



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

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Bill Dodd, Chair
Lewis Chilton, Vice Chair
Joan Bennett, Commissioner
Brian J. Kelly, Commissioner
Brad Wagenknecht, Commissioner
Juliana Inman, Alternate Commissioner
Mark Luce, Alternate Commissioner
Gregory Rodeno, Alternate Commissioner

REGULAR MEETING AGENDA

Monday, December 5, 2011
County of Napa Administration Building
1195 Third Street, Board Chambers, 3rd Floor
Napa, California 94559

1. CALL TO ORDER BY CHAIR; ROLL CALL: 4:00 P.M.

2. PLEDGE OF ALLEGIANCE

3. AGENDA REVIEW

The Chair will consider any requests by Commissioners or staff to remove or re-arrange agenda items at this time.

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 that is scheduled for hearing, action, or discussion as part of the current agenda. Individuals will be limited to a three-minute presentation. 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. With the concurrence of the Chair, a Commissioner may request discussion of an item on the consent calendar.

a) First Quarter Budget Report for 2011-2012 (Action)

The Commission will review a first quarter budget report for 2011-2012. The report compares budgeted versus actual revenues and expenses through the first three months of the fiscal year. The report projects the Commission is on pace to slightly improve its budgeted operating funding gap from (\$27,081) to (\$22,000). The report is being presented to the Commission to receive and file.

b) Amendments to Adopted Fee Schedule (Action)

The Commission will consider minor amendments to its adopted fee schedule. The amendments would incorporate the County of Napa's Public Works Department's new hourly charge to review the maps and descriptions accompanying change of organization or reorganization proposals. The proposed amendments are being presented for approval.

c) Approval of Meeting Calendar for First Half of 2012 (Action)

The Commission will consider approving a meeting calendar for the first six months of 2012. It is recommended the Commission approve regular meeting dates for February 6th, April 2nd, and June 4th. No special meetings are proposed at this time.

d) Approval of Meeting Minutes (Action)

The Commission will consider approving minutes prepared by staff for the October 3, 2011 regular meeting.

e) Designation of Chair and Vice Chair for 2012 (Information)

The Commission will receive a report regarding the designation of the Chair and Vice Chair for the 2012 calendar year. The report is being presented for information.

f) Expiring Commissioner Terms in 2012 (Information)

The Commission will receive a report identifying the member terms scheduled to expire in 2012. A total of three terms are set to expire. The report is being presented for information.

g) Current and Future Proposals (Information)

The Commission will receive a report summarizing current and future proposals. The report is being presented for information. One new proposal has been submitted since the October 3, 2011 meeting.

6. 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) Ratification of an Outside Service Agreement Approval for the Napa Sanitation District Involving 1430 Rosewood Lane (County of Napa Assessor Number 038-160-030)

The Commission will consider ratifying an outside service agreement approved by the Chair authorizing the Napa Sanitation District to provide temporary public sewer service to an unincorporated property at 1430 Rosewood Lane to address a public health threat. Staff recommends ratification approval along with waiving the application fee due to special circumstances as allowed under Commission policy.

7. ACTION ITEMS

Items calendared for action do not require a public hearing before consideration by the Commission. Applicants may address the Commission. Any member of the public may receive permission to provide comments on an item at the discretion of the Chair.

a) Amendments to Adopted Study Schedule

The Commission will consider amendments to its adopted study schedule calendaring municipal service reviews and sphere of influence updates for the 2008/09 to 2013/14 period. The proposed amendments include extending the study schedule by one additional year to 2014/15 along with making related scheduling changes to pending studies.

b) Financial Audit for Fiscal Year Ending June 30, 2011

The Commission will review a written report from an outside consultant auditing the agency's financial statements for the 2010-2011 fiscal year. The report is being presented to the Commission to receive and file.

c) Appointments to the 2012-2013 Budget Committee

The Commission will consider appointing two members to serve with the Executive Officer on the 2012-2013 Budget Committee.

d) Notice of Expiring Term: Alternate Public Member

The city and county members will provide direction to staff with respect to addressing the expiring term of the alternate public member position currently held by Gregory Rodeno.

8. 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) Municipal Service Review: Countywide Law Enforcement Services

The Commission will receive a preliminary draft report on its scheduled municipal service review on countywide law enforcement services. The preliminary draft is being presented for discussion and feedback in anticipation of staff preparing a complete draft report for presentation at the next regular meeting.

9. EXECUTIVE OFFICER REPORT

The Commission will receive a verbal report from the Executive Officer regarding current staff activities, communications, studies, and special projects. This includes, but not limited to, the following topics:

- Report on the November 15, 2011 San Francisco Bay Area LAFCO Executive Officer/Analyst Meeting
- Report on the November 18, 2011 CALAFCO Legislative Committee Meeting
- Counsel Review on Tax Treatment/Withholding for Commissioners

10. CLOSED SESSION

a) Public Employee Annual Performance Evaluation: LAFCO Executive Officer

11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:

See Agenda Item No. 5c