



## Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

■ Gregory Rodeno, Chair ■ Kenneth Leary, Vice Chair ■ Diane Dillon ■ Margie Mohler ■ Brad Wagenknecht  
■ Ryan Gregory, Alternate ■ Scott Sedgley, Alternate ■ Vacant, Alternate

### Administrative Office

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### REGULAR MEETING AGENDA

Monday, June 3, 2019, 2:00 PM

**County of Napa Administration Building**  
1195 Third Street, Board Chambers, 3<sup>rd</sup> Floor  
Napa, California 94559

**1. CALL TO ORDER BY CHAIR; ROLL CALL**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF AGENDA**

The Chair will consider a motion to approve the agenda as prepared by the Executive Officer with any requests to remove or rearrange items by members or staff.

**4. PUBLIC COMMENTS**

The public is encouraged to address the Commission concerning any matter not on the Agenda. Public comments are limited to three minutes. The Commission is prohibited from discussing or taking any action on any item not appearing on the posted Agenda.

**5. CONSENT ITEMS**

- a) [Approval of Meeting Minutes: April 4, 2019 Regular Meeting](#)
- b) [Current and Future Proposals](#)
- c) [Legislative Report](#)
- d) [Third Quarter Budget Report for 2018-2019](#)
- e) [Proposed Amendment to Legal Services Contract](#)
- f) [Countywide Update on Housing and General Plans](#)
- g) [Recruitment for Alternate Public Member](#)
- h) [Executive Officer Report](#)

**6. DISCUSSION ITEMS**

- a) [Draft Municipal Service Review and Sphere of Influence Update for the Napa County Regional Park and Open Space District \(10 Minutes\)](#)

The Commission will receive and discuss the draft Municipal Service Review and Sphere of Influence Update for the Napa County Regional Park and Open Space District. The draft report includes written determinations making statements on the level and range of agency services and includes a recommendation to affirm the current sphere of influence with no changes. The Commission is invited to discuss the draft report and provide feedback to staff in anticipation of receiving a final Municipal Service Review and Sphere of Influence Update for formal action as part of a public hearing at a future meeting. No action will be taken by the Commission as part of this item.

- b) [Update on Draft Policy on Spheres of Influence \(20 Minutes\)](#)

The Commission will receive an update on the draft Policy on Spheres of Influence and consider providing feedback or direction to staff and the Policy Committee as appropriate.

**7. ACTION ITEMS**

a) **Ratification of an Outside Sewer Service Agreement Involving the Napa Sanitation District and 1027 McCormick Lane, Proposed McCormick Lane No. 4 Annexation to the Napa Sanitation District, and Associated CEQA Findings (10 Minutes)**

The Commission will consider taking two separate actions as part of this item. The first action relates to a recommendation to ratify an outside service agreement approved by the Executive Officer authorizing the Napa Sanitation District (NSD) to provide new public sewer service to an incorporated property at 1027 McCormick Lane (APN 050-292-002) to address a public health threat. The outside service agreement is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(4). The statute provides exemptions for “specific actions necessary to prevent or mitigate an emergency.” The second action relates to a recommendation to approve a proposal submitted by landowner petition for annexation of 1027 McCormick Lane to NSD. The annexation is exempt from CEQA pursuant to CEQA Guidelines Section 15282(k) or Public Resources Code Section 21080.21, which exempts the installation of new pipeline as long as the project does not exceed one mile in length.

b) **Ratification of an Outside Water Service Agreement Involving the City of Napa and 1087 La Grande Avenue and Associated CEQA Findings (10 Minutes)**

The Commission will consider a recommendation to ratify an outside service agreement approved by the Executive Officer authorizing the City of Napa to provide new public water service to an unincorporated property at 1087 La Grande Avenue (APN 049-061-002) to address a public health threat. The outside service agreement is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(4). The statute provides exemptions for “specific actions necessary to prevent or mitigate an emergency.”

c) **2018-2019 Work Program Progress Report and Adoption of 2019-2020 Work Program (5 Minutes)**

The Commission will receive a progress report on the 2018-2019 Work Program and consider adopting a 2019-2020 Work Program that includes administrative, planning, and regulatory activities for the upcoming fiscal year.

**8. PUBLIC HEARING ITEMS**

a) **Final Budget for Fiscal Year 2019-2020 and Proposed Amendment to Fee Schedule (10 Minutes)**

The Commission will consider adopting a resolution to approve a final budget for 2019-2020. Proposed operating expenses total \$557,376 and proposed operating revenues total \$503,761 with the remaining shortfall of \$53,615 to be covered by drawing from agency reserves. The Commission will also consider adopting a resolution to approve an amendment to the Fee Schedule.

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

**10. ADJOURNMENT TO NEXT SCHEDULED MEETING**

Monday, August 5, 2019, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3<sup>rd</sup> floor, Napa, CA 94559.

## MEETING INFORMATION

**AGENDA ITEMS:** The Commission may reschedule items on the agenda. The Commission will generally hear uncontested matters first, followed by discussions of contested matters, and staff announcements in that order.

**CONDUCT OF HEARINGS:** A contested matter is usually heard as follows: (1) discussion of the staff report and the environmental document; (2) testimony of proponent; (3) testimony of opponent; (4) public testimony; (5) rebuttal by proponent; (6) provision of additional clarification by staff as required; (7) close of the public hearing; (8) Commission discussion and Commission vote.

**ADDRESSING THE COMMISSION:** The Local Agency Formation Commission of Napa County welcomes and encourages participation in its meetings. Any person who wishes to address the Commission should submit a speaker's request form at the beginning of the meeting; 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.

**VOTING:** A quorum consists of three members of the Commission. No action or recommendation of the Commission is valid unless a majority of the quorum of the Commission concurs therein.

**OFF AGENDA ITEMS:** Matters under the jurisdiction of the Commission and not on the posted agenda may be addressed by the public under "Public Comments" on the Agenda. The Commission limits testimony on matters not on the agenda to three minutes per person and not more than fifteen minutes for a particular subject. The Commission cannot take action on any unscheduled items.

**SPECIAL NEEDS:** Meeting facilities are accessible to persons with disabilities. Requests for assistive listening devices or other considerations should be made 48 hours in advance through the Commission Clerk at (707) 259-8645.

**POLITICAL REFORM ACT:** Pursuant to Government Code Sections 56700.1 and 81000 et seq., any person or combination of persons who directly or indirectly contributes \$1,000 or more or expends \$1,000 or more in support of or in opposition to a change of organization or reorganization that will be, or has been, submitted to LAFCO must comply, to the same extent as provided for local initiative measures, with reporting and disclosure requirements of the California Political Reform Act of 1974. Additional information can be obtained by contacting the Fair Political Practices Commission.

Pursuant to Government Code Section 84308, if you wish to participate in the proceedings indicated on this agenda, you or your agent is prohibited from making a campaign contribution of \$250 or more to any Commissioner or Alternate Commissioner. This prohibition begins on the date you begin to actively support or oppose an application before LAFCO and continues until three months after a final decision is rendered by LAFCO. If you or your agent has made a contribution of \$250 or more to any Commissioner or Alternate Commissioner during the 12 months preceding the decision, that Commissioner or Alternate Commissioner must disqualify themselves from the decision in the proceeding. However, disqualification is not required if the Commissioner or Alternate Commissioner returns that campaign contribution within 30 days of learning both about the contribution and the fact that you are a participant in the proceedings.

**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 1030 Seminary Street, Suite B, Napa, CA 94559, during normal business hours. 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 the same address and at the Commission meeting itself. Staff reports are available online at <http://www.napa.lafco.ca.gov> or upon request to the Commission Clerk at (707) 259-8645.

**VIDEO BROADCASTS:** The meeting is videotaped in its entirety and will be available to view at <http://www.napa.lafco.ca.gov>. 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://www.napavalleytv.org/Schedules.html#channel28>).

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