



**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

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**REGULAR MEETING AGENDA**

Monday, August 6, 2012

County of Napa Administration Building  
1195 Third Street, Board Chambers, 3<sup>rd</sup> Floor  
Napa, California 94559

**1. CALL TO ORDER BY CHAIR; ROLL CALL: 4:00 P.M.**

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF AGENDA**

The Chair will consider a motion to approve the agenda as prepared by the Executive Officer with any requests to remove or rearrange items by members.

**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 scheduled for hearing, action, or discussion as part of the current agenda other than to request discussion on a specific consent item. Individuals will be limited to three minutes. 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) Fourth Quarter Budget Report for 2011-2012 (Action)**

The Commission will review a fourth quarter budget report for 2011-2012. The report compares budgeted versus actual revenues and expenses for the recently completed fiscal year. The report notes the Commission measurably improved its funding gap during the fiscal year from the budgeted total of (\$32,829) to the actual year-end total of (\$14,825). The report is being presented to the Commission to receive and file.

**b) Authorization to Approve Audit Expenditure (Action)**

The Commission will consider authorizing the Chair to enter into an agreement with Gallina LLP for the preparation of an independent audit for the 2011-2012 fiscal year at a cost of \$4,725.

**c) Approval of Meeting Minutes (Action)**

The Commission will consider approving minutes prepared by staff for the June 4, 2012 meeting.

**d) CALAFCO Quarterly Report (Information)**

The Commission will receive the most recent quarterly report prepared by the California Association of Local Agency Formation Commissions. The report is being presented to Commissioners for information only.

**e) 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 June 4, 2012 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.

**a) Devlin Road/South Kelly Road No. 2 Reorganization**

The Commission will consider a joint proposal from the City of American Canyon and American Canyon Fire Protection District to annex approximately 1.1 acres of unincorporated territory located southwest of the intersection of Devlin and South Kelly Roads. The affected territory comprises a portion of a legal lot owned and developed with a train track by Southern Pacific Railroad and identified by the County of Napa Assessor's Office as 057-090-057. Staff recommends approval of the proposal with a discretionary amendment to concurrently detach the affected territory from County Service Area No. 4. Staff also recommends approval of a fee waiver request given the limited scope of the proposal.

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

**b) Sphere of Influence Update on County Service Area No. 3**

The Commission will consider formally receiving a final report on its scheduled sphere of influence update on County Service Area No. 3. The final report recommends the Commission update the existing sphere of influence to include an additional 100 acres of unincorporated land located in the vicinity of Devlin Road's intersection with South Kelly Road. The Commission will also consider adopting a resolution confirming the final report's recommendations and related determinative statements.

**7. ACTION ITEMS**

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

**a) California Association of Local Agency Formation Commissions: Annual Conference Items**

The Commission will consider appointing voting delegates to represent the agency at CALAFCO's Annual Conference scheduled for October 3-5 at the Hyatt Regency in Monterey. The Commission will also consider making board and achievement award nominations.

**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) Update on Island Annexation Program**

The Commission will receive a report summarizing staff's activities to date in developing an island annexation program aimed at eliminating unincorporated pockets within the City of Napa. The report is being presented to the Commission for discussion and feedback.

**b) Legislative Report**

The Commission will receive a report on the second year of the 2011-2012 session of the California Legislature as it relates to items directly or indirectly effecting Local Agency Formation Commissions. The report is being presented for discussion with possible direction for staff with respect to issuing comments on specific items.

**9. EXECUTIVE OFFICER REPORT**

The Commission will receive a verbal report from the Executive Officer regarding current staff activities. This includes, but is not limited to, the following:

- Report on Bay Area LAFCO Meeting for Executive Officers/Analysts
- Disadvantaged Unincorporated Communities

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

**11. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: October 1, 2012**

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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.

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