



**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](http://www.napa.lafco.ca.gov)

---

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

---

**Agenda Item 7a (Public Hearing)**

**TO:** Local Agency Formation Commission

**PREPARED BY:** Brendon Freeman, Executive Officer *BF*

**MEETING DATE:** April 8, 2024

**SUBJECT:** Appointment of Alternate Public Member

---

**RECOMMENDATION**

It is recommended the Commission take the following actions:

- 1) Open the public hearing and take testimony;
- 2) Invite the candidate to address the Commission;
- 3) Close the public hearing;
- 4) Reappoint Eve Kahn to a new four-year term as the Alternate Public Member commencing on May 6, 2024.

**BACKGROUND AND SUMMARY**

Under Government Code (G.C.) section 56325(d), the composition of Local Agency Formation Commissions (LAFCOs) includes one member representing the general public, who is appointed to a four-year term by the city and county members of the Commission. The city and county members may also appoint one Alternate Public Member who shall serve pursuant to G.C. section 56331. To qualify, the Public Member and Alternate Public Member cannot be officers or employees with local governmental agencies and must be residents of Napa County. G.C. section 56334 specifies all Commissioner terms are for four years and begin on the first Monday in the month of May.

The current term for Alternate Public Member Eve Kahn expires on May 6, 2024. The city and county members of the Commission will consider making an appointment or reappointment involving the Alternate Public Member position for a new four-year term.

---

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*

The Commission fully complied with the notice requirements and recruitment procedure found in the Commission's *Policy on the Appointment of a Public Member and Alternate Public Member* ("the Policy") included as Attachment One, including publishing an announcement in the Press Democrat newspaper and posting on the Commission's website. The announcement was also circulated to all local government agencies in Napa County. The announcement indicated that the incumbent is eligible for reappointment.

The Commission received one application for the Alternate Public Member position from the incumbent, Eve Kahn, included as Attachment Two.

Staff recommends the Commission follow the public hearing procedure described in the Policy and summarized below:

- The Chair shall open the public hearing and first invite the candidate to address the Commission. The Commission may ask questions of the candidate. The Chair shall then invite public comments from the audience. Upon the close of the public comment period, the Alternate Public Member will be selected based upon a motion and second followed by an affirmative vote.

## **ATTACHMENTS**

- 1) Policy on the Appointment of the Public Member and Alternate Public Member
- 2) Candidate Application: Eve Kahn



## LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY

### *Policy on the Appointment of a Public Member and Alternate Public Member*

(Adopted: October 11, 2001; Last Amended: November 18, 2019)

#### **I. Background**

The Cortese-Knox-Hertzberg Local Government Reorganization (CKH) Act of 2000 includes provisions for the composition of the Commission including the Public Member as follows:

The composition of the Commission shall include one member representing the general public, hereinafter referred to as “public member.” The Commission may designate one alternate public member. The selection of the public member and alternate public member shall be subject to the affirmative vote of at least one of the members appointed by each of the appointing authorities ([California Government Code \(G.C.\) §56325\(d\)](#)).

#### **II. Purpose**

It is the intent of the Commission to establish a policy for the appointment of a public member and alternate public member which is consistent with CKH. This policy also includes procedures to address a vacancy in the position and other relevant matters.

#### **III. Eligibility**

The public member and alternate public member shall be a resident of Napa County. No person may serve as public member or alternate public member if at the same time they are an officer or employee of the County, a city, town or district within Napa County.<sup>1</sup> For purposes of this policy, an officer of a local government agency is a member of a local public board, commission, committee, or council with the authority to make advisory or final decisions relative to land use or the provision of municipal services.

#### **IV. Term of Office**

The term of office for Public Member and Alternate Public Member shall be four years and shall end on the first Monday in May of the year in which the term expires. The Public Member and Alternate Public Member shall continue to serve until a successor is appointed.

---

<sup>1</sup> The term “district” is defined in [G.C. §56036](#).

## **V. Appointment Procedures**

### **A) New Term for Public Member or Alternate Public Member**

It is the policy of the Commission that in anticipation of the expiration of a four-year term for the Public Member or Alternate Public Member, the following procedures will be taken:

At a regular meeting at least 120 days prior to the scheduled expiration of the Public Member or Alternate Public Member's term, the Executive Officer shall inform the Commission of the impending vacancy and whether the incumbent is eligible to seek reappointment. The Commission shall take one of the following two actions as set forth in the following subsection 1 or 2 below.

- 1) Direct the Executive Officer to recruit candidates and schedule a public hearing to consider making an appointment to the position. Tasks of the Executive Officer shall include, but not limited to, the following:
  - (a) At least 60 days prior to the scheduled hearing for the appointment, issue a notice announcing the vacancy and that the Commission is accepting applications for the position. The notice shall be posted at the LAFCO office and on its website, sent to all local agencies, and published in a newspaper of general circulation in Napa County.<sup>2</sup> The notice shall indicate if the incumbent is eligible for reappointment.
  - (b) Determine the filing period to receive applications for the position. All applications shall be made available to each city and county member on the Commission at least 14 days prior to the scheduled hearing for the appointment.
  - (c) If it becomes necessary for the Commission to cancel or reschedule the meeting at which the hearing for the appointment has been scheduled, the Executive Officer shall reschedule the hearing for the next regular meeting.
- 2) If the incumbent is eligible and has served no more than one four-year term, the Commission may direct the Executive Officer to schedule a public hearing to consider approving reappointment. Tasks of the Executive Officer shall include, but not limited to, the following:
  - (a) Issue a notice announcing the scheduled reappointment of the incumbent. The notice shall be posted at the LAFCO office and on its website and sent to all local agencies. The notice shall be posted at least 21 days prior to the hearing for which the reappointment has been scheduled.
  - (b) If it becomes necessary for the Commission to cancel or reschedule the meeting at which the hearing for the reappointment has been scheduled, the Executive Officer shall reschedule the hearing for the next regular meeting.

---

<sup>2</sup> For purposes of this policy, notice to local agencies is fulfilled by sending a copy of the notice to the clerk or secretary of the legislative body of each local agency in Napa County. Publishing in a newspaper of general circulation in Napa County shall be conducted by publishing, at minimum, a prominently placed display ad.

## B) Mid-Term Vacancies

An appointment to fill an unexpired term for the position of Public Member or Alternate Public Member shall be preceded by posting a notice of vacancy. The notice will be posted at the LAFCO office and on its website and sent to all local agencies. The notice will be posted at least 21 days prior to the meeting at which time the Commission will consider taking action to fill the unexpired term. An appointment to fill an unexpired term will occur as follows:

- 1) Public Member: If the position of Public Member becomes vacant prior to the expiration of the term, it is the policy of the Commission that it may fill the unexpired term through one of the following:
  - (a) Appoint the Alternate Public Member.
  - (b) Fill the position in the manner prescribed in Section V(A) “New Term for Public Member or Alternate Public Member” for the appointment of the Public Member to a new term.
- 2) Alternate Public Member: If the position of Alternate Public Member becomes vacant prior to the expiration of the term, it is the policy of the Commission that it may fill the unexpired term in the manner prescribed in Section V(A) “New Term for Public Member or Alternate Public Member” for the appointment of the Alternate Public Member to a new term.

## C) Conducting Public Hearings for Appointing a Public Member or Alternate Public Member

It is the policy of the Commission that a public hearing to appoint either the Public Member or Alternate Public Member shall be conducted as follows:

The Chair shall open the public hearing and first invite candidates to address the Commission. The Commission may ask questions of the candidates. The Chair shall then invite public comments from the audience. Upon the close of the public comment period, the Public Member or Alternate Public Member will be selected based upon a motion and second followed by an affirmative vote.

I. General Information				
a) Name:	First	Erilyn	Last	Kahn
	b) Address:			
		Street Address	City	Zip Code
c) Contact Information:				
	Phone Number	E-Mail		
d) Present Employer:				
	Employer Name	Employer Field		

**II. Questionnaire**  
(Applicants may use additional sheets to complete the following questions)

a) Summarize your interest in serving on the Commission.	
b) Summarize your qualification to serve on the Commission.	See Attached
c) List any formal education received beyond high school.	
d) List community activities and interests.	

# Application for Napa LAFCO Alternate Public Member

## II Questionnaire

- a. Summarize your interest in serving on the Commission.

I am interested in continuing my service as an Alternate Public Member of Napa LAFCO. I have been privileged to serve in both regular and alternate positions and would very much like to extend this opportunity. LAFCO continues to be a relevant component of Napa County's growth as the control and management of municipal services will be key to our success. When applicable, I am proactive in bringing information and potential issues to the Napa LAFCO director and/or staff. I have attended CALAFCO conferences in Sacramento and Monterey that have expanded my LAFCO knowledge and learned from other LAFCOs around the state facing similar issues. My goal is to assist LAFCO staff and board members even if I do not get to vote!

- b. Summarize your qualifications to serve on the Commission.

In addition to my 20+ career in real estate, I have a broad base of experience and involvement in Napa County that allows me to share relevant details and perspectives concerning land use, housing, water, groundwater, and transportation.

- c. List any formal education received beyond high school.

I have an Undergraduate degree from the State University of New York (SUNY) at Oneonta in math and science and a Master's degree from SUNY Albany in math education. Leadership Napa Valley graduate of class 17.

- d. List community activities and interests.

I am a member of the Napa County Housing Coalition, Chair of Get a Grip on Growth now merged into co-president of Napa Vision 2050. Board of Trustees at Congregation Beth Shalom. I hold leadership positions in all these local organizations that give me a unique and balanced perspective on land use, housing, and economic development.