



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, April 14, 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

Director of Health and Human Services Agency Jennifer Yasumoto led the assembly in the Pledge of Allegiance.

3. PET OF THE WEEK

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

[26-60](#)

Animal Shelter Supervisor Luis Ambriz presented the Pet of the Week (Josie) and introduced Megan Scoullar as the new Animal Shelter Manager.

4. APPROVAL OF PROCLAMATIONS AND COMMENDATIONS

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

- A. Presentation of a Proclamation recognizing April 19-25, 2026 as “Library Week” in Napa County. (No Fiscal Impact) [26-365](#)

Chair Amber Manfree presented the proclamation.

Friends of the Napa Library Director Ken DeJarnette made presentation.

Director of Library Services Anthony Halstead received the proclamation and made presentation.

- B. Presentation of a Proclamation recognizing April 2026 as “Child Abuse Prevention Month” in Napa County. (No Fiscal Impact) [26-366](#)

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, Alessio, Cottrell, Gallagher, and Manfree
Voting No: None
Recusals: None
Result: Passed

Auditor-Controller

- A. Accept and file the report for the property tax administrative fee cost allocation to public entities in Napa County for fiscal year 2025-26 for services rendered in fiscal year 2024-25. (Fiscal Impact: \$897,282 Revenue, Budgeted, Mandatory) [26-866](#)

Clerk of the Board

- B. Approval of minutes from the March 24, 2026 regular meeting. (No Fiscal Impact) [26-92](#)
- C. Reappoint Patrick Tokar, for a second term, and John J. McCarthy, for a third term, to the Napa County Winegrape Pest and Disease Control District Board of Directors with terms of office to commence immediately and expire on March 26, 2029. (No Fiscal Impact) [26-864](#)

County Executive Office

- D. Adopt a Resolution approving a Joint Powers Agreement with Public Risk Innovation, Solutions and Management (PRISM) to revise the governing structure, and authorize and approve three Memorandums of Understanding to provide for supplemental risk pool services. (No Fiscal Impact) [26-842](#)
- Enactment No: R-2026-24; A-8709; A-8710; A-8711; A-8712**
- E. Approve and authorize allocation of Board of Supervisors' District 5 community grant funds to the American Canyon Arts Foundation, the American Canyon Chamber of Commerce Foundation, Meet Me in the Street 2026, and Manila Munchies 2026 to provide support and community benefit. (Fiscal Impact: \$4,700 Expense; Budgeted; General Fund; Discretionary) [26-851](#)
- F. Approve out of state travel for Supervisor Belia Ramos to Washington, D.C. from May 15-20, 2026, as part of the Association of Bay Area Governments/Metropolitan Transportation Commission (ABAG/MTC) advocacy trip to meet with key federal congressional and agency leaders on housing and transportation issues. (No Fiscal Impact) [26-852](#)
- G. Approve out of state travel for Chief Executive Officer Ryan J. Alsop to attend the California State Association of Counties Finance Corporation Board meeting from May 3-5, 2026; and Supervisor Anne Cottrell to attend the National Association of Counties Board Western Interstate Region Conference from May 5-8, 2026, both in Maui County, HI. (No Fiscal Impact). [26-853](#)
- H. Approve out of state travel for Supervisor Anne Cottrell to Washington, D.C. from April 19-24, 2026 to conduct meetings on behalf of Napa County with key federal congressional and executive branch officials. (Fiscal Impact: \$3,500 expense; General Fund; Budgeted; Discretionary) [26-964](#)

Elections

- I. Adopt a Resolution and approve the Election Cybersecurity Reimbursement Contract with California Secretary of State in the amount of \$143,325; authorization to Purchase a Capital Asset for a Battery Backup Redundancy device; approve a sole source waiver of competitive bidding; and approve a Budget Amendment with appropriation authority for Information Technology Services department. (Fiscal Impact: \$143,325 Expense and Revenue; ITS Fund; Not Budgeted; Discretionary) [26-333](#)
- [4/5 vote required]
- Enactment No: R-2026-25; A-8706**

- J. Approve and authorize Agreement No. 260334B with Liberty Vote USA for election support through June 30, 2032. (Fiscal Impact: \$1,199,468 Expense; General Fund; Budgeted; Mandatory) [26-880](#)

Enactment No: A-260334B

Health and Human Services Agency

- K. Approve and authorize Agreement No. 2603294B with On The Move, Inc., for a contract maximum of \$104,891 for the term upon approval through June 30, 2028, for the administration of the Transitional Housing Program Round 7 and the Housing Navigation and Maintenance Program Round 4 grant allocations from the California Department of Housing and Community Development. (Fiscal Impact: \$104,891 Expense; Health and Human Services Agency Fund; Budgeted; Discretionary) [26-410](#)

Correction Memorandum provided.

Enactment No: A-260329B

Information Technology Services – Division of CEO’s Office

- L. Approve and authorize Agreement No. 260346B with Napa Sanitation District to provide support services at cost. (Fiscal Impact: \$540,000 Revenue; ITS Fund; Budgeted; Discretionary) [26-859](#)

Enactment No: A-260346B

Library

- M. Accept a donation in the amount of \$60,000 from the Napa County Library Foundation and sign a letter of appreciation. (Fiscal Impact: \$60,000 Revenue; Napa County Library Fund; Budgeted; Discretionary) [26-874](#)

Planning, Building and Environmental Services (PBES)

- N. Approve and authorize Amendment No. 2 to Agreement No. 220310B with Granicus to extend the term through October 20, 2025 with no change to the contract maximum, for assistance with detection, investigation, and management of short-term rentals in the unincorporated areas of Napa County. (No Fiscal Impact) [26-882](#)

Enactment No: A-220310B Amend. 2

Public Works

- O. Award a \$1,470,376 construction contract to Cats4U, Inc. for the “Rossi Road Bridge Phase 2 Project”, RDS 25-25B; and approve and authorize Amendment No. 2 to Agreement No. 250353B with Adko Engineering, to increase the maximum compensation from \$555,378 to \$766,843. (Fiscal Impact: \$1,404,423, Expense; General Fund and Capital Improvement Projects Fund; Budgeted; Discretionary) [4/5 vote required] [26-829](#)

Enactment No: A-250353B Amend. 2

- P. Approve and authorize Amendment No. 1 to Agreement No. 220317B with Nacht & Lewis Architects, Inc., increasing the contract maximum in the amount from \$500,000 to \$750,000 per fiscal year to provide architectural services for various Napa County projects. (Fiscal Impact \$250,000 Expense; Budgeted; Various Capital Improvement Project Budgets; Discretionary) [26-862](#)

Enactment No: A-220317B Amend. 1

- Q. Adopt a Resolution adopting a Mitigated Negative Declaration, approving the Plans and Specifications, and authorizing to advertise for sealed bids, and opening of the bids at a time, date, and location to be published by the Director of Public Works pursuant to Section 20150.8 of the Public Contract Code; approve and authorize Amendment No. 3 to Agreement No. 250052B with Sanderson Bellecci, Inc., for bid and construction support services and increasing contract maximum from \$267,532 to \$278,668 for the “HSIP Cycle 11 Silverado Trail Intersection Improvements” Project, RDS 22-26; and approve a Budget Amendment. (Fiscal Impact: \$12,000 Expense; SB-1 Non-Operating Special Revenue Fund; Not Budgeted; Discretionary) [4/5 vote required] [26-876](#)

Enactment No: R-2026-26; A-250052B Amend. 3

Sheriff

- R. Authorize the purchase of a capital asset for two unmanned aerial systems (UAS) BRINC Lemur 2 drone Operations Bundles; approve a sole source waiver of competitive bidding; and approve a Budget Amendment with appropriation from FY24 Homeland Security Grant Program (HSGP). (Fiscal Impact: \$40,000 Expense, General Fund; Budgeted; Discretionary) [4/5 votes required] [26-846](#)

- S. Approve the purchase of a capital asset for a communications vehicle for the Office of Emergency Services; and approve a Budget Amendment with appropriations from FY24 Emergency Management Performance Grant (EMPG). (Fiscal Impact: \$60,000 Expense, General Fund; Budgeted; Discretionary)
[4/5 vote required]

[26-868](#)

6. PUBLIC COMMENT

Eleven (11) people spoke during public comment.

7. BOARD OF SUPERVISORS REPORTS AND ANNOUNCEMENTS

Supervisor Anne Cottrell provided notes to a letter that was presented by wine industry representatives during public comment regarding regulatory policy recommendations. Next, Supervisor Cottrell made a referral to the Chief Executive Officer to bring the Chief Executive Officer of Rural County Representatives of California (RCRC) Pat Blacklock to provide a brief presentation of the organization's activities. Also, the Scouts of Troop One in St. Helena are doing a smash burger fundraiser on April 15, 2026 at the Farmstead at Long Meadow Ranch. Lastly, Supervisor Cottrell mentioned her gratitude to Mr. Vanderbilt for his report regarding the civil grand jury.

Supervisor Joelle Gallagher concurs with Supervisor Anne Cottrell's notes to the aforementioned letter. Next, she mentioned celebrating Week of the Young Child and brought a proclamation to the agency. Lastly, Supervisor Gallagher reported on her attendance at the gun violence prevention collaborative meeting in Yolo County and provided thanks to District 2 Supervisor Lucas Frerichs and Congressman Mike Thompson.

Vice-Chair Liz Alessio provided comments to the previous public comments and gave insight into her past experience. She reported on attending the ribbon cutting ceremony of the Dry Creek Bridge and thanked all parties involved in the 10-year project. She expressed her gratitude for the local fire departments and their work with Mr. Van Oeverens celebration of life.

Supervisor Belia Ramos acknowledged Mr. Van Oeveren and reported on Senator Christopher Cabaldon's SB1087, which is a reform to SB375. As a representative to the Airport Advisory Commission, Supervisor Ramos began discussing related topics and areas of concern while providing solutions to some inquiries. Next Supervisor Ramos reported on attending a California State Association of Counties (CSAC) Board of Directors Retreat alongside Supervisor Cottrell where she provided insight on some of the talking points. On April 27, 2026, the Commission on Aging meeting will be at the American Canyon City Hall alongside the Be Well mobile truck. Lastly, Supervisor Ramos reported on the lower portion of Skyline Park being in the process of design for an affordable housing development. There will be a community meeting on April 27, 2026 at 6:00pm at the Napa County Office of Education.

Chair Amber Manfree thanked all her colleagues for their efforts and thoughtful comments. She then reported on her time lobbying in Sacramento, CA in the Omega Region Working Group to bring awareness to SB1087. Next, Chair Manfree reported on speaking at the Napa Climate Summit and thanked all parties involved. Next, she attended the Flood Project groundbreaking ceremony alongside her colleagues and is excited about the future of the Project. Next, the Chair attended a tour of multiple facilities at Treasury Wine Estates to understand changes in the industry. She then attended Afternoon in the Vineyards with the Napa Valley Vintners at Groth Winery. Next, she attended the Gordon Valley Firesafe Council meeting. Coming is an Earth Day celebration at Oxbow Commons on April 18, 2026 from 11:00am to 4:00pm. Also, there will be a Cleanup Day on April 25, 2026 with the Resource Conservation District related to Earth Day from 9:00am to 12:00pm. Next, she mentioned a Knoxville area cleanup with the Napa County Sheriffs

department. Lastly, Chair Manfree made requested actions for the parties involved in the public comments and the aforementioned letter as well as provided information on CivicWell conference.

8. DISCUSSION OF ITEMS PULLED FROM CONSENT CALENDAR

None

9. ADMINISTRATIVE ITEMS

Agricultural Commissioner

- A. Receive a presentation by Board Chair Amber Manfree, Supervisor Anne Cottrell, Chief Executive Officer Ryan J. Alsop, Agricultural Commissioner/Sealer of Weights & Measures Tracy Cleveland, Visit Napa Valley CEO and President Linsey Gallagher, and Napa Valley Vintners on Napa County’s participation in the 2025 Great Wine Capitals (GWC) Annual Conference held in Bordeaux, France on November 1-7, 2025. (No Fiscal Impact) [26-298](#)

Agricultural Commissioner/Sealer of Weights & Measures Tracy Cleveland made presentation.

Visit Napa Valley CEO and President Linsey Gallagher made presentation.

Discussion held.

Two (2) people spoke during public comment.

Clerk of the Board

- B. Appoint one of the following three applicants to serve on the First 5 Napa County Children and Families Commission for a position whose terms of office to commence immediately and expires on January 1, 2027. (No Fiscal Impact) [26-856](#)

Dr. Joseph M. Carrillo
Erika Lubensky
Dr. Priscilla Mora

Clerk of the Board Neha Hoskins made presentation.

Discussion held.

Motion Text: Appoint Dr. Joseph M. Carrillo.

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

Voting No: None

Recusals: None

Result: Passed

- C. Reappoint Molly M. Adams, for a second term, to represent the City of Napa, and choose one of the following three applicants to represent the County of Napa on the Napa County Library Commission with terms of office commencing immediately and ending on January 31, 2029. (No Fiscal Impact) [26-858](#)

Logan Elena Triglia Laverty
Vivian Wehner
Margaret Woodard

Clerk of the Board Neha Hoskins made presentation.

Discussion held.

Motion Text: Reappoint Molly M. Adams.

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

Voting No: None

Recusals: None

Result: Passed

Motion Text: Appoint Margaret Woodard.

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

Voting No: None

Recusals: None

Result: Passed

Health and Human Services Agency

- D. Receive a presentation on the Napa County Child Abuse Prevention Council 2026 Report. (No Fiscal Impact.) [26-348](#)

Cope Family Center Executive Director Jeni Olsen made presentation.

Discussion held.

Direction provided to staff.

Planning, Building and Environmental Services (PBES)

- E. Approve and authorize Amendment No. 1 to Agreement No. 250315B with Environmental Science Associates to increase the contract amount from \$1,613,971 to \$6,414,081 for a total increase of \$4,800,110 to add the scope of work for the General Plan Update and related Environmental Impact Report and extend the term of the agreement to June 30, 2030. (Fiscal Impact: \$4,800,110 Expense; General Fund and Fees; Budgeted; Discretionary) [4/5 vote required] [26-16](#)

Director of Planning, Building and Environmental Services Brian Bordona made presentation.

ESA Northern California Community Planning Program Manager Beverly Choi made presentation.

Raimi & Associates Principal Matt Ramey made presentation.

BAE Managing Principal Matt Kowta made presentation.

Discussion held.

Direction provided to staff.

Motion Text: Approve the requested action.
Voting Yes: Cottrell, Gallagher, Ramos, and Manfree
Voting No: Alessio
Recusals: None
Result: Passed
Enactment No: A-250315B Amend. 1

10. PUBLIC HEARINGS

Public Works

- A. Adopt a Resolution increasing rates by ~18% effective July 1, 2026 for solid waste services in Garbage Zone Two, in conformance with Agreement No. 7996 between Napa County and Berryessa Garbage Service, Inc. (No Fiscal Impact: Garbage Zone Two; Not Budgeted; Discretionary) [26-422](#)

Chair Amber Manfree opened the public hearing.

Director of Public Works Steven Lederer made presentation.

Discussion held.

Chair Amber Manfree closed the public hearing.

Motion Text: Adopt the Resolution.
Voting Yes: Alessio, Cottrell, Gallagher, Ramos, and Manfree
Voting No: None
Recusals: None
Result: Passed
Enactment No: R-2026-27

11. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATIONS [26-915](#)
 (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. No reportable action.

12. ADJOURNMENT

ADJOURN TO THE BOARD OF SUPERVISORS REGULAR MEETING, TUESDAY, APRIL 28, 2026 AT 9:00 A.M.

NEHA HOSKINS, Clerk of the Board