



**MINUTES OF THE MEETING OF THE
LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
FEBRUARY 6, 2006**

1. CALL TO ORDER; ROLL CALL
THE LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY MET IN REGULAR SESSION ON MONDAY, FEBRUARY 6, 2006 AT 4:00 P.M. THE FOLLOWING MEMBERS WERE PRESENT: CHAIR DODD AND COMMISSIONERS KAY AND WAGENKNECHT. ALTERNATE MEMBERS IN ATTENDANCE: COMMISSIONERS BLOCK, LUCE AND KELLY. COMMISSIONER ALEXANDER WAS EXCUSED. THE COMMISSION WAS WITHOUT A REGULAR CITY MEMBER DUE TO THE RESIGNATION OF FORMER COMMISSIONER LORI LUPORINI FROM THE AMERICAN CANYON CITY COUNCIL.

2. PLEDGE OF ALLEGIANCE
NAPA MAYOR JILL TECHEL LED THE SALUTE TO THE FLAG.

3. RECOGNITION OF SERVICE – DANIEL SCHWARZ, FORMER EXECUTIVE OFFICER
CHAIR DODD PRESENTED MR. SCHWARZ WITH A PLAQUE FROM THE COMMISSION HONORING HIS SERVICE FROM 2001-2006, ALONG WITH PROCLAMATIONS FROM THE COUNTY OF NAPA AND THE CITY OF CALISTOGA. A PROCLAMATION AND A CERTIFICATE OF APPRECIATION WERE ALSO PRESENTED TO MR. SCHWARZ BY NAPA MAYOR JILL TECHEL AND ST. HELENA CITY MANAGER BERT JOHANSSON, RESPECTIVELY. THE COMMISSIONERS EXPRESSED THEIR APPRECIATION AND OFFERED BEST WISHES TO MR. SCHWARZ WITH HIS NEW POSITION AS THE ASSISTANT CITY MANAGER WITH THE CITY OF ROHNERT PARK.

4. APPROVAL OF MINUTES: DECEMBER 5, 2005 AND JANUARY 19, 2006
THE COMMISSION APPROVED THE MEETING MINUTES OF DECEMBER 5, 2005 AND JANUARY 19, 2006.

APPROVED: BW-GK-KB-BD

5. PUBLIC COMMENT
NONE.

6. CONSENT CALENDAR
 - a) ***Montalcino Resort District Annexation to the Napa Sanitation District (Action)***
The Commission will consider a resolution approving annexation of approximately 31.11 acres of unincorporated territory to the Napa Sanitation District. The subject territory is comprised of one parcel and a right-of-way portion of Devlin Road in Napa County. The annexation is intended to facilitate the first phase of a proposed development project to construct a 358 guest room resort with conference facilities. This project has been approved by the County of Napa and is referred to as the "Montalcino Resort."
The proposal has 100% consent of property owners. (APN: 057-210-002)
ADOPTED RESOLUTION #06-01 **APPROVED: BW-GK-KB-BD**
THE COMMISSION APPROVED THE CONSENT CALENDAR.
APPROVED: BW-GK-KB-BD

7. PUBLIC HEARING
NONE.

8. COMMISSION ACTION ITEMS

a) **Fiscal Year 2006-07: Report from the Budget Committee**

The Budget Committee shall present its expense estimates for FY06-07 and seek direction from the Commission to circulate a draft preliminary budget for review and comment.

REPORT PRESENTED BY STAFF. THE COMMISSION APPROVED THE STAFF RECOMMENDATIONS TO CIRCULATE A DRAFT PRELIMINARY BUDGET FOR REVIEW AND COMMENTS, AND TO HOLD A PUBLIC HEARING TO ADOPT THE PRELIMINARY BUDGET AT THE APRIL 3, 2006 REGULAR MEETING. APPROVED: KB-GK-BD-BW

9. COMMISSION DISCUSSION

a) **Report of Independent Audit for Fiscal Year Ending June 30, 2005**

The Commission will receive the final report of the firm Bartig, Basler & Ray concerning the 2004-05 Fiscal Year.

THE COMMISSION APPROVED THE REPORT PRESENTED BY STAFF.

APPROVED: BW-KB-GK-BD

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

The Commission will review draft written determinations prepared pursuant to Government Code §56430 regarding the sewer service operations of the Napa Sanitation District.

REPORT PRESENTED BY STAFF. THE COMMISSION NOTED A DIFFERENCE IN THE POPULATION PROJECTIONS BETWEEN LAFCO AND THE NAPA SANITATION DISTRICT. STAFF WAS ASKED TO RESEARCH THE METHODOLOGY OF NSD WITH RESPECT TO ITS POPULATION PROJECTION, AND REPORT BACK TO THE COMMISSION AT ITS APRIL 3, 2006 MEETING.

c) **Napa Sanitation District: Comprehensive Sphere of Influence Update: Supplemental Report**

The Commission will review a supplemental report providing preliminary analyses for five study categories established by staff as part of the sphere of influence update of the Napa Sanitation District.

REPORT PRESENTED BY STAFF. NO ACTION TAKEN.

d) **Napa River Reclamation District No. 2109: Governance Study**

The Commission will review a governance study prepared pursuant to Government Code §56378 evaluating government structure options for the Napa River Reclamation District No. 2109.

REPORT PRESENTED BY STAFF. PUBLIC COMMENTS WERE RECEIVED, AS WELL AS A LETTER SUBMITTED FROM RESIDENT TERRANCE KEENAN. NO ACTION TAKEN.

e) **LAFCO Policy Manual**

The Commission will receive a policy manual prepared by staff that includes copies of its adopted policies as well as other key documents relating to the organization of LAFCO.

POLICY MANUAL PRESENTED TO THE COMMISSION. NO ACTION TAKEN. CHAIR DODD COMMENDED STAFF FOR THEIR WORK IN DEVELOPING THE POLICY MANUAL.

10. CLOSED SESSION
NONE.

11. INFORMATION ITEMS

a) **Circle Oaks County Water District: Summary Update**

The Commission will receive a written summary update regarding the recent activities of the Circle Oaks County Water District.

PUBLIC COMMENTS WERE RECEIVED. SEVERAL DOCUMENTS WERE SUBMITTED FOR THE COMMISSION'S REVIEW BY CIRCLE OAKS PROPERTY OWNER, RAY MINUTOLI.

b) **LAFCO Staff Update**

The Commission will receive a summary update from staff regarding its current activities and projects.

COUNSEL REPORTED THAT RECRUITMENT FOR THE VACANT EXECUTIVE OFFICER POSITION WILL BEGIN 2/20/06 THROUGH 3/24/06, THEN INTERVIEWS WILL BE HELD.

12. NEW BUSINESS/COMMISSIONER COMMENTS
NONE.

13. ADJOURNMENT

MEETING ADJOURNED TO NEXT REGULAR MEETING OF APRIL 3, 2006.

BILL DODD
Chair

ATTEST:
Executive Officer

CLERK OF THE COMMISSION

KATHY MABRY
Commission Secretary

Key

Members: **BD** = Bill Dodd; **GK** = Guy Kay; **AA** = Dr. A. Alexander;
BW = Brad Wagenknecht; **LL** = Lori Luporini

Alternates: **KB** = Kevin Block; **BK** = Brian Kelly; **ML** = Mark Luce

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.