



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 5d (Consent/Information)

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer

MEETING DATE: October 7, 2019

SUBJECT: Executive Officer Report

SUMMARY

This report is for information only and provides a summary of the Executive Officer's recent activities as well as other miscellaneous items relevant to the Commission.

Sphere of Influence Policy Technical Working Group

On September 12, 2019, the Executive Officer convened and facilitated a technical working group meeting to discuss the Policy Committee's draft *Policy on Spheres of Influence*. The meeting agenda is included as Attachment One.

The meeting included a total of six staff representatives from the County of Napa, City of American Canyon, City of Napa, City of St. Helena, and Town of Yountville. Staff from the City of Calistoga was unable to attend, but communicated interest in retaining the City's existing sphere with no expansions in the foreseeable future.

The technical working group discussed State law relating to spheres, existing local policies relating to spheres, the current version of the draft policy, comments received on all versions of the draft policy, varying priorities of affected local agencies, and focus areas for future meetings. The technical working group agreed to schedule another meeting in late October or early November to discuss alternative sphere concepts, including policies of other LAFCOs.

CALAFCO Annual Conference (October 30 – November 1)

As of the date of this report, five Commissioners and all three staff members are registered to attend the 2019 CALAFCO Annual Conference. The Conference is scheduled for October 30 to November 1 at the Hyatt Regency in Sacramento. The Executive Officer and Analyst II are members of the Conference Planning Committee. Staff recently submitted a nomination form for Commissioner Mohler to be re-appointed to a new two-year term as the CALAFCO Board of Directors Coastal Region City Member.

Kenneth Leary, Vice Chair
Councilmember, City of American Canyon

Brad Wagenknecht, Commissioner
County of Napa Supervisor, 1st District

Gregory Rodeno, Chair
Representative of the General Public

Margie Mohler, Commissioner
Councilmember, Town of Yountville

Diane Dillon, Commissioner
County of Napa Supervisor, 3rd District

Eve Kahn, Alternate Commissioner
Representative of the General Public

Scott Sedgley, Alternate Commissioner
Councilmember, City of Napa

Ryan Gregory, Alternate Commissioner
County of Napa Supervisor, 2nd District

Brendon Freeman
Executive Officer

Recent Meetings and Other Activities

Subsequent to the Commission's meeting of August 5, 2019, the Executive Officer participated in the following notable activities related to LAFCO:

- August 12: Napa County Farm Bureau CEO Ryan Klobas to discuss various LAFCO and land use matters
- August 12: Phone interview with Thomas Daniels for the Jack L. Davies Fund
- August 15: Vice Chair Leary and Commissioner Mohler to negotiate the Executive Officer's compensation following the annual performance evaluation
- August 19: County Clerk of the Board Louis Valdez to discuss video recording procedures for LAFCO meetings
- August 19: Napa County Resource Conservation District annual celebration
- August 20: Chair Rodeno to discuss various LAFCO matters
- August 21: CALAFCO Annual Conference Planning Committee teleconference
- August 21: Eve Kahn swearing in as Alternate Public Member and discuss various LAFCO matters
- August 21: City of Napa Assistant City Manager Frances Robustelli to discuss various City and LAFCO matters
- August 21: Congressman Mike Thompson Climate Change Town Hall
- August 26: City of Napa General Plan Advisory Committee meeting
- September 5: Alternate Commissioner Sedgley to discuss various LAFCO matters
- September 6: Leadership Napa Valley orientation
- September 7: Leadership Napa Valley team building and problem solving
- September 11: CALAFCO Annual Conference Planning Committee teleconference
- September 12: Sphere of Influence technical working group meeting #1
- September 13: Napa Managers meeting to present an update on the Countywide Water and Wastewater Municipal Service Review and other LAFCO matters
- September 16: Former LAFCO Commissioner Brian J. Kelly to discuss leadership
- September 18: Policy Committee teleconference to discuss rescheduling and reprioritizing local policies for review and possible revisions
- September 20: Leadership Napa Valley leadership seminar
- September 24: Teleconference with consultant to discuss Countywide Water and Wastewater Municipal Service Review
- September 25: CALAFCO Annual Conference Planning Committee teleconference
- October 4: Leadership Napa Valley agriculture and wine industry day

ATTACHMENT

- 1) Sphere of Influence Policy Technical Working Group Meeting Agenda (September 12, 2019)

Meeting Agenda

LAFCO SOI Policy Technical Working Group Meeting #1

Thursday, September 12, 2019, 3:30pm – 5:00pm

LAFCO Office (1030 Seminary Street, Suite B, Napa, CA 94559)

Participants:

- David Morrison, County of Napa Planning Building & Environmental Services Director
- Brent Cooper, City of American Canyon Community Development Director
- Fran Robustelli, City of Napa Assistant City Manager
- Mark Prestwich, City of St. Helena City Manager
- Sandra Liston, Town of Yountville Planning Director
- Steve Rogers, Town of Yountville Town Manager
- Brendon Freeman, LAFCO Executive Officer & Meeting Facilitator

Discussion Topics:

- 1) Welcome & Introductions
- 2) Background & Overview
 - a. State Law - What is an SOI? How are SOIs adopted & changed?
 - b. Existing SOI Policies – General Policy Determinations Section III
 - c. Draft Policy on SOIs – Presented March 11, 2019
- 3) Comments on Draft Policy
 - a. City of American Canyon
 - b. City of St. Helena
 - c. County of Napa
 - d. Town of Yountville
 - e. March 11 Public Workshop
- 4) Action Plan for Future Meetings
 - a. Focus Areas & Objectives
 - b. Scheduling – Frequency, Location, etc.
- 5) Final Comments & Questions
- 6) Adjourn