



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, May 5, 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 Joelle Gallagher, and Belia Ramos. Supervisor Anne Cottrell was excused. The meeting was called to order by Chair Amber Manfree.

2. PLEDGE OF ALLEGIANCE

Napa County Sheriff Honor Guard presented the colors.

Napa County Sheriff Oscar Ortiz led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

[26-62](#)

Animal Shelter Manager Megan Scoullar presented the Pet of the Week (Rodney).

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

Motion Text: Approve the Proclamations and Commendations.

Voting Yes: Alessio, Gallagher, Ramos, and Manfree

Voting No: None

Excused: Cottrell

Recusals: None

Result: Passed

- A. Presentation of a Proclamation recognizing May 10-16, 2026 as “Police Week” - and May 15, 2026 as “Peace Officer Memorial Day” in Napa County. (No Fiscal Impact) [26-960](#)

Chair Amber Manfree presented the proclamation.

Napa County Sheriff Oscar Ortiz received the proclamation and made presentation.

- B. Presentation of a Proclamation recognizing May 2026 as “Asian American, Native Hawaiian, and Pacific Islander (AANHPI) Heritage Month” in Napa County. (No Fiscal Impact) [26-1036](#)

Supervisor Belia Ramos presented the proclamation.

NVUSD Staff Member Jennifer Ferrer received the proclamation and made presentation.

American Canyon Middle School Students Alejo Quiroz and Ranielle Magcauas made presentation.

American Canyon High School Students Szavel Cosme and Devyn Ernst made presentation.

- C. Presentation of a Proclamation recognizing May 8, 2026, as “Provider Appreciation Day” in Napa County (No Fiscal Impact) [26-1078](#)

Vice-Chair Liz Alessio presented the proclamation.

Executive Director of Community Resources for Children Erica Lubensky received the proclamation and made presentation.

Two (2) people provided comments.

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

Agricultural Commissioner

- A. Adopt a Resolution accepting the FY26-27 Engineer's Report for the Napa County Winegrape Pest & Disease Control District, set a public hearing with respect to notice requirements for the proposed assessment, and designate County staff to answer any questions pertaining to the proposed assessment. (Fiscal Impact: \$552,468 Revenue; Pest District Fund; Budgeted; Mandatory) [26-1003](#)

Enactment No: R-2026-38

Clerk of the Board

- B. Approval of minutes from the April 28, 2026 regular meeting. (No Fiscal Impact) [26-95](#)
- C. Approve the following proclamations: Older Americans Month; Mental Health Awareness Month; and Napa Valley 2026 Grower of the Year (No Fiscal Impact). [26-1044](#)

Corrections

- D. Approve and authorize Agreement No. 260343B with Serrano Advisors, LLC to provide consulting services related to implementing the California Advising and Innovating Medi-Cal program. (Fiscal Impact: \$250,000 Expense; General Fund; Budgeted; Discretionary) [26-959](#)

Enactment No: A-260343B

- E. Approve and authorize Amendment No. 1 to Agreement No. 7780 with Trinity Services I, LLC to amend the Agreement to add clauses required by the California State Public Works Board associated with the revenue bonds for the Napa County Detention and Rehabilitation Center. (No Fiscal Impact, Discretionary) [26-1022](#)

Enactment No: A-7780B Amend. 1

County Counsel

- F. Approve and authorize Amendment No. 6 to Agreement No. 160133B with the law firm of Hanson Bridgett LLP extending the term of the agreement to expire on June 30, 2031. (Fiscal Impact: Nominal; Discretionary) [26-867](#)
[4/5 vote required]

Enactment No: A-160133B Amend. 6

County Executive Office

- G. Adopt a Resolution creating Section 31F within the County of Napa Policy Manual, for Payment Card Industry information governance, and appointing the Treasurer-Tax Collector as the officer responsible for maintaining the security of payment card industry information received by the County. (No Fiscal Impact; Discretionary) [26-1020](#)
- Enactment No: R-2026-39**
- H. Approve and authorize allocation of Board of Supervisors' funds for a community engagement event in Supervisorial District 4 on Saturday, May 16, 2026. (Fiscal Impact: \$1,100 Expense; Budgeted; General Fund; Discretionary) [26-1053](#)
- I. Approve and authorize allocation of Board of Supervisors' District 4 community grant funds to Arts Council Napa Valley's Visual and Performing Arts Student of the Year Celebration to provide support and community benefit. (Fiscal Impact: \$1,000 Expense; Budgeted; General Fund; Discretionary) [26-1085](#)

County Fire Department

- J. 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. (No Fiscal Impact) [26-336](#)

Human Resources – Division of CEO's Office

- K. Adopt a Resolution amending the Departmental Allocation List for the Child Support Services Department. (Fiscal Impact: \$600 Expense; Child Support Services Fund; Budgeted; Discretionary) [26-1005](#)
- Enactment No: R-2026-40**
- L. Adopt a Resolution amending the Departmental Allocation List for the Office of County Counsel. (Fiscal Impact: \$2,900 Expense; General Fund; Budgeted; Discretionary) [26-1067](#)
- Enactment No: R-2026-41**

Napa County Housing Authority

- M. Adopt a Resolution regarding the assessments for County Service Area No. 4 to accept the Engineer's Report; set a public hearing for June 2, 2026; direct the Clerk of the Board to comply with applicable notice requirements; and designate Alex Carrasco of the Department of Housing & Community Services as the person to answer questions. (Fiscal Impact: \$644,554 Revenue, County Service Area No. 4 Fund, Budgeted, Discretionary) [26-932](#)
- Enactment No: R-2026-42**

Public Works

- N. Approve and authorize the extension of Lease Agreement 230192B with the California Department of Veterans Affairs for the term of July 1, 2026, through June 30, 2030, by exercising the second and final option to extend the existing land use lease for an additional four-year period between Napa County and the State of California. (No Fiscal Impact; Discretionary) [26-216](#)
- Enactment No: A- 230192B**
- O. Approve and authorize Agreement No. 260331B with the State of California Department of Transportation for the term July 1, 2025 through June 30, 2026, providing revenue in the amount of \$337,648 to the County Roads Fund per the Federal Apportionment Exchange and State Match Program for general transportation purposes. (Fiscal Impact: \$337,648 Revenue; Roads Fund; Budgeted; Discretionary) [26-431](#)
- Enactment No: A-260331B**
- P. Adopt a Resolution to accept Preliminary Engineer's Report; approve the service plan; and schedule the public hearing for June 16, 2026, at 9:00 a.m. to levy assessments of \$150,811 to fund services in County Service Area No. 3 for Fiscal Year 2026-27. (Fiscal Impact: \$150,811 Revenue; County Service Area No. 3; Budgeted; Discretionary) [26-878](#)
- Enactment No: R-2026-43**
- Q. Approve and authorize Amendment No. 2 to Agreement No. 190001B with Biggs Cardosa Associates, Inc. (BCA) increasing the contract maximum from \$1,108,317 to \$1,148,610, to provide additional environmental documentation and cultural resource studies required for the Greenwood Avenue Bridge over Garnett Creek Rehabilitation Project, Bridge No. 21C-0042; and approve a Budget Amendment for the contract amendment and staff cost. (Fiscal Impact: \$75,000 Expense; Roads Fund; Not Budgeted; Discretionary) [26-926](#)
[4/5 vote required]
- Enactment No: A-190001B Amend. 2**
- R. Adopt a Resolution amending the County's Policy Manual Part III, Fees, Part 30 Airport, effective July 1, 2026, increasing hangar and storage room fees by 1.9% and making other minor changes related to miscellaneous fees. (Fiscal impact: \$14,930 Revenue; Airport Fund; Budgeted; Discretionary) [26-975](#)
- Enactment No: R-2026-44**

- S. Approve and authorize Amendment No. 7 to Agreement No. 240200B with Kimley-Horn and increase the maximum compensation from \$4,180,629 to \$4,834,092 to provide consultant services to provide an Extended Phase I Plan, Fieldwork, and Report for the Napa Valley Vine Trail segment from Yountville through St. Helena and approve a Budget Amendment for additional federal grant funding. (Fiscal Impact: \$850,000 Expense; Not Budgeted; State - Other Funding; Discretionary) [4/5 vote required] [26-986](#)

Enactment No: A-240200B Amend. 7

- T. Award a \$3,293,900 construction contract to Lawson Mechanical Contractors, LLC and approve a Budget Amendment in the amount of \$4,450,180 for South Campus Building 4 HVAC Upgrades project rebid. (Fiscal Impact: \$4,450,180 Expense; Capital Improvement Project Fund; Budget Reallocation; Discretionary) [4/5 vote required] [26-987](#)

- U. Approve and authorize Agreement No. 260345B with Napa County Office of Education to allow Napa County Public Works' Fleet Division to perform on-call vehicle maintenance and minor repair services for a 5-year period that may be extended for an additional 5-years with maximum compensation of \$5,000 per fiscal year. (Fiscal Impact: \$5,000 Revenue; Fleet Operations Division; Budgeted; Discretionary) [26-995](#)

Enactment No: A-260345B

Sheriff

- V. Approve and authorize Amendment No. 2 of Agreement No. 220022B with CJ's Police K-9's for canine (K-9) and K-9 handler-related services. (Fiscal Impact: \$90,000 Expense; General Fund; Budgeted; Discretionary) [26-836](#)

Correction Memorandum provided.

Enactment No: A-220022B Amend. 2

- W. Approve and authorize the transfer of three capital asset Off Highway Vehicles (OHV) to San Joaquin County Sheriff's Office. (No Fiscal Impact; Discretionary) [26-993](#)

6. PUBLIC COMMENT

One (1) person 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 Joelle Gallagher:

4/29 Bay Area Air Quality Management District (BAAQMD) Meeting.

Board members made the following referrals to staff:

Supervisors Liz Alessio and Belia Ramos discussed a previous referral to staff to review the issues raised in the letter presented by the four industry groups which include issues raised by the industry groups about the land use appeal process and the scope of the zoning administrator and to schedule a future Board study session.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

None

9. ADMINISTRATIVE ITEMS

County Fire Department

- A. Receive a presentation on Wildfire Preparedness from the Napa County Fire Department and a report from the County Coordinator on Fire Safe Councils. (No Fiscal Impact) [26-162](#)

Napa County Fire Chief Matt Ryan made presentation

Napa County Deputy Fire Marshal Eric Hernandez made presentation.

Fire Administrator J.R. Rogers made presentation

Napa Firewise Director of Wildlife Preparedness Laurie Klip made presentation.

One (1) person spoke during public comment.

Discussion held.

Direction provided to staff.

County Executive Office

- B. Approve and authorize Agreement Nos. 260377B, 260378B, and 260379B, related to the proposed annexation by the City of American Canyon of the Paoli-Watson Affected Territory and Hess-Laird Affected Territory that would effectively extend the City’s border north to a portion of South Kelly Rd: (1) An Urban Limit Line and Regional Housing Needs Allocation Agreement with the City of American Canyon; (2) a Tax Sharing Agreement with the City of American Canyon and the American Canyon Fire Protection District for the Hess-Laird Affected Territory; and a Tax Sharing Agreement with the City of American Canyon for the Paoli-Watson Lane Affected Territory. (No Fiscal Impact.)

[26-1083](#)

Legislative/Policy Analyst Andrew Mize made presentation.

Two (2) people spoke during public comment.

Discussion held.

Motion Text: Approve the requested action.

Voting Yes: Ramos, Alessio, and Gallagher

Voting No: Manfree

Excused: Cottrell

Recusals: None

Result: Passed

10. PUBLIC HEARINGS

Human Resources – Division of CEO’s Office

- A. Receive a presentation on the status of Napa County vacancies, and recruitment and retention efforts for the 2025 calendar year. (No Fiscal Impact)

[26-903](#)

Motion Text: Approve the Request for Continuance to May 19, 2026.

Voting Yes: Alessio, Ramos, Gallagher, and Manfree

Voting No: None

Excused: Cottrell

Recusals: None

Result: Passed

11. ADMINISTRATIVE ITEMS (continued)

Public Works

- A. Receive a status update on each of the Napa County controlled resorts; and approve Agreement No. 8708 with Wild Haven LLC to conduct environmental studies, site investigations, prepare environmental documents, and enter into negotiations for a long-term agreement for development and operations of resort concessions at the Spanish Flat Resort area. (No Fiscal Impact, Discretionary)

[26-347](#)

Director of Public Works Steven Lederer made presentation.

Lake Berryessa Concessions Manager Leigh Sears made presentation.

Four (4) people spoke during public comment.

Motion Text: Approve the requested actions as amended.

Voting Yes: Alessio, Ramos, Gallagher, and Manfree

Voting No: None

Excused: Cottrell

Recusals: None

Result: Passed

Enactment No: A-8708

12. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATORS

[26-1072](#)

(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. Direction provided to staff. No reportable action.

- B. Silverado Community Services District

[26-1094](#)

Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9(d)(1))

Name of Case: Bojuana Wilcosky v. County of Napa Public Works, et. all; Napa Superior Court Case No. 24CV001696.

Closed Session held. Direction provided to staff. No reportable action.

13. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, MAY 19, 2026 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board