



LAFCO MEETING AGENDA

Monday, May 5, 2008

4:00 P.M.

**Board Chambers, County Administration Building
1195 Third Street, Room 305
Napa, California 94559**

Brad Wagenknecht, Chair
Brian J. Kelly, Vice-Chair
Bill Dodd, Commissioner
Jack Gingles, Commissioner
Juliana Inman, Commissioner
Cindy Coffey, Alternate Commissioner
Mark Luce, Alternate Commissioner
Gregory Rodeno, Alternate Commissioner

Keene Simonds, Executive Officer
Jacqueline Gong, Commission Counsel
Kathy Mabry, Secretary

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

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

Minutes of April 7, 2008

4. PUBLIC COMMENT

In this time period, anyone may comment to the Commission regarding any subject over which the Commission has jurisdiction, or request consideration to place an item on a future agenda. No comments will be allowed involving any subject matter that is scheduled for hearing or discussion as part of this 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 CALENDAR ITEMS

With the concurrence of the Chair, a Commissioner or member of the public may request discussion of an item on the consent calendar.

a) *Borrette Lane No. 8 District Annexation to the Napa Sanitation District (Action)*

The Commission will consider an application to annex approximately 6.04 acres of incorporated territory located in the City of Napa to the Napa Sanitation District. The annexation is intended to facilitate the creation of four new residential lots. The subject territory is located at 1020 Borrette Lane and is identified by the County of Napa Assessor's Office as 041-700-004. All affected property owners have consented to this proposal.

6. PUBLIC HEARING ITEMS

None

7. COMMISSION ACTION ITEMS

a) *City of Calistoga: Municipal Service Review*

The Commission will receive a written report representing its scheduled municipal service review on the City of Calistoga. The Commission will consider a separate draft resolution adopting the determinations included in the municipal service review pursuant to Government Codes §56340.

b) *City of St. Helena: Municipal Service Review*

The Commission will receive a written report representing its scheduled municipal service review on the City of St. Helena. The Commission will consider a separate draft resolution adopting the determinations included in the municipal service review pursuant to a Government Codes §56340.

c) *Options for the Appointment of Alternate Legal Counsel*

The Commission will receive a report identifying and evaluating options regarding the appointment of alternate legal counsel. The report is being presented for discussion and possible action by the Commission.

COMMISSION ACTION ITEMS CONTINUED...

d) Recommended Office Improvements in 2008-2009

The Commission will consider a report recommending funding for two office improvements in 2008-2009 to implement an electronic document management system and develop a new website. The Commission will consider directing the Budget Committee to add the estimated \$55,000 cost for the two office improvements into a proposed final budget for presentation at the June 2, 2008 meeting. Unexpended revenues from 2007-2008 would be used for funding.

e) Adoption of Policy Regarding Indemnification

The Commission will consider adoption of a policy to provide for indemnification in connection with any application for a change of organization, reorganization, or sphere of influence amendment.

8. COMMISSION DISCUSSION ITEMS

a) Staffing Update

The Commission will receive a report on the current status of filling the vacant analyst position. The report is being presented for discussion.

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:

- Napa County Transportation and Planning Agency's Growth Summit
- City of American Canyon: Municipal Service Review and Sphere of Influence Review

10. INFORMATION ITEMS

Information items are provided for the Commission to receive and file. The Commission may choose to discuss individual items or to receive and file the entire calendar.

a) Notice from the County of Napa Regarding Reappointment of Brad Wagenknecht

The Commission will receive written notice from the County of Napa announcing the reappointment of Brad Wagenknecht to a new four year term on LAFCO (2008-2012).

11. CLOSED SESSION

None

12. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

13. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:

June 2, 2008

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. If you intend to speak on any hearing item, please indicate in your testimony if you have made campaign contributions totaling \$250 or more to any Commissioner during the past 12 months.
