



LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY

MEETING MINUTES OF JUNE 4, 2007

1. CALL TO ORDER; ROLL CALL

Chair Gingles called the meeting to order at 4:00 p.m.

Roll was called with Regular Commissioners Dodd, Kelly, Wagenknecht, and Chair Gingles present. Alternate Commissioners Coffey (*voting for Inman*), Luce and Rodeno (*arrived at 4:14 pm*) were also present.

Absent: Commissioner Inman.

Staff present: Keene Simonds, Executive Officer; Tracy Geraghty, Analyst; Jackie Gong, Commission Counsel; and Kathy Mabry, Commission Secretary.

2. PLEDGE OF ALLEGIANCE

Chair Gingles led the salute to the flag.

3. APPROVAL OF MINUTES: Minutes of May 7, 2007 Meeting

The Commission was presented with minutes from the May 7, 2007 meeting. Upon motion by Commissioner Kelly and second by Commissioner Wagenknecht, the minutes were approved.

4. PUBLIC COMMENT

Chair Gingles invited members of the audience to provide public comment. No comments were received.

5. CONSENT CALENDAR

a) Adoption of Calendar for July 2007 to December 2007

The Commission adopted a regular meeting calendar for the second-half of calendar year 2007. The following meeting dates were approved: August 6th, October 1st, November 5th and December 3rd (no meetings scheduled for July or September 2007).

b) *Villa Lane No. 7 District Annexation to the Napa Sanitation District*

The Commission considered a proposal for the annexation of approximately 1.35 acres of incorporated territory to the Napa Sanitation District. Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the resolution was approved (LAFCO Resolution #07-13).

Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the consent calendar was approved.

6. PUBLIC HEARING ITEMS

a) Final Budget for Fiscal Year 2007-2008

Staff provided an overview of the staff report and resolution as part of the final budget for the 2007-2008 fiscal year, noting a 2% increase, and an increase in the per diem rate from \$50 to \$100. Chair Gingles opened the public hearing. No public comments were received. Chair Gingles closed the public hearing. Upon motion by Commissioner Dodd and second by Commissioner Kelly, the resolution was approved (LAFCO Resolution #07-14).

6. PUBLIC HEARING ITEMS - continued:

b) Proposed Comprehensive Update to the Adopted Fee Schedule

Staff provided an overview of the proposed comprehensive update to the Commission's adopted Schedule of Fees and Deposits. Chair Gingles opened the public hearing. No public comments were received. Chair Gingles closed the public hearing. Commissioner Coffey asked staff if these higher fees were taken into account for the new budget proposed. Staff replied that LAFCO does not budget for revenues; therefore the increased fees did not impact the preparation of the FY 07-08 budget. Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the staff recommendations were approved as follows:

- 1) Resolution #07-15 approving the comprehensive update to the LAFCO fee schedule; and
- 2) Effective date of the update to the LAFCO fee schedule will be September 2, 2007; and
- 3) Charge applicants based on the comprehensive update to the LAFCO fee schedule at the time it becomes effective, which is September 2, 2007.

7. COMMISSION ACTION ITEMS

a) Comments on the County of Napa's Draft General Plan Update and Draft Environmental Impact Report

Staff provided an overview of the letter commenting on the County of Napa's Draft General Plan Update and Draft Environmental Impact Report. Staff noted that the comment letter was revised to address comments received at the Commission's May 7, 2007 meeting. Commissioner Coffey requested clarification from staff about the letter regarding the designation and planned uses of the Hess Property. Mayor Leon Garcia of American Canyon spoke to the Commission and expressed his appreciation to the Commission for being sensitive to American Canyon's concerns in the revised letter. Iris Yang, Sacramento law firm, representing American Canyon also addressed the Commission summarizing a letter she had prepared regarding LAFCO's review of the County General Plan Update process. Upon motion by Commissioner Wagenknecht and second by Commissioner Kelly, and a no vote by Commissioner Coffey, the letter was authorized to be signed by the Chair and forwarded.

b) Los Carneros Water District – Sphere of Influence Review

Staff provided an overview of the sphere of influence review of the Los Carneros Water District. Los Carneros Water District Board President John Stewart addressed the Commission and welcomed any assistance LAFCO could provide to the District in its outreach efforts to the community. Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the resolution affirming the sphere of influence was approved. (LAFCO Resolution #07-16).

c) Circle Oaks County Water District – Sphere of Influence Review

Staff provided an overview of the sphere of influence review of the Circle Oaks County Water District. Circle Oaks County Water District General Manager Jack McDonald addressed the Commission and stated the District has made measurable progress over the last few years in addressing previous service deficiencies. Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the resolution affirming the sphere of influence was approved (LAFCO Resolution #07-17).

7. COMMISSION ACTION ITEMS – continued:

d) Napa County Flood Control and Water Conservation District: Municipal Service Review and Sphere of Influence Review

Staff provided an overview of the two reports prepared as part of the scheduled municipal service review and sphere of influence review of the Napa County Flood Control and Water Conservation District. Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the Commission approved the service review determinations and affirmed the sphere of influence. (LAFCO Resolutions #07-18 and #07-19).

e) Nominations for the CALAFCO Board of Directors

Staff advised the Commission that the California Association of Local Agency Formation Commissions (CALAFCOs) was accepting nominations for the Board of Directors. Upon motion by Commissioner Wagenknecht and second by Commissioner Dodd, Alternate Commissioner Coffey was nominated for a city seat on CALAFCO.

8. COMMISSION DISCUSSION ITEMS

a) Town of Yountville: Draft Municipal Service Review

Staff provided an overview of the draft municipal service review report on the Town of Yountville. No action taken.

9. EXECUTIVE OFFICER REPORT

The Executive Officer provided the Commission with a brief oral report summarizing current staff activities, communication, studies, and special projects.

10. INFORMATION ITEMS

a) CALAFCO Annual Conference

The Commission received program materials for the 2007 Annual CALAFCO Conference, which is scheduled for August 28-31 in Sacramento.

b) Active and Pending Proposals

The Commission reviewed a report from staff regarding the current status of active and pending proposals on file with LAFCO.

11. CLOSED SESSION

a) Conference with Legal Counsel

The Commission met in closed session with legal counsel. No reportable action was taken.

12. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

There was no discussion of this item.

13. ADJOURNMENT

The meeting was adjourned at 5:12 p.m. The next regular LAFCO meeting is scheduled for Monday, August 6, 2007 at 4:00 p.m. (*there is no meeting scheduled for July 2007*).

Jack Gingles, Chair

ATTEST: Keene Simonds
Executive Officer

Prepared by:

Kathy Mabry
Commission Secretary