



## 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 ■ Eve Kahn, Alternate

### Administrative Office

1030 Seminary Street, B  
Napa, California 94559  
Telephone: 707-259-8645  
[www.napa.lafco.ca.gov](http://www.napa.lafco.ca.gov)

### SPECIAL MEETING AGENDA

Monday, November 18, 2019, 2:00 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**

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: October 7, 2019 Regular Meeting](#)
- b) [Current and Future Proposals](#)
- c) [First Quarter Budget Report for Fiscal Year 2019-2020](#)
- d) [Budget Adjustment No. 2 for Fiscal Year 2019-2020](#)
- e) [Work Program Progress Report](#)
- f) [Report on the 2019 CALAFCO Conference](#)
- g) [Cancellation of December 2, 2019 Regular Meeting](#)
- h) [Expiring Commissioner Terms in 2020](#)
- i) [Legislative Report](#)
- j) [Executive Officer Report](#)

**6. PUBLIC HEARING ITEMS**

a) [Napa Pipe No. 2 Reorganization and Associated CEQA Findings \(15 Minutes\)](#)

This public hearing item has been continued from the Commission's October 7, 2019, regular meeting. The Commission will consider approving a proposal submitted by landowner petition for annexation unincorporated territory totaling approximately 45.9 acres in size to the City of Napa along with concurrent detachment from County Service Area No. 4. The affected territory comprises two parcels identified by the County Assessor as 046-412-006 (located at 1025 Kaiser Road) and 046-400-029 (no situs address). The City of Napa serves as lead agency under CEQA and has determined that pursuant to CEQA Guidelines Section 15162, the proposal is within the scope of (a) the Environmental Impact Report for the Napa Pipe Project ("Napa Pipe EIR"), adopted January 14, 2013, by the County of Napa; and (b) the Initial Study/Addendum to the Napa Pipe EIR, adopted July 22, 2014, by the City of Napa. Staff has reviewed the Napa Pipe EIR, Initial Study/Addendum, and the evaluation of the proposal pursuant to Section 15162 and determined that no additional environmental analysis is required. The recommended action is for the Commission to adopt a resolution approving the proposal with standard terms and conditions as well as one special condition as jointly requested by the City of Napa and County of Napa.

**7. ACTION ITEMS**

**a) Audit Report for Fiscal Year Ending June 30, 2019 (10 Minutes)**

The Commission will receive and file a financial audit prepared by Brown Armstrong for the 2018-2019 fiscal year.

**b) California Government Code Section 56133.5 Pilot Program Report to the Legislature (10 Minutes)**

The Commission will consider providing formal direction to the Executive Officer to submit a report to the Legislature consistent with the California Government Code Section 56133.5 pilot program. The report is due before January 1, 2020, and describes the Commission's participation in the pilot program.

**c) Proposed Policy Amendments (15 Minutes)**

The Commission will consider approving amendments to the following policies: Policy on Appointment of Chair and Vice Chair; Policy on the Appointment of a Public Member and Alternate Public Member; Policy Establishing the Officers of the Commission; Budget Policy; Policy for Budget Contributions and Collection of Funds; Policy on Executive Officer Purchasing Authority; and Policy on Telecommuting.

**d) Consideration of Appointment Procedure for Alternate Public Member (5 Minutes)**

The Commission will consider providing direction to staff with respect to appointment procedures for the Alternate Public Member. The term of the Alternate Public Member expires on May 4, 2020.

**e) Subcommittee Appointments (5 Minutes)**

The Commission will consider making appointments or reappointments, as appropriate, for the following ad hoc subcommittees: Budget Committee and Policy Committee.

**f) Approval of Meeting Calendar for 2020 (5 Minutes)**

The Commission will consider approving a meeting calendar for 2020 consistent of the following dates: February 3; April 6; May 4; June 1; August 3; October 5; and December 7.

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

**9. ADJOURNMENT TO NEXT SCHEDULED MEETING**

Monday, February 3, 2020, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3<sup>rd</sup> 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>).

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