



Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

■ Margie Mohler, Chair ■ Anne Cottrell, Vice Chair ■ Kenneth Leary ■ Beth Painter ■ Belia Ramos
■ Mariam Aboudamous, Alternate ■ Joelle Gallagher, Alternate ■ Eve Kahn, Alternate

Administrative Office
1754 Second Street, Suite C
Napa, California 94559
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SPECIAL MEETING AGENDA Monday, September 11, 2023, 9:30 AM **Town Hall Council Chambers** 6550 Yount Street Yountville, CA 94599

1. CALL TO ORDER BY CHAIR; ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

The Chair will consider approving the Agenda as prepared by the Executive Officer with any requests to remove or rearrange items by members of the Commission or staff.

4. PUBLIC COMMENTS

The public may address the Commission concerning any matter not on the Agenda. The Commission is prohibited from discussing or taking action on any item not appearing on the posted Agenda.

5. DISCUSSION ITEMS

a) Commission Workshop on Napa Countywide Water and Wastewater Municipal Service Review Recommendations

The Commission will review the recommendations contained within the Napa Countywide Water and Wastewater Municipal Service Review, adopted in 2020. The Commission will consider providing direction to staff with respect to possible next steps related to any specific recommendations.

6. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

This is an opportunity for Commissioners to comment on issues not listed on the Agenda, provided that the subject matter is within the jurisdiction of the Commission. No discussion or action may occur or be taken, except to place the item on a future Agenda if approved by a majority of the Commission.

7. CLOSED SESSIONS:

a) Public Employee Performance Evaluation – (Government Code Section 54957(b)(1))

Employee: Executive Officer

b) Conference with Labor Negotiators – (Government Code Section 54957.6)

Agency Designated Representative: Commission Chair

Unrepresented Employee: Executive Officer

8. ADJOURNMENT TO NEXT SCHEDULED MEETING

Monday, October 2, 2023, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

MEETING INFORMATION

ADDRESSING THE COMMISSION: The Local Agency Formation Commission (LAFCO) of Napa County welcomes and encourages participation in its meetings. Any person who wishes to address the Commission should move to the front of the chambers when an item is called and, when recognized by the Chair, state their name, address, and affiliation. Please attempt to make your statements concise and to the point. It is most helpful if you can cite facts to support your contentions. Groups of people with similar viewpoints should appoint a spokesperson to represent their views to the Commission. The Commission appreciates your cooperation in this matter.

PUBLIC COMMENT TIME LIMITS: The Commission will hear public comment prior to the consideration of any item. (1) A principal proponent will be allowed up to a 5-minute statement; (2) other proponents will be allowed up to 3-minute statement; (3) opponents are allowed up to 3-minute statement with the exception of spokespersons for any group who shall be permitted up to 5-minutes; (4) the principal proponent shall have up to a 3-minute rebuttal; (5) staff will provide clarification, as required.

SPECIAL NEEDS: Meetings are accessible to persons with disabilities. Requests for assistive listening devices or other considerations should be made 72 hours in advance through LAFCO staff at (707) 259-8645 or info@napa.lafco.ca.gov.

MEETING MATERIALS: Any writings or documents provided to a majority of the members of the Commission regarding any item on this Agenda after the posting of the Agenda and not otherwise exempt from disclosure will be made available for public review at www.napa.lafco.ca.gov or by contacting LAFCO staff at info@napa.lafco.ca.gov or call the LAFCO office at (707) 259-8645. If the supplemental materials are made available to the members of the Commission at the meeting, a copy will be available for public review at www.napa.lafco.ca.gov. Staff reports are available online at www.napa.lafco.ca.gov/staff-reports-2023 or upon request to LAFCO staff at info@napa.lafco.ca.gov or call the LAFCO office at (707) 259-8645.

VIEWING RECORDING OF MEETING: The Commission's meeting will be recorded. Meetings are broadcast on Napa TV on the second and fourth Tuesdays of each month at 8pm and second and fourth Wednesdays at 1pm (<http://napavalleytv.org/channel-28>).



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Agenda Item 5a (Discussion)

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer *BF*

MEETING DATE: September 11, 2023

SUBJECT: Commission Workshop on Napa Countywide Water and Wastewater Municipal Service Review Recommendations

RECOMMENDATION

- No formal actions
- Consider providing direction to staff for next steps.

The Commission will review the recommendations contained within the *Napa Countywide Water and Wastewater Municipal Service Review* (“the MSR”).

BACKGROUND

This item on today’s agenda was scheduled based on the Commission’s current strategic planning efforts. A draft strategic plan was presented at the Commission’s August 7, 2023 meeting. At that meeting, the Commission requested a special meeting to allow for a workshop discussion specific to the recommendations contained within the MSR, which may result in direction to staff for future actions.

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 directs LAFCOs to prepare municipal service reviews (MSRs) to inform their other planning and regulatory activities such as processing boundary changes proposals and service extension requests. MSRs vary in scope and can focus on a particular agency, service, or geographic region as defined by LAFCOs. MSRs may also lead LAFCOs to take other actions under its authority such as forming, consolidating, merging, or dissolving one or more local agencies. MSRs culminate with LAFCOs making determinations and recommendations on several factors as required by California Government Code §56430.

Margie Mohler, Chair
Councilmember, Town of Yountville

Beth Painter, Commissioner
Councilmember, City of Napa

Mariam Aboudamous, Alternate Commissioner
Councilmember, City of American Canyon

Anne Cottrell, Vice 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, Commissioner
Representative of the General Public

Eve Kahn, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer

The MSR was prepared by consultants Policy Consulting Associates and Berkson Associates. The study process began in November 2018 following an earlier strategic planning process, two preliminary scoping meetings, and a series of technical advisory meetings. The final MSR was originally adopted by the Commission in November 2020 and later updated with a new appendix containing sphere of influence reviews for several of the subject agencies in October 2021. The updated MSR is available online at: napa.lafco.ca.gov/files/f8a4ec2b4/NapaCountywideWaterWastewaterMSR_Updated_10-4-21.pdf

Overview of MSR

The MSR provides a comprehensive review of water, wastewater, and recycled water service in Napa County as provided by the following 14 local governmental agencies:

- City of American Canyon
- City of Calistoga
- City of Napa
- City of St. Helena
- Town of Yountville
- Circle Oaks County Water District
- Congress Valley Water District
- Lake Berryessa Resort Improvement District
- Los Carneros Water District
- Napa Berryessa Resort Improvement District
- Napa County Flood Control and Water Conservation District
- Napa River Reclamation District No. 2109
- Napa Sanitation District
- Spanish Flat Water District

Chapter three of the MSR is the “Overview” section and provides a summary of the report’s key conclusions. This section includes information regarding the potential effects of drought conditions and climate change on water availability within Napa County. With this in mind, the MSR includes several recommendations related to the governance structure and shared service opportunities for many of the subject agencies. Potential governance structure options for the subject agencies are listed in Figure 3-16, included as Attachment One. Advantages to the identified governance structure options include:

- Improvements to water supply including recycled water
- Water management
- Enhanced resource sharing
- Efficiency of service provision
- Regulatory compliance

These recommendations are intended to encourage the subject agencies to engage in conversations regarding the feasibility and desirability of initiating reorganization proceedings or entering into other formal agreements.

The report also summarizes existing regional water and sanitation planning that have proven successful. Included are descriptions of studies, management plans, and cooperative efforts within Napa County. Regulations governing water and wastewater agencies are provided. Staff commends these existing collaborative efforts and encourages continued collaboration.

The report includes a recommendation that local water purveyors continue discussions regarding existing concerns related to the provision of reliable and sustainable water services throughout Napa County. At the time of MSR adoption, staff recommended the Commission offer an incentive to initiate collaborative discussions by providing LAFCO resources. Examples include, but are not limited to, staff serving as a facilitator to aide these discussions and, if reorganization discussions are productive, consider waiving the Commission's fees to process a future proposal.

DIRECTION TO STAFF

Staff recommends the Commission discuss the adopted MSR recommendations and provide direction to staff with respect to any desired next steps. For example, the Commission may direct staff to pursue opportunities to make presentations for the 14 subject agencies in an effort to inform and encourage discussions with respect to addressing certain recommendations.

ATTACHMENT

- 1) MSR Figure 3-16: Recommended Governance Structure Options

Figure 3-16: Governance Structure Options

Napa County Water and Wastewater Agency Governance Structure Options	
Affected Agency	Governance Options
City of American Canyon	<ul style="list-style-type: none"> • Clarification of LAFCO-approved service area • Inclusion of non-contiguous city-owned property in SOI or clarification of LAFCO policy • Participation in a county water agency
City of Calistoga	<ul style="list-style-type: none"> • Participation in a county water agency
City of Napa	<ul style="list-style-type: none"> • Reorganization of Congress Valley Water District • Contract service to other agencies • Merger with Napa Sanitation District • Creation of a Water Commission • Inclusion of non-contiguous city-owned property in SOI or clarification of LAFCO policy • Participation in a county water agency
City of St. Helena	<ul style="list-style-type: none"> • Elimination of Municipal Sewer District No. 1 • Inclusion of non-contiguous city-owned property in SOI or clarification of LAFCO policy • Participation in a county water agency • Expansion of services to Meadowood Resort
Town of Yountville	<ul style="list-style-type: none"> • Collaboration with California Department of Veterans Affairs to develop a water management plan • Continued collaboration with County regarding potential annexation of Domaine Chandon property • Participation in a county water agency
Circle Oaks County Water District	<ul style="list-style-type: none"> • Contracting for services with City of Napa and/or Napa Sanitation District • Reorganization into a county water agency or a countywide county water district
Congress Valley Water District	<ul style="list-style-type: none"> • Reorganization of Congress Valley Water District <ul style="list-style-type: none"> ○ Expansion of City of Napa SOI and annexation of Congress Valley community

Napa County Water and Wastewater Agency Governance Structure Options	
Affected Agency	Governance Options
Congress Valley Water District	<ul style="list-style-type: none"> ○ Formation of a subsidiary district of City of Napa ○ Formation of a county service area ○ Dissolution and continued service by City of Napa
Lake Berryessa Resort Improvement District	<ul style="list-style-type: none"> ● Reorganization as a county service area ● Reorganization into a county water agency or countywide county water district
Los Carneros Water District	<ul style="list-style-type: none"> ● Reorganization with Napa Sanitation District
Napa Berryessa Resort Improvement District	<ul style="list-style-type: none"> ● Reorganization as a county service area ● Reorganization into a county water agency or countywide county water district
Napa County Flood Control and Water Conservation District	<ul style="list-style-type: none"> ● Establish zones of benefit ● Reorganization with Napa River Reclamation District No. 2109 ● Participation in a county water agency
Napa River Reclamation District No. 2109	<ul style="list-style-type: none"> ● Expansion of services to include levee construction and maintenance ● Reorganization into a community services district ● Reorganization as zone of Napa County Flood Control and Water Conservation District
Napa Sanitation District	<ul style="list-style-type: none"> ● Merger with City of Napa ● Annexation of Los Carneros Water District ● Contract service to other agencies ● Expansion of services to Monticello Park
Spanish Flat Water District	<ul style="list-style-type: none"> ● Contracting for services with City of Napa and/or Napa Sanitation District ● Reorganization into a county water agency or countywide county water district ● Transition to a county service area