



Local Agency Formation Commission of Napa County

Subdivision of the State of California

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

Brian J. Kelly, Chair ■ Joan Bennett, Vice Chair ■ Bill Dodd ■ Greg Pitts ■ Brad Wagenknecht
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REGULAR MEETING AGENDA

Monday, April 7, 2014

County of Napa Administration Building
1195 Third Street, Board Chambers, 3rd Floor
Napa, California 94559

1. CALL TO ORDER BY CHAIR; ROLL CALL: 4:00 P.M.

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) **[Current and Future Proposals \(Information\)](#)**

The Commission will receive a report summarizing current and future proposals.

b) **[Approval of Meeting Minutes \(Action\)](#)**

The Commission will consider approving summary minutes prepared by staff for the February 3, 2014 Regular Meeting and for the Special Meeting of February 25, 2014.

c) **[Amendments to Support Services Agreement with the County of Napa \(Action\)](#)**

The Commission will consider approving amendments to its support services agreement with the County of Napa involving the provision of information technology services. The proposed amendments are highlighted by establishing the Commission's 2014-2015 annual charge for information technology services in the amount of \$23,663 and represents an approximate 5.8% increase over the current fiscal year.

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) **[City of Napa: Proposed Sphere of Influence Amendment](#)**

The Commission will review a proposal submitted by the County of Napa for amendment of the City of Napa's sphere of influence to include the 82-acre site for a new County Jail. The proposed amendment was discussed in reports presented to the Commission in December 2013 and February 2014. Staff recommends that the Commission certify that it has read and considered the Final Environmental Impact Report prepared for the project by the County of Napa and adopt a resolution amending the City of Napa's sphere of influence to include the County Jail site.

b) **[Central County Region Municipal Service Review: Final Section on NSD, CVWD, and SCSD](#)**

The Commission will review a final section of its scheduled municipal service review on the Central County region specific to Napa Sanitation District (NSD), Congress Valley Water District (CVWD), and Silverado Community Services District (SCSD). The final section examines the availability and adequacy of municipal services provided by NSD, CVWD, and SCSD relative to the Commission's mandates to facilitate orderly growth and development and will serve as the source document to inform pending agency-specific sphere of influence updates. The Commission will also consider adopting a resolution confirming the determinative statements in the report.

c) **Appointment of Regular Public Member**

The city and county members will consider making an appointment for the regular public member position. One candidate has applied and the appointment term is four years beginning May 2014 and ending May 2018.

d) **Proposed Budget for Fiscal Year 2014-2015**

The Commission will consider adopting a resolution to approve a proposed budget for 2014-2015. Proposed operating expenses total \$456,560 and represent a 3.4% decrease over the current fiscal year. Proposed operating revenues total \$444,205 with the remaining shortfall (\$12,355) to be covered by drawing down on agency reserves.

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) **Approval of Amendment No. 2 to Agreement for Interim Executive Officer Services**

The Commission appointed Ms. Laura Snideman as its new Executive Officer, commencing March 25, 2014. Pending the recruitment, the Commission retained Peter Banning to perform interim executive officer duties. Under Amendment No. 1 of his Agreement, the term for his services was extended to March 31, 2014 and he was further retained for consultation as needed for a maximum of 30 hours. To ensure a smooth, effective transition of executive duties, staff recommends extending the term of Mr. Banning's agreement to December 31, 2014 and for up to 10 additional hours at a maximum additional cost of \$1,000, so he may be available for further consultation as needed. This brings the total maximum additional hours for consultation and total contract compensation under the agreement respectively capped to 40 hours and \$58,600. Other than these amendments, all other terms and conditions of the Agreement are unchanged.

b) **Request for Legislative Support**

The Commission will consider authorizing the Executive Officer to sign letters in support of Assembly Bill 2156 and Assembly Bill 2762, both of which are authored by Assembly Member Katcho Achadjian.

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.

None

9. EXECUTIVE OFFICER REPORT

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

10. CLOSED SESSION

None

11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: June 2, 2014

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.
