa Valley College for a successful Viva Mariachi concert on Saturday, March 21, 2026 and encouraged the public to attend the event in the future.**

**Supervisor Belia Ramos reported on her representation with the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Committee (MTC) during some lobbying days to discuss Senator Christopher Cabaldon's bill SB1078. Supervisor Ramos also noted that ABAG and MTC have approved their Plan Bay Area 2050+ initiative. Next, Supervisor Ramos reported on her tour of the Napa Valley Waste Management Authority Transfer Station. Next, she shared an update from the inclusivity adhoc committee, where Supervisor Gallagher and Ramos met with the Napa Valley Together Initiative Key Leaders to discuss where efforts are needed to protect vulnerable residents. Lastly, Supervisor Ramos made a referral to the Chief Executive Officer that the Napa Chambers of Commerce remove the mural from the Carithers building and revise the name of the County's observance of March 31st from Cesar Chavez Day to Farmworker Day.**

**Supervisor Anne Cottrell thanked Supervisor Ramos for her referrals. She then wished the town of St. Helena a happy 150th birthday. Next, she reported on attending a ribbon cutting event on March 12, 2026 at Gamble Grove, a 10-unit workforce housing project in St. Helena. Next, Supervisor Cottrell reported on Senator Cabaldon convening a meeting of the Senate Select Committee to discuss California's Wine Industry at Napa Valley Community College. As the Rural County Representatives of California (RCRC) representative on the California Wildfire Taskforce, Supervisor Cottrell attended the spring meeting in Tuolumne County where she gathered the following updates: CalFire Chief Joe Tyler reported on a dry spring and what that means on early ramp up of staffing. Chief J.C. Greenberg reported on being at full staff by April 6, 2026; In honor of Public Health Week RCRC is sponsoring a wildfire health impact bill (SB899) which will help the taskforce work with other health partners. Lastly, Supervisor Cottrell gave a shoutout to the Viva Mariachi festival.**

**Vice Chair Liz Alessio reported on Marin Clean Energy (MCE) approving their annual budget and the Board approved a 14% reduction in their electricity generation rates and a temporary bill credit through 2026. Next, Vice-Chair Alessio provided an update from Napa Valley Transportation Authority (NVTA) regarding VineGo Paratransit Service. Next, she thanked Fire Administrator J.R. Rogers and Napa Firewise Administrator Steven Burgess for showing her the fuel mitigation work being done on Dry Creek Road and the progress of the Dry Creek Bridge project. Vice-Chair Alessio reported on her attendance at two events, a fundraising event put on by Mentis as well as another by the Napa Valley Community Health Foundation. She then informed the public about potential encounters with ticks on hiking/trail routes due to the dry weather conditions. Lastly, Vice-Chair Alessio reported on two upcoming events: The 4th annual Napa Climate Summit with Resilient Napa on March 26, 2026 at Napa Valley College from 3:00pm-6:00pm; and the 21st annual Agricultural Day with the Napa Valley Farm Bureau at the Napa Expo from 9:00am-1:00pm.**

Chair Amber Manfree reported on the several Board members attendance at the JD Fullner Recycling Leadership Awards Ceremony on Thursday, March 19, 2026. Next, she informed the public of the following upcoming events: The ground-breaking ceremony for the Flood Control and Water Conservation District project on April 1, 2026 at 9:00am at the River Terrace; and the Northbay Watershed Association is holding its 2026 Biennial Conference: "Meeting this Moment in a Climate of Change" on April 9, 2026 at the Bill and Adele Jonas Center in Novato, CA. Lastly, She informed the public that the public meetings surrounding the Baseline Data Report have concluded, however, the public can still submit their input online.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

Elections

[26-827](#)

- G. Approve and authorize Agreement No. 260334B with Liberty Vote USA for election support through June 30, 2032. (Fiscal Impact: \$1,199,468 Expense; General Fund; Budgeted; Mandatory)

**Supervisor Belia Ramos asked questions of staff.**

**Discussion held.**

**Motion Text: Approve the Request for Continuance.**

**Voting Yes: Ramos, Gallagher, Alessio Cottrell and Manfree**

**Voting No: None**

**Recusals: None**

**Result: Passed**

## 9. ADMINISTRATIVE ITEMS

## County Executive Office

- A. Review and approve the Fiscal Year 2026-27 Fiscal Strategy and Budget Policies; receive a presentation on the Fiscal Year 2025-26 mid-year fiscal review; and approve mid-year budget amendments. (Fiscal Impact: General Fund, \$376,000; HHSA, \$245,000; Roads Fund, \$2,062,766; IHSS Authority, \$117,000; Capital Improvement Fund, \$55,150; Fleet Management Fund, \$526,209; 5th Street Parking Garage, \$7,000; Animal Shelter, \$121,872; not budgeted; discretionary). [26-398](#)  
[4/5 vote required]

**Chief Executive Officer Ryan J. Alsop made presentation.**

**Deputy Chief Budget Officer Maiko Klieman made presentation.**

**Auditor-Controller Tracy Schulze made presentation.**

**Discussion held.**

**Directions provided to staff.**

**Motion Text: Approve the requested actions as amended.**

**Voting Yes: Alessio, Cottrell, Gallagher Ramos and Manfree**

**Voting No: None**

**Recusals: None**

**Result: Passed**

## Planning, Building and Environmental Services (PBES)

- B. 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) [26-86](#)

**Planning, Building, and Environmental Services Supervising Planner Trevor Hawkes made presentation.**

**Discussion held.**

**Direction provided to staff.**

- C. Receive a presentation on the Bay Area Regional Energy Network Efficiency & Sustainable Energy Home program and its impacts in Napa County to date. (No Fiscal Impact) [26-345](#)

**Planning, Building, and Environmental Services Planner II Ryan Melendez made presentation.**

**Planning, Building, and Environmental Services Planner II William Doran made presentation.**

**Discussion held.**

10. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATIONS [26-832](#)

(Government Code section 54957.6)

Agency Designated Representatives: Christine Briceño, Director of Human Resources; Napa County Probation Professionals' Association - Nonsupervisory Unit; and Napa County Probation Professionals' Association - Supervisory Unit

**Closed Session held. No reportable action.**

11. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,  
TUESDAY, APRIL 14, 2026 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board