



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/4/2013

Agenda Placement: 10B

Napa County Planning Commission Board Agenda Letter

TO: Napa County Planning Commission

FROM: Charlene Gallina for Pete Parkinson - Interim Director
Planning, Building and Environmental Services

REPORT BY: Melissa Frost, Administrative Secretary II - 707-299-1380

SUBJECT: AD HOC AND STANDING COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2014

RECOMMENDATION

COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2014

Request: Annual appointments and reappointments of Commission members to Ad Hoc and Standing Committees.

Staff Contact: Melissa Frost 299-1380 or melissa.gray@countyofnapa.org

EXECUTIVE SUMMARY

Commission members currently serve on three standing committees and two special ad hoc committees. Annual appointments to the standing committees are made by the Board of Supervisors based on recommendation from the Commission. The two current Ad Hoc committees were established by the Commission. Term expiration dates vary depending on the particular committee appointment. In addition, the Commission at their January 16, 2013 voted to appoint a Commission member to serve as a liaison to the Napa County Local Food Advisory Council.

Presently, three committee appointment terms are set to expire December 31, 2013 and staff requests the Commission reappoint current members or appoint new members to serve on the committees listed below. Commission action to appoint members to the standing committee will be forwarded as a recommendation to the Board of Supervisors.

The openings for Standing Committees are as follows:

Watershed Information Center and Conservancy of Napa County (WICC): Commissioner Pope - term expires

December 31, 2013. Appointment made by the Board of Supervisors. The WICC Board meets every other month on the fourth Thursday 4:00-6:00 PM in the 2nd floor conference room of the Hall of Justice Building, 1125 Third Street, Napa, Ca.

Napa County Airport Advisory Commission: Commissioner Basayne - term expires December 31, 2013. Appointment made by the Board of Supervisors. The AAC Meetings are held the first Monday of the month at noon at the Napa County Airport, 2030 Airport Road, Napa.

Standing Committee where no terms are set to expire are:

Wildlife Commission: Commissioner Phillips. Appointment made by the Board of Supervisors. Commission meetings are held quarterly on Mondays 4:00-6:00 PM in the 2nd floor conference room of the Hall of Justice Building, 1125 Third Street, Napa, Ca.

The openings for Ad Hoc Committees are as follows:

Napa Pipe Design Standards Ad Hoc: Commissioners Scott and Fiddaman - term expires December 31, 2013. Appointment made by the Commission. Meetings are held on an as needed basis. It should be noted that Joint Planning Commission Meetings have been held on this project with the City of Napa on an as needed basis. Commission should discuss as to whether or not this Committee is still desired given the current status of this project.

Climate Action Plan Ad Hoc: Commissioners Pope and Basayne - term expires December 31, 2013. Appointment made by the Commission. Meetings are held on an as needed basis. It should be noted that this project was placed on hold as a result of Director Hillary Gitelman's departure. Upon the hiring of a new Department Director, the priority status and committee activities associated with this project will be determined.

Commission Liaison appointments are as follows:

Napa County Local Food Advisory Council: Commissioner Phillips. No expiration terms. Special meetings are held every other month at various locations.

Proposed Actions:

1. Recommend one member to the Board of Supervisors for appointment to the Watershed Information and Conservancy Center (WICC);
2. Recommend one member to the Board of Supervisors for appointment to the Airport Advisory Commission;
3. Appoint two members to an ad hoc subcommittee related to the draft development standards and design guidelines for Napa Pipe; and
4. Appoint two members to an ad hoc subcommittee related to development of a Climate Action Plan for the unincorporated Napa County.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

SUPPORTING DOCUMENTS

None

Napa County Planning Commission: Approve

Reviewed By: John McDowell