



Local Agency Formation Commission of Napa County
Subdivision of the State of California

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We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

Agenda Item 6a (Consent/Action)

TO: Local Agency Formation Commission

PREPARED BY: Charlie Livingston, Commission Clerk *CL*

MEETING DATE: October 5, 2026

SUBJECT: Approval of Meeting Minutes: August 3, 2026 Regular Meeting
August 27, 2026 Special Meeting
September 21, 2026 Special Meeting

SUMMARY AND RECOMMENDATION

This is a consent item for formal action. Accordingly, if interested, the Commission is invited to pull this item for additional discussion with the concurrence of the Chair.

The Commission will consider approving the draft meeting minutes prepared by staff for the August 3, 2026 regular meeting, included as Attachment 1, the August 27, 2026 special meeting, included as Attachment 2, and the September 21, 2026 special meeting, included as Attachment 3.

Staff recommends approval of draft meeting minutes.

ATTACHMENT

- 1) Draft Minutes for August 3, 2026 Regular Meeting
- 2) Draft Minutes for August 27, 2026 Special Meeting
- 3) Draft Minutes for September 21, 2026 Special Meeting

Beth Painter, Chair
Councilmember, City of Napa

Paul Dohring, Commissioner
Councilmember, City of St. Helena

David Oro, Alternate Commissioner
Councilmember, City of American Canyon

Belia Ramos, Vice Chair
County of Napa Supervisor, 5th District

Anne Cottrell, Commissioner
County of Napa Supervisor, 3rd District

Joelle Gallagher, Alternate Commissioner
County of Napa Supervisor, 1st District

Jeffrey Crosswhite, Commissioner
Representative of the General Public

Eve Kahn, Alternate Commissioner
Representative of the General Public

David Key
Interim Executive Officer



LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY REGULAR MEETING MINUTES OF MONDAY, AUGUST 3, 2026

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair called the regular meeting of August 3, 2026 to order at 2:01 PM.

At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioner	Staff
Beth Painter, Chair	Joelle Gallagher (<i>absent</i>)	Brendon Freeman, Executive Officer
Belia Ramos, Vice Chair	Eve Kahn (<i>voting</i>)	Gary Bell, Commission Counsel
Anne Cottrell	David Oro (<i>absent</i>)	Stephanie Pratt, Staff Analyst
Paul Dohring		Charlie Livingston, Commission Clerk
Jeffrey Crosswhite (<i>absent</i>)		

2. PLEDGE OF ALLEGIANCE

Chair Painter led the Pledge of Allegiance.

3. DISCLOSURES UNDER POLITICAL REFORM ACT/LEVINE ACT

4. APPROVAL OF AGENDA

The Chair approved the Agenda as prepared by the Executive Officer without any requests to remove or rearrange items by members of the Commission or staff.

5. PUBLIC COMMENTS

Chair Painter invited members of the audience to provide public comment at 2:04 PM.

Mike Despain (AP Triton): Submitted historical documentation and a rebuttal regarding Napa LAFCO's non-compliance letter. He committed to completing the project and expanding the scope as necessary.

Jim Hinton: Napa resident stated his opinion that the City of Napa should have a permanent seat on the Commission Board due to the size of the city and the number of resources it provides to the county.

6. CONSENT ITEMS

Action Items:

- a) Approval of Meeting Minutes: August 3, 2026 Regular Meeting
- b) Approval of Resolution Amending Conflict of Interest Code

Receive Report for Information Only:

- c) Draft Year-End Budget for Fiscal Year 2026-27
- d) Current and Future Proposals
- e) Legislative Report

Upon motion by Commissioner Dohring and second by Commissioner Cottrell, the Commission unanimously approved the consent items by the following vote:

VOTE:

AYES: PAINTER, RAMOS, COTTRELL, KAHN, DOHRING
NOES: NONE
ABSENT: CROSSWHITE
ABSTAIN: NONE

7. PUBLIC HEARING ITEMS

a) Consider Sphere of Influence Amendment Request Involving the Napa Sanitation District and Assessor Parcel Number 046-450-076

The Commission considered a sphere of influence amendment request involving the Napa Sanitation District and one unincorporated parcel totaling approximately 5.2 acres in size, located along Imola Avenue near Penny Lane, and identified as Assessor Parcel Number 046-450-076.

Chair Painter invited members of the audience to provide public comment at 2:19 PM.

Nicole Gordillo: 12 year member of the North Coast State Carpenters Union, in favor of the SOI amendment due to the potential of good jobs for local members.

Cody Young: Napa resident in opposition of the SOI amendment due to environmental factors and the preservation of open space.

Ingrid: In opposition of the SOI amendment due to the involvement of Skyline Wilderness Park land and urges property elsewhere to be considered for PEP building instead.

Peter Menzel: In opposition to the SOI amendment due to the involvement of Skyline Wilderness Park and its location far from services necessary to residents of PEP housing.

Hanna Stolarczyk: Napa resident in opposition to the SOI amendment due to this parcel consisting of land that has already been designated to Skyline Wilderness Park, believes this will conflict with Measure P.

Jim Wallen: VP of PEP Housing in favor of SOI amendment as it aligns with the county and state housing goals.

Audrey Schallon: Local high schooler, in opposition of the amendment and the idea of building on essential community property.

Chaim Potter: Napa resident in opposition of the SOI amendment due to the location as Skyline Wilderness Park is a part of the local community and there is no other place in the county that provides these same opportunities.

Ashley Terradista: Napa community member in opposition of the SOI amendment due to the community's need for this space and the county's ability to find an alternative space for affordable housing.

Ken Lambert: 35 year volunteer with the Napa and Solano Boy Scouts of America, in opposition to the SOI amendment as losing this space would be devastating, particularly to youth and families.

Lynn Wyman: Napa resident with a master's degree in Urban and Regional Planning, in opposition to the SOI amendment as the parcel brings in 20% of the funding for Skyline Wilderness Park.

Abigail Lorde: student at Vintage High School in opposition to the SOI amendment. Stated that housing in this location will take away more space and more opportunities for Napa's youth.

Kindle Lorde: Napa resident and homeowner in opposition of the SOI amendment because taking away this space would push out parents and families as there is no other outdoor alternative.

Sandra Shenk: In opposition to the SOI amendment. Wanted to emphasize the potential fire danger and limited ways to evacuate from this space were units built there.

Weijia Song: Representative for PEP housing in favor of the SOI amendment. Stated that there were inconsistencies in the staff report and that this site was in the county housing plan with the intention of being developed.

Michael Weinberg: Longtime Napa resident in opposition to the SOI amendment, sited it as an essential space for events such as JP's Backyard Ultra and parking for Bottle Rock.

Becca Bisconer: Napa native in opposition of the SOI amendment due to the location and its lack of proximity to necessary services.

Sandra Crosby: Napa resident and former teacher, in opposition to the SOI amendment due to the environmental impact that losing more of the Skyline Wilderness Park could have on the city and county.

Jim Hinton: In opposition to the SOI amendment, recommends putting affordable housing closer to city services and not in this location.

Everitt Philips: In favor of the SOI amendment, mentioned that the staff report did not mention the county housing element, which directly mentioned this parcel.

Craig Smith: Napa resident in opposition to the SOI amendment due to the location and that the protest was solely due to the involvement of parkland.

Celeste Mirassou: In opposition to the SOI amendment, stated that this parcel of Skyline Wilderness Park is essential to generating revenue that operates the entire park.

Sue Tredennick: Napa resident in opposition to the SOI amendment as this parcel was created by the finances and labors of volunteers and is currently self-supporting.

Neil Watter: 36-year Napa resident in opposition to the SOI amendment as Napa has one of the lowest percentages of parkland within Northern California and cannot afford to build on this parcel.

Cheryl Atkins: In opposition to the SOI amendment as Skyline Wilderness Park is essential for mental health reasons, the potential of water pollution and negative effects on wildlife, and the lack of space for housing and parking in this area.

Jake Ruyst: Local botanist and volunteer in Skyline Wilderness Park, speaking in opposition to the SOI amendment because this space is critical for local flora and fauna.

Marissa Carlisle: In opposition to the SOI amendment as the approval of connection to sanitation would be the steppingstone for the housing project to move forward and this is not the time or the right location.

Jay Bailinson: Napa resident since 1976 in opposition to the SOI amendment and wanted the Commission to consider the environmental impacts on the park as development will ruin the habitats of the animals already living there.

Ron Stradiotto: In opposition to the SOI amendment due to parcel being a pivotal spot of land.

Dalton Goo: Local realtor in opposition to the SOI amendment as this is an essential piece of land for horseback riding, mental health, and the motive of financial gain by the housing developers.

Greg Clark: Former Agricultural Commissioner of Napa County in opposition of the SOI amendment as he questions the appropriateness and intent of the proposal.

Tracy Woody: Penny Lane resident of over 30 years in opposition to the SOI amendment as Skyline Wilderness Park is essential to Napa, there is no adequate parking for a housing development in this area, the huge environmental impact, and the flood of noise and cars that would come.

John Hockley: Penny Lane resident in opposition of the SOI amendment.

Public comment for this item was closed at 3:32 PM.

Disclosures regarding this item included receipt of emails that are part of public record by Commissioner Cottrell, receipt of the same emails and a meeting with Executive Officer Freeman by Chair Painter, Commissioner Kahn being present at the original applicant meeting, and Vice Chair Ramos having had conversations with PEP Housing, Collective Operations, the Director of Housing and Human Services for the State of California, and the Assistant Director of Napa Sanitation.

Discussion Item: Housing Element Parcel Amendment

- **Vice Chair Ramos** opened the discussion, clarifying that inclusion in the housing element does not guarantee development and plans can be relocated if the site proves unfeasible. She stated the site is inconsistent with orderly growth and county lines and announced she would vote against the proposal.
- **Commissioner Kahn** agreed with Vice Chair Ramos, stating she would vote against the amendment because approving it before a plan is finalized would be premature.
- **Commissioner Cottrell** expressed hope that the community will assist in identifying appropriate affordable housing sites in the future. She noted that Measures J & P prohibit converting agricultural space to non-agricultural use without a public vote and stated she would not approve the amendment at this time.
- **Commissioner Dohring** agreed with the importance of respecting existing local Measures and stated he would vote no.
- **Chair Painter** closed the discussion, noting that significant questions remain unvetted, creating a "cart before the horse" situation. She stated that substantial work is required before any housing construction can begin and announced she would vote against the proposal.

Upon motion by Vice Chair Ramos and second by Commissioner Kahn, the Commission elected to deny the Sphere of Influence Amendment Request and send notification to the county, by the following vote:

VOTE:

AYES: PAINTER, RAMOS, COTTRELL, KAHN, DOHRING
NOES: NONE
ABSENT: CROSSWHITE
ABSTAIN: NONE

Chair Painter called for a comfort break at 4:00 PM and reconvened at 4:11 PM.

8. DISCUSSION ITEMS

a) Draft Municipal Service Review for the City of St. Helena

The Commission reviewed a draft Municipal Service Review for the City of St. Helena to discuss and provide feedback in anticipation of receiving a final copy for formal action at a future meeting.

Chair Painter invited members of the audience to provide public comment at 4:21 PM.

Jim McCann: Interim City Manager for the City of St. Helena. Understood the importance of the MSR and SOI and offered to meet with Executive Officer Freeman to provide updated information and direction that could assist the final version of the MSR.

Public comment was closed at 4:26.

The Commission provided feedback regarding some of the figures and maps within the report and directed Staff to review these pages for repair. It was also suggested by Commissioner Cottrell that history regarding the Agricultural Preserve be added. Executive Officer Freeman committed to additional work and analysis and reported final review would be scheduled for the December meeting.

9. ACTION ITEMS

a) Consider Approval of Amendment to the Policy on Unincorporated Islands

The Commission reviewed a proposed amendment to the Policy on Unincorporated Islands, drafted in collaboration with the Ad Hoc Policy Committee.

Upon motion by Commissioner Cottrell and second by Vice Chair Ramos, the Commission unanimously agreed to approve the amendment by the following vote

VOTE:

AYES: PAINTER, RAMOS, COTTRELL, KAHN, DOHRING

NOES: NONE

ABSENT: CROSSWHITE

ABSTAIN: NONE

b) Discuss a Draft MSR & SOI Work Plan for Fiscal Years 2026-27 & 2027-28 and Consider Scheduling a Strategic Planning Workshop

The Commission reviewed the Draft MSR & SOI Work Plan for the next two fiscal years. The MSR & SOI Ad Hoc Committee will meet prior to October to adjust the draft. The final baseline plan and a potential Strategic Planning Workshop will be placed on the October meeting agenda for discussion. No formal action was taken.

10. EXECUTIVE OFFICER REPORT

11. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

12. CLOSED SESSION: 5:10 PM

a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Government Code sections 54956.9(d)(2) & (3))

b) Conference with Legal Counsel; Initiation of Litigation – (Gov. Code, § 54956.9, subd. (d)(4).)

c) Public Employee Performance Evaluation – (Government Code Section 54957(b)(1))

d) Conference with Labor Negotiators – (Government Code Section 54957.6)

13. ADJOURNMENT at 6:22 PM TO NEXT SCHEDULED MEETING

Monday, October 5, 2026, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

 Beth Painter, LAFCO Chair

ATTEST:

 David Key, Interim Executive Officer

Prepared by:

 Charlie Livingston, Commission Clerk



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
SPECIAL MEETING MINUTES OF THURSDAY, AUGUST 27, 2026**

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair Painter called the special meeting of August 27, 2026 to order at 3:00 PM.

At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioner	Staff
Beth Painter, Chair	Joelle Gallagher	Brendon Freeman, Executive Officer
Belia Ramos, Vice Chair	Eve Kahn	Gary Bell, Commission Counsel
Anne Cottrell	David Oro	Stephanie Pratt, Staff Analyst
Paul Dohring		Charlie Livingston, Commission Clerk
Jeffrey Crosswhite		

2. PLEDGE OF ALLEGIANCE

Chair Painter led the Pledge of Allegiance.

3. DISCLOSURES UNDER POLITICAL REFORM ACT/LEVINE ACT

4. PUBLIC COMMENTS

Chair Painter invited members of the audience to provide public comment. There were no public comments.

5. ACTION ITEMS

a) Approval of Legal Services Agreement Amendment with Renne Public Law Group

The Commission considered approving an amendment to the Legal Services Agreement with Renne Public Law Group which would take the maximum compensation from the previously agreed upon \$20,000 to \$40,000. Commissioners expressed an interest in reviewing the itemized invoices going forward.

Upon motion by Commissioner Dohring and second by Commissioner Cottrell, the Commission unanimously approved the amendment by the following vote:

VOTE:

AYES: PAINTER, RAMOS, COTTRELL, CROSSWHITE, DOHRING

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

6. CLOSED SESSION: 3:08 PM

a) Public Employee Performance Evaluation (Gov. Code, § 54957.)

Title: Executive Officer

b) Conference with Legal Counsel; Initiation of Litigation – (Gov. Code, § 54956.9, subd. (d)(4).)

Number of Potential Cases: One

Meeting was reconvened at 3:58 PM. No reportable action.

14. ADJOURNMENT at 4:00 PM TO NEXT SCHEDULED MEETING

Monday, October 5, 2026, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

ATTEST:

Beth Painter, LAFCO Chair

David Key, Interim Executive Officer

Prepared by:

Charlie Livingston, Commission Clerk

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LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY SPECIAL MEETING MINUTES OF MONDAY, SEPTEMBER 21, 2026

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair Painter called the special meeting of September 21, 2026 to order at 3:01 PM.

At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioner	Staff
Beth Painter, Chair	Joelle Gallagher (<i>absent</i>)	Brendon Freeman, Executive Officer
Belia Ramos, Vice Chair	Eve Kahn (<i>voting until 3:06pm</i>)	Gary Bell, Commission Counsel
Anne Cottrell	David Oro	Stephanie Pratt, Staff Analyst
Paul Dohring		Charlie Livingston, Commission Clerk
Jeffrey Crosswhite (<i>3:06pm arrival</i>)		

2. PLEDGE OF ALLEGIANCE

Chair Painter led the Pledge of Allegiance.

3. DISCLOSURES UNDER POLITICAL REFORM ACT/LEVINE ACT

4. PUBLIC COMMENTS

Chair Painter invited members of the audience to provide public comment at 3:04 PM.

Sam Clerici: Requested information regarding the evaluation and selection process for the Executive Officer and Interim Executive Officer positions.

Joel Fennie: Spoke in support of the Executive Officer and requested transparency from the Commission.

Jim Hinton: Requested transparency regarding the discussion and reporting of personnel items from the previous Special Meeting.

Eaton Jeffords: Spoke in support of the Executive Officer retaining his position.

Chris Tholke: Commented on the Executive Officer's professionalism regarding a current application and expressed concerns regarding the timing of the personnel changes.

Leanne Tholke: Requested information regarding the authorization, delegation, and legal review of executive duties during the September 11, 2026 Conducting Authority Proceedings.

5. CLOSED SESSION: 3:20 PM

a) Public Employee Dismissal/Release (Gov. Code, § 54957.)

b) Public Employee Appointment (Gov. Code, § 54957.)

Meeting reconvened at 4:13 PM. General Counsel Gary Bell reported that the Commission voted 5-0 to dismiss Mr. Freeman from his appointment of Executive Officer and that the Commission voted 4-1, with Commissioner Dohring voting no, to appoint David Key as Interim Executive Officer.

6. ADJOURNMENT at 4:14 PM TO NEXT SCHEDULED MEETING

Monday, October 5, 2026, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

Beth Painter, LAFCO Chair

ATTEST:

David Key, Interim Executive Officer

Prepared by:

Charlie Livingston, Commission Clerk

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