



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

1754 Second Street, Suite C
Napa, California 94559
Phone: (707) 259-8645
www.napa.lafco.ca.gov

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

Agenda Item 5a (Consent/Action)

TO: Local Agency Formation Commission

PREPARED BY: Stephanie Pratt, Clerk/Jr. Analyst *SP*

MEETING DATE: April 8, 2024

SUBJECT: Approval of Meeting Minutes: February 5, 2024

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 February 5, 2024 regular meeting, included as Attachment One.

Staff recommends approval of draft meeting minutes.

ATTACHMENT

- 1) Draft Minutes for February 5, 2024 Regular Meeting

Margie Mohler, Commissioner
Councilmember, Town of Yountville

Beth Painter, Commissioner
Councilmember, City of Napa

Mariam Aboudamous, Alternate Commissioner
Councilmember, City of American Canyon

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

Belia Ramos, Commissioner
County of Napa Supervisor, 5th District

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

Kenneth Leary, Vice Chair
Representative of the General Public

Eve Kahn, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
MEETING MINUTES OF MONDAY, FEBRUARY 5, 2024**

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair Cottrell called the regular meeting of February 5, 2024, to order at 2:01 PM.

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

Regular Commissioners	Alternate Commissioners	Staff
Anne Cottrell, Chair	Joelle Gallagher	Brendon Freeman, Executive Officer
Kenneth Leary, Vice Chair	Eve Kahn (<i>Absent</i>)	Dawn Mittleman Longoria, Assistant Executive Officer
Margie Mohler	Mariam Aboudamous (<i>Absent</i>)	Gary Bell, Commission Counsel
Beth Painter		Stephanie Pratt Clerk/Jr. Analyst
Belia Ramos		

2. PLEDGE OF ALLEGIANCE

Chair Cottrell invited Barry Christian to lead the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Chair Cottrell asked if there were any requests to rearrange the agenda. There were no requests.

Upon motion by Commissioner Mohler and second by Commissioner Painter, the Commission unanimously adopted the agenda as submitted by the following vote:

VOTE:

AYES: COTTRELL, LEARY, MOHLER, PAINTER, RAMOS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

4. PUBLIC COMMENTS

Chair Cottrell invited members of the audience to provide public comment. No public comments were received.

5. CONSENT ITEMS

a) Upon motion by Commissioner Mohler and second by Commissioner Leary, the consent items were approved by the following vote:

VOTE:

AYES: COTTRELL, LEARY, MOHLER, PAINTER, RAMOS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

6. ACTION ITEMS

a) **Proposed Green Island Road No. 3 Annexation to the American Canyon Fire Protection District and Associated CEQA Findings**

The Commission considered a proposal for the annexation of one parcel totaling approximately 157 acres in size to the American Canyon Fire Protection District (ACFPD). The affected territory is located at 1661 Green Island Road and identified as Assessor Parcel Number 058-030-041. The annexation is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15051(c).

Chair Cottrell invited members of the audience to provide public comment. The first to speak was Barry Christian of American Canyon, followed by David Gilbreth who is a member of the LLC that owns the property. ACFPD Chief Geoff Belyea reiterated that this item is about efficiency of services rather than expansion of urban uses.

Chair Cottrell closed Public Comment and sent the item back to the Commission for a vote.

Upon motion by Commissioner Mohler and second by Commissioner Ramos, the Commission unanimously approved the proposed Green Island Road No. 3 Annexation to the American Canyon Fire Protection District and associated CEQA findings by the following vote:

VOTE:

AYES: **COTTRELL, LEARY, MOHLER, PAINTER, RAMOS**
NOES: **NONE**
ABSENT: **NONE**
ABSTAIN: **NONE**

b) Proposed Trower Avenue No. 6 Annexation to the Napa Sanitation District and Associated CEQA Findings

The Commission considered a proposal for the annexation of two parcels totaling approximately 1.01 acres in size to the Napa Sanitation District. The affected territory is located at 2427 & 2433 Trower Avenue and identified as Assessor Parcel Numbers 007-172-019 & 007-172-020. The annexation is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines section 15282(k).

Chair Cottrell invited members of the audience to provide public comment. No comments were received.

Upon motion by Vice Chair Leary and second by Commissioner Ramos, the Commission unanimously approved the proposed Trower Avenue No. 6 Annexation to the Napa Sanitation District and associated CEQA findings by the following vote:

VOTE:

AYES: **COTTRELL, LEARY, MOHLER, PAINTER, RAMOS**
NOES: **NONE**
ABSENT: **NONE**
ABSTAIN: **NONE**

7. EXECUTIVE OFFICER REPORT

Executive Officer Brendon Freeman reported that the next scheduled Commission Meeting was scheduled for April 1, 2024. However, since it is a recognized holiday landing on a Sunday, the County will be closed. Therefore, the meeting will need to be rescheduled and staff will be reaching out with options.

An update was provided on the Work Program.

The next annual evaluation of Executive Officer Freeman will be held in February of 2025 to inform the budget. Additionally, he reported that there is meaningful progress being made on the SSA and proposed move to become independent.

An update was provided on the Alternate Public Member recruitment.

Staff continues to stay up to date with the County Clerk of the Board for updates to the AV Room that will potentially allow the option of hybrid meetings, and will share information with the Commission as it comes in.

Executive Officer Freeman confirmed that as of now, Commissioner Kahn is registered to attend the Water Education for Latino Leaders (WELL) 12th Annual Water Conference in March. Calistoga Vice Mayor Irais Lopez-Ortega serves on the WELL Board and will be in attendance as well.

Assistant Executive Officer Longoria, Commissioner Mohler and Leary were mentioned in their roles in CALAFCO. Commissioner Mohler was recognized for her interview in the CALAFCO Newsletter and Executive Officer Longoria for her upcoming CALAFCO U Course on March 5.

8. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

Chair Cottrell looked to legal counsel Gary Bell who provided options for Hybrid meetings when the opportunity is available. Commissioner Mohler reported that the annual CALAFCO conference in October will overlap with the League of Cities conference.

9. CLOSED SESSION

Chair Cottrell called the Closed Session to order at 2:56 PM. There was no reportable action.

10. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING

The meeting was adjourned at 4:26 PM. The next regular LAFCO meeting will be scheduled after polling the Commissioners and securing a location and time.

Anne Cottrell, LAFCO Chair

ATTEST:

Brendon Freeman, Executive Officer

Prepared by:

Stephanie Pratt, Clerk/Jr. Analyst