



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

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

August 4, 2014
Agenda Item No. 5a (Consent/Action)

July 7, 2014

TO: Local Agency Formation Commission

FROM: Kathy Mabry, Commission Secretary

SUBJECT: Approval of Meeting Minutes
The Commission will consider approving summary minutes prepared by staff for the June 2, 2014 regular meeting.

A. Discussion and Recommendation

Attached are summary minutes prepared for the Commission's June 2, 2014 regular meeting. Staff recommends approval.

Respectfully submitted,

Kathy Mabry
Commission Secretary

Attachments: as stated

Joan Bennett, Vice Chair
Councilmember, City of American Canyon

Greg Pitts, Commissioner
Councilmember, City of St. Helena

Juliana Inman, Alternate Commissioner
Councilmember, City of Napa

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

Bill Dodd, Commissioner
County of Napa Supervisor, 4th District

Mark Luce, Alternate Commissioner
County of Napa Supervisor, 2nd District

Brian J. Kelly, Chair
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Laura Snideman
Executive Officer



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
MEETING MINUTES OF JUNE 2, 2014**

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair Kelly called the regular meeting of June 2, 2014 to order at 4:00 pm.
At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Brian Kelly, Chair	Juliana Inman	Laura Snideman, Executive Officer
Joan Bennett, Vice-Chair	Mark Luce	Jackie Gong, Commission Counsel
Bill Dodd	Gregory Rodeno	Brendon Freeman, Analyst
Greg Pitts		Kathy Mabry, Secretary
Brad Wagenknecht		

2. PLEDGE OF ALLEGIANCE

Alternate Commissioner Inman led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Chair Kelly asked if there were any requests to rearrange the agenda. There were no requests. Upon motion by Commissioner Bennett and second by Commissioner Dodd, the Commission unanimously adopted the agenda as submitted:

VOTE:

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

4. PUBLIC COMMENTS

Chair Kelly invited members of the audience to provide public comment. There were no comments received. Chair Kelly closed the public comment period.

5. CONSENT ITEMS

a) Approval of Meeting Minutes

The Commission approved minutes prepared by staff for the April 7th regular meeting.

b) Current and Future Proposals

The Commission received a report summarizing current and future proposals.

c) Approval of Meeting Calendar for Second Half of 2014

The Commission approved a meeting calendar for the final six months of 2014, to include three regular meetings for August 4th, October 6th, and December 1st.

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

VOTE:

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

6. PUBLIC HEARING ITEMS

a) Authorization for the City of Napa to Provide New Water Service to APN 039-320-008 (Multiple addresses including 1019, 1055 & 1075 Atlas Peak Road) and to Certify Review of the City's Determination that the Project is Categorically Exempt Under the California Environmental Quality Act (CEQA)

Staff provided a summary of the report, existing policy considerations and state law as it relates to this request for permanent water service in response to an impending threat to the health and safety of the public. The subject parcel is outside of the City's boundaries and sphere of influence.

Chair Kelly opened the public hearing for comments.

Michelle Wetstone, Atlas Peak Road resident, asked for the Commission's support of this application for new permanent water service from the City of Napa, and is available for questions. Chair Kelly closed the public hearing.

Commissioner Bennett asked if there is any recycled water planned for fire suppression. Michelle replied that, yes, during the Planning department's use-permit stage, they did sign a document stating if there is recycled water available, they would go along with using it.

Commissioner Dodd talked about the geology of the area and advised that the 'MST' line (Milliken, Sarco & Tulocay Creeks) has not come out that far yet, so this connection is needed.

Commissioner Wagenknecht expressed that the issue of water has become a big issue for County, and asked staff to get a bigger picture and more answers relating to requests for this type of connection.

Commissioner Pitts acknowledged that not everything can go in one policy. Need to look at these requests on a case-by-case basis.

Commissioner Luce stated that he would encourage the City to be open to extending services.

Chair Kelly stated he thinks it is good that city & county agencies are working together.

Commissioner Rodeno inquired if LAFCO recently prepared a water study. Staff stated, yes, but it was specifically a directory of water providers.

Commissioner Inman commented with CALAFCO in mind stating that Gov. Code Section 56133 will not likely change in near future, so state level cannot change.

Executive Officer Laura Snideman told the Commission that staff could add language to the existing policy stating that this type of Outside Service Agreement is not precedent-setting and is proposal-specific.

Upon motion by Commissioner Bennett and second by Commissioner Dodd, the Commission approved the request for an Outside Service Agreement and staff recommendations as follows:

- a) Draft amendments to the Commission's Policy on Outside Service Agreements; and
- b) Adopt a resolution authorizing the City of Napa to provide new permanent water service to APN 039-320-008 to respond to an impending threat to the health and safety of the public (**Resolution #2014-05**):

VOTE:

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

6. PUBLIC HEARING ITEMS – continued:

b) Authorization for the City of Napa to Provide New Water Service to APN 030-160-020 (Multiple addresses including 1165 Rutherford Road and 8574-8576 Highway 29) and to Certify Review of the City’s Determination that the Project is Categorically Exempt Under the California Environmental Quality Act (CEQA)

Staff provided a summary of the staff report, noting this request is to provide a new permanent public water service to a parcel outside of the City of Napa’s boundaries and sphere of influence, and in response to an impending threat to the health and safety of the public (fire suppression).

Chair Kelly opened the public hearing for comments.

There were no public comments.

Joy Eldridge, General Manager, City of Napa Water Department, spoke to the Commission on the subject of the main water lines in that area.

Commissioner Pitts affirmed that this is only for fire suppression.

Chair Kelly closed the public hearing.

Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the Commission authorized the City of Napa to provide a new water connection

(Resolution #2014-06):

VOTE:

AYES: DODD, WAGENKNECHT, BENNETT, KELLY AND PITTS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

c) Consideration of a Final Budget for Fiscal Year 2014-2015

Staff presented the Commission with a final budget for 2014-2015 prepared by the Budget Committee (Commissioners Bennett and Pitts). The budget report is nearly identical to the proposed budget adopted in April and subsequently circulated for public review. Operating expenses total \$456,560 and represents a 3.4% decrease over the current fiscal year. Operating revenues total \$444,205 with the majority coming from local funding agencies; the latter of which would increase by 2.9%. The anticipated shortfall – (\$12,355) – would be covered by agency reserves.

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

Chair Kelly closed the public hearing.

Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the final budget for 2014-2015 was approved by the Commission **(Resolution #2014-07):**

VOTE:

AYES: DODD, WAGENKNECHT, KELLY, BENNETT AND PITTS

NOES: NONE

ABSENT: NONE

ABSTAIN: NONE

NOTE: At this time, Commissioner Dodd left the meeting and Alternate Commissioner Luce voted in his place.

7. ACTION ITEMS

a) Orchard Avenue No. 4 Annexation to the Napa Sanitation District

The Commission considered a proposal to annex approximately 7.0 acres of incorporated territory to the Napa Sanitation District. The proposed annexation encompasses one entire parcel with no situs address and one portion of a parcel located at 1121 Orchard Avenue in the City of Napa. The purpose of the proposed annexation is to facilitate the subdivision of the parcels as contemplated in the applicant's tentatively approved development project. The City of Napa serves as lead agency under CEQA. The recommended action is for the Commission to approve the proposal with an amendment to include an adjacent 0.7 acre incorporated parcel at 4461 Solano Avenue.

Upon motion by Commissioner Luce, and second by Commissioner Pitts, the proposal was unanimously approved by the Commission (**Resolution # 2014-08**):

VOTE:

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

b) Big Ranch Road No. 5 Annexation to the Napa Sanitation District

The Commission considered a proposal to annex approximately 6.0 acres of incorporated territory to the Napa Sanitation District. The proposed annexation encompasses three entire parcels located near Big Ranch Road in the City of Napa. The purpose of the proposed annexation is to facilitate the subdivision of the two larger parcels as contemplated in the applicant's tentatively approved development project. The City of Napa serves as lead agency under CEQA. The recommended action is for the Commission to approve the proposal with one amendment to include an adjacent 0.5 acre incorporated parcel located at 2123 Big Ranch Road.

Upon motion by Commissioner Bennett, and second by Commissioner Luce, the proposal was unanimously approved by the Commission (**Resolution #2014-09**):

VOTE:

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

c) Airport Road No. 1 Annexation to the Napa Sanitation District

The Commission considered a proposal to annex approximately 19.7 acres of unincorporated territory to the Napa Sanitation District. The affected territory consists of one entire parcel located at 1225 Airport Road in the Napa County Airport area. The purpose of the proposed annexation is to facilitate the development of the subject lot as contemplated in the applicant's tentatively approved development project. The County of Napa serves as lead agency under CEQA.

Upon motion by Commissioner Luce, and second by Commissioner Wagenknecht, the proposal was unanimously approved by the Commission (**Resolution #2014-10**):

VOTE:

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

8. EXECUTIVE OFFICER REPORT

The Executive Officer provided a brief report on current staff activities, including impending changes to the Commission's existing policies. It was also mentioned that the agency may need to ask for outside help on municipal studies and applications in the future due to increased work load.

9. COMMISSIONER COMMENTS

There were no comments.

10. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING

The meeting was adjourned at 5:05 p.m. The next regular LAFCO meeting is scheduled for Monday, August 4, 2014 at 4:00 p.m.

Brian Kelly, Chair

Prepared by:

Kathy Mabry
Commission Secretary