



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, January 13, 2026

9:00 AM

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

1. CALL TO ORDER; ROLL CALL

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

2. PLEDGE OF ALLEGIANCE

Co-Founder of Napa Climate Now Chris Benz led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

[26-11](#)

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

4. ADMINISTRATIVE ITEMS

A. Election of Officers for Calendar Year 2026:

[26-01](#)

1. Board of Supervisors (Chair and Vice Chair)
2. Napa County Groundwater Sustainability Agency (Chair and Vice Chair)
3. Napa County Housing Authority (Chair, Vice Chair and Deputy Secretary)
4. In-Home Supportive Services Public Authority of Napa County (Chair, Vice Chair and Secretary)
5. Lake Berryessa Resort Improvement District (Chair and Vice Chair)
6. Monticello Public Cemetery District (Chair and Vice Chair)
7. Napa Berryessa Resort Improvement District (Chair and Vice Chair)
8. Napa County Public Improvement Corporation (President, Vice President, Treasurer and Secretary)
9. Silverado Community Services District (President and Vice President)

Motion Text: Elect Supervisor Amber Manfree as Chair/President; Supervisor Liz Alessio as Vice-Chair/Vice-President; Clerk of the Board Neha Hoskins as Secretary/Deputy Secretary; and Auditor-Controller Tracy Schulze as Treasurer.

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

Voting No: None

Recusals: None

Result: Passed

5. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

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

- A. Proclamation recognizing Supervisor Anne Cottrell for her service and accomplishments as Board Chair in 2025. (No Fiscal Impact)

[26-18](#)

The Board of Supervisors presented the proclamation.

Supervisor Anne Cottrell received the proclamation and made presentation.

Discussion held.

6. CONSENT CALENDAR

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

Clerk of the Board

- A. Approval of minutes from the December 16, 2025 regular meeting. (No Fiscal Impact)
- B. Reappoint James V. Jones, for an eleventh (11) term, as Trustee for the Bar Association, and Anthony Halstead, for a fifth (5) term, as Trustee for the Board of Supervisors, to the Napa County Law Library Board of Trustees with the terms of office to commence immediately and expire December 31, 2026. (No Fiscal Impact)
- C. Reappoint Peter Bartlett, for a second (2) term, to serve on the Napa Sanitation District Board of Directors as a Public Member with the term commencing immediately and expiring December 31, 2027. (No Fiscal Impact)
- D. Reappoint Frank J. Cabral, for a fifth (5) term, to serve as the Napa County representative on the Napa County Mosquito Abatement District Board of Trustees with a term of office to commence immediately and expire on December 31, 2027. (No Fiscal Impact)

[26-12](#)

[26-44](#)

[26-45](#)

[26-48](#)

Corrections

- E. 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 property by donating them to Yolo County. (No Fiscal Impact) [26-05](#)

County Counsel

- F. Approve a Budget Amendment to increase appropriations in the Conflict Public Defender Budget for indigent defense costs. (Fiscal Impact: \$600,000 Expense; Not Budgeted; General Fund; Mandatory) [4/5 vote required] [26-08](#)

County Fire Department

- G. Approve and authorize Agreement No. 260248B with St. Helena Hospital, dba Adventist Health St. Helena Job Care for a 5-year term, to provide occupational health and safety medical services, including pre-placement physical examinations and annual fitness screenings. (Fiscal Impact: \$100,000 Expense; Fire Fund; Budgeted; Discretionary) [26-32](#)
- Enactment No: A-260248B**

Housing & Community Services

- H. Approve and authorize the application and acceptance of U.S. Department of Housing & Urban Development Fiscal Year 2025 Continuum of Care Program Annual Funding Competition funding not to exceed \$1,000,000 to provide certain homeless services in future fiscal years. (Fiscal Impact: \$1,000,000 Revenue; Housing & Community Services Programs Fund; Not Budgeted; Discretionary) [26-09](#)

Human Resources – Division of CEO’s Office

- I. Adopt a Resolution amending the Table and Index of Classes, the Departmental Allocation List for the County Executive Office, and appropriate personnel policies; and approve a Budget Amendment. (Fiscal Impact: \$270,000 Expense; Information Technology Services Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-10](#)
- Enactment No: R-2026-01**

Napa County Groundwater Sustainability Agency

- J. Adopt a Resolution to amend the Napa County Groundwater Sustainability Agency’s Conflict of Interest Code. (No Fiscal Impact) [26-79](#)
- Enactment No: R-2026-01 (NCGSA)**

Public Works

- K. Approve and authorize Amendment No. 1 to Agreement No. 230377B with Peterson Power Systems, Inc. dba Peterson CAT to update the scope of work, and to increase maximum compensation from \$131,762 to \$155,721 for generator maintenance and repair services. (Fiscal Impact: \$23,959 Expense; Various Funds; Budgeted; Discretionary)

[26-13](#)

Enactment No: A-230377B Amend. 1

7. PUBLIC COMMENT

Three (3) people spoke during public comment.

8. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Belia Ramos reported on both her and Chair Amber Manfree's attendance at the Metropolitan Transportation Commission (MTC) meeting on January 7, 2026, where they created the Public Transit Revenue Measure District. She also provided an update on the American Canyon Library renovations, where they will be hosting a Grand Reopening party on Saturday, January 31, 2026. Additionally on January 21, 2026, Supervisor Ramos will be at the Napa Little Theater moderating the League of Women Voters Community Bridges not Barriers Forum to discuss how to support immigrant communities. Lastly, Supervisor Ramos requested staff bring back a list that forecasts the upcoming Proclamations and Commendations for the Board of Supervisors review.

Supervisor Joelle Gallagher congratulated Anthony Halstead and Frank Cabral on their committee reappointments. She then provided a statement on Pacific Gas and Electric (PG&E) regarding rate increases and its impact on consumers and requested staff bring back a Resolution to oppose the proposed rate increases, and call for rate relief, affordability and utility accountability.

Vice-Chair Liz Alessio thanked Senator Christopher Cabaldon and Senator Sasha Perez who authored the SB299 bill. She then discussed the underground PG&E lines alongside Mount Veeder and provided some background information on contractual agreements and ongoing efforts. Vice-Chair Alessio then reported on a request from the Marin Clean Energy (MCE) board to sit on an adhoc committee to review the governance of the board. Lastly, she expressed her excitement at attending this year's National Association of Counties (NACo) conference.

Supervisor Anne Cottrell thanked a member of the public for her comments during the public comment section of the agenda and provided clarity. She then thanked several Napa County Departments for their interdepartmental collaborative work in District 3 during the holiday season. Next, she provided insight to members of the public regarding inquiries received concerning weather conditions and the effect on County roads and requested staff bring back a presentation of future road improvements at a future meeting. Supervisor Cottrell thanked the Calistoga Library for their collaborative efforts with the Calistoga School District to provide students with ID cards that provide access to the library functions. Lastly, Supervisor Cottrell alongside Assessor-Recorder John Tuteur will be on a panel for the Latino Leaders Roundtable event on January 23, 2026.

Chair Amber Manfree announced a prescribed burn meeting at Tucker Farm Center on January 14, 2026. She also provided a shoutout to Napa County Firewise for the clearing on Soda Canyon Road. She then mentioned the paving work done by the Napa County Public Works Department at both Soda Canyon Road and Cuttings Wharf. Lastly, she provided an update to the public regarding the express lanes on Interstate 80 that require a Fastrak transponder.

9. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

None

10. ADMINISTRATIVE ITEMS

Clerk of the Board

- A. Annual appointment/reappointment of members of the Board of Supervisors to various committees, commissions, and advisory boards. [26-02](#)
(No Fiscal Impact)

Clerk of the Board Neha Hoskins made presentation.

Appointments previously made that did not change are not referenced and remain current.

Motion Text: Approve the annual appointment/reappointment of members of the Board of Supervisors to various committees, commissions, and advisory boards.

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

Voting No: None

Recusals: None

Result: Passed

County Executive Office

- B. Approve a “Statement on Economic and Community Impacts of Labor Strife.” (No Fiscal Impact) [26-28](#)

Legislative and Policy Analyst Andrew Mize made presentation.

Discussion held.

Motion Text: Approve the Statement as amended.

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

Voting No: None

Recusals: None

Result: Passed

- C. Receive an annual report of the County’s legislative and regulatory program for 2025 and approve and adopt the proposed 2026 Legislative & Regulatory Platform, subject to any modifications by the Board. (No Fiscal Impact) [26-06](#)

Legislative and Policy Analyst Andrew Mize made presentation.

Five (5) people made public comment.

Discussion held.

Item will be reintroduced at a future meeting.

- D. Adopt a Resolution providing a one-time Non-Matching Employer Contribution in the amount of \$30,000 to the 401(a) pre-tax sub-account of the Napa County Auditor Controller for the calendar year 2027. (Fiscal Impact: \$30,000 Expense; General Fund; Not Budgeted; Discretionary) [26-50](#)

Chief Executive Officer Ryan J. Alsop made presentation.

Discussion held.

Motion Text: Adopt the Resolution.

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

Voting No: None

Recusals: None

Result: Passed

Enactment No: R-2026-02

11. CLOSED SESSION

- A. Conference with Legal Counsel - Existing Litigation (Government Code Section 54956.9(d)(1)) [26-108](#)
Name of Case: Minh Tran v. County of Napa, Napa Superior Court Case No. 23CV001593

Closed Session held. Chair Amber Manfree reported the following: “The Board received an update on the status of the matter of Tran v. Napa County, for which a trial is approaching. We believe the evidence will demonstrate that the County acted appropriately, and we are confident in our position as the matter proceeds to trial. While the County would prefer to focus on serving our community, we are prepared to vigorously defend the County and protect taxpayer resources.”

- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION [26-22](#)
(Government Code Section 54957)
Title: County Counsel

Closed Session held. No reportable action.

12. ADJOURNMENT

**ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING,
TUESDAY, JANUARY 27, 2026 AT 9:00 A.M.**

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board