



Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

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

Administrative Office

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SPECIAL MEETING AGENDA

Monday, July 18, 2016, 4:00 PM
Town of Yountville Council Chambers
6550 Yount Street
Yountville, California 94599

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: June 6, 2016, Special Meeting](#)
- b) [Current and Future Proposals](#)
- c) [Direct Executive Officer to Prepare Responses to Grand Jury Report](#)

6. 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 Calistoga](#)

The Commission will review a draft Municipal Service Review and Sphere of Influence Update for the City of Calistoga. The draft report examines the availability and adequacy of municipal services provided by Calistoga relative to the Commission's mandates to facilitate orderly growth and development. The draft report also contemplates alternative options for potential changes to Calistoga's sphere of influence. The Commission is invited to discuss the draft report and provide feedback to staff in anticipation of receiving a final Municipal Service Review and Sphere of Influence Update for formal action as part of a public hearing at a future meeting. No action will be taken by the Commission as part of this item.

b) Work Program Updates and Progress Report

The Commission will receive a report on updates to the Work Program and progress made to date in accomplishing the administrative, planning, and regulatory activities established in the Work Program. The Commission is invited to discuss the report and consider directing staff to make any changes to the Work Program as desired.

7. 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 Checklist for the Monticello Public Cemetery District

The Commission will review a final Municipal Service Review and Sphere of Influence Update checklist for the Monticello Public Cemetery District (MPCD). A draft checklist was previously made available for public review and comment. No comments were received. The final checklist examines the availability and adequacy of municipal services provided by MPCD relative to the Commission's mandates to facilitate orderly growth and development. The Commission will consider adopting a resolution confirming the determinative statements in the report and affirming the existing sphere of influence. The Municipal Service Review and recommended sphere affirmation are exempt from further review under the California Environmental Quality Act pursuant to California Code of Regulations Sections 15306 and 15061(b)(3), respectively.

b) Final Municipal Service Review and Sphere of Influence Update Checklist for the Pope Valley Cemetery District

The Commission will review a final Municipal Service Review and Sphere of Influence Update checklist for the Pope Valley Cemetery District (PVCD). A draft checklist was previously made available for public review and comment. No comments were received. The final checklist examines the availability and adequacy of municipal services provided by PVCD relative to the Commission's mandates to facilitate orderly growth and development. The Commission will consider adopting a resolution confirming the determinative statements in the report and affirming the existing sphere of influence. The Municipal Service Review and recommended sphere affirmation are exempt from further review under the California Environmental Quality Act pursuant to California Code of Regulations Sections 15306 and 15061(b)(3), respectively.

8. 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 Camilla Drive No. 5 Annexation to the Napa Sanitation District

The Commission will consider a landowner petition to annex approximately 1.6 acres of incorporated territory to the Napa Sanitation District. The affected territory is located at 31 Camilla Drive in the City of Napa and includes the adjacent portions of public right-of-way. The purpose of the proposed annexation is to allow the existing residence and a planned second unit to connect to the District's public sewer infrastructure. The proposal is exempt from CEQA under Public Resources Code Section 15319(b). The recommended action is for the Commission to adopt a resolution approving the proposal with standard terms and conditions.

9. EXECUTIVE OFFICER REPORT

10. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

11. CLOSED SESSION:

Public Employee Performance Evaluation – Executive Officer (Government Code Section 54957(b)(1))

12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING

Monday, August 1, 2016, 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.
