



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

1030 Seminary Street, Suite B
Napa, California 94559
Phone: (707) 259-8645
Fax: (707) 251-1053
www.napa.lafco.ca.gov

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

Workshop Memo One

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer

MEETING DATE: May 1, 2017

SUBJECT: March 6, 2017 Workshop Summary

BACKGROUND

On March 6, 2017 the Commission held a strategic planning workshop that was facilitated by Bill Chiat, Alta Mesa Group. The Commission discussed its purpose, challenges, opportunities, priorities, goals, and available resources. The Commission identified numerous potential goals and strategies to pursue in the foreseeable future. The workshop was continued to a today's special meeting to allow the Commission to refine its desired outcomes and implementation strategies.

SUMMARY

The goals and priorities identified by the Commission at the March 6th special meeting are included as Attachment One. The goals and priorities are categorized according to better governance, housing, agricultural preservation, and financial. Several of the goals and priorities are relevant to more than one category. A brief summary is provided below.

Better Governance

The Commission discussed several areas in which LAFCO could have a direct role in terms of influencing improved governance in Napa County. Notable potential goals and priorities identified by the Commission include integration of regional transportation plans, exploring services provided by the County, encouraging more comprehensive shared services, annexation of unincorporated islands, studying infill development opportunities, assisting local agencies in understanding "big picture" thinking, creating awareness of local agency sustainability issues, and articulating our goals to local agencies.

Juliana Inman, Commissioner
Councilmember, City of Napa

Paul Dohring, Commissioner
Councilmember, City of St. Helena

Kenneth Leary, Alternate Commissioner
Councilmember, City of American Canyon

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

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

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

Brian J. Kelly, Vice Chair
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer

Housing

Consistent with its mandates to ensure the logical and orderly formation and development of local agencies, the Commission discussed potential strategies relating to housing in Napa County. This includes setting expectations for cities and gauging how well they're providing housing and services. The Commission discussed the possibility of studying and evaluating local housing affordability as well as existing infill development opportunities.

Agricultural Preservation

Consistent with its mandates to prevent urban sprawl and to protect agricultural and open space lands, the Commission discussed potential strategies to enhance agricultural land preservation efforts in Napa County. This includes the Commission providing educational outreach and serving as a forum to discuss agricultural protection issues. A possible outcome could be a public workshop convened by the Commission that is specific to issues relating to agricultural preservation.

Financial

The Commission discussed potential strategies relating to local agency finances. This includes emphasizing the financial health of local agencies in municipal service reviews and creating awareness of local agency sustainability issues. The Commission emphasized its priority of ensuring local agencies provide public services effectively and efficiently based on local conditions and circumstances.

DISCUSSION

The Commission is invited to further discuss the goals and priorities identified at the March 6th workshop as well as new goals and priorities, if any. The Commission may provide direction to staff to return with additional information as needed. The Commission may also provide direction to staff to include specific items with identified timeframes in future versions of the Work Program. The current version of the Commission's 2016-2017 Work Program is included as Attachment Two. A new Work Program for 2017-2018 will be presented for adoption at the Commission's June 5, 2017 regular meeting.

ATTACHMENTS

- 1) March 6, 2017 Workshop Goals and Priorities
- 2) 2016-2017 Work Program (Version 9)

March 6, 2017 Strategic Planning Workshop Goals and Priorities

Better Governance

- Encourage more comprehensive shared services and facilities
- Encourage local agencies to provide public services more effectively and efficiently
- Explore services provided by the County (public health, fire protection, etc.)
- Make LAFCO more relevant to local agencies and articulate our goals
- Proactively annex islands
- Reduce the total number of special districts
- Solidify policies and streamline procedures to provide more value
- Expand LAFCO policies as they relate to urban growth boundaries (pre-sphere planning)
- Integration of regional transportation plans
- Engage in general plan updates
- Study the impacts of tourism-serving growth on the Ag Preserve and on services
- Study existing infill development opportunities and potential service impacts
- Study what other LAFCOs are doing in their MSRs
- Ensure effective and efficient police services
- Educate elected officials throughout Napa County about LAFCO
- Convene a forum or workshop to help local agencies understand “big picture” thinking and planning concepts
- Create awareness of local agency sustainability issues and actively contribute in terms of problem solving
- Set expectations for how cities and the County address and manage growth

Housing

- Study housing affordability and workforce housing
- Engage in general plan updates
- Set expectations for cities and gauge how well they’re providing housing
- Study existing infill development opportunities and potential service impacts

Agricultural Preservation

- Elevate agricultural protection efforts and serve as a forum to discuss agricultural protection issues
- Conduct educational outreach (public workshops)
- Study the impacts of tourism-serving growth on the Ag Preserve and on services

Financial

- Emphasize financial health and sustainability of local agencies
- Ensure local agencies provide public services effectively and efficiently
- Evaluate the economics of shared services

2016-2017 Napa LAFCO Work Program (Version 9: 5/1/17)

Planning and Regulatory Activities

Activity	Priority	Start	Completion	Lead	Type
City of St. Helena MSR/SOI	1	12/15	8/17	Consultant	L
Napa County Mosquito Abatement District MSR/SOI	3	1/17	6/17	EO	L
Congress Valley Water District MSR/SOI	1	2/17	8/17	EO	S
Napa County Regional Park and Open Space District MSR/SOI	2	1/17	8/17	EO	S
County Service Area No. 4 MSR/SOI	2	6/17	12/17	EO	C
South County Region MSR	2	4/17	12/17	Consultant	L
County Service Area No. 3 SOI Update	3	4/17	4/18	Consultant	S
American Canyon Fire Protection District SOI Update	2	4/17	4/18	Consultant	L
City of American Canyon SOI Update	1	4/17	4/18	Consultant	L
Change of Organization/Reorganization Proposals (3-6/yr)	1	N/A	N/A	EO	N/A
Outside Service Agreement Requests (1-2/yr)	1	N/A	N/A	EO/Chair	N/A

Administrative Activities - Time Sensitive

Activity	Priority	Start	Completion	Lead
Electronic Document Management System Back-Filing	3	7/15	12/16	Sec/Consultant
Expiring Commissioner Terms in 2017	2	12/16	5/17	EO
2017 Chair and Vice Chair Designation	2	4/17	5/17	EO
2017-2018 Budget	1	12/16	6/17	Budget Cmte
2017 CALAFCO Annual Conference (San Diego)	3	4/17	10/17	EO/Cmmssnr's
2016-2017 Audit	1	8/17	12/17	Secretary

Administrative Activities - Ongoing

Activity	Priority	Start	Completion	Lead
Bay Area LAFCO EO Meetings (2/yr)	3	N/A	N/A	EO
Bay Area LAFCO Clerks Meetings (2-4/yr)	3	N/A	N/A	Secretary
Public Records Requests	1	N/A	N/A	Secretary
Completion Proceedings for Approved Annexations	2	N/A	N/A	EO/Secretary
Website Maintenance	2	N/A	N/A	Secretary
Geographic Information System Mapping Updates	3	N/A	N/A	EO
Policy Revisions (2-4/yr)	3	N/A	N/A	EO/Cmmssnr's
State Legislation Monitoring (2-4/yr)	3	N/A	N/A	EO
Public Comments on Local Agency Projects (1-3/yr)	3	N/A	N/A	EO

MSR/SOI Legend:

C = Checklist

S = Short-Form (i.e. Abbreviated)

L = Long-Form (i.e. Comprehensive)