



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/>

Tuesday, April 28, 2026

9:00 AM

Board of Supervisors Chambers
1195 Third Street, Third Floor

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

Fire Administrator J.R. Rogers led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

[26-61](#)

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

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

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

- A. Presentation of a Proclamation recognizing April 2026 as “Sexual Assault Awareness Month” in Napa County. (No Fiscal Impact) [26-364](#)

Vice-Chair Liz Alessio presented the proclamation.

Executive Director of NEWS Tracy Lamb received the proclamation and made presentation.

- B. Presentation of a Proclamation recognizing May 2026 as “Wildfire Preparedness Month” in Napa County. (No Fiscal Impact) [26-367](#)

Chair Amber Manfree presented the proclamation.

Cal Fire Deputy Fire Chief J.C. Greenberg received the proclamation and made presentation.

5. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar as amended.

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

Voting No: None

Recusals: None

Result: Passed

Auditor-Controller

- A. Approve and authorize Agreement No. 260355B with CliftonLarsonAllen LLP (“CLA”) for audit services for fiscal years ending June 30, 2026, 2027 and 2028, in an amount not to exceed \$76,960 per contract year, with two optional one-year renewals at the discretion of the Auditor-Controller. (Fiscal Impact: \$76,960 Expense; Various Funds; Budgeted; Mandatory) [26-950](#)

Enactment No: A-260355B

Clerk of the Board

- B. Approval of minutes from the April 14, 2026 regular meeting. (No Fiscal Impact) [26-94](#)
- C. Approve the following proclamations: National Crime Victims’ Rights Week and Bike Month (No Fiscal Impact). [26-1037](#)

Corrections

- D. Adopt a Memorandum of Understanding with the Golden State Finance Authority to provide cost reimbursement for participation in a regional Jail Medical Care Feasibility Study to evaluate the long-term alternatives for jail medical service delivery. (Fiscal Impact: \$42,500 Expense; General Fund; Budgeted; Discretionary) [26-378](#)

Enactment No: A-260338B

- E. Approve and authorize Agreement No. 260207B with Petersen Power Systems, Inc., to provide professional services to inspect and provide service to the generator at the Napa County Detention and Rehabilitation Center. (Fiscal Impact: \$26,498 Expense; General Fund; Budgeted; Discretionary) [26-873](#)

Enactment No: A-260207B

County Counsel

- F. Approve and authorize Amendment No. 3 to Agreement No. 210390B with the law firm of Rimon P.C., extending the term of the agreement through June 30, 2031. (No Fiscal Impact) [26-863](#)

Enactment No: A-210390B Amend. 3

- G. Approve and authorize Amendment No. 1 to Agreement 260180B with BTR Consulting LLC., revising the scope and increasing the maximum compensation by \$75,000 allotted to the Probation Department portion of the project and an additional \$85,000 for the Department of Corrections portion. (Fiscal Impact: \$160,000 Expense; General Fund; Budgeted; Discretionary) [26-919](#)
[4/5 vote required]

Enactment No: A-260180B Amend. 1

County Executive Office

- H. Adopt a Resolution authorizing the Calistoga Joint Unified School District to issue Series 2026 Bonds of the District without further approval of the Board of Supervisors or Officers of Napa County. (No Fiscal Impact; Discretionary) [26-930](#)

Enactment No: R-2026-28

- I. Approve and authorize Amendment No. 2 to Agreement 230290B with IGM Technology Corp. to extend the term through July 11, 2029, and increase the maximum contract amount from \$137,813 to \$271,327 to obtain software as a service for budget book and Annual Comprehensive Financial Report creation. (Fiscal Impact: \$133,514 Expense; General Fund; Budgeted; Discretionary) [26-944](#)

Enactment No: A-230290B Amend 2

- J. Adopt a Resolution terminating the State of Local Emergency Due to Pervasive Tree Mortality. (No Fiscal Impact) [26-963](#)

Enactment No: R-2026-29

Housing & Community Services

- K. Approve and authorize Amendment No. 8 to Agreement No. 210018B with Abode Services, Inc., increasing the contract maximum from \$4,338,140 to \$4,643,703 for the term July 1, 2025, through June 30, 2026, for the provision of homeless shelter operations, case management and housing placement services. (Fiscal Impact: \$305,563 Expense; Housing & Community Services Fund 2030, Subdivision 2030002; Not Budgeted: Discretionary)
[4/5 vote required]

Enactment No: A-210018B Amend. 8

- L. Approve and authorize an agreement subordinating a County Deed of Trust on a 5-unit Affordable Housing Project in St. Helena to an Easement Agreement.

Human Resources – Division of CEO’s Office

- M. Adopt a Resolution approving the Memoranda of Understanding (MOU) for the Deputy Sheriffs’ Association Law Enforcement Unit and Law Enforcement Supervisory Unit for the term October 1, 2025, through September 30, 2028. (No Fiscal Impact)

Enactment No: R-2026-30

- N. Adopt a Resolution amending the Napa County Policy Manual Part I Section 37C-1, 37C-2, 37C-3, 37C-4, and 37C-5 collectively, the Management Compensation Plan, effective April 25, 2026. (No Fiscal Impact; Discretionary)

Enactment No: R-2026-31

- O. Adopt a Resolution amending the Departmental Allocation List for the Probation Department, and Appropriate Personnel Policies. (Fiscal Impact: \$17,000 Expense; General Fund; Budgeted; Discretionary)

Correction Memorandum provided.

Enactment No: R-2026-32

- P. Adopt a Resolution amending the Table and Index of Classes and the Departmental Allocation List for Human Resources, a Division of the County Executive Office, and the County Executive Office. (Fiscal Impact: Net Zero; General Fund; Budgeted; Discretionary)

Enactment No: R-2026-33

- Q. Adopt a Resolution amending the Napa County Policy Manual Part I Section 37H, Rules and Regulations Relative to Personnel Practices, effective April 28, 2026. (No Fiscal Impact; Discretionary)

Enactment No: R-2026-34

Library

- R. Adopt a Resolution designating Arts Council Napa Valley (ACNV) as the County's local art agency partner; and authorize ACNV to prepare an application for grant funds for art related programs from the California Arts Council's State-Local Partnership Program should funds become available in Fiscal Year 2026-2027 and Fiscal Year 2027-2028. (No Fiscal Impact) [26-881](#)

Enactment No: R-2026-35

Probation

- S. Approve and authorize Agreement No. 270005B with Public Safety Solutions, LLC for a contract maximum of \$29,500 per fiscal year and term through June 30, 2029 to provide pre-employment background investigations. (Fiscal Impact: \$29,500 Expense; General Fund; Budgeted; Discretionary) [26-929](#)

Enactment No: A-270005B

Public Works

- T. Approve and authorize Amendment No. 1 to Agreement No. 250311B with the City of American Canyon to increase the contract maximum amount from \$124,013 to \$163,889 to provide additional engineering services for the South Kelly Road and Tower Road Paving Project, RDS 25-16, and approve a budget amendment for the additional contract amount and staff time. (Fiscal Impact: \$50,000 Expense; Local Transportation Tax (T/U) and Zone-1 Garbage Fund; Not Budgeted; Discretionary) [26-54](#)
[4/5 vote required]

Enactment No: A-250311B Amend. 1

- U. Award of Construction Contract to Bay Cities Paving & Grading Inc., of Concord, CA in the amount of \$1,057,707 for the Devlin Road Paving, RDS 25-50 project; and approve a Budget Amendment. (Fiscal Impact \$1,162,134 Expense, Accumulated Capital Outlay Fund, Not Budgeted, Discretionary) [26-871](#)
[4/5 vote required]

- V. Adopt a Resolution submitting to the State Department of Transportation the total mileage of Napa County maintained roads as of April 2026 so that the State Department of Transportation may certify the total mileage to the California State Controller in accordance with the provisions of California Streets and Highways Code section 2121. (No Fiscal Impact, Mandatory) [26-907](#)

Enactment No: R-2026-36

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- W. Approve the Plans and Specifications for the “Redwood Road Slide Repair Project, MPM 2.3,” RDS 25-27; 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) [26-927](#)
- X. Approve and authorize Agreement No. 260358B with Toby’s Trucking, Inc. for on-call trucking and hauling services for a maximum compensation of \$750,000 per contract year for the term April 28, 2026 to April 27, 2031. (Fiscal Impact: \$750,000 Expense per year; Mainly for Roads Projects, but may be used for other County projects; Budgeted; Discretionary) [26-961](#)
- Enactment No: A-260358B**
- Y. Approve the Plans and Specifications for the “2026 Road Striping Maintenance Project”, RDS 26-17; 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) [26-966](#)
- Z. Approve and authorize Agreement No. 260308B with Fortify Fire Protection for a maximum contract amount of \$105,400 per fiscal year to provide monitoring, testing, inspection, and maintenance services for fire alarms systems at various County locations for a three-year term of April 28, 2026 to June 30, 2029, with two one-year automatic renewal options. (Fiscal Impact: \$316,200 Expense; Budgeted, Various Funds, Discretionary) [26-973](#)
- Enactment No: A-260308B**
- AA. Approve and authorize Cooperation Agreement No. 260364B with Imola Avenue, LP for Napa County to design and construction of a Class 1 Multi-use path on Imola Avenue and a Class IV Protected Bikeway Highway 221; and authorize the Director of Public Works to submit an Affordable Housing and Sustainable Communities Program grant application and execute documents related to the grant application. (No Fiscal Impact, Discretionary) [26-979](#)
- Enactment No: A-260364B**
- AB. Approve and authorize Amendment No. 2 to Agreement No. 230377B with Peterson Power Systems, Inc. dba Peterson CAT to increase maximum compensation from \$155,721 to \$200,721 in fiscal year 2025-26, and to increase maximum compensation from \$157,257 to \$202,257 in fiscal years 2026-27 and 2027-28 (Fiscal Impact: \$135,000 Expense; Property Management; Budgeted; Discretionary) [26-991](#)
- Enactment No: A-230377B Amend. 2**
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AC. Approve and authorize Amendment No. 1 to Lease Agreement No. 260113B with Gateway Partners 1, LLC increasing the contract amount by \$375,156 for tenant improvements with no change to the monthly lease amount and a Budget Amendment. (Fiscal Impact: \$375,156 Expense; 2011 Realignment Local Community Corrections Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [4/5 vote required]

[26-998](#)

Enactment No: A-260113B Amend. 1

6. PUBLIC COMMENT

Eleven (11) people spoke during public comment.

7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Pursuant to Government Code section 53232.3(d), the Board Members reported attending the following committee meetings:

Supervisor Belia Ramos:

- **4/16 San Francisco Bay Conservation and Development Commission (BCDC)**
- **4/20 Napa-Vallejo Waste Management Authority (NVWMA)**
- **4/22 Metropolitan Transportation Commission (MTC)**
- **4/24 Palo Alto Horizontal Levee Tour *Not a committee meeting but attended tour as ABAG/MTC/BCDC representative, mileage reimbursable by County**
- **4/27 North Bay Water Reuse Authority (NBWRA)**

Supervisor Anne Cottrell:

- **4/19-4/24 Federal Legislative Advocacy trip in Washington, D.C**

Supervisor Joelle Gallagher:

- **4/15 Bay Area Air Quality Management District (BAAQMD) Meeting**
- **4/16 Napa Sanitation District Finance Committee Meeting**
- **4/22 Napa Sanitation District Special Board Meeting**
- **4/27 Napa/Solano Area Agency on Aging (AAA) meeting**

Vice-Chair Liz Alessio:

- **4/16 Marin Clean Energy (MCE)**

Chair Amber Manfree:

- **4/22 Metropolitan Transportation Committee (MTC)**

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR
None

9. PUBLIC HEARINGS

- A. Conduct a public hearing to consider an appeal filed by Water Audit California (Appellant) concerning the Arrow and Branch Winery Use Permit Major Modification and the decisions made by the Napa County Planning Commission on December 3, 2025, to approve the Use Permit Major Modification Application No. P23-00057-MOD and adopt the Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program. Appellant, Applicant, and staff request that the Board consider and adopt the revised conditions of approval to resolve the appeal. (No Fiscal Impact.)

[26-264](#)

Correction Memorandum provided.

Chair Amber Manfree opened the public hearing.

The Board of Supervisors provided disclosures.

Planning, Building, and Environmental Services Planner III Matthew Ringel made presentation.

Applicant Representative Attorney Brian McMahon made presentation.

Three (3) people spoke during public comment.

Appellant representative William McKinnon made presentation.

Chair Amber Manfree closed the public hearing.

Deputy County Counsel Laura Anderson made presentation.

Discussion held.

Direction provided to staff.

Motion Text: Approve the requested actions subject to the following two conditions: (1) add language as described by County Counsel to clarify that the new conditions requested by the parties are not precedent setting or binding on the County; and (2) the approval is subject to receipt by the County of the entire settlement agreement between the parties as amended.

Voting Yes: Cottrell, Alessio, Gallagher, Ramos, and Manfree Voting No: None

Recusals: None

Result: Passed

10. ADMINISTRATIVE ITEMS

County Fire Department

- A. Receive a presentation on the Napa County Fire Department 2025 Annual Report. (No Fiscal Impact) [26-161](#)

Cal Fire Deputy Fire Chief Brian Ham made presentation.

Napa County Fire Marshal Jason Downs made presentation.

Fire Administrator J.R. Rogers made presentation.

Discussion held.

- B. Receive a presentation of the Fire Organizational Structure Study and provide direction. (No Fiscal Impact) [26-160](#)

Fire Administrator J.R. Rogers made presentation.

Vice President of Matrix Consulting group Robert Finn made presentation.

Discussion held.

11. PUBLIC HEARINGS (continued)

Planning, Building and Environmental Services (PBES)

- A. Conduct a public hearing to consider the Inn at the Abbey Use Permit Modification (P19-00038-MOD), requested by Jackson Family Investments III LLC, and the Planning Commission’s March 4, 2026, advisory recommendations to the Board including: Certification of a Final Environmental Impact Report (FEIR) (State Clearinghouse #2020079021); adoption of Findings pursuant to the California Environmental Quality Act (CEQA); adoption of a Mitigation, Monitoring and Reporting Program (MMRP); find the Project consistent with the General Plan; approval of a Use Permit Major Modification and Conditions of Approval that would encompass demolition of existing structures and construction of a 79-room hotel involving 78,500 sq. ft. of new construction split between multiple parcels; and adoption of an ordinance approving a Development Agreement between Napa County and Jackson Family Investments III, LLC. (No Fiscal Impact)

[26-215](#)

The Board of Supervisors provided disclosures.

Chair Amber Manfree opened the public hearing.

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

Applicant Representatives made presentations.

One (1) person spoke during public comment.

Chair Amber Manfree closed the public hearing.

Discussion held.

Motion Text: Approve the requested actions as amended.
Voting Yes: Cottrell, Alessio, Gallagher, Ramos, and Manfree
Voting No: None
Recusals: None
Result: Passed
Enactment No: R-2026-37; O-1519; A-8713

12. CLOSED SESSION

None

13. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY,
MAY 5, 2026 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board