



## Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

■ Juliana Inman, Chair ■ Diane Dillon, Vice Chair ■ Brian J. Kelly ■ Greg Pitts ■ Brad Wagenknecht  
■ Keith Caldwell, Alternate ■ Joan Bennett, Alternate ■ Gregory Rodeno, Alternate

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### REGULAR MEETING AGENDA

Monday, August 3, 2015, 4:00 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**

In this time period anyone may comment to the Commission regarding any subject over which the agency has jurisdiction. No comments will be allowed involving any subject matter scheduled for hearing, action, or discussion as part of the current agenda other than to request discussion on a specific consent item. Individuals will be limited to three minutes. No action will be taken by the Commission as a result of any item presented at this time.

**5. CONSENT ITEMS**

All items calendared as consent are considered ministerial or non-substantive and subject to single motion approval. With the concurrence of the Chair, a Commissioner may request discussion of an item on the consent calendar.

- a) **Approval of Meeting Minutes:** June 29, 2015 Special Meeting
- b) **Current and Future Proposals**
- c) **Fourth Quarter Budget Report for 2014-2015**

**6. ACTION ITEMS**

Items calendared for action do not require a public hearing before consideration by the Commission. Any member of the public may receive permission to provide comments on an item at the discretion of the Chair.

**a) Confirm Appointment of Executive Officer**

The Commission will confirm the appointment of the Interim Executive Officer, Brendon Freeman, as its new Executive Officer, and confirm his salary, effective July 4, 2015.

**b) Study Schedule Update and Work Program**

The Commission will consider a staff recommendation to (1) approve proposed amendments to its Policy on Municipal Service Reviews, (2) replace the agency's existing Study Schedule with a new Work Program, (3) approve a budget transfer in the amount of \$71,600 from Salaries and Wages (account #51100) to Consulting Services (account #52310), and (4) authorize the Executive Officer to distribute a Request for Proposals for Study Services. These actions are not considered projects pursuant to the California Environmental Quality Act.

**7. PUBLIC HEARING ITEMS**

Any member of the public may address the Commission with respect to a scheduled public hearing item. Comments should be limited to no more than five minutes unless additional time is permitted by the Chair.

**a) Final Sphere of Influence Update for Napa Sanitation District**

The Commission will review a final sphere of influence update for Napa Sanitation District. The report draws on information collected and analyzed in the Commission's Central County Region Municipal Service Review. Staff recommends that the sphere of influence for Napa Sanitation District be amended to include the Cuttings Wharf and Dry Creek Road Study Areas. The recommended sphere amendments involving the Dry Creek Road and Cuttings Wharf Study Areas each qualify for a Class 19 Categorical Exemption from the California Environmental Quality Act.

**8. DISCUSSION ITEMS**

A member of the public may receive permission to provide comments on any item calendared for discussion at the discretion of the Chair. General direction to staff for future action may be provided by Commissioners.

**a) Provide Direction to Staff on Draft Sphere of Influence Update for Silverado Community Services District**

The Commission will review a draft sphere of influence update for Silverado Community Services District. The draft contemplates reaffirming the existing sphere with no changes. The Commission is invited to discuss the draft and provide feedback to staff in anticipation of receiving a final sphere of influence update for formal action at the October 5, 2015 meeting.

**9. EXECUTIVE OFFICER REPORT**

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

**11. CLOSED SESSION: Public Employee Performance Evaluation (Gov. Code § 54957)  
Title: Executive Officer**

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:  
Monday, October 5, 2015, at 4:00 PM at the Napa County Board of Supervisors Chambers,  
located at 1195 Third Street, 3<sup>rd</sup> Floor, Napa, CA 94559.**

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**MEETING INFORMATION**

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Commission. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Commission no less than 72 hours prior to the meeting date by contacting (707) 259-8645.

Materials relating to an item on this agenda that have been submitted to the Commission after distribution of the agenda packet are available for public inspection at the LAFCO office during normal business hours. Commissioners are disqualified from voting on any proposals involving entitlements of use if they have received campaign contributions from an interested party. The law prohibits a Commissioner from voting on any entitlement when he/she has received a campaign contribution(s) of more than \$250 within 12 months of the decision, or during the proceedings for the decision, from any interested party involved in the entitlement. An interested party includes an applicant and any person with a financial interest actively supporting or opposing a proposal.

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