



Local Agency Formation Commission of Napa County
Subdivision of the State of California

1030 Seminary Street, Suite B
Napa, California 94559
Phone: (707) 259-8645
Fax: (707) 251-1053
www.napa.lafco.ca.gov

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

Agenda Item 5a

TO: Local Agency Formation Commission

PREPARED BY: Kathy Mabry, Commission Secretary

MEETING DATE: August 3, 2015

SUBJECT: Approval of Special Meeting Minutes: June 29, 2015

DISCUSSION AND RECOMMENDATION

The Commission will consider approving the attached summary minutes prepared by staff for the June 29, 2015 Special Meeting.

Staff recommends approval.

ATTACHMENTS:

- 1) Special Meeting Minutes: June 29, 2015

Juliana Inman, Chair
Councilmember, City of Napa

Greg Pitts, Commissioner
Councilmember, City of St. Helena

Joan Bennett, Alternate Commissioner
Councilmember, City of American Canyon

Diane Dillon, Vice Chair
County of Napa Supervisor, 3rd District

Brad Wagenknecht, Commissioner
County of Napa Supervisor, 1st District

Keith Caldwell, Alternate Commissioner
County of Napa Supervisor, 5th District

Brian Kelly, Commissioner
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Interim Executive Officer



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
SPECIAL MEETING MINUTES OF JUNE 29, 2015**

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair Inman called the special meeting of June 29, 2015 to order at 4:00 PM. At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Juliana Inman, Chair	Joan Bennett (<i>voting for Pitts</i>)	Brendon Freeman, Interim Executive Officer
Diane Dillon, Vice-Chair (<i>arrived during item #11 Closed Session</i>)	Gregory Rodeno	Jennifer Gore, Commission Counsel
Brian Kelly	Keith Caldwell (<i>Excused</i>)	Gladys Coil, Clerk
Brad Wagenknecht		Kathy Mabry, Secretary (<i>Excused</i>)
Greg Pitts (<i>Excused</i>)		

2. PLEDGE OF ALLEGIANCE

City of American Canyon Community Development Director Brent Cooper led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

The Chair considered a motion to approve the agenda as prepared by the Executive Officer:

VOTE:

AYES: BENNETT, WAGENKNECHT, INMAN AND KELLY
NOES: NONE
ABSENT: DILLON AND PITTS
ABSTAIN: NONE

4. PUBLIC COMMENTS

Chair Inman invited members of the audience to provide public comment. No public comments were received.

5. CONSENT ITEMS

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 received 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.

c) Current and Future Proposals

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

Staff returned with amendments to the Commission's policy on the appointment of Chair and Vice-Chair, following discussion from the Commission's April 6th and June 1st regular meetings.

Upon motion by Commissioner Wagenknecht and second by Commissioner Bennett, the consent items were unanimously approved:

VOTE:

AYES: WAGENKNECHT, BENNETT, INMAN AND KELLY
NOES: NONE
ABSENT: DILLON AND PITTS
ABSTAIN: NONE

6. PUBLIC HEARING ITEMS

a) Canyon Estates Reorganization

The Commission considered 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 consisting of a planned for 38 low-density single-family residences located immediately east of the City’s existing jurisdictional boundary. 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.

Staff provided an overview of the proposed reorganization, noting a modification to detach from County Service Area #4.

Chair Inman opened the public hearing. Testimony was presented by Dick Loewke, Developer, as well as from Brent Cooper, City of American Canyon’s Community Development Director.

Chair Inman closed the public hearing.

Upon motion by Commissioner Wagenknecht and second by Commissioner Kelly, the Commission approved the reorganization to amend the City of American Canyon and American Canyon Fire Protection District’s spheres of influence, annex the “Canyon Estates” development project site, detachment from County Service Area #4, and adoption of a revised resolution provided to the Commission (**Resolution #2015-06**):

VOTE:

AYES: WAGENKNECHT, KELLY, BENNETT AND INMAN
NOES: NONE
ABSENT: PITTS AND DILLON
ABSTAIN: NONE

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

The Commission considered 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 recommended 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 is the lead agency under CEQA and has accordingly prepared an environmental impact report addressing all potential environmental impacts associated with the County Jail project.

Staff provided an overview of the County of Napa’s request to amend the sphere of influence for the Napa Sanitation District to include the County Jail site project location.

Chair Inman opened the public hearing. No public comments were received.

Chair Inman closed the public hearing.

Commission Kelly commended staff on expediting this request for inclusion into today’s meeting. Upon motion by Commissioner Wagenknecht and second by Commissioner Bennett, the sphere of influence amendment request was approved and the resolution adopted by the Commission (**Resolution #2015-07**):

VOTE:

AYES: WAGENKNECHT, BENNETT, INMAN AND KELLY
NOES: NONE
ABSENT: PITTS AND DILLON
ABSTAIN: NONE

7. ACTION ITEM

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

The Commission considered 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.”

Staff provided an overview of the request for an outside service agreement to provide temporary public sewer service in order to address a public health threat.

Upon motion by Commissioner Kelly and second by Commissioner Wagenknecht, the Commission unanimously approved the outside service agreement authorizing Napa Sanitation District to provide temporary sewer service, and adopt the resolution (**Resolution #2015-08**):

VOTE:

AYES: KELLY, WAGENKNECHT, BENNETT AND INMAN
NOES: NONE
ABSENT: PITTS AND DILLON
ABSTAIN: NONE

8. DISCUSSION ITEM

a) Study Schedule Alternatives

The Commission received a report from staff following up on a request to consider alternatives to the agency’s policy on municipal service reviews and study schedule. The report was presented for discussion with possible direction for staff with respect to pursuing potential amendments to the policy.

Following Commission discussion, it was agreed that this agenda item be continued to the August 3rd meeting due to the absence of two regular Commissioners today:

VOTE:

AYES: WAGENKNECHT, KELLY, BENNETT AND INMAN
NOES: NONE
ABSENT: PITTS AND DILLON
ABSTAIN: NONE

9. EXECUTIVE OFFICER REPORT

The Interim Executive Officer, Brendon Freeman presented the following supplemental reports:

- ✓ Senate Bill 272 update
- ✓ 2015 CALAFCO conference – September 2 through 4, 2015 in Sacramento
- ✓ Article on annexing in other states.

10. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

There were no Commissioner comments or requests for future agenda items.

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

Closed session was held (in County Counsel conference room).

There was no reportable action.

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, 3rd Floor, Napa, CA 94559.

Juliana Inman, Chair

ATTEST: Brendon Freeman, Interim Executive Officer

Approved by: _____
Gladys Coil, Clerk of the Board of Supervisors, Napa County
Prepared by Kathy Mabry, LAFCO Commission Secretary