



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, June 6, 2016, 4:30 PM

Napa Valley Transportation Authority

625 Burnell Street
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:** April 4, 2016 Special Meeting
- b) **Current and Future Proposals**
- c) **Third Quarter Budget Report**
- d) **Approval of Contract with Brown Armstrong for Auditing Services**

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) **County Water Discussion**

Representatives of the County of Napa will provide a presentation for the Commission on the status of Water Supplies and the drought following El Nino, Sustainable Groundwater Management Act (SGMA) Implementation Update, and Napa County's Comprehensive Groundwater Monitoring Program. No actions will be taken as part of this item. The Commission is invited to discuss the information presented by the County of Napa and consider possible direction to LAFCO staff with respect to providing future updates.

- b) **Draft Municipal Service Review and Sphere of Influence Update for the Circle Oaks County Water District**
The Commission will review a draft Municipal Service Review and Sphere of Influence Update for the Circle Oaks County Water District (COCWD). The draft report examines the availability and adequacy of municipal services provided by COCWD relative to the Commission's mandates to facilitate orderly growth and development. The draft report also contemplates alternative options for potential changes to COCWD'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.
- c) **Draft Municipal Service Review and Sphere of Influence Update for the Los Carneros Water District**
The Commission will review a draft Municipal Service Review and Sphere of Influence Update for the Los Carneros Water District (LCWD). The draft report examines the availability and adequacy of municipal services provided by LCWD relative to the Commission's mandates to facilitate orderly growth and development. The draft report also contemplates alternative options for potential changes to LCWD'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.
- d) **Legislative Report**
The Commission will receive an update on Senate Bill 1318 and consider providing direction to the Executive Officer with respect to providing a position letter for the bill and/or receiving regular updates on the status of the bill.

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 Budget for Fiscal Year 2016-2017**
The Commission will consider adopting a resolution to approve a final budget for 2016-2017. The adopted proposed budget was previously made available for public review and comment. No comments were received. The final budget includes operating expenses totaling \$505,688 and operating revenues totaling \$482,444 with the remaining shortfall (\$23,244) to be covered by drawing from agency reserves. This item also involves a recommendation for the Commission to approve proposed amendments to the Commission's Budget Policy and Fee Schedule.
- b) **Municipal Service Review and Sphere of Influence Update Checklist for the Napa County Flood Control and Water Conservation District**
The Commission will review a final Municipal Service Review and Sphere of Influence Update checklist for the Napa County Flood Control and Water Conservation District (NCFCWCD). 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 NCFCWCD 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) Work Program

The Commission will consider adopting an updated Work Program that includes administrative, planning, and regulatory activities.

b) Consider Possible Revisions to Policy on Scheduling of Commission Meetings

The Commission will receive a report regarding a logistical issue associated with the agency's regularly scheduled meetings. The Commission will consider approving a proposed amendment to the Policy on Scheduling of Commission Meetings to address the issue identified.

9. EXECUTIVE OFFICER REPORT

10. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

11. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING

Monday, August 1, 2016, 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.
