



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 27, 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

Cope Family Center Executive Director Jeni Olsen led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

26-55

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

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

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

A. Proclamation recognizing January 2026 as “Positive Parenting Awareness Month” in Napa County. (No Fiscal Impact)

[26-99](#)

Supervisor Joelle Gallagher presented the proclamation.

Cope Family Center Executive Director Jeni Olsen received the proclamation and made presentation.

5. CONSENT CALENDAR

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

Agricultural Commissioner

A. Adopt a Resolution authorizing a waiver of the registration fee for any beekeeper, apiary owner, apiary operator, or person that is a hobbyist, not engaged in the business of beekeeping and possesses nine or fewer colonies. (No Fiscal Impact)

[26-177](#)

Enactment No: **R-2026-03**

Auditor-Controller

B. Accept and file the Napa County Local Transportation Fund financial audit report for fiscal year ended June 30, 2025. (No Fiscal Impact, Mandatory)

[26-199](#)

C. Accept and file the Appropriation Limit agreed-upon procedure report for fiscal year ended June 30, 2025. (No Fiscal Impact; Mandatory)

[26-201](#)

D. Accept and file the Annual Comprehensive Financial Report (ACFR) and the Single Audit Report - Schedule of Expenditures of Federal Awards (SEFA), for fiscal year ended June 30, 2025.

[26-202](#)

Clerk of the Board

- E. Approval of minutes from the January 13, 2026 regular meeting. (No Fiscal Impact) [26-78](#)
- F. Approve recently amended conflict of interest code for the Napa County Groundwater Sustainability Agency. (No Fiscal Impact) [26-120](#)

County Counsel

- G. Approve and authorize Agreement No. 260256B with Logikcull Systems, Inc. for Logikcull Legal Hold software effective January 1, 2026 for a maximum compensation of \$11,880 in Fiscal Year 2025-26. (Fiscal Impact: \$11,800 Expense; General Fund; Budgeted; Discretionary) [26-195](#)

Enactment No: A-260256B

- H. Approve and authorize Agreement No. 260276B with CivicPlus, LLC for Policy Manual site hosting and subscription supplement service. (Fiscal Impact: \$29,240 Expense; General Fund; Budgeted; Discretionary) [26-198](#)

Enactment No: A-260276B

County Executive Office

- I. Approve and authorize out-of-state travel for District 2 Supervisor Liz Alessio, District 3 Supervisor Anne Cottrell and District 5 Supervisor Belia Ramos to attend the National Association of Counties (NACo) Annual Legislative Conference in Washington, D.C. from February 17-24, 2026. (Fiscal Impact: \$12,000 Expense; General Fund; Budgeted; Discretionary) [26-51](#)
- J. Approve and adopt the 2026 Legislative & Regulatory platform, as amended by the Board at its regular meeting on January 13, 2026. (No Fiscal Impact) [26-194](#)

Item pulled for discussion. See Item 8.

County Fire Department

- K. Approve and authorize a waiver of competitive bidding requirements, and approval of a single source award for the purchase of rescue tool equipment from Western Extrication Specialists for \$127,278 pursuant to County Ordinance Code Section 2.36.090 and the County Purchasing Policy. (Fiscal Impact: \$127,278 Expense; Fire Fund; Budgeted; Discretionary) [26-52](#)

Health and Human Services Agency

L. Adopt a Resolution approving the County's Mental Health Services Act Fiscal Year 2025-2026 Annual Update to the Three-Year Plan for Fiscal Year 2023-2024 to Fiscal Year 2025-2026. (No Fiscal Impact)

[26-29](#)**Enactment No:** **R-2026-04**

Information Technology Services – Division of CEO's Office

M. Accept a grant for \$82,900 from the California Public Utilities Commission; approve and authorize Agreement No. 260218B with Napa Valley Unified School District/Napa Valley Adult Education; and approve the related Budget Amendment. (Fiscal Impact: \$82,900 Revenue and Expense, Information Technology Services Fund, Not Budgeted, Discretionary).
[4/5 vote required]

[26-36](#)**Enactment No:** **A-260218B**

N. Accept a grant for \$28,977 from the California Public Utilities Commission; and approve the related Budget Amendment. (Fiscal Impact: \$28,977 Revenue and Expense, Information Technology Systems Fund, Not Budgeted, Discretionary)
[4/5 vote required]

[26-41](#)

Library

O. Approve establishment of a change fund account for the Law Library in the amount of \$60. (Fiscal Impact: \$60 Expense; Library Fund; Not Budgeted; Discretionary)

[26-171](#)

Napa County Housing Authority

P. Approve and authorize the Executive Director to sign Agreement No. 260177D (NCHA) with Personal Computing, Inc. (dba Valley Internet), for the installation, maintenance and management of a new Wi-Fi network for the Calistoga Farmworker Center; and approve a Budget Amendment. (Fiscal Impact \$47,463, Housing Authority Fund, Not Budgeted, Discretionary)
[4/5 vote required]

[26-04](#)**Enactment No:** **A-260177D (NCHA)**

Q. Accept a donation in the amount of \$152,698 from Cinco de Mayo Golf, Inc. (dba Napa Farmworker Center Alliance) to the Napa County Housing Authority for the farmworker centers; approve a Budget Amendment to appropriate the funds; and authorize the purchase of capital equipment (Fiscal Impact: \$152,698 Expense and Revenue; Napa County Housing Authority Fund; Not Budgeted; Discretionary)
[4/5 vote required]

[26-42](#)

Public Works

R. Approve and authorize creation of Capital Improvement Project 26022 for the “Hall of Justice Improvements Project” PW 26-19; and approve a Budget Amendment for design, plans specifications, project bidding services, and construction costs. (Fiscal Impact: \$1,000,000 Expense; Capital Improvement Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-26](#)

Item removed from agenda.

S. Accept and file a report on Space License and Lease Agreements executed by the Chief Executive Officer during the period July 1, 2025, through December 31, 2025, pursuant to Resolution No. 2018-36. (No Fiscal Impact) [26-27](#)

T. Award a Construction Contract for the Chiles Pope Valley Road Bridge Replacement RDS 15-23 Restoration and Monitoring Project to Empire Landscaping Inc.; approve and authorize the Director of Public Works to execute Contract Change Order No. 10 to Agreement No. 240254B with Gordon N. Ball, Inc., to increase the maximum compensation from \$6,246,112 to \$7,724,881; and approve a Budget Amendment. (Fiscal Impact: \$1,007,704; Roads Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-84](#)

U. Adopt two Resolutions, in accordance with Measure T funding requirements, confirming the commitment of funding for Class 1 bike paths and confirming that expenditures met the County’s Maintenance of Effort requirements for Measure T funding for Fiscal Year 2024-25. (No Fiscal Impact; Discretionary) [26-100](#)

Enactment No: R-2026-05; R-2026-06

V. Approve a Budget Amendment for the “Cuttings Wharf, Sullivan and Admin Parking Lot Paving Project,” PW 25-46. (Fiscal Impact: \$80,000 Expense; Capital Improvement Projects Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-102](#)

W. Award a Construction Contract to Thompson General Construction, doing business as Rubicon Builders, of Sonoma, CA, in the amount of \$3,424,000 for the “Napa County 555 Gateway Drive and BHTC Improvements,” PW 26-100 project; and approve a Budget Amendment. (Fiscal Impact \$3,191,850 Expense; Health and Human Services Agency Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-163](#)

6. PUBLIC COMMENT

One (1) person spoke during public comment.

7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Joelle Gallagher acknowledged the brutality and loss due to immigration enforcement. She urged members of the public to speak against these acts. She thanked the residents of Napa County who have participated in various displays of acknowledgement against these acts.

Vice-Chair Liz Alessio congratulated Jeni Olsen on becoming the Executive Director of Cope Family Center. She then reported on attending the Napa Chamber of Commerce reception where they released information on the Economic Development Strategy and requested the Board receive an economic update specific to Napa County from Dr. Robert Eyler. Next, Vice-Chair Alessio congratulated Supervisor Anne Cottrell on her job as a panelist for the Latino Leaders Roundtable event. Vice-Chair Alessio also attended the Cultivar 360 Academy graduation and congratulated the graduates. Next, she provided updates on the Marin Clean Energy (MCE) meeting, one being her appointment to the Finance Committee and secondly, the ad hoc Governance Assessment Committee where they discussed a review of the structure of the organization. Next, a referral was presented to the Chief Executive Officer (CEO) to come back with a letter of support for SB299 and have all Board Members sign it. Next, Vice-Chair Alessio reported on convening a roundtable event in support of utility companies working together while undergrounding. Next, she provided an update from the Napa Valley Transportation Authority (NVT) meeting where she requested staff to come back with a pilot program for a Mobility Manager. Lastly, she reported on a book written by John S. McCormick titled "Chinese in Napa Valley: The Forgotten Community That Built Wine Country". There will be a documentary released on Monday, February 2, 2026 at 5:00pm at the Cameo Cinema movie theater in St. Helena, CA.

Supervisor Belia Ramos thanked Supervisor Joelle Gallagher for her comments and then reported on her moderation of a panel in collaboration with the League of Woman's Voters called "Building Bridges Not Barriers". During this panel they discussed the school district and nonprofit partners support for immigrant communities and providing safe paths. Supervisor Ramos then reported on being a Director at the Bay Area Latino Elected and Appointed Officials Organization and taking a trip to Stanford University where they heard about immigration policies and briefings and how they relate to local governments. Next, Supervisor Ramos congratulated Supervisor Anne Cottrell on her role as Second Vice-Chair of Rural County Representatives of California (RCRC). Next Supervisor Ramos invited the public to the Napa River Ecology Center Winter Open House from 4:00pm to 6:00pm on January 29, 2026. Also, the American Canyon Library is reopening on Saturday, January 31, 2026. Next, Supervisor Ramos noted her participation in the Wetlands Cleanup event in American Canyon and made a referral requesting a letter of support be sent to the Senate supporting the expedited rule making for the Climate Bond issuance dollars of Prop 4. Lastly, she encouraged members of the public to visit the Napa County Law Library.

Supervisor Anne Cottrell expressed her gratitude for the Board's decision to adjourn in memory of Renee Nicole Good and Alex Pretti and provided a statement and expressed gratitude to other Supervisors for their comments. Supervisor Cottrell reported that she will be chairing an ad hoc committee with RCRC on sustainable groundwater management. Lastly, she called out multiple items approved in the consent calendar of the agenda.

Chair Amber Manfree concurred with her fellow Board members statements regarding national events. She then provided her own statement detailing various available resources to the public.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

- 5J

Deputy Chief Communications Officer Holly Dawson made presentation.

Discussion held.

Direction provided to staff.

Motion Text: Approve the requested action as amended.

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

Voting No: None

Recusals: None

Result: Passed

9. ADMINISTRATIVE ITEMS

Public Works

A. Receive a presentation on edge line rumble strips on Napa County roadways and provide direction; and approve Amendment No. 2 to Agreement No. 250052B with Sanderson Bellecci, Inc. for additional engineering design and support services for the “HSIP Cycle 11 Silverado Trail Intersection Improvements” project RDS 22-26. (Fiscal Impact: \$267,532 Expense; SB-1 Fund; Budgeted; Discretionary) [26-30](#)

Public Works Associate Engineer Sydney Barclay made presentation.

Public Works Director Steve Lederer made presentation.

Three (3) people spoke during public comment.

Discussion held.

Direction provided to staff.

Motion Text: **Approve the requested actions as amended.**

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

Voting No: **None**

Recusals: **None**

Result: **Passed**

Enactment No: **A-250052B Amend. 2**

B. Receive a presentation on the Countywide Active Transportation Plan from the Napa Valley Transportation Authority staff. (No Fiscal Impact) [26-31](#)

Public Works Director Steven Lederer made presentation.

Napa Valley Transportation Authority Senior Program Planner Patrick Band made presentation.

Two (2) people spoke during public comment.

Discussion held.

10. PUBLIC HEARINGS

Planning, Building and Environmental Services (PBES)

Conduct a public hearing to consider adoption of a Resolution approving a Category 5 Temporary Event application for the 2026 Auction Napa Valley event. (No Fiscal Impact)

[26-15](#)

Chair Amber Manfree opened the public hearing.

Planning, Building and Environmental Senior Supervising Planner Charlene Gallina made presentation.

One (1) person spoke during public comment.

Chair Amber Manfree closed the public hearing.

Discussion held.

Motion Text: Adopt the Resolution.

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

Voting No: None

Recusals: None

Result: Passed

Enactment No: R-2026-07

11. CLOSED SESSION

A. CONFERENCE WITH LABOR NEGOTIATORS (Government Code
Section 54957.6)

[26-121](#)

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. No reportable action.

12. ADJOURNMENT

ADJOURNED IN MEMORY OF RENEE NICOLE GOOD AND ALEX PRETTI TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, FEBRUARY 10, 2026 AT 9:00 A.M.

Neha Hoskins (By e-signature)

NEHA HOSKINS, Clerk of the Board