



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.

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Tuesday, June 17, 2025

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

Chair Anne Cottrell led the assembly in the Pledge of Allegiance. She also asked for a moment of silence for the two Minnesota Lawmakers and their spouses that faced violence over the weekend.

3. PET OF THE WEEK

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

[25-1168](#)

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

4. CONSENT CALENDAR

Motion Text: Approve the Consent Calendar.

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

Voting No: None

Recusals: None

Result: Passed

Agricultural Commissioner

- A. Approve and authorize Amendment No. 1 to Agreement No. 240183B with the California Department of Food and Agriculture to increase the contract maximum by \$55,190 for a new maximum of \$97,611 and to extend the term to December 31, 2027 for reimbursement of expenditures associated with protecting the biodiversity of native ecosystems and abatement of noxious weed and other invasive plant infestations within the County of Napa. (Fiscal Impact, \$55,190 Revenue; General Fund; Budgeted; Mandatory) [25-1068](#)

Enactment No: A-240183B Amend. 1

Clerk of the Board

- B. Approval of minutes from the June 3, 2025 regular meeting. (No Fiscal Impact) [25-88](#)

County Fire Department

- C. Approve and authorize declaring Capital Asset No. 27211, a 2007 Chevrolet Tahoe, to be surplus, removed from the capital asset list and sold at public auction. (Fiscal Impact: \$5,000 Revenue; Fire Fund; Budgeted; Discretionary) [25-1050](#)
[4/5 vote required]

Planning, Building and Environmental Services (PBES)

- D. Approve and authorize Amendment No. 2 to Agreement No. 200199B with Land Logistics Inc., to increase the maximum to \$115,074 and extend the term to June 30, 2026 with an automatic rollover for two additional fiscal years to provide Surface Mining and Reclamation Act lead agency inspections for the Napa Quarry facility. (Fiscal Impact: \$47,895 Expense; General Fund; Budgeted; Discretionary) [25-970](#)

Enactment No: A-200199B Amend. 2

Probation

- E. Approve and authorize Amendment No. 2 to Agreement No. 200078B with Satellite Tracking of People, LLC to provide juvenile and adult electric monitoring for the Probation and Corrections departments. (Fiscal Impact: \$100,000 Expense; General Fund; Budgeted; Discretionary) [25-1065](#)

Enactment No: A-200078B Amend. 2

- F. Approve and authorize Amendment No. 1 to Agreement No. 230241B with University of Cincinnati Research Institute to provide training and technical assistance of evidence-based practices through June 30, 2026. (Fiscal Impact: \$120,000 Expense; General Fund; Budgeted; Discretionary) [25-1105](#)

Enactment No: A-230241B Amend. 1

Public Works

- G. Approve and authorize Amendment No. 1 to Agreement No. 230262B with Christopher A. Marusich and Michelle F. Del Rosario, Trustees of the Marusich Family Revocable Trust Dated May 4, 2017, to increase the maximum compensation by \$18,282 for a new maximum of \$177,282 to extend the duration of the temporary construction easement for the Dry Creek Road Bridge over Dry Creek Replacement Project and accept the extended temporary construction easement. (Fiscal Impact: \$18,282 Expense; Roads Fund; Budgeted; Discretionary) [25-864](#)

Enactment No: A-230262B Amend. 1

- H. Approve and authorize Agreement No. 250429B with MCK Americas Inc. for a maximum compensation of \$1,000,000 per fiscal year for on-call construction management and related services. (Fiscal Impact: \$1,000,000 Expense; Various Capital Improvement Project Budgets; Budgeted; Discretionary) [25-933](#)

Enactment No: A-250429B

- I. Approve and authorize Amendment No. 1 to Agreement No. 190001B with Biggs Cardosa Associates, Inc. to increase the maximum compensation by \$75,032, for a new maximum of \$1,108,317, to provide technical and construction support services for the Garnett Creek Bridge Br. No. 21C0042 Bridge Replacement Project, RDS 16-16. (Fiscal Impact: \$75,032 Expense; Roads Capital Improvement Projects Fund; Budgeted; Discretionary). [25-946](#)

Enactment No: A-190001B Amend. 1

- J. Approve and authorize Budget Amendment for the New Jail, Project 19005, to increase revenue and appropriations to align with the construction schedule for this fiscal year. (Fiscal Impact: \$2,700,874 Revenue and Expense; Capital Improvement Fund; Not Budgeted, Discretionary) [25-1063](#)
[4/5 vote required]

- K. Adopt a Resolution temporarily closing Duhig Road from 6:00 A.M. to 10:00 A.M. on Sunday, July 20, 2025, for the Napa to Sonoma Wine Country Half Marathon and 5k. (No Fiscal Impact, Discretionary) [25-1082](#)

Enactment No: R-2025-58

- L. Award a Construction Contract to Valentine Corporation; and approve a Budget Amendment in the amount of \$1,046,000 for Project 23006, Chiles Pope Valley Rd MPM 3.63. (Fiscal Impact: \$1,046,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1087](#)
- M. Approve creation of Project 25052 for the “Lynn Drive Paving Project,” RDS 25-39; and approve a Budget Amendment. (Fiscal Impact: \$75,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary)
[4/5 vote required] [25-1088](#)
- N. Approve plans and specifications and authorize advertisement for sealed bids and opening of the bids at a time and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contracting Code for the Ridgecrest Drive Slide Repair Project, RDS 25-26, which is near 50 Ridgecrest Drive. (No Fiscal Impact; Discretionary) [25-1109](#)
- O. Approve a report of emergency Public Works actions and a related Budget Amendment in response to the Yountville Fire Station Bathroom Emergency Repair, to be completed without competitive bidding 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 (Fiscal Impact: \$373,620 Expense; Fire Fund; Not Budgeted; Discretionary)
[4/5 required] [25-1112](#)
- P. Approve and authorize Amendment No. 1 to Agreement No. 250266B with Matrix Consulting Group, Ltd to extend the term of the agreement from June 30, 2025 to December 31, 2025, with no change to compensation, to provide additional time to complete a cost allocation alternatives analysis for the Napa County Animal Shelter and Adoption Center. (No Fiscal Impact; Discretionary) [25-1116](#)
- Enactment No: A-250266B Amend. 1**
- Q. Adopt a Resolution approving the Fiscal Year 2025-2026 list of streets and roads projects and authorization to submit the list of projects to the California Transportation Commission, which will qualify Napa County to receive local streets and roads funding in accordance with the Road Repair and Accountability Act of 2017 (SB 1). (Fiscal Impact \$4,103,976 Revenue (estimated); SB 1 Special Revenue Fund; Budgeted; Discretionary) [25-1119](#)
- Enactment No: R-2025-59**
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5. PUBLIC COMMENT

Two (2) people spoke during public comment.

6. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Joelle Gallagher requested resolutions supporting privacy laws and endorsing free speech of the media be brought back to the Board in the future.

Vice-Chair Amber Manfree reporting on attending a ride-along with Sheriff's Deputies Brad Chambers and Kevin van Dyke. Supervisor Manfree also reported on attending a San Francisco Bay Restoration Authority meeting where she participated in approving the funding for projects around the Bay, such as improvements to the American Wetlands Edge Trail to make it more resilient to sea level rise.

Supervisor Liz Alessio reported on attending the annual Auction Napa Valley which raised \$6.5 million for youth mental health. Supervisor Alessio also reported Napa Valley Transportation Authority Executive Director Kate Miller received a Lifetime Achievement Award from the Women's Transportation Seminar (WTS) San Francisco Bay Area chapter. Lastly, Supervisor Alessio reported on last Saturday's Operation Love from Home event where over 350 volunteers assembled 953 care packages for deployed service members.

Chair Anne Cottrell reported on attending a Disabled Veterans of America BBQ held last week at the Veterans Home in Yountville. Chair Cottrell also read a statement denouncing certain reported activities by the federal administration regarding immigration and reiterated Napa County's unwavering commitment to value, support, and protect immigrants and all marginalized people.

7. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDARS

None

8. ADMINISTRATIVE ITEMS

Auditor-Controller

- A. Receive a presentation on the status of Federal Emergency Management Agency (FEMA)-funded emergencies in Napa County; approve the release of restricted fund balance; and approve related Budget Amendments to return the released funds to the subdivisions that originally funded the disaster-related projects. (Fiscal Impact: \$4,345,895 Reclass Fund Balance Reserves from Restricted to Available; Various Funds; Not Budgeted; Discretionary) [4/5 vote required] [25-872](#)

Auditor-Controller Tracy Schulze made presentation.

Auditor-Controller Principal Grant Compliance Auditor Kaitlin Ager made presentation

Discussion held.

Motion Text: Approve the requested actions.

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

Voting No: None

Recusals: None

Result: Passed

9. PUBLIC HEARINGS - 9:00 AM

County Executive Office

- A. Continuation of Public Hearing from June 16, 2025 to accept testimony on the Fiscal Year 2025-26 Recommended Budget and continue hearing for consideration to June 24, 2025 for adoption. (Fiscal Impact: Varies by Fund; All County Funds; Discretionary) [25-763](#)

Chief Executive Officer Ryan J. Alsop made presentation.

Deputy Chief Executive Officer John Buzolich made presentation.

Assistant Chief Executive Officer Rebecca Craig made presentation.

Discussion held.

Motion Text: Approve the requested action.

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

Voting No: None

Recusals: None

Result: Passed

10. PUBLIC HEARINGS - 2:00 PM

Housing & Community Services

- A. Conduct a Public Hearing for the County Service Area No. 4 (CSA No. 4) to consider testimony on the Fiscal Year 2025-26 recommended budget for total appropriation of \$708,441. (Fiscal Impact: \$24,102 Net Use of Fund Balance; County Service Area No.4 Fund; Discretionary) [25-768](#)

Chair Anne Cottrell opened the public hearing.

Deputy Chief Executive Officer John Buzolich made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

Public Works

- B. Conduct a Public Hearing to consider testimony for County Service Area No. 3 on the Fiscal Year 2025-26 assessment of \$147,166 and adopt a resolution authorizing the assessment levy (Fiscal Impact: \$147,166 Revenue; County Service Area No. 3; Discretionary) [25-743](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Motion Text: Adopt the Resolution.

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

Voting No: None

Recusals: None

Result: Passed

Enactment No: R-2025-60

- C. Conduct a Public Hearing to consider testimony on the Fiscal Year 2025-26 recommended budget for total appropriation of \$336,150 for County Service Area No. 3. (Fiscal Impact: \$180,110 Net Use of Fund Balance; County Service Area No. 3; Discretionary) [25-785](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

- D. Conduct a Public Hearing to consider testimony for [25-365](#)
Milliken-Sarco-Tulocay on the Fiscal Year 2025-26 Recommended
Budget for a total appropriation of \$989,976. (Fiscal Impact \$644,593
Net Use of Fund Balance; Milliken-Sarco-Tulocay Fund; Discretionary)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

- E. Conduct a Public Hearing to consider testimony on the Fiscal Year [25-766](#)
2025-26 Recommended Budget for Napa Valley Tourism Improvement
District Budget for a total appropriation of \$8.5 million. (Fiscal Impact:
Net Zero; NVTID; Discretionary)

Chair Anne Cottrell opened the public hearing.

Assistant Chief Executive Officer Rebecca Craig made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

11. PUBLIC HEARINGS - SPECIAL DISTRICTS - 2:00 PM

Napa County Groundwater Sustainability Agency

- A. Conduct a Public Hearing to consider testimony on the Fiscal Year 2025-26 Recommended Budget for the Napa County Groundwater Sustainability Agency Budget a total appropriation of \$3,428,683. (Fiscal Impact: \$2 million General Fund expense and \$787,555 Net Use of Fund Balance; Napa County Groundwater Sustainability Agency; Discretionary) [25-760](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

One (1) person spoke during public comment.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

Napa County Housing Authority

- B. Conduct a Public Hearing to consider testimony on the Fiscal Year 2025-26 recommended budget for the Napa County Housing Authority Budget for total appropriations of \$2,634,112. (Fiscal Impact: \$45,000 Net Revenue; Napa County Housing Authority; Discretionary) [25-761](#)

Chair Anne Cottrell opened the public hearing.

Deputy Chief Executive Officer John Buzolich made presentation.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

In-Home Supportive Services Public Authority of Napa County

- C. Conduct a Public Hearing to consider testimony on the Fiscal Year 2025-26 recommended budget for In-Home Supportive Services for a total appropriation of \$1,623,292 (Fiscal Impact: \$72,849 General Fund Expense, \$72,849 Net Use of In-Home Support Services Public Authority Fund Balance; Budgeted; Discretionary) [25-762](#)

Chair Anne Cottrell opened the public hearing.

Deputy Chief Executive Officer John Buzolich made presentation.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

Lake Berryessa Resort Improvement District

- D. Conduct a Public Hearing to consider testimony on the automatic annual four percent (4%) increase to the T-1 Special Tax for the Lake Berryessa Resort Improvement District Budget, the Fiscal Year 2025-26 Recommended Budget for a total appropriation of \$1,622,079, and to accept the District Engineer's report. (Fiscal Impact: \$373,361 Net Use of Fund Balance; Lake Berryessa Resort Improvement District; Discretionary) [25-718](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

Monticello Public Cemetery District

- E. Conduct a Public Hearing for the Monticello Public Cemetery District Budget to consider testimony on the Fiscal Year 2025-26 recommended budget for total appropriations of \$133,484 for cemetery operations, and \$58,000 for the endowment fund. (Fiscal Impact: \$32,407 Net Use of Fund Balance and \$55,400 Net Use of Endowment; Monticello Public Cemetery District; Discretionary) [25-755](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

Napa Berryessa Resort Improvement District

- F. Conduct a Public Hearing to consider testimony for the Napa Berryessa Resort Improvement District Budget on the Fiscal Year 2025-26 Recommended Budget for a total appropriation of \$3,074,081. (Fiscal Impact: \$684,957 Net Use of Fund Balance, Napa Berryessa Resort Improvement District Budget; Discretionary) [25-717](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

Silverado Community Services District

- G. Conduct a Public Hearing to consider testimony for the Silverado Community Services District on the Fiscal Year 2025-26 recommended budget for a total appropriation of \$231,530. (Fiscal Impact: \$3,334 Net Use of Fund Balance; Silverado Community Services District; Discretionary)

[25-742](#)

Chair Anne Cottrell opened the public hearing.

County Executive Office Management Analyst Jasmine Elo made presentation.

Discussion held.

Chair Anne Cottrell closed the public hearing.

Item continued to June 24, 2025 under the Consent calendar.

12. CLOSED SESSION

None

13. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, JUNE 24, 2025 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board