



**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*

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**Agenda Item 6a (Consent/Action)**

**TO:** Local Agency Formation Commission

**PREPARED BY:** Stephanie Pratt, Clerk/Jr. Analyst *SP*

**MEETING DATE:** August 4, 2025

**SUBJECT:** Approval of Meeting Minutes: June 2, 2025 Regular Meeting

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**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 June 2, 2025 regular meeting, included as Attachment 1.

Staff recommends approval of draft meeting minutes.

**ATTACHMENT**

- 1) Draft Minutes for June 2, 2025 Regular Meeting

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Beth Painter, Vice Chair  
Councilmember, City of Napa

Paul Dohring, Commissioner  
Councilmember, City of St. Helena

David Oro, Alternate Commissioner  
Councilmember, City of American Canyon

Anne Cottrell, Commissioner  
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, Chair  
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, JUNE 2, 2025**

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

Chair called the regular meeting of June 2, 2025 to order at 2:03 PM.

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

Regular Commissioners	Alternate Commissioners	Staff
Kenneth Leary, Chair	Joelle Gallagher ( <i>voting until 2:12pm</i> )	Brendon Freeman, Executive Officer
Beth Painter, Vice Chair	Eve Kahn	Dawn Mittleman Longoria, Assistant Executive Officer ( <i>Absent</i> )
Anne Cottrell	David Oro	Gary Bell, Commission Counsel
Paul Dohring		Stephanie Pratt, Clerk/Jr. Analyst
Belia Ramos ( <i>2:12pm arrival</i> )		

**2. PLEDGE OF ALLEGIANCE**

Commissioner Dohring led the Pledge of Allegiance.

**3. OATH OF OFFICE FOR NEW COMMISSIONER PAUL DOHRING**

Counsel Bell performed the Oath of Office for Commissioner Dohring.

**4. DISCLOSURES UNDER POLITICAL REFORM ACT/LEVINE ACT**

**5. APPROVAL OF AGENDA**

The Chair considered approving 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 Item 7 on the Agenda would be removed until former Commissioner Mohler would be able to attend in order to honor her appropriately.

Upon motion by Commissioner Dohring and second by Vice Chair Painter, the Commission unanimously adopted the adjusted agenda by the following vote:

**VOTE:**

**AYES: LEARY, PAINTER, COTTRELL, DOHRING, GALLAGHER**

**NOES: NONE**

**ABSENT: RAMOS**

**ABSTAIN: NONE**

**6. PUBLIC COMMENTS**

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

**7. RECOGNITION OF SERVICE: MARGIE MOHLER (*CONTINUED*)**

## 8. CONSENT ITEMS

### Action Items:

- a) Approval of Meeting Minutes: June 2, 2025 Regular Meeting
- b) Approval of Budget Adjustment No. 2 for Fiscal Year 2024-25

### Receive Report for Information Only:

- c) Third Quarter Budget Report for Fiscal Year 2024-25
- d) Strategic Plan and Work Program Progress Report
- e) Current and Future Proposals

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

Upon motion by Vice Chair Painter and second by Commissioner Gallagher, the Commission unanimously approved the consent items by the following vote:

### VOTE:

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

## 9. PUBLIC HEARING ITEM

- a) **Final Budget for Fiscal Year 2025-26, Amendment to the Schedule of Fees and Deposits, and Work Program for Fiscal Year 2025-26**

The Commission considered the following actions: (1) adopt the final budget for fiscal year 2025-26 by resolution (Attachment 1); (2) amend the *Schedule of Fees and Deposits* by resolution (Attachment 2); and (3) adopt a Work Program for fiscal year 2025-26 by resolution (Attachment 3).

Going forward Staff will provide verbal updates during Executive Officer reports and regularly update the work program as a living document, bringing it to the Commission when significant changes occur. At a future meeting, the Commission will receive more information on the process for adding special districts to the LAFCO board, including comparisons with similarly sized LAFCOs like Sonoma. An ad hoc committee discussion to explore this topic will be placed on a future agenda.

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

Upon motion by Vice Chair Painter and second by Commissioner Cottrell, the Commission adopted to adopt the final budget for fiscal year 2025-26 by resolution, amend the *Schedule of Fees and Deposits* by resolution, and adopt a Work Program for fiscal year 2025-26 by resolution, by the following roll call vote:

### VOTE:

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

## 10. ACTION ITEMS

### a) Partrick Road No. 7 Annexation to the Napa Sanitation District and Associated CEQA Findings

The Commission considered a proposal for the annexation of one parcel along with the adjacent portion of right-of-way totaling approximately 2.2 acres in size to the Napa Sanitation District. The affected territory is located at 1193 Partrick Road and the parcel is identified as Assessor Parcel Number 050-060-007. The annexation is exempt from the California Environmental Quality Act pursuant to CEQA Guidelines sections 15282(k) and 15303.

Upon motion by Commissioner Cottrell and second by Vice Chair Painter, the Commission unanimously approved the action item by the following vote:

#### VOTE:

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

### b) Legislative Report and Proposed Positions on Bills

The Commission received a report from Executive Officer Freeman on legislative items affecting LAFCOs and considered a recommendation to authorize the Executive Officer to submit letters to the Legislature in support of Assembly Bill 1156 and in opposition to Senate Bill 777. Vice Chair Painter will submit a letter of opposition and report findings at the next meeting.

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

#### VOTE:

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

### c) Consider Establishment of an Ad Hoc Subcommittee on Unincorporated Islands

The Commission considered establishing an ad hoc subcommittee and appointing two members to advise staff with activities related to unincorporated islands. Vice Chair Painter agreed to serve and emphasized the need to review the 1980 property tax sharing agreement, noting it may have been superseded by the 2014 Napa Pipe development agreement, as will Commissioner Ramos. It was noted that this ad hoc will likely need a 2x2 meeting.

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

#### VOTE:

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

**11. EXECUTIVE OFFICER REPORT**

Executive Officer Freeman reported that he will be attending the upcoming CSDA Conference.

**12. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS**

**13. ADJOURNMENT at 3:10 PM TO NEXT SCHEDULED MEETING**

Monday, August 4, 2025, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

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Kenneth Leary, LAFCO Chair

ATTEST:

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Brendon Freeman, Executive Officer

Prepared by:

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Stephanie Pratt, Clerk/Jr. Analyst

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