



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.

www.countyofnapa.org

Tuesday, August 19, 2025

9:00 AM

**Board of Supervisors Chambers
1195 Third Street, Third Floor**

1. CALL TO ORDER; ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

Director of Planning, Building, and Environmental Services Brian D. Bordona led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

[25-235](#)

Animal Shelter Supervisor Luis Ambriz presented the Pet of the Week (Miss Piggy).

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

None

5. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar as amended.

Voting Yes: Ramos, Gallagher, Alessio and Manfree

Voting No: None

Excused: Cottrell

Recusals: None

Result: Passed

Auditor-Controller

- A. Adopt a Resolution to authorize the issuance of the Fiscal Year 2024-25 promissory note for delinquent secured taxes and the continuance of the Teeter Plan for Fiscal Year 2025-26. (Fiscal Impact: Increased Revenue; Various Funds; Budgeted; Mandatory) [25-1463](#)
- Enactment No: R-2025-83**
- B. Accept and file a report summarizing the countywide review of 2024 overtime compensation. (No Fiscal Impact) [25-1478](#)

Clerk of the Board

- C. Approval of minutes from the August 5, 2025 regular meeting. (No Fiscal Impact) [25-95](#)
- D. Appoint James (Bud) E. Gardner to the Monticello Public Cemetery District Advisory Committee with term of office to commence immediately and expire on December 31, 2029. (No Fiscal Impact) [25-1464](#)

County Executive Office

- E. Approve and authorize out of country travel for Chief Executive Officer Ryan J. Alsop; Board Chair Anne Cottrell; Board Vice-Chair Amber Manfree; and Agricultural Commissioner/Sealer of Weights and Measures Tracy Cleveland to attend the Great Wine Capitals Annual 2025 Conference in Bordeaux, France from November 1-7, 2025 for a cost not to exceed \$25,000. (Fiscal Impact: \$25,000 Expense; General Fund; Budgeted; Discretionary) [25-1430](#)
- Approve and authorize Agreement No. 260110B with Napa County Local Agency Formation Commission to provide support services at cost. (Fiscal Impact: \$40,000 Revenue; General Fund and ITS Fund; Budgeted; Discretionary) [25-1434](#)
- Enactment No: A-260110B**

County Fire Department

- F. Approve a waiver of competitive bidding requirement and provide a sole source award to Golden State Fire Apparatus to purchase two Type II Engines, due to technical compatibility requirements. (Fiscal Impact: \$1,795,000 Expense; Fire Fund; Budgeted; Discretionary) [25-1428](#)
- G. Approve and authorize Memorandum of Agreement No. 260105B with the Napa County Airport and Napa County Fire Department for the lease of an unused hangar at 2500 Airport Road to use as a temporary fleet maintenance facility. (Fiscal Impact: \$129,740 Expense; Fire Fund; Budgeted; Discretionary) [25-1446](#)
- Enactment No: A-260105B**

Health and Human Services Agency

- H. Approve and authorize Agreement No. 260055B with On The Move, Inc., for the term Fiscal Year 2025-2026, and each subsequent automatic renewal, for a contract maximum of \$50,000 per fiscal year to provide On-the-Job Training opportunities to qualified participants enrolled in the County's Health and Human Services Agency Self Sufficiency Services work experience program. (Fiscal Impact: \$50,000 Expense, Health and Human Services Agency Fund; Budgeted; Discretionary) [25-1285](#)

Enactment No: A-260055B

- I. Approve and authorize Agreement No. 260075B with Abode Services for the term upon approval through June 30, 2027 for a contract maximum of \$573,373 per fiscal year to provide clients enrolled in Mental Health Plan and Drug Medi-Cal Organized Delivery System programs with housing support services to help sustain treatment, recovery, and wellness. (Fiscal Impact: \$573,373 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [25-1322](#)

Enactment No: A-260075B

- J. Approve and authorize Agreement No. 260077B with Department of Health Care Services for the term July 1, 2025 through December 31, 2026 for the provision of a zero-dollar Mental Health Plan agreement that allows the County to bill Medi-Cal for specialty mental health services. (No Fiscal Impact) [25-1362](#)

Enactment No: A-260077B

Housing & Community Services

- K. Approve and authorize Amendment No. 11 to Agreement No. 170374B with HomeBase, with no increase to the contract maximum for the term July 1, 2025 through June 30, 2026, and each auto renewal thereafter, for the provision of consulting services and technical assistance in the development of grant applications and homeless services system administration. (Fiscal Impact: \$194,000 Expense; Housing & Community Services Fund; Budgeted; Discretionary) [25-1175](#)

Enactment No: A-170374B Amend. 11

Human Resources – Division of CEO's Office

- L. Adopt a Resolution to amend the Departmental Allocation List for the Probation Department, effective August 19, 2025, and approve a Budget Amendment. (Fiscal Impact: \$225,000 Expense; General Fund - Federal Grant; Not Budgeted; Discretionary) [25-1416](#)

Enactment No: R-2025-84

Information Technology Services – Division of CEO’s Office

- M. Approve sole source award, and approve and authorize Agreement No. 260083B with AMS.NET for the purchase of telephone system software for a five-year term and an annual cost of \$7,992. (Fiscal Impact: \$7,992 Expense; Information Technology Services Fund; Budgeted; Discretionary) [25-1347](#)

Enactment No: A-260083B

Napa County Housing Authority

- N. Approve and authorize covenants to participate in the Low-Income Weatherization Program. (No Fiscal Impact; Discretionary) [25-1442](#)

Probation

- O. Approve and authorize Agreement No 260054B with the City of Napa to allow Probation sworn personnel to use its shooting range. (Fiscal Impact: \$48,000 Expense; General Fund; Budgeted; Discretionary) [25-1224](#)

Enactment No: A-260054B

Public Works

- P. Approve and authorize creation of Capital Improvement Project 25051, “Hangar A Row Roof Construction Project” PW26-07; award Construction Contract to Zivko Corporation, Inc. dba Metal Building Company of Oakland, CA for their low base bid and bid alternate of \$425,816; and approve an associated Budget Amendment. (Fiscal impact: \$577,942 Expense; Airport Fund; Not Budgeted; Discretionary) [4/5 vote required] [25-1240](#)

- Q. Authorization to maintain existing rates that were previously made effective October 1, 2024, for the residential and commercial operational cost associated with the collection of solid waste, recyclables, green waste, and food waste applicable to the Unincorporated Area of Garbage Zone One, a service which is provided by Napa County Recycling and Waste Services, LLC. (No Fiscal Impact) [25-1375](#)

- R. Adopt a Resolution approving Measure U Master Agreement No. 260112B between the County of Napa and the Napa Valley Transportation Authority - Tax Agency. (Fiscal Impact: Approximately \$10 million/year Revenue; Measure U Special Revenue Fund; Budgeted; Discretionary) [25-1385](#)

Enactment No: R-2025-85; A-260112B

- T. Approve and authorize Agreement No. 250450B with Amizetta Winery and Agreement No. 250451B with Quarry Vineyards, LP; authorize contract change orders to construction contract 250460B with Team Ghilotti, Inc.; and approve a Budget Amendment for the “Bale, Big Ranch, Lodi, Silverado Trail, and West Zinfandel Paving Project,” RDS 25-06. (Fiscal Impact \$2,661,434 Expense; Measure U Non-Operating Special Revenue Fund, Capital Improvement Projects Fund, and Winery Contributions; Not Budgeted; Discretionary)
[4/5 vote required] [25-1424](#)
- Enactment No: A-250450B; A-250451B**
- U. Award of Construction Contract to American River Construction, Inc. of Folsom, CA in the amount of \$2,820,000 for the “CSU Children’s Services Expansion,” PW 24-15; and approve a Budget Amendment. (Fiscal Impact: \$3,807,356 Expense; Health and Human Services Agency Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1429](#)
- V. Approve and authorize Amendment No.1 to Agreement No. 250309B with Mead & Hunt, Inc. increasing the maximum compensation from \$71,432 to \$80,700 for project design services related to Project 25025 “Runway 6-24 PCC Joint Rehabilitation Project”; and approve an associated Budget Amendment to fund the added design costs and an additional \$10,000 for administration costs. (Fiscal Impact \$19,268 Expense; Airport Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1433](#)
- Enactment No: A-250309B Amend. 1**
- W. Approval of Plans and Specifications for the “Cuttings Wharf, Sullivan and Admin Parking Lot Paving Project”, PW 25-46; 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) [25-1435](#)
- X. Approve and authorize creation of Capital Improvement Project 25049 “Pueblo Area Ditch Project,” RDS 25-36 and approve a Budget Amendment. (Fiscal Impact: \$55,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1439](#)
- Y. 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)
[4/5 vote required] [25-1440](#)

Z. Approve a report of emergency Public Works actions to establish the Mt. St. Helena Communications Tower emergency generator replacement project as authorized by Resolution No. 2015-37; determine that based on 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; and approve and authorize the emergency construction contract with Peterson Power Systems, Inc. of Santa Rosa, CA. (Fiscal Impact: \$145,313 Expense; Capital Projects Fund; Budgeted; Discretionary) [4/5 vote required] [25-1445](#)

AA. Approve a Budget Amendment for the Wild Horse Valley Road, Berryessa Knoxville Road and Hardin Road Maintenance Overlay Projects. (Fiscal Impact: \$1,425,000 Expense; PG&E Settlement, Garbage Zone 1 Funds, UVDS Franchise Fee; Not Budgeted; Discretionary) [4/5 vote required] [25-1454](#)

AB. Authorize contract change orders to Agreement No. 250427B with Coral Construction Company for the “2025 Annual Guardrail Repair, RDS 25-04” project. (Fiscal Impact: \$37,213 Expense; SB-1 Non-Operating Special Revenue Fund; Budgeted; Discretionary) [4/5 vote required] [25-1495](#)

Sheriff

AC. Approve and authorize declared Capital Asset Nos. 101785, 101786, 101787, shower trailers, to be surplus, removed from the capital asset list and sold at public auction. (Fiscal Impact: Increased Revenue; General Fund; Budgeted; Discretionary) [4/5 vote required] [25-1114](#)

Enactment No: A-170365B Amend. 4

Silverado Community Services District

AD. Approve and authorize Amendment No. 3 to Agreement No. 230085B (SCSD) with Sanchez Brothers Landscape, Inc. for a term date through June 30, 2027, with no change to the scope or maximum compensation. (No Fiscal Impact) [25-1367](#)

Enactment No: A-230085B (SCSD) Amend. 3

6. PUBLIC COMMENT

One (1) person spoke during public comment.

7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Joelle Gallagher reported on attending a peace vigil last week at Fuller Park sponsored by community members and several different faith leaders with more occurring in the future. Supervisor Gallagher mentioned at today's Napa City Council meeting at 3:30 p.m. a draft plan for the phased Riverline Project, a future trail that will coincide with Flood Project's River Trail, will be presented. Lastly, Supervisor Gallagher reported this Thursday will be the second annual Opioid Awareness and Memorial event at the Veterans Memorial Park at 5:30 p.m.

Supervisor Liz Alessio reported on attending the following: the annual National Night Out event; the Enchanted Hills 75th anniversary; and a Behavioral Health Board meeting.

Vice-Chair Amber Manfree acknowledged the National Night Out event and the Napa Town and Country Fair and its 4-H exhibits. Vice-Chair Manfree reported Chair Anne Cottrell held a Berryessa Highlands town hall meeting with the Sheriff's department. Lastly, Vice-Chair Manfree reported there will be an unveiling of a mosaic created out of broken items from the 2014 earthquake and placed on a train boxcar by local artist Christina Young in the Rail Arts District off of Action Avenue this Sunday at 1:00 p.m.

County Executive Officer Ryan J. Alsop responded to comments from Supervisor Liz Alessio and confirmed a staff referral.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

- 5R

Director of Public Works Steven Lederer made presentation.

Discussion held.

Direction provided to staff.

Supervisor Belia Ramos made a referral to return a presentation of the multi-part refuse/recycling process.

Motion Text:	Approve the requested action.
Voting Yes:	Gallagher, Alessio, Ramos and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed

9. PUBLIC HEARINGS

Human Resources – Division of CEO’s Office

- A. Introduction and intention to adopt an ordinance amending Napa County’s contract with the Board of Administration of the California Public Employees’ Retirement System (CalPERS) for unrepresented employees. (No Fiscal Impact) [25-1394](#)

Vice-Chair Amber Manfree opened the public hearing.

Director of Human Resources Christine Briceño made presentation.

Vice-Chair Amber Manfree closed the public hearing.

Motion Text:	Approve the intent to adopt the ordinance.
Voting Yes:	Gallagher, Ramos, Alessio and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed

In-Home Supportive Services Public Authority of Napa County

- B. Adopt a Resolution amending the In-Home Supportive Services Public Authority Conflict of Interest Code. (No Fiscal Impact; Discretionary) [25-1221](#)

Vice-Chair Amber Manfree opened the public hearing.

Deputy County Counsel Doug Parker made presentation.

Vice-Chair Amber Manfree closed the public hearing.

Motion Text:	Adopt the Resolution.
Voting Yes:	Ramos, Gallagher, Alessio and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed
Enactment No:	R-2025-02 (IHSS)

Public Works

- C. Adopt a Resolution to abandon an approximate 2.5-mile portion of Old Howell Mountain Road, while retaining a right of way for a public trail; and approve and authorize Management Agreement No. 8700 with Napa County Regional Park and Open Space District to operate the retained public trail easement. (No Fiscal Impact)

[25-829](#)

STAFF REQUESTS A CONTINUANCE TO SEPTEMBER 23, 2025
AT 9:00 AM.

Vice-Chair Amber Manfree opened the public hearing.

Director of Public Works Steven Lederer made presentation.

Motion Text:	Approve the requested action.
Voting Yes:	Ramos, Gallagher, Alessio and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed

County Executive Office

- D. Convene a community forum pursuant to the state Transparent Review of Unjust Transfers and Holds Act (TRUTH Act), which calls for counties to hold annual public forums explaining how County law enforcement worked with Immigration and Customs Enforcement representatives. (No Fiscal Impact)

[25-1264](#)

Vice-Chair Amber Manfree opened the public hearing.

Assistant Director of Corrections Alexander Alarcon made presentation.

Deputy County Counsel Corey Utsurogi made presentation.

Napa County Sheriff Oscar Ortiz also made a presentation.

Vice-Chair Amber Manfree closed the public hearing.

Discussion held.

Direction provided to staff.

Planning, Building and Environmental Services (PBES)

- E. Conduct a public hearing to consider the Planning Commission's recommendation from July 16, 2025 to find the proposed General Plan and Zoning Code Update implements the programs and policies of the ALUCP, is within the scope of the activities and impacts identified and analyzed in the ALUCP's Negative Declaration adopted on December 4, 2024 (State Clearinghouse No. 2024060773) and no new environmental effects have been found, and no new mitigation is necessary; adopt a Resolution to amend the Agricultural Preservation and Land Use Element and Community Character Element of the Napa County General Plan; and adopt an Ordinance amending Chapter 18.80 (AC Airport Compatibility Combination District) Sections 18.80.030 (ALUCP Zone E regulations), 18.80.040 (ALUCP Zone D regulations), 18.80.050 (ALUCP Zone C regulations), 18.80.060 (ALUCP Zone B regulations), 18.80.070 (ALUCP Zone A regulations), 18.80.090 (ALUC referral), 18.80.100 (Filing materials), and 18.80.110 (Findings) of Title 18 (Zoning) of the Napa County Code to achieve consistency with the ALUCP adopted on December 4, 2024 by the Airport Land Use Commission (ALUC). (No Fiscal Impact)

[25-1481](#)

Vice-Chair Amber Manfree opened the public hearing.

Planning, Building, and Environmental Services Planning Manager Michael Parker made presentation.

Vice-Chair Amber Manfree closed the public hearing.

Motion Text:	Approve the requested actions.
Voting Yes:	Ramos, Gallagher, Alessio and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed
Enactment No:	R-2025-86; O-1511

10. ADMINISTRATIVE ITEMS

Planning, Building and Environmental Services (PBES)

- A. Adopt a Resolution to amend the Planning Commission Bylaws. (No Fiscal Impact)

[25-1382](#)

Planning, Building, and Environmental Services Planning Manager Michael Parker made presentation.

One (1) person spoke during public comment.

Discussion held.

Direction provided to staff.

Motion Text:	Approve the requested action as amended.
Voting Yes:	Alessio, Ramos, Gallagher and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed
Enactment No:	R-2025-87

County Executive Office

- B. Approve transmittal of the proposed response to the 2024-25 Grand Jury Report titled, "Behind the Curtain: Napa County Use Permit Process," to the Presiding Judge as prescribed by Section 933 of the Penal Code. (No Fiscal Impact)

[25-1420](#)

Planning, Building, and Environmental Services Planning Manager Michael Parker made presentation.

Two (2) people spoke during public comment.

Discussion held.

Motion Text:	Approve the requested actions.
Voting Yes:	Alessio, Ramos, Gallagher and Manfree
Voting No:	None
Excused:	Cottrell
Recusals:	None
Result:	Passed

11. CLOSED SESSION

One (1) person spoke during public comment.

- 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 [25-1459](#)

Direction provided direction to labor negotiator.

- B. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION [25-1504](#)
Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): Claim of Circle Oaks Homes Assoc. received July 24, 2025; Claim of Darrel W. Harris received July 17, 2025; Claim of Thomas Falcon received July 14, 2025; and Claim of Christian W. Brix received July 25, 2025 (total 4 claims).

The Board provided direction to counsel.

12. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, SEPTEMBER 9, 2025 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board