



Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

■ Brad Wagenknecht, Chair ■ Brian J. Kelly, Vice Chair ■ Diane Dillon ■ Juliana Inman ■ Margie Mohler
■ Ryan Gregory, Alternate ■ Kenneth Leary, Alternate ■ Gregory Rodeno, Alternate

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REGULAR MEETING AGENDA

Monday, October 2, 2017, 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

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: August 7, 2017 Regular Meeting](#)
- b) [Current and Future Proposals](#)
- c) [Time Extension for Silverado Trail No. 2 Annexation to the Napa Sanitation District](#)
- d) [Senate Bill 448 Support Letter](#)
- e) [General Plan Progress Reports](#)
- f) [Milton Road Engineering Study Update](#)

6. 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 Municipal Service Review and Sphere of Influence Update for the Congress Valley Water District \(20 Minutes\)](#)

The Commission will review a final Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Congress Valley Water District (CVWD). The public hearing has been continued from the Commission's August 7, 2017 regular meeting. The revised final report includes written determinations making statements on the level and range of services provided by CVWD. The recommended action is for the Commission to adopt a resolution that (1) confirms the determinative statements in the report, (2) updates CVWD's sphere of influence to add approximately 5.4 acres of territory as well as remove approximately 10.6 acres of territory, and (3) makes certain findings pursuant to the California Environmental Quality Act (CEQA). The MSR is exempt from further review under CEQA pursuant to California Code of Regulations Section 15306. The recommended SOI update is exempt from further review under CEQA pursuant to California Code of Regulations Section 15061(b)(3).

7. 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) **Draft Municipal Service Review and Sphere of Influence Update for the City of St. Helena (30 Minutes)**

The Commission will review a draft Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the City of St. Helena. The draft report includes written determinations making statements on the level and range of municipal services provided by St. Helena and includes a recommendation to affirm St. Helena's SOI with no changes. The Commission is invited to discuss the draft report and provide feedback to staff in anticipation of receiving a final MSR and SOI Update for formal action as part of a public hearing at a future meeting. No formal action will be taken by the Commission as part of this item.

b) **Progress Report on Professional Services Provided by E Mulberg & Associates (15 Minutes)**

The Commission will receive a verbal update from Mr. Elliot Mulberg relating to progress on the South County Region Municipal Service Review (MSR) and Sphere of Influence (SOI) Updates as well as mentoring and coaching services for the Executive Officer. The Commission is invited to provide feedback and/or direction to staff and Mr. Mulberg. No formal action will be taken by the Commission as part of this item.

c) **Policy Committee Update (10 Minutes)**

The Commission will receive a report from the Policy Committee that summarizes recent activities related to the review and further development of the Commission's adopted policies. The Policy Committee will present draft policy language specific to unincorporated islands as well as legislation. The Commission is invited to discuss the draft policies and provide direction to the Policy Committee with respect to additional changes before the draft policies are circulated for public review and comment. No formal action will be taken by the Commission as part of this item.

d) **Strategic Planning Committee Update (5 Minutes)**

The Commission will receive a report from the Strategic Planning Committee. The Strategic Planning Committee will present a draft document titled "Focus of LAFCO" that is the result of the Commission's recent strategic planning workshops. The Commission is invited to discuss the draft "Focus of LAFCO" and provide direction to the Strategic Planning Committee with respect to additional changes before the draft "Focus of LAFCO" is circulated for public review and comment. No formal action will be taken by the Commission as part of this item.

e) **Work Program Progress Report (5 Minutes)**

The Commission will receive a progress report on its adopted 2017-2018 Work Program. The Commission will also receive a draft schedule of new municipal service reviews and sphere of influence updates to be completed through calendar year 2020. The Commission may provide direction to staff with respect to desired changes to the Work Program or the draft schedule of new municipal service reviews and sphere of influence updates.

8. EXECUTIVE OFFICER REPORT (5 Minutes)

9. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

10. ADJOURNMENT TO NEXT SCHEDULED MEETING

Monday, December 4, 2017, 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

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.
