



**MINUTES OF THE MEETING OF THE  
LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY  
OCTOBER 2, 2006**

PROCEDURAL NOTE: AT 4:00PM, THE EXECUTIVE OFFICER ADVISED THE COMMISSION THAT CHAIR DODD WOULD BE LATE TO THE MEETING. DUE TO THE SCHEDULED ABSENCE OF VICE-CHAIR ALEXANDER, THE EXECUTIVE OFFICER RECOMMENDED THAT THE COMMISSIONERS DESIGNATE AN ACTING CHAIR. THE COMMISSION UNANIMOUSLY DESIGNATED COMMISSIONER BLOCK AS CHAIR TO SERVE UNTIL CHAIR DODD WAS PRESENT.

1. CALL TO ORDER; ROLL CALL  
**THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY MET IN REGULAR SESSION ON MONDAY, OCTOBER 2, 2006 AT 4:00 P.M. THE FOLLOWING REGULAR MEMBERS WERE PRESENT: CHAIR DODD (arrived at 4:18pm), COMMISSIONERS BLOCK (Acting Chair until Dodd arrived) AND WAGENKNECHT. ALTERNATE MEMBERS IN ATTENDANCE: COMMISSIONERS KELLY AND COFFEY (VOTING MEMBERS), AND LUCE. COMMISSIONERS KAY AND ALEXANDER WERE EXCUSED.**
2. PLEDGE OF ALLEGIANCE  
**COMMISSIONER BLOCK LED THE SALUTE TO THE FLAG.**
3. APPROVAL OF MINUTES: NONE.
4. PUBLIC COMMENT: NONE.
5. CONSENT CALENDAR  
**a) Approval of Cell Phone Allowance for Executive Officer**  
The Commission will consider authorizing a \$70 monthly cell phone allowance for the Executive Officer pursuant to the terms of a County of Napa policy for management employees.  
**COMMISSION APPROVED STAFF RECOMMENDATIONS.  
CONSENT CALENDAR APPROVED. VOTE: BW-CC-KB-BK**
6. PUBLIC HEARING: NONE.
7. COMMISSION ACTION  
**a) El Centro Avenue No. 8 City Annexation to the City of Napa**  
The Commission will consider a proposal to annex approximately 5.3 acres of unincorporated territory to the City of Napa. The subject territory comprises two contiguous parcels and is located within the City's sphere of influence. No underlying development project has been proposed at this time, though a residential development consistent with the City General Plan is anticipated. The proposal has 100% consent of property owners and affected agencies. (APN: 038-361-010 and 038-361-008)  
**SUMMARY OF PROPOSAL PROVIDED BY STAFF. PUBLIC COMMENTS PROVIDED BY RANDY GULARTE ON BEHALF OF THE APPLICANTS.  
ADOPTED RESOLUTION #06-20 VOTE: BW-KB-BD-BK-CC**

7. COMMISSION ACTION - continued:

**b) Comprehensive Study of Sanitation/Wastewater Treatment Providers: Cities**

The Commission will consider written determinations regarding the sewer service operations of the Cities of American Canyon, Calistoga, St. Helena, and the Town of Yountville. The Commission may adopt resolutions as required by California Government Code §56430.

**SUMMARY OF DETERMINATIONS WAS PROVIDED BY STAFF. AS PART OF THE COMMISSION'S DISCUSSION, COMMISSIONER COFFEY MADE A MOTION TO ADD THE FOLLOWING WORDING TO THE AMERICAN CANYON RESOLUTION, EXHIBIT A, PAGE 3, 8C: "LAFCO ACKNOWLEDGES THAT THE CITY'S SPHERE OF INFLUENCE SHOULD BE COTERMINOUS WITH ITS SERVICE AREA".**

**NO SECOND TO THE MOTION WAS MADE.**

**ADOPTED RESOLUTIONS #06-16, 06-17, 06-18 AND 06-19 VOTE: BW-KB-BD-BK-CC  
N**

8. COMMISSION DISCUSSION

**a) Comprehensive Study of Fire Protection Services**

The Commission will receive an updated service review report on fire protection services in Napa County. The report represents the first phase of the Commission's countywide study of public fire protection services and is being presented for discussion.

**SUMMARY OF REPORT WAS PROVIDED BY STAFF. NO ACTION TAKEN BY THE COMMISSION.**

**b) Comprehensive Study of the Napa County Resource Conservation District**

The Commission will receive a draft service review report on the Napa County Resource Conservation District. The draft report is being presented for discussion.

**SUMMARY OF REPORT WAS PROVIDED BY STAFF. NO ACTION TAKEN BY THE COMMISSION.**

**c) Legislative Report**

The Commission will receive a report from staff on the close of the 2005/2006 legislative session.

**SUMMARY OF REPORT WAS PROVIDED BY STAFF. NO ACTION TAKEN BY THE COMMISSION.**

**d) California Environmental Quality Act: Implementation Guidelines**

The Commission will receive a draft update to its implementation guidelines for the California Environmental Quality Act. The draft is being presented for discussion.

**SUMMARY OF REPORT WAS PROVIDED BY STAFF. NO ACTION TAKEN BY THE COMMISSION. STAFF WILL CIRCULATE REPORT TO OTHER AGENCIES FOR COMMENT AND BRING BACK TO THE COMMISSION AT ITS DECEMBER 2006 MEETING.**

**e) Report from 2006 CALAFCO Annual Conference**

The Commission will receive an oral report on issues and topics raised at the 2006 Annual Conference of the California Association of Local Agency Formation Commissions (CALAFCO).

**ORAL REPORT PROVIDED BY STAFF AND COMMISSION. ATTENDEES SHARED HIGHLIGHTS OF TOPICS RAISED AT THE ANNUAL CONFERENCE, WHICH WAS HELD IN SAN DIEGO IN SEPTEMBER. NO ACTION TAKEN.**

9. EXECUTIVE OFFICER REPORT

The Commission will receive an oral report from the Executive Officer regarding staff activities, correspondence, and active and pending proposals and studies.

a) Staff Activities

- Recruitment of LAFCO Analyst
- Directory of Local Agencies

**STAFF REPORTED THAT RECRUITMENT OF THE LAFCO ANALYST IS TAKING PLACE AND HIRING WILL LIKELY OCCUR IN NOVEMBER.**

**ALSO, LAFCO'S 2006 DIRECTORY OF LOCAL AGENCIES WILL BE COMING SOON.**

b) Correspondence

- Lake Berryessa Estates Homeowners Association

**STAFF PROVIDED ORAL REPORT WHICH INCLUDED CORRESPONDENCE FROM RESIDENTS REGARDING THE INCREASE IN THEIR WATER BILLS.**

c) Active and Pending Proposals and Studies

- *Foster Road/Golden Gate Drive City Annexation to the City of Napa* (pending proposal)

**ORAL REPORT PROVIDED ON THE PROPERTY KNOWN AS THE HORSEMEN'S ASSOCIATION, NOTING THAT THE CITY OF NAPA WILL LIKELY CONSIDER A RESOLUTION OF APPLICATION TO ANNEX AREA WITHIN THE NEXT SEVERAL MONTHS.**

10. INFORMATION ITEMS

Information items are provided for the Commission to receive and file. The Commission may choose to discuss individual items or to receive and file the entire calendar.

a) LAFCO Budget Contributions by Funding Agencies

The Commission will receive a report from staff identifying the funding percentages and amounts required of the six funding agencies for FY06/07.

**REPORT PROVIDED BY STAFF. NO ACTION TAKEN BY THE COMMISSION.**

b) Professional Services Agreement: LAFCO and Bartig, Basler & Ray

The Commission is advised that the Executive Officer has entered into an agreement on its behalf with Bartig, Basler, & Ray to conduct an independent audit of the LAFCO financials for FY05/06.

**REPORT PROVIDED BY STAFF. NO ACTION TAKEN BY THE COMMISSION.**

11. CLOSED SESSION: NONE.

12. NEW BUSINESS/COMMISSIONER COMMENTS

**COMMISSIONER COFFEY COMPLIMENTED STAFF ON THE QUALITY OF REPORTS PRESENTED.**

13. ADJOURNMENT

**MEETING ADJOURNED TO NEXT REGULAR MEETING OF DECEMBER 4, 2006.**

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BILL DODD  
Chair

ATTEST:  
Executive Officer

CLERK OF THE COMMISSION

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KATHY MABRY  
Commission Secretary

**Key**

Members:    **BD** = Bill Dodd; **GK** = Guy Kay; **AA** = Dr. A. Alexander; **BW** = Brad Wagenknecht;  
**KB** = Kevin Block

Alternates:    **BK** = Brian Kelly;    **ML** = Mark Luce;    **CC** = Cindy Coffey

Notations Under Vote:    **N** = No;    **X** = Excused/Absent;    **A** = Abstained

*The making of the motion and second are reflected respectively in the order of the recorded vote.*