



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 7a (Consent/Action)

TO: Local Agency Formation Commission

PREPARED BY: Charlie Livingston, Commission Clerk *CL*

MEETING DATE: April 6, 2026

SUBJECT: Approval of Meeting Minutes: April 6, 2026 Regular Meeting

SUMMARY AND RECOMMENDATION

This is a consent item for formal action. Accordingly, if interested, the Commission is invited to pull this item for additional discussion with the concurrence of the Chair.

The Commission will consider approving the draft meeting minutes prepared by staff for the April 6, 2026 regular meeting, included as Attachment 1.

Staff recommends approval of draft meeting minutes.

ATTACHMENT

- 1) Draft Minutes for April 6, 2026 Regular Meeting

Beth Painter, Chair
Councilmember, City of Napa

Paul Dohring, Commissioner
Councilmember, City of St. Helena

David Oro, Alternate Commissioner
Councilmember, City of American Canyon

Belia Ramos, Vice Chair
County of Napa Supervisor, 5th District

Anne Cottrell, Commissioner
County of Napa Supervisor, 3rd District

Joelle Gallagher, Alternate Commissioner
County of Napa Supervisor, 1st District

Jeffrey Crosswhite, Commissioner
Representative of the General Public

Eve Kahn, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
REGULAR MEETING MINUTES OF MONDAY, APRIL 6, 2026**

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair called the regular meeting of April 6, 2026 to order at 2:03 PM.

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

Regular Commissioners	Alternate Commissioner	Staff
Beth Painter, Chair	Joelle Gallagher (<i>Voting</i>)	Brendon Freeman, Executive Officer
Belia Ramos, Vice Chair (<i>Absent</i>)	Eve Kahn	Gary Bell, Commission Counsel
Anne Cottrell (<i>2:06pm arrival</i>)	David Oro	Stephanie Pratt, Staff Analyst
Paul Dohring		Charlie Livingston, Clerk/Jr. Analyst
Kenneth Leary		

2. PLEDGE OF ALLEGIANCE

Chair Painter invited Commissioner Leary to lead the Pledge of Allegiance.

3. DISCLOSURES UNDER POLITICAL REFORM ACT/LEVINE ACT

4. APPROVAL OF AGENDA

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

It was concluded that Consent Items 6d & 6e would be pulled from the Agenda for discussion per request by Commissioner Leary.

Upon motion by Commissioner Gallagher and second by Commissioner Leary, the Commission unanimously adopted the adjusted agenda by the following vote:

VOTE:

AYES: PAINTER, COTTRELL, DOHRING, LEARY, GALLAGHER

NOES: NONE

ABSENT: RAMOS

ABSTAIN: NONE

5. PUBLIC COMMENTS

Chair Painter invited members of the audience to provide public comment. No comments were received.

6. CONSENT ITEMS

Action Items:

- a) **Approval of Meeting Minutes: February 2, 2026 Regular Meeting**
- b) **Approval of Amendment to Office Lease Agreement**

Upon motion by Commissioner Gallagher and second by Commissioner Leary, the Commission unanimously approved the minutes of February 2, 2026 and the Amendment to the Office Lease Agreement by the following vote:

	<u>VOTE:</u>
AYES:	<u>PAINTER, COTTRELL, DOHRING, LEARY, GALLAGHER</u>
NOES:	<u>NONE</u>
ABSENT:	<u>RAMOS</u>
ABSTAIN:	<u>NONE</u>

Receive Report for Information Only:

- c) **Current and Future Proposals**
- d) **CALAFCO Quarterly Report (*Pulled*)**
- e) **Digital Accessibility Requirements and April 2026 Deadline (*Pulled*)**
- d) **CALAFCO Quarterly Report**

Commissioner Leary reported that four county LAFCOS have created their own association called Alliance CALAFCO. This organization includes Los Angeles, Orange, San Bernadino, and San Diego Counties. The cost to join is \$10,000 per year. Commissioner Leary indicates that this is a CALAFCO alternative to consider.

e) **Digital Accessibility Requirements and April 2026 Deadline**

This item was pulled by Commissioner Leary in order to highlight its importance and to discuss what we are doing in order to make our information more accessible. Executive Officer Freeman explained that this is a requirement of all local agencies and in the best interest of the general public. Senior Staff Analyst Stephanie Pratt shared that she is working with the website host and has negotiated a contract for the next fiscal year that will make the website fully accessible.

7. ACTION ITEMS

- a) **Overview of Municipal Service Reviews and Spheres of Influence and Consider Establishing an Ad Hoc Subcommittee**

The Committee heard a presentation from Executive Officer Freeman detailing a clear and practical overview of the Municipal Service Review and Sphere of Influence processes. An Ad Hoc Subcommittee was suggested for the purpose of providing detailed information to the Committee during the MSR and SOI processes. After discussion the Commissioners agreed that they would benefit from a more detailed presentation at a future meeting. The Ad Hoc Subcommittee was formed with Commissioners Painter and Leary to serve as members.

Upon motion by Commissioner Cottrell and second by Commissioner Dohring, the Commission unanimously agreed

VOTE:

AYES: **PAINTER, COTTRELL, DOHRING, LEARY, GALLAGHER**
NOES: **NONE**
ABSENT: **RAMOS**
ABSTAIN: **NONE**

8. PUBLIC HEARING ITEMS

a) Napa Sanitation District Sphere of Influence Update

The Commission received a proposed Napa Sanitation District Sphere of Influence Update amending the District's sphere to add four distinct areas identified as the El Centro Avenue Study Area, the Monticello Road Study Area, the Stonecrest Drive Study Area, and the Imola Avenue Study Area.

Chair Painter opened the floor for public comments at 3:01pm.

Peter Menzel: Napa resident of 43 years supporting the SOI for all areas apart from Imola Avenue due to the 5.26 acre parcel that formerly belonged to Skyline Park.

Lynn Wyman: Wanting to speak against the Imola Avenue section of the SOI due to her support for the parcel of land previously belonging to Skyline Park. Does not feel that this land is suitable for the public housing project that it is currently slated for.

Jim Wallen: Vice President of PEP Housing shared information about the company's 50 years in business.

Wasia Song: Developer of Imola 501C3 along with PEP Housing, expressed that the project has the support of the state, County of Napa, and City of Napa. Wanting to support the SOI.

Chair Painter closed the public comments at 3:10pm.

Commissioners discussed the changes to the recommended SOI updates since they were last presented at the June 2, 2025 meeting. After considering various factors for each of the four proposed areas, the Commission elected to move forward with the SOI without the amendments, concluding that there is no policy case to support the adoption of the four areas.

Upon motion by Commissioner Cottrell and second by Commissioner Gallagher, the Commission unanimously agreed by the following vote:

VOTE:

AYES: **PAINTER, COTTRELL, DOHRING, LEARY, GALLAGHER**
NOES: **NONE**
ABSENT: **RAMOS**
ABSTAIN: **NONE**

b) Consider Proposed Budget for Fiscal Year 2026-27

The Commission considered adopting a resolution to approve a proposed budget for the 2026-27 fiscal year. The recommended actions were for the Commission to do the following: (1) adopt the proposed budget by resolution; (2) direct staff to circulate the proposed budget for public review and comment; and (3) direct the Budget Committee to return with recommendations for a final budget for adoption at a noticed public hearing on June 2, 2025. The Commission received a draft work program for fiscal year 2026-27 and provided direction to staff with respect to any desired changes.

Chair Painter opened the public hearing and reviewed the rules for orderly comments. No comments were received. Chair Painter closed the public hearing.

The Commission discussed the draft budget and agreed to approve it to the next step with added detail and scope concerning consulting services.

Upon motion by Commissioner Cottrell and second by Commissioner Leary, the Commission unanimously approved the item by the following vote:

VOTE:

AYES: **PAINTER, COTTRELL, DOHRING, LEARY, GALLAGHER**
NOES: **NONE**
ABSENT: **RAMOS**
ABSTAIN: **NONE**

c) Appointment of Public Member for Term: 2026-2030

The Commission provided direction to staff with respect to appointment procedures for the Public Member. The term of the Public Member expires on May 2, 2026. The applicants were Kenneth Leary, Jeffrey Crosswhite, Dalton Goo, and Alex Russ. The Commission conducted brief interviews with three of the candidates, as Alex Russ exited the meeting prior to the interviews.

The Commissioners were given ballots and ranked their choice of candidates. The numbers were tallied and resulted in Jeffrey Crosswhite being appointed as the new Public Member.

Upon motion by Commissioner Dohring and second by Commissioner Cottrell, the Commission unanimously approved the item by the following vote:

VOTE:

AYES: **PAINTER, COTTRELL, DOHRING, LEARY, GALLAGHER**
NOES: **NONE**
ABSENT: **RAMOS**
ABSTAIN: **NONE**

9. EXECUTIVE OFFICER REPORT

Executive Officer Freeman delivered a summary at the start of the meeting regarding recent events with Napa LAFCO, with most topics covered during the meeting. Bullet point summaries were offered to anyone interested.

10. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

Commissioner Gallagher offered thanks to all of the applicants and their interest in being community servants. She also expressed her gratitude to Commissioner Leary for his contributions and time with LAFCO. This sentiment was echoed by Commissioner Cottrell and Chair Painter.

11. ADJOURNMENT at 4:48 PM TO NEXT SCHEDULED MEETING

Monday, June 1, 2026, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

Beth Painter, LAFCO Chair

ATTEST:

Brendon Freeman, Executive Officer

Prepared by:

Charlie Livingston, Clerk/Jr. Analyst