

**MINUTES OF THE  
NAPA COUNTY HOUSING COMMISSION**

**December 04, 2025**

**Draft Summary of the Proceedings**

**1. Call to Order/Roll Call**

Present: Commissioners Judy Myers, Jennifer Putnam, Manuel Rios, and Mike Swanton  
Absent: Commissioners Michael Silacci, Arnulfo Solorio  
Meeting was called to order by: Vice Chair Myers

**2. Public Comment**

None.

**3. Approval of Minutes**

None.

**4. Set Matters or Public Hearing Items**

None.

**5. Consent**

None.

**6. Monthly Reports**

**A. Monthly from California Human Development Corporation (CHDC)**

Gaby Valencia, CHDC Housing Director, reported Calistoga and Mondavi currently closed, 59 lodgers at River Ranch. Ongoing marketing efforts include radio announcements, flyer distribution, and social media. Upcoming marketing opportunities include tabling at flea market, and pruning contest (February).

No public comment. Discussion held.

**B. Report from Capital Improvement Projects (CIP) Ad Hoc Subcommittee and recommendations for high priority projects.**

Presentation by Alex Carrasco, Project Manager.

No public comment. Discussion held.

**7. Administrative Items**

**A. Presentation on central air and backup power options with recommendations to staff.**

Presentation by engineers Trevor Leflor and Pieter Colenbrander. Commissioners recommend staff proceed with River Ranch central air conditioning designs and specifications and hold off on backup power options.

No public comment. Discussion held.

**B. Accept the quarterly monitoring report to the Napa County Housing Authority (Authority) for the quarter ended September 30, 2025.**

Presentation by Tracy Schulze, Auditor-Controller.

No public comment. Discussion held.

Motion Text: Recommend the Housing Authority to accept the report at their next meeting.

Voting Yes: Commissioners Myers, Putnam, Rios, and Swanton

Abstain: None

Result: Passed

**C. Recommend the Housing Authority to accept the Napa County Housing Authority's Financial Audit for Fiscal Year ending June 30, 2025.**

Presentation by Tracy Schulze, Auditor-Controller.

No public comment. Discussion held.

Motion Text: Recommend the Housing Authority to accept the report at their next meeting.

Voting Yes: Commissioners Myers, Putnam, Rios, and Swanton

Abstain: None

Result: Passed

**D. Discussion on Commission membership and Current Vacancies.**

No public comment. Discussion held.

**8. Executive Director Report**

Report by Emma Moyers, Staff Service Manager. Ongoing meetings between county staff and county state representative staff regarding an increase and extension of Joe Serna funding. Kaiser grant opportunity available for event sponsorships.

No public comment. Discussion held.

**9. Commissioner Comments and Direction to Staff**

None.

**10. Future Agenda Items**

None.

**11. Adjourn**

Meeting adjourned to the next regular meeting on January 22, 2026, at 3:00 pm.

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Judith Myers, Vice-Chair

ATTEST:

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Jennifer Palmer, Secretary of the Commission