



**Local Agency Formation Commission of Napa County  
LAFCO of Napa County**

1700 Second Street, Suite 268  
Napa, California 94559  
(707) 259-8645 Telephone  
<http://napa.lafco.ca.gov>

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

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## **REGULAR MEETING AGENDA**

4:00 P.M.

Monday, April 5, 2010

County of Napa Administration Building

1195 Third Street, Board Chambers

Napa, California 94559

1. **CALL TO ORDER; ROLL CALL: 4:00 P.M.**
2. **PLEDGE OF ALLEGIANCE**
3. **APPROVAL OF AGENDA**  
Requests to re-arrange agenda items will be considered at this time.
4. **APPROVAL OF MEETING MINUTES**  
Minutes of February 1, 2010
5. **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.
6. **CONSENT ITEMS**  
All items calendared as consent are considered ministerial or non-substantive. With the concurrence of the Chair, a Commissioner or member of the public may request discussion of an item on the consent calendar.
  - a) **Abandonment of Wilkins Avenue Reorganization Approval (Action)**  
The Commission will receive a report from staff confirming the conditions associated with the Wilkins Avenue Reorganization proposal have not been satisfied within the statutory deadline and the proceedings have been abandoned. The report is being presented to receive and file.
  - b) **Amendment to Fiscal Year 2009-2010 Budget (Action)**  
The Commission will consider amending its fiscal year budget to allocate \$3,931 into a new expense account to begin funding capital depreciation for the agency's electronic document management system.
  - c) **Current and Future Proposals (Information)**  
The Commission will receive a report summarizing current and future proposals. The report is being presented for information.
7. **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) **Big Ranch Road No. 4 Annexation to the Napa Sanitation District**  
The Commission will consider an application by a landowner to annex 1.1 acres of incorporated territory in the City of Napa to the Napa Sanitation District. Staff recommends annexation approval with standard conditions. Staff also recommends the Commission adopt a negative declaration consistent with the findings of an initial study concluding the annexation will not have any significant impacts on the environment. The subject parcel is identified by the County of Napa Assessor's Office as 038-170-006.

## **PUBLIC HEARING ITEMS CONTINUED...**

### **b) Proposed Budget for Fiscal Year 2010-2011**

The Commission will consider a proposed budget for 2010-2011 projecting overall expenses at \$413,480. The proposed budget is nearly identical to a draft approved at the February meeting and anticipates expenses will decrease by 16.8%. The proposed budget also continues to incorporate several substantive changes to the budget process, including the elimination of apportioning annual reserves and contingencies in favor of establishing a policy to maintain three months of operating reserves in the fund balance. The proposed budget is being presented to the Commission for adoption.

### **c) Reappointment of Brian J. Kelly as Public Member**

The city and county members will consider reappointing Brian J. Kelly to a new four-year term as public member beginning May 3, 2010.

## **8. ACTION ITEMS**

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

### **a) Establishment of an Ad Hoc Committee on Policies and Procedures**

The Commission will consider establishing an ad hoc committee to review and update the agency's policies and procedures. Additional actions to be considered include making appointments and defining a scope of work.

### **b) Legislative Report**

The Commission will receive a report on the second year of the 2009-2010 session of the California Legislature as it relates to bills directly or indirectly effecting Local Agency Formation Commissions. The Commission will also consider authorizing the Chair to sign a letter in support of Senate Bill 1023, which is authored by local representative Patricia Wiggins.

## **9. DISCUSSION ITEMS**

Items calendared for discussion do not require a public hearing. A member of the public may receive permission to provide comments on any item at the discretion of the Chair.

### **a) Sphere of Influence Update on the City of American Canyon**

The Commission will receive a report on its scheduled sphere of influence update on the City of American Canyon. The report is in draft-form and includes a recommendation to add approximately 320 unincorporated acres to the sphere of influence. The report is being presented for discussion.

### **b) Concurrent Municipal Service Review and Sphere of Influence Update on the Napa County Mosquito Abatement District**

The Commission will receive a report on its scheduled municipal service review and sphere of influence update on the Napa County Mosquito Abatement District. The report includes written determinations making statements on the level and range on agency services and includes a recommendation to update the current sphere of influence with no changes.

## **10. 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 is not limited to, the following topics:

- Island Annexation Program
- CALAFCO Staff Workshop, Scheduled for April 14-16 in Santa Rosa

- 11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS**
- 12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:**  
May 3, 2010

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Materials relating to an item on this agenda that have been submitted to the Commission after distribution of the agenda packet are available for public inspection at the LAFCO office during normal business hours. Commissioners are disqualified from voting on any proposals involving entitlements of use if they have received campaign contributions from an interested party. The law prohibits a Commissioner from voting on any entitlement when he/she has received a campaign contribution(s) of more than \$250 within 12 months of the decision, or during the proceedings for the decision, from any interested party involved in the entitlement. An interested party includes an applicant and any person with a financial interest actively supporting or opposing a proposal. If you intend to speak on any hearing item, please indicate in your testimony if you have made campaign contributions totaling \$250 or more to any Commissioner during the past 12 months. Any member of the public requiring special assistance with respect to attending or listening to the meeting should contact LAFCO staff 24 hours in advance at (707) 259-8645.

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**THIS AGENDA HAS BEEN POSTED AT THE FOLLOWING LOCATIONS:**

LAFCO Office  
1700 Second Street, Suite 268  
Napa, California 94559

County of Napa Administration Office  
1195 Third Street, Community Bulletin Board  
Napa, California 94559