



## 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, Chairman ■ Brian J. Kelly, Vice Chairman ■ Joan Bennett ■ Bill Dodd ■ Gregory Pitts  
Juliana Inman, Alternate ■ Mark Luce, Alternate ■ Gregory Rodeno, Alternate

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### REGULAR MEETING AGENDA

Monday, October 7, 2013

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: 4:00 P.M.**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF AGENDA**

The Chair will consider a motion to approve the agenda as prepared by the Acting 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) Cancellation of November Meeting (Action)**

The Commission will consider cancelling the November meeting. The intent of the meeting was to accommodate a potential sphere of influence discussion for the City of Napa. This expectation has not been realized.

**b) Approval of Meeting Minutes (Action)**

The Commission will consider approving summary minutes prepared by staff for the regular August 5, 2013 meeting; and for the special meetings of August 26, 2013 and September 23, 2013.

**c) Current and Future Proposals (Information)**

The Commission will receive a report summarizing current and future proposals. The report is being presented for information. No new proposals not scheduled for action as part of this regular meeting have been submitted since the August 5, 2013 meeting.

**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) Adoption of a Negative Declaration and Consideration of the Proposed Annexation of 3174 Valley Green Lane to Napa Sanitation District (Public Hearing)**

The Commission will consider two separate and related actions involving a proposal from a landowner to annex approximately 2.2 acres of incorporated territory to Napa Sanitation District (NSD). The affected territory is located at 3174 Valley Green Lane in the City of Napa and the purpose of annexation is to establish permanent public sewer service to an existing single-family residence; a residence currently receiving public sewer from NSD through a temporary outside service extension previously approved by the Commission. Pursuant to the California Environmental Quality Act (CEQA), as Lead Agency, the Commission prepared an Initial Study contemplating the impact of the proposed annexation. The first recommended action is for the Commission to adopt a Negative Declaration resolution consistent with the findings of the Initial Study concluding the proposed annexation will not have any significant impacts on the environment. The second recommended action is for the Commission to continue the proposal to the December meeting.

**7. 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) **Proposed Annexation of 820 Levitin Way to the City of Napa (Action)**

The Commission will consider a proposal filed by the City of Napa to annex approximately 19.0 unincorporated acres comprising six municipally owned lots (057-110-049, 057-110-052, 057-110-065, 057-110-066, 057-110-067, and 057-110-068) and a private driveway located at 820 Levitin Way. Pursuant to CEQA, as a Responsible Agency, the Commission will also review and consider the Negative Declaration resolution prepared by the City of Napa, as Lead Agency, consistent with the findings of the Initial Study concluding the proposed annexation will not have any significant impacts on the environment. Staff recommends adoption of a resolution to approve the proposal with an amendment to concurrently detach the affected territory from County Service Area No. 4.

b) **Approval of Budget Amendment for Executive Officer Recruitment (Action)**

The Commission will consider an amendment to the current fiscal year budget to increase appropriations for the Special Departmental Expense Account (Account No. 56300) by \$14,000 using available fund balance monies from prior years to cover the recruitment costs for the agency's Executive Officer position.

c) **Approval of Budget Amendment for a Contract for Interim Executive Officer Services (Action)**

The Commission will consider reallocating appropriations in the amount of \$48,000 from the Salaries and Wages Account (Account No. 51100) to the Consulting Services Account (Account No. 52310) for purposes of entering contracting with Peter Banning to provide interim Executive Officer services.

**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) **Municipal Service Review on Central County Region: Draft Section on City of Napa (Discussion)**

The Commission will review a draft section of its scheduled municipal service review on the central county region specific to the City of Napa. The draft section examines the availability and adequacy of municipal services provided by Napa relative to the Commission's mandates to facilitate orderly growth and development and will serve as the source document to inform a pending sphere of influence update. The draft section is being presented for discussion and feedback in anticipation of preparing a final version for future action.

b) **Legislative Report (Information)**

The Commission will receive a status report on the first half of the 2013-2014 session of the California Legislature as it relates to items directly or indirectly effecting Local Agency Formation Commissions. The report includes an update from the most recent CALAFCO Annual Conference. The report is being presented for information only.

c) **Presentation from the County Auditor-Controller on Taxability of Commissioner Stipends (Information)**

The Commission will receive a verbal report from the County Auditor-Controller relating to the taxability of Commissioner stipends beginning January 1, 2014.

**9. EXECUTIVE OFFICER REPORT**

The Commission will receive a verbal report from the Executive Officer regarding current and pending staff activities.

a) **2013 CALAFCO Annual Conference in Squaw Creek**

**10. CLOSED SESSION**

None

**11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS**

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: December 2, 2013**

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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. All questions should be directed to Commission Counsel Jacqueline M. Gong at [jgong@napa.lafco.ca.gov](mailto:jgong@napa.lafco.ca.gov) or 707-259-8249.

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