



## Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

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

### Administrative Office

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## REGULAR MEETING AGENDA

Monday, April 6, 2015, 4:00 PM

**Location: Town of Yountville – Council Chambers  
6550 Yount Street, Yountville, CA 94599**

**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. RECOGNITION OF SERVICE: Jacqueline Gong**

**6. 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: February 2, 2015 Regular Meeting & March 16, 2015 Special Meeting](#)

b) [Current and Future Proposals](#)

c) [Amendments to Support Services Agreement with the County of Napa \(ITS Agreement\)](#)

**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) [Proposed Budget for Fiscal Year 2015-2016](#)

The Commission will consider adopting a resolution to approve a proposed budget for 2015-2016. Proposed operating expenses total \$498,684 and represent a 3.0% decrease over the current fiscal year. Proposed operating revenues total \$481,444 with the remaining shortfall (\$17,239) to be covered by drawing down on agency reserves.

## 8. 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) **Buhman Court No. 1 Annexation to the Napa Sanitation District**

The Commission will consider a landowner petition to annex a 13.9 acre incorporated parcel to the Napa Sanitation District. The subject parcel is located at 38 Buhman Court in the City of Napa. The purpose of the proposed annexation is to facilitate the residential development of the subject parcel as contemplated in the applicant's tentatively approved development project. The proposal is exempt from CEQA under Public Resources Code Section 15319(b). The recommended action is for the Commission to adopt a resolution approving the proposal with standard terms and conditions.

b) **Redwood Road No. 5 Annexation to the Napa Sanitation District**

The Commission will consider a landowner petition to annex a 1.7 acre incorporated parcel to the Napa Sanitation District. The subject parcel is located at 2990 Redwood Road in the City of Napa. The purpose of the proposed annexation is to facilitate the residential development of the subject parcel as contemplated in the applicant's tentatively approved development project. The proposal is exempt from CEQA under Public Resources Code Section 15319(b). The recommended action is for the Commission to adopt a resolution approving the proposal with standard terms and conditions.

c) **Commission Policy Update: Appointment of Chair and Vice-Chair**

The Commission will consider adopting a proposed amendment to its policy on the appointment of Chair and Vice-Chair. The proposed policy amendment would change the commencement dates for the Chair and Vice-Chair positions from January 1<sup>st</sup> to May 1<sup>st</sup> each calendar year to be in alignment with the Napa County City Selection Committee's process for making membership appointments to the Commission.

d) **Commissioner Stipends**

The Commission will consider making changes to its policy regarding stipend payments for commissioners to attend meetings.

## 9. DISCUSSION ITEMS

a) **Draft Sphere of Influence Update for the Napa Sanitation District**

The Commission will review a draft sphere of influence update for the Napa Sanitation District. The draft contemplates adding two study areas to the existing sphere as well as removing one study area from the sphere. 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 June 1, 2015 meeting.

b) **Memorandum of Understanding with the County of Napa**

The Commission will receive an update regarding the agency's memorandum of understanding with the County of Napa.

**10. EXECUTIVE OFFICER REPORT**

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

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: Monday, June 1, 2015 at 4:00 PM at the County of Napa Board of Supervisors Chambers, located at 1195 Third Street, Suite 310 (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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