



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

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

REGULAR MEETING AGENDA

Monday, February 6, 2012

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) [Second Quarter Budget Report for 2011-2012 \(Action\)](#)

The Commission will review a second quarter budget report for 2011-2012. The report compares budgeted versus actual revenues and expenses through the first half of the fiscal year. The report projects the Commission is on pace to measurably improve its budgeted operating funding gap from (\$32,829) to approximately (\$13,900). 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 to reflect new filing charges for the California Department of Fish and Game for lead agencies under the California Environmental Quality Act.

c) [Approval of Meeting Minutes \(Action\)](#)

The Commission will consider approving minutes prepared by staff for the November 21, 2011 special meeting and the December 5, 2011 regular meeting.

d) [Correction on Previous Notice of Expiring Commissioner Terms in 2012 \(Information\)](#)

The Commission will receive an updated report on expiring commissioner terms in May 2012. The updated report corrects an earlier notice and confirms the term of the alternate city member position currently assigned to Commissioner Inman does not expire until May 2013. The report is being presented for information only.

e) [New Legislation for 2012 \(Information\)](#)

The Commission will review a report from staff summarizing pertinent new legislation affecting LAFCOs that becomes effective in 2012, including Senate Bill 244, Assembly Bill 54, and Assembly Bill 912. The report is being presented to the Commission for information only.

f) [Sustainable Communities Strategy for Bay Area Region \(Information\)](#)

The Commission will receive a report on the progress of the Metropolitan Transportation Commission in developing a 25-year transportation/land use plan for the Bay Area as required under Senate Bill 375. The report is being presented to the Commission for information only.

g) [Current and Future Proposals \(Information\)](#)

The Commission will receive a report summarizing current and future proposals. The report is being presented for information. No new proposals have been submitted since the December 5, 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.

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 member of the public may receive permission to provide comments on an item at the discretion of the Chair.

a) **Draft Proposed Budget for Fiscal Year 2012-2013**

The Commission will review a draft proposed budget for 2012-2013 for approval and circulation to local funding agencies. The draft's operating expenses total \$431,251; an amount representing a 0.7% increase over the current fiscal year. The draft's operating revenues total \$422,629 with the remaining shortfall (\$8,623) to be covered by drawing down on agency reserves. The draft also includes a related recommendation to authorize the Executive Officer and Chair to negotiate and sign a five year lease for office space at 1030 Seminary Street in Napa.

b) **Legislative Analyst's Office: Report on the Accountability of Special Districts and Effectiveness of Local Agency Formation Commissions**

The Commission will receive a report prepared by the Legislative Analyst's Office assessing, among other matters, the effectiveness of LAFCOs. Napa LAFCO is specifically reviewed as one of three case studies. The report is being presented for discussion and possible action with respect to directing staff to provide comments.

c) **Termination of Agreement Involving Oat Hill Subdivision, Unit No. 2**

The Commission will consider the termination of its agreement signed and recorded in 1984 involving the Oat Hill Subdivision, Unit No. 2. This agreement represents a covenant tied to approximately 10 acres of now incorporated territory located in the City of American Canyon committing the owner to support the formation of and/or annexation to a special district to provide street sweeping and/or street lighting services.

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) **Report on the Strategic Planning Workshop**

The Commission will receive a report from staff summarizing central discussion points from the recent strategic planning workshop. This includes participant comments on the Commission's (a) core objectives, (b) key challenges, and (c) near-term goals. The report is being presented for discussion and feedback. The Committee on Policies and Procedures will utilize the report in preparing a strategic plan for future consideration by Commission.

b) **Update on Countywide Law Enforcement Municipal Service Review**

The Commission will receive an update on the status of its scheduled municipal service review on countywide law enforcement services. The update is being presented for discussion only. Staff anticipates presenting a complete draft report – with determinative statements – at the next regular Commission meeting in April.

c) **Legislative Report**

The Commission will receive a report from staff summarizing the legislative items under discussion for the second year of the 2011-2012 session affecting Local Agency Formation Commissions. The report is being presented for discussion with possible direction for staff with respect to issuing comments.

9. EXECUTIVE OFFICER REPORT

The Commission will receive a verbal report from the Executive Officer regarding current staff activities, communications, studies, and special projects.

10. CLOSED SESSION

None

11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: April 2, 2012