



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, Chair ■ Brian J. Kelly, Vice Chair ■ Diane Dillon ■ Margie Mohler ■ Vacant
■ Ryan Gregory, Alternate ■ Kenneth Leary, Alternate ■ Gregory Rodeno, Alternate

Administrative Office

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REGULAR MEETING AGENDA

Monday, December 4, 2017, 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

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: October 2, 2017 Regular Meeting](#)
- b) [Current and Future Proposals](#)
- c) [First Quarter Budget Report for 2017-2018](#)
- d) [Work Program Progress Report](#)
- e) [Progress Report on General Plan Updates and Housing](#)
- f) [Establishing a Matching Retirement Savings Contribution for the Executive Officer in 2018](#)
- g) [New Legislation for 2018](#)
- h) [Approval of Meeting Calendar for 2018](#)
- i) [Notice of Expiring Commissioner Terms in 2018](#)

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) [Revised Final Municipal Service Review and Sphere of Influence Update for the Congress Valley Water District and Associated CEQA Exemptions \(10 Minutes\)](#)

The Commission will review a revised final Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for the Congress Valley Water District (CVWD). The public hearing has been continued from the Commission's October 2, 2017 regular meeting. The revised final report includes written determinations making statements on the level and range of services provided by CVWD. The recommended action is for the Commission to adopt a resolution that (1) confirms the determinative statements in the report, (2) updates CVWD's sphere of influence to remove approximately 10.6 acres of territory, and (3) makes certain findings pursuant to the California Environmental Quality Act (CEQA). The MSR is exempt from further review under CEQA pursuant to California Code of Regulations Section 15306. The recommended SOI update is exempt from further review under CEQA pursuant to California Code of Regulations Section 15061(b)(3).

6. PUBLIC HEARING ITEMS (CONTINUED)

b) Municipal Service Review and Sphere of Influence Update for County Service Area No. 4 and Associated CEQA Exemptions (10 Minutes)

The Commission will review a Municipal Service Review (MSR) and Sphere of Influence (SOI) Update for County Service Area No. 4 (CSA 4). The report includes written determinations making statements on the level and range of services provided by CSA 4. The recommended action is for the Commission to adopt a resolution that (1) confirms the determinative statements in the report, (2) affirms CSA 4's sphere of influence with no changes, and (3) makes certain findings pursuant to CEQA. The MSR is exempt from further review under CEQA pursuant to California Code of Regulations Section 15306. The recommended SOI affirmation is exempt from further review under CEQA pursuant to California Code of Regulations Section 15061(b)(3).

c) Approval of an Outside Service Agreement Involving the Napa Sanitation District and 410 Stonecrest Drive and Associated CEQA Exemption (10 Minutes)

The Commission will consider approving a request from the Napa Sanitation District to provide public sewer service to an unincorporated property located outside the District's jurisdictional boundary and sphere of influence at 410 Stonecrest Drive. Staff recommends approval of the request on the basis the outside service extension would prevent a threat to public health and safety. The recommended service extension is exempt from further review under CEQA pursuant to Public Resources Code Section 21080(b)(4).

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) Audit Report for Fiscal Year Ending June 30, 2017 (5 Minutes)

The Commission will receive and file a financial audit prepared by Brown Armstrong for the 2016-2017 fiscal year.

b) Proposed Adoption of a Legislative Policy (5 Minutes)

The Commission will consider taking formal action to adopt a Legislative Policy that has been prepared by the Policy Committee. A draft Legislative Policy was previously discussed and circulated for public review and comment.

c) Appointments to the 2018-2019 Budget Committee (5 Minutes)

The recommended action is for the Commission to appoint two members to serve with the Executive Officer on the 2018-2019 Budget Committee. The Budget Committee is an ad hoc subcommittee responsible for preparing a draft and final budget for review and adoption by the Commission at its April and June regular meetings, respectively.

d) Expiring Public Member Term (5 Minutes)

The city and county members of the Commission will consider directing staff to initiate an open recruitment for the Public Member position currently held by Brian J. Kelly.

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) Draft Strategic Plan (10 Minutes)

The Commission will receive a draft Strategic Plan prepared by the Strategic Planning Committee. The draft Strategic Plan is the result of the Commission's strategic planning workshops on March 6, 2017 and May 1, 2017. The Commission is invited to discuss the draft Strategic Plan and provide direction to the Strategic Planning Committee with respect to additional changes before the draft Strategic Plan is circulated for public review and comment. No formal action will be taken by the Commission as part of this item.

b) Draft Policy on Unincorporated Islands (10 Minutes)

The Commission will receive a draft Policy on Unincorporated Islands that has been prepared by the Policy Committee. The Commission is invited to discuss the draft policy and provide direction to the Policy Committee with respect to additional changes before the draft policy is circulated for public review and comment. No formal action will be taken by the Commission as part of this item.

9. EXECUTIVE OFFICER REPORT (5 Minutes)

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

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 SCHEDULED MEETING

Monday, February 5, 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

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.
