



Local Agency Formation Commission
LAFCO of Napa County

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December 6, 2010
Agenda Item No. 5b (Consent: Action)

November 29, 2010

TO: Local Agency Formation Commission

FROM: Keene Simonds, Executive Officer

SUBJECT: Approval of Regular Meeting Calendar for First Half of 2011

The Commission will consider approving a regular meeting calendar for the first six months of 2011. It is recommended the Commission approve meeting dates for February 7th, April 4th, and June 6th.

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires Local Agency Formation Commissions (LAFCOs) to adopt policies and procedures with respect to conducting meetings. Government Code Section 56375(i) specifies LAFCOs must establish regulations to ensure meetings are conducted on a regular and orderly basis.

A. Discussion

LAFCO of Napa County's ("Commission") *Policy on Regular Commission Meeting Calendar* was last amended on December 1, 2009 and calls for regular meetings to be scheduled for 4:00 P.M. on the first Monday of each month as needed. All regular meetings shall be held in the Board Chambers at the County of Napa Administration Building. The Commission is directed to review and approve a meeting calendar every six months at the June and December meetings.

With regards to the first half of the next calendar year, the first Monday of each month falls on January 3rd, February 7th, March 7th, April 4th, May 2nd, and June 6th.

B. Discussion/Analysis

The Commission's projected workload justifies scheduling meetings every other month for the first half of 2011 given the slowdown in proposal activity. As in the case currently, staff will take advantage of the slowdown in proposal activity by making needed progress on the Commission's adopted municipal service review and sphere of influence update study schedule. Staff also plans on addressing key administrative projects over the first six months of the calendar year, including performing updates to the agency's geographic information system database. Given these inputs, staff believes it would be appropriate for the Commission to schedule regular meetings for February 7th, April 4th, and June 6th.

Juliana Inman, Chair
Councilmember, City of Napa

Lewis Chilton, Commissioner
Councilmember, Town of Yountville

Joan Bennett, Alternate Commissioner
Councilmember, City of American Canyon

Bill Dodd, Vice Chair
County of Napa Supervisor, 4th District

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

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

Brian J. Kelly, Commissioner
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Keene Simonds
Executive Officer

In considering a calendar for the next six months, please note the Chair may schedule special meetings as needed to accommodate applicant requests or address other matters not presently anticipated. The California Association of LAFCOs has also scheduled its Annual Staff Workshop for April 6-8 in Ventura.

C. Recommendation

It is recommended the Commission take the following action:

- 1) Adopt a regular meeting calendar for the first six months of 2011 to include February 7th, April 4th, and June 6th with any desired changes.

Respectfully submitted,

Keene Simonds
Executive Officer

Attachment:

- ~~1) Policy on Regular Commission Meeting Calendar~~