



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

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

**REGULAR MEETING AGENDA**

Monday, February 7, 2011  
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. AGENDA REVIEW**

Requests by Commissioners to re-arrange agenda items will be considered by the Chair 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) Second Quarter Budget Report for 2010-2011 (Action)**

The Commission will receive and file a second quarter budget report for 2010-2011. The report compares budgeted versus actual revenues and expenses through the first six months.

**b) Amendments to Adopted Fee Schedule (Action)**

The Commission will consider minor amendments to its adopted fee schedule to reflect new filing charges for the California Department of Fish and Game for lead agencies under the California Environmental Quality Act.

**c) Meeting Minutes (Action)**

The Commission will consider approving draft meeting minutes prepared for the December 6, 2010 meeting.

**d) 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 December 6, 2010 meeting.

**e) New Legislation in 2011 (Information)**

The Commission will review a report from staff summarizing new legislation affecting LAFCOs that became effective as of January 1, 2011.

**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.

None

**7. ACTION ITEMS**

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

**a) Proposed Annexation of the American Canyon Middle School and Clarke Ranch West Properties to the City of American Canyon**

The Commission will consider a proposal from the City of American Canyon to annex approximately 52.5 acres of unincorporated territory. The affected territory comprises two non-contiguous areas and includes all or portions of three parcels. Staff recommends approving the proposal with modifications to include concurrent annexation to the American Canyon Fire Protection District and detachment from County Service Area No. 4. It is also recommended the Commission exclude a portion of one of the affected areas to make it non-contiguous to American Canyon for purposes of applying a special statute that does not require sphere of influence consistency. The County of Napa Assessor's Office identifies the affected territory as 059-040-076, 059-040-075, and 058-020-01.

**b) Draft Proposed Budget for Fiscal Year 2011-2012**

The Commission will review a draft proposed budget for 2011-2012. The draft proposes budgeting operating expenses at \$422,522; an amount representing a 2.2% increase over the current fiscal year. The draft proposes budgeting operating revenues at \$395,441 with the remaining shortfall (\$27,081) to be covered by drawing down on agency reserves. The draft is being presented to the Commission for approval and circulation to local funding agencies for their review and comment.

**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) Draft Report on the Lake Berryessa Region Municipal Service Review**

The Commission will receive for discussion a draft report on its scheduled municipal service review on the Lake Berryessa region prepared in accordance with Government Code Section 56430. Affected agencies evaluated as part of the municipal service review include the Lake Berryessa Resort Improvement District, Napa Berryessa Resort Improvement District, and the Spanish Flat Water District.

**b) Revisions to the Commission's General Policy Determinations and Creation of a New Application Packet**

The Commission will review proposed revisions prepared by the Ad Hoc Committee on Policies and Procedures (Luce, Rodeno and Simonds) to the agency's *General Policy Determinations* as well as the creation of a new application packet. These items are being presented for Commission review and comment.

**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 is not limited to, the following topics:

- Legislative Update for 2011-2012
- Planning for the California Association of Local Agency Formation Commission's 2011 Annual Conference

**10. CLOSED SESSION**

None

**11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS**

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:**

April, 4, 2011

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.