



## LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY

### SPECIAL MEETING MINUTES (Commission Workshop)

JANUARY 12, 2015 2:00 – 6:00 PM

City Hall of Napa – Committee Room  
955 School Street  
Napa, CA 94559

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

Chair Bennett called the special meeting of January 12, 2015 to order at 2:00 pm.

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

Regular Commissioners	Alternate Commissioners	Staff
Joan Bennett, Chair	Juliana Inman	Peter Banning, Interim Executive Officer
Diane Dillon, Vice-Chair	Keith Caldwell	Jackie Gong, Commission Counsel
Brian Kelly	Gregory Rodeno	Brendon Freeman, Analyst
Greg Pitts ( <i>arrived at 2:30</i> )		Kathy Mabry, Secretary
Brad Wagenknecht		

#### 2. PLEDGE OF ALLEGIANCE

Chair Bennett led the Pledge of Allegiance.

##### a) Oath of Office for Commissioners with New Terms

Commission Counsel Jackie Gong administered new oaths of offices for regular Commissioner Diane Dillon and Alternate Commissioner Keith Caldwell.

#### 3. PUBLIC COMMENTS

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

- Steve Rogers, Yountville Town Manager spoke to the Commission and submitted a letter on behalf of all of the cities in Napa County as well as representatives of the county, dated January 9, 2015, in regards to LAFCO's transition in leadership with the departure of the previous Executive Officer, Laura Snideman. The letter encourages LAFCO to utilize this interim period of time to evaluate a variety of issues defined in the letter before hiring a new permanent Executive Officer.
- Kellie Anderson, Angwin resident, spoke to the Commission and submitted a letter, dated January 7, 2015 about the concerns of Groundwater Trucking from Pacific Union College in Angwin and in the Howell Mountain area.

**4. ACTION ITEM**

**a) Approval of contract with Dana Smith, Henson Consulting Group**

The Commission considered the approval of a contract with Dana Smith, Henson Consulting Group for facilitating a Commission workshop for the period of December 1, 2014 through January 30, 2015 in the amount of \$6,300 plus expenses, for a maximum compensation not to exceed \$7,000. The Commission also considered reallocating appropriations from the Fund Balance/Undesignated Reserves (Account No. 33100) to the Consulting Services Account (Account No. 52310) to pay contract expenses.

The Interim Executive Officer provided a brief overview, and formally introduced Ms. Smith. Upon motion by Commissioner Kelly and second by Commissioner Wagenknecht, the contract was unanimously approved by the Commission:

**VOTE:**

**AYES: KELLY, WAGENKNECHT, BENNETT, DILLON AND PITTS**  
**NOES: NONE**  
**ABSENT: NONE**  
**ABSTAIN: NONE**

**5. COMMISSION DISCUSSION**

**a) Commission Workshop**

The Commission held a workshop for discussion of the Commission's view of its role and potential effectiveness in Napa County's network of local governments.

Dana Smith, Henson Consulting Group facilitated the Commission workshop beginning with a general overview of the agenda, roles and norms followed by a summary of the Commissioner interview results conducted prior to the workshop. A short history of LAFCO and changes to the law expressing heightened fiscal stress on local government was also presented.

The next hour was spent on an exercise to identify the key issues in Napa County and specifically those issues that LAFCO has a direct or indirect role in either managing, studying, or requires LAFCO action by state law. The commissioners were asked to prepare their own list of issues without input from others and post them on the appropriate charts on the wall. The Commissioners provided close to 75 thoughtful ideas and concerns - those that were similar were grouped and the list was narrowed to 11 core issues. Those were:

1. Study shared services options
2. Consider consolidation of services
3. Threats to agricultural preservation
4. Extension of water service beyond agency boundaries
5. Island annexations
6. Extension of sewer service beyond agency boundaries
7. Fiscal fairness (specifically with respect to annexations)
8. Development of policies that foster fiscal understanding between agencies
9. City "edge" annexations
10. Meeting housing needs and requirements
11. Traffic (impacts, generation, ease)

**5. a) Commission Workshop – continued:**

The commissioners were then asked to prioritize the list individually. The ranking is as follows:

1. Threats to agricultural preservation - 54 votes
2. Extension of water service beyond agency boundaries - 40 votes
3. Fiscal fairness (specifically with respect to annexations) - 33 votes
4. City “edge” annexations - 29 votes
5. Development of policies that foster fiscal understanding between agencies - 20 votes
6. Extension of sewer service, shared services, islands each - 17 votes
7. Others - less than 11

A discussion of these topics garnered almost unanimous agreement that all commissioners see the preservation of agricultural lands as the most important issue. This was followed by two additional pressing issues in Napa - how to handle “edge” annexations proposed by cities (3 and 4) and how to address the deepening crisis around water and the LAFCO related issue of extensions of water service outside city boundaries.

**The final 40 minutes were spent on three issues that arose from the Commissioner interviews:**

1. What does this LAFCO need in its next Executive Officer and staff in terms of skills, knowledge and experience?
2. Should LAFCO move towards full independence from relying on county staffing?
3. The long held practice of City rotation of its elected representatives on LAFCO (City Selection Committee) has caused distress with former Executive Officers – how should this be addressed?

**Commissioners self-selected into three groups to discuss and arrive at a plan or direction to address each issue:**

Group Summary for Issue #1:

- ✓ Suggested further understanding of the law on this matter was needed
- ✓ Increased staff training and development
- ✓ Look for a strategic thinker
- ✓ Possibly utilize a contract Executive Officer, or shared position with another county

Group summary for Issue #2:

- ✓ Suggested that the County and LAFCO 2004 MOU Agreement for county services should be reviewed
- ✓ Acknowledged that there is a pending RFP for outside legal counsel
- ✓ An option could be a hybrid mix (county counsel and outside counsel)
- ✓ Review costs with similar counties

**5. a) Commission Workshop – continued:**

Group summary for Issue #3:

- ✓ Suggested that a full discussion and review is needed on the city selection and rotation process
- ✓ Proposed that the leadership terms coincide with the city selection committee
- ✓ After more information is gathered – suggested that this be an agenda item at a future date.

The Workshop concluded with all participants and members of the audience speaking briefly on what they learned or appreciated about the Workshop.

**6. ADJOURNMENT TO NEXT REGULAR MEETING**

The meeting was adjourned at 6:00 p.m. The next regular LAFCO meeting is scheduled for Monday, **February 2, 2015 at 4:00 p.m. at American Canyon City Hall** (Council Chambers) located at 4381 Broadway Street, Suite 201, American Canyon, CA 94503.

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Joan Bennett, Chair

ATTEST: Peter Banning, Interim Executive Officer

Prepared by: \_\_\_\_\_  
Kathy Mabry, Commission Secretary