



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, August 5, 2019, 2:00 PM

County of Napa Administration Building
1195 Third Street, Board Chambers, 3rd 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: June 3, 2019, Regular Meeting](#)
- b) [Current and Future Proposals](#)
- c) [Legislative Report](#)
- d) [Fourth Quarter Budget Report for 2018-2019](#)
- e) [Budget Adjustment for 2019-2020](#)
- f) [Outside Service Agreements Process Summary](#)
- g) [Executive Officer Report](#)

6. PUBLIC HEARING ITEMS

a) [Appointment of Alternate Public Member \(15 Minutes\)](#)

The city and county members of the Commission will consider making an appointment to fill the remainder of an unexpired term for the Alternate Public Member position with a term that expires on May 4, 2020. Two candidates have applied: Eve Kahn and Michael Basayne.

b) [Final Municipal Service Review and Sphere of Influence Update for the Napa County Regional Park and Open Space District and Associated CEQA Findings \(10 Minutes\)](#)

The Commission will review a final Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Napa County Regional Park and Open Space District (NCRPOSD). The final report includes written determinations making statements on the level and range of services provided by NCRPOSD. The recommended action is for the Commission to adopt a resolution that (1) confirms the determinative statements in the final report, (2) affirms NCRPOSD's SOI with no changes, and (3) finds the MSR and SOI Update are exempt from further review under the California Environmental Quality Act pursuant to California Code of Regulations Sections 15306 and 15061(b)(3), respectively.

7. ACTION ITEMS

a) **Proposed Borrette Lane No. 10 Annexation to the Napa Sanitation District and Associated CEQA Findings (10 Minutes)**

The Commission will consider approving a proposal submitted by landowner petition with a modification by staff for annexation of three incorporated parcels totaling 16.0 acres in size to the Napa Sanitation District. The affected territory is located at 1020, 1030, and 1040 Borrette Lane and identified by the County Assessor as 041-700-004, 041-700-005, and 041-700-007, respectively. 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) **Proposed Imola Avenue/Coronado Avenue No. 2 Reorganization and Associated CEQA Findings (10 Minutes)**

The Commission will consider approving a proposal submitted by resolution of application for annexation of four unincorporated parcels totaling 1.1 acres in size to the City of Napa. The affected territory is located at 1100, 1106, 1110, and 1118 Imola Avenue and identified by the County Assessor as 046-274-015, 046-274-014, 046-274-013, and 046-274-012, respectively. The City of Napa serves as lead agency under CEQA and has accordingly prepared an environmental impact report for the City of Napa General Plan along with additional analysis addressing all potential environmental impacts associated with the proposed annexation. The recommended action is for the Commission to adopt a resolution approving the proposal with standard terms and conditions.

c) **CALAFCO Annual Conference Items (5 Minutes)**

The Commission will consider appointing voting delegates to represent the agency at CALAFCO's Annual Conference scheduled for October 30 to November 1 at the Hyatt Regency in Sacramento. The Commission will also consider making nominations for the CALAFCO Board of Directors and achievement awards.

8. DISCUSSION ITEMS

a) **Strategic Plan and Work Program Progress Report (10 Minutes)**

The Commission will receive an update from staff on the adopted Strategic Plan 2018-2022 as well as the adopted Work Program for 2019-2020. Jennifer Stephenson, representing Policy Consulting Associates, will be available to receive feedback and answer questions regarding the scheduled Countywide Water and Wastewater Municipal Service Review.

b) **Action Plan for Draft Policy on Spheres of Influence (5 Minutes)**

The Commission will consider providing direction to the Policy Committee and/or staff, as appropriate, with respect to a recommended action plan for the draft Policy on Spheres of Influence.

9. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

10. 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

11. ADJOURNMENT TO NEXT SCHEDULED MEETING

Monday, October 7, 2019, 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

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>).
