



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 2/15/2017

Agenda Placement: 9A

## Napa County Planning Commission Board Agenda Letter

---

**TO:** Napa County Planning Commission

**FROM:** David Morrison - 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 2017

---

### **RECOMMENDATION**

#### **COMMITTEE APPOINTMENTS FOR THE CALENDAR YEAR 2017**

**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](mailto:melissa.gray@countyofnapa.org)

### **EXECUTIVE SUMMARY**

Commission members currently serve on three standing committees and one special ad hoc committee. Annual appointments to the standing committees are made by the Board of Supervisors based on recommendation from the Commission. The one current Ad Hoc committee was 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, five committee appointment terms for four separate committees expired December 31, 2016 and one vacancy exists to serve as a liaison. 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 Gill - term expired December 31, 2016. Appointment made by the Board of Supervisors. The WICC meets every other month on the fourth Thursday 4:00-6:00 PM at 625 Burnell Street, Napa.

Napa County Airport Advisory Commission: Commissioner Basayne - term expired December 31, 2016. 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.

Wildlife Conservation Commission: Commissioner Phillips - term expired December 31, 2016, as well as, resigned from the Planning Commission in November 2016. Appointment made by the Board of Supervisors. Commission meetings are held quarterly on Mondays 4:00-6:00 PM and location is held at the Napa Main Library, 500 Coombs Street, Napa or at various site locations.

The opening for the Ad Hoc Committee is as follows:

Climate Action Plan Ad Hoc: Commissioners Basayne and Cottrell - term expired December 31, 2016. Appointment made by the Commission. Meetings are held on an as needed basis.

The opening for the Commission Liaison appointment is as follows:

Napa County Local Food Advisory Council: There are no expiration terms associated with this representation. Since Commissioner Phillips resigned from the Planning Commission in November, a new Commissioner will need to be appointed. 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. Recommend one member to the Board of Supervisors for appointment to the Wildlife Conservation Commission;
4. Appoint two members to an ad hoc committee related to development of a Climate Action Plan for the unincorporated Napa County; and
5. Appoint one member to the Napa County Local Food Advisory Council.

#### **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: Charlene Gallina