



## Local Agency Formation Commission of Napa County<sup>†</sup>

Subdivision of the State of California

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

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

### Administrative Office

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## SPECIAL MEETING AGENDA

Monday, June 29, 2015, 4:00 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**

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:** May 21, 2015 Special Meeting, and June 1, 2015 Meeting

**b) Response to Comments on Draft Napa Sanitation District Sphere of Influence Update**

The Commission will receive a report from staff providing full responses to all questions and comments received on the draft sphere of influence update for the Napa Sanitation District that was originally presented on April 6, 2015. No discretionary actions are being considered during this item.

**c) Current and Future Proposals**

**d) Proposed Amendments to Commission Policy on the Appointment of Chair/Vice-Chair**

Staff returns with amendments to the Commission's policy on the appointment of Chair and Vice-Chair. The policy amendments follow from discussion at the Commission's April 6<sup>th</sup> and June 1<sup>st</sup> regular meetings.

**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) Canyon Estates Reorganization**

The Commission will consider a jointly-filed proposal from City of American Canyon and American Canyon Fire Protection District to concurrently amend each agency's sphere of influence and annex the "Canyon Estates" development project site. Canyon Estates is planned for 38 low-density single-family residences located immediately east of the City's existing jurisdictional boundary. Staff recommends that the Commission adopt a resolution approving the proposal. The City of American Canyon serves as lead agency under CEQA and has accordingly prepared an initial study and adopted a mitigated negative declaration addressing all potential environmental impacts associated with the Canyon Estates development project.

**b) Sphere of Influence Amendment Request Involving the Napa Sanitation District**

The Commission will receive consider a request from the County of Napa to amend the sphere of influence for the Napa Sanitation District to include the County Jail site. Staff recommends that the Commission approve the County's request and adopt a resolution amending the sphere of influence for the Napa Sanitation District. The County of Napa serves as lead agency under CEQA and has accordingly prepared an environmental impact report addressing all potential environmental impacts associated with the County Jail project.

**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) Ratification of an Outside Service Agreement for the Napa Sanitation District Involving 3217 Browns Valley Road (APN 050-400-004)**

The Commission will consider a recommendation to ratify an outside service agreement approved by the Chair authorizing the Napa Sanitation District to provide temporary public sewer service to an incorporated property at 3217 Browns Valley Road to address a public health threat. The outside service agreement is exempt from CEQA pursuant to Public Resources Code Section 21080(b)(4). The statute provides exemptions for "specific actions necessary to prevent or mitigate an emergency."

**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) Study Schedule Alternatives**

The Commission will receive a report from staff following up on a request to consider alternatives to the agency's policy on municipal service reviews and study schedule. No discretionary actions are being considered during this discussion. The report is being presented for discussion with possible direction for staff with respect to pursuing potential amendments to the policy.

**9. EXECUTIVE OFFICER REPORT**

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

**11. CLOSED SESSION: Public Employee Appointment – Executive Officer**  
(Government Code Section 54957(b)(1))

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: Monday, August 3, 2015 at 4:00 PM at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 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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