



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY  
SPECIAL MEETING MINUTES OF MAY 1, 2017**

**STRATEGIC PLANNING WORKSHOP CONTINUATION**

Location: Napa Valley Transportation Authority  
625 Burnell Street, Napa, CA

**1. WELCOME AND CALL TO ORDER; ROLL CALL**

Chair Wagenknecht called the special meeting of May 1, 2017 to order at 1:00 PM.

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

<u>Regular Commissioners</u>	<u>Alternate Commissioners</u>	<u>Staff</u>
Brad Wagenknecht, Chair	Kenneth Leary	Brendon Freeman, Executive Officer
Brian Kelly, Vice Chair	Ryan Gregory	Jennifer Gore, Commission Counsel
Diane Dillon	Gregory Rodeno	Kathy Mabry, Secretary
Juliana Inman		
Paul Dohring		

**2. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Ryan Gregory.

**3. PUBLIC COMMENTS**

Chair Wagenknecht invited members of the audience to provide public comment.

No public comments were received.

Members of the public and local agencies were present at the workshop.

**4. WORKSHOP CONTINUATION AGENDA:**

- 1. Summary of March 6, 2017 Special Meeting**
- 2. Identify Priority Goals and Discuss Implementation Strategies**
- 3. Policy Committee Update**
- 4. Initial Discussion of Executive Officer's Two-Year Performance Evaluation**

**1. Summary of March 6, 2017 Special Meeting:**

On March 6, 2017 the Commission held a Strategic Planning Workshop facilitated by Bill Chiat of Alta Mesa Group. During the workshop, the Commission discussed its purpose, challenges, opportunities, priorities, goals and available resources.

The Commission also identified numerous potential goals and strategies to pursue in the foreseeable future. The workshop was continued to a special meeting to allow the Commission to refine its desired outcomes and implementation strategies.

At today's meeting, staff summarized the goals and priorities identified at the March 6<sup>th</sup> workshop and categorized these according to better governance, housing, agricultural preservation, and financial. Several of the goals and priorities are relevant to more than one category.

Commissioners were asked to rank priorities (1 the lowest and 5 the highest priority) and were given a sheet to tally their votes. The sheets were then calculated by the Commission Secretary to tally the votes for each category. The results were given to the Executive Officer/Chair for discussion with the Commission.

**4. WORKSHOP CONTINUATION AGENDA – continued:**

**2. Identify Priority Goals and Discuss Implementation Strategies:**

- ✓ Proactively Annex Islands – bring back for discussion and possible future action
- ✓ Encourage more comprehensive shared services & facilities, i.e. Corporation yards, wastewater collection systems, law enforcement vehicle procurement, etc.
- ✓ Check-In after MRS process re: recommendations
- ✓ Ask Bill Chiat to work with a newly established ad hoc committee consisting of Chair Wagenknecht, Commissioner Kelly, and Executive Officer Freeman to return with a strategic plan for formal adoption
- ✓ Elevate agricultural protection in policies and procedures. Town of Yountville Manager Steve Rogers, Town of Yountville Councilmember Margie Mohler & resident John Stewart commented on challenges and opportunities with consolidation
- ✓ Measures J and P need to be emphasized and prioritized in policies
- ✓ Housing – request for staff to return with annual updates on local city/town progress in terms of providing housing
- ✓ Engage in General Plan Updates – request for staff to return with status updates on local city/town General Plan activities.

**3. Policy Committee Update:**

At its February 6, 2017 meeting, the Commission established an ad hoc committee to review the agency's written policies and propose amendments as appropriate. Commissioners Kelly and Rodeno were appointed to the Committee. At today's meeting, the Committee presented DRAFT changes to the Commission's adopted policies. Topics discussed during the Policy Committee Update and direction provided by the Commission included the following:

- ✓ DUC's
- ✓ General Policy Determinations – prioritize and emphasize agricultural preservation throughout policy; consider including definitions for terms such as "agriculture", "urban", and "development"
- ✓ New Legislative Policy – consider future establishment of an ad hoc committee to recommend a legislative platform and streamline the process of taking formal positions on proposed new legislation
- ✓ Committee will re-convene to conduct a thorough review of policies.

**4. Initial Discussion of Executive Officer's Two-Year Performance Evaluation:**

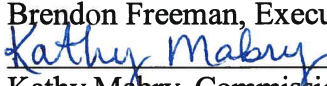
The Commission discussed the Executive Officer's two-year performance evaluation, and agreed to use the existing evaluation form. In mid-May, the Executive Officer will send each Commissioner a letter of self-evaluation and a performance review form.

Each Commissioner will then send a completed form to Commission Counsel, Jennifer Gore, who will tabulate and summarize the forms and present this information to the Commission and the Executive Officer during the performance review scheduled for June 5, 2017.

**5. ADJOURNMENT TO NEXT SCHEDULED MEETING**

The meeting was adjourned at 4:05 PM. The next regular LAFCO meeting is scheduled for Monday, June 5, 2017 at 2:00 PM at the Town of Yountville Council Chambers, located at 6550 Yount Street, Yountville, CA 94599.

  
Brad Wagenknecht, LAFCO Chair

ATTEST: Brendon Freeman, Executive Officer  
Prepared by:   
Kathy Mabry, Commission Secretary