



Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

■ Margie Mohler, Chair ■ Brad Wagenknecht, Vice Chair ■ Diane Dillon ■ Scott Sedgley ■ Gregory Rodeno
■ Ryan Gregory, Alternate ■ Kenneth Leary, Alternate ■ Erik Lawrence, Alternate

Administrative Office

1030 Seminary Street, B
Napa, California 94559
Telephone: 707-259-8645
www.napa.lafco.ca.gov

REGULAR MEETING AGENDA

Monday, October 1, 2018, 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

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: August 6, 2018, Regular Meeting](#)
- b) [Current and Future Proposals](#)
- c) [Work Program Progress Report](#)

6. DISCUSSION ITEMS

- a) [Revised Draft South County Region Municipal Service Review and Sphere of Influence Updates \(20 Minutes\)](#)
The Commission will receive and discuss the revised draft South County Region Municipal Service Review and Sphere of Influence Updates. No formal action will be taken by the Commission as part of this item.

7. ACTION ITEMS

- a) [Authorize Commission Chair to Execute Consultant Contract for Countywide Water and Wastewater Municipal Service Review \(10 Minutes\)](#)
The Commission will consider executing a consultant contract related to the Countywide Water and Wastewater Municipal Service Review. The recommended action is for the Commission to authorize the Executive Officer to negotiate a contract with Policy Consulting Associates and Berkson Associates to prepare the Countywide Water and Wastewater Municipal Service Review, and authorize the Chair to sign the contract.
- b) [Proposed Silverado Trail No. 3 Annexation to the Napa Sanitation District and Associated CEQA Findings \(5 Minutes\)](#)
The Commission will consider a landowner petition to annex approximately 12.5 acres of incorporated territory to the Napa Sanitation District (NSD). The affected territory is located within the City of Napa along Silverado Trail and is within NSD's sphere of influence. The County Assessor identifies the affected territory as 052-010-011. The City of Napa serves as lead agency under CEQA and has accordingly prepared an initial study and mitigated negative declaration and mitigation monitoring and reporting program addressing all potential environmental impacts associated with the proposed annexation. The recommended action is for the Commission to adopt a resolution approving the proposal with standard terms and conditions and making CEQA findings.

c) **Proposed Pheasant Lane/Garfield Lane Annexation to the Napa Sanitation District and Associated CEQA Findings (5 Minutes)**

The Commission will consider a landowner petition to annex approximately 2.7 acres of incorporated territory to the Napa Sanitation District (NSD). The affected territory as proposed is located at 5 Pheasant Lane and identified by the County Assessor as 038-160-020. Staff has modified the proposal to expand the affected territory to also include two additional parcels located at 20 Garfield Lane and 30 Garfield Lane, identified by the County Assessor as 038-160-010 and 038-060-019, respectively. The affected territory as modified is located within the City of Napa and NSD's sphere of influence. The City of Napa serves as lead agency under CEQA. The Commission serves as responsible agency under CEQA and determines the proposal as modified is statutorily exempt under Public Resources Code Section 15282(k) and categorically exempt under Public Resources Code Section 15332. The recommended action is for the Commission to adopt a resolution approving the modified proposal with standard terms and conditions and making CEQA findings.

d) **Proposed Policy on Disadvantaged Unincorporated Communities (5 Minutes)**

The Commission will consider a proposed Policy on Disadvantaged Unincorporated Communities prepared by the Policy Committee. The recommended action is for the Commission to adopt a resolution to adopt the Policy on Disadvantaged Unincorporated Communities.

e) **Legislative Report (5 Minutes)**

The Commission will receive an update on recent legislative items and consider authorizing the Executive Officer to submit a letter to all independent special districts in Napa County describing Senate Bill 929 and the new internet website requirement.

f) **Consider Adjustment to the Executive Officer's Compensation (5 Minutes)**

The Commission will consider a proposed adjustment to the Executive Officer's compensation based on the performance evaluation initiated during the Commission's August 6, 2018, meeting. The proposed adjustment would be effective July 1, 2018. The recommended action is for the Commission to adopt a resolution approving the adjustment.

8. **EXECUTIVE OFFICER REPORT (5 Minutes)**

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

10. **ADJOURNMENT TO NEXT SCHEDULED MEETING**

Monday, December 3, 2018, 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

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, including any alternate. No action or recommendation of the Commission is valid unless a majority (three votes) of the entire membership 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 himself or herself 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 2nd and 4th Tuesdays of each month at 8pm and 2nd and 4th Wednesdays at 1pm. (<http://www.napavalleytv.org/Schedules.html#channel28>).
