



Local Agency Formation Commission of Napa County

Subdivision of the State of California

We Manage Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

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

Administrative Office

1030 Seminary Street, B

Napa, California 94559

Telephone: 707-259-8645

www.napa.lafco.ca.gov

REGULAR MEETING AGENDA

Monday, February 4, 2013

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. 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 or staff.

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 and subject to single motion approval. With the concurrence of the Chair, a Commissioner may request discussion of an item on the consent calendar.

a) Second Quarter Budget Report for 2012-2013 (Action)

The Commission will review a second quarter budget report for 2012-2013. The report compares budgeted versus actual transactions through one-half of the fiscal year. The report projects the Commission is on pace to improve its year-end financial position by eliminating its budgeted funding gap of (\$8,811) and finish with an overall operating surplus of \$12,163. The report is being presented to the Commission to formally accept.

b) Progress Report on Strategic Plan (Action)

The Commission will receive a report on progress made to date in meeting goals and implementing strategies in the current two-year strategic plan. The report is being presented to the Commission to formally accept.

c) Approval of Meeting Minutes (Action)

The Commission will consider approving minutes prepared by staff for the January 7, 2013 meeting.

d) New Legislation in 2013 (Information)

The Commission will review a report from staff summarizing new legislation affecting LAFCOs in 2013. The report is being presented to the Commission 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 January 7, 2013 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. Any member of the public may receive permission to provide comments on an item at the discretion of the Chair.

a) **Approval of Draft Proposed Budget for Fiscal Year 2013-2014**

The Commission will review a draft proposed budget for 2013-2014. The draft's operating expenses total \$448,755 and represent a 3.8% increase over the current fiscal year. The draft's operating revenues total \$435,915 with the remaining shortfall – (\$12,841) – to be covered by drawing down on agency reserves. The draft is being presented to the Commission for approval and authorization to circulate to local funding agencies for their review in anticipation of adopting a proposed budget in April.

b) **Proposed Annexation of 29 Forest Drive to the City of Napa**

The Commission will consider a proposal filed by the City of Napa on behalf of interested landowners to annex an approximate 6.0 acre unincorporated lot at 29 Forest Drive (041-720-003). Staff recommends approval of the proposal with two discretionary amendments to expand the proposed annexation boundary to include an additional 0.4 acre portion of adjacent right-of-way and concurrent detachment of the affected territory from County Service Area No. 4. Conditions are also recommended.

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) **Napa Berryessa Resort Improvement District Sphere of Influence Update**

The Commission will receive a draft report on its scheduled sphere of influence update on Napa Berryessa Resort Improvement District. The central focus of the draft report is to consider whether it is appropriate to expand the current sphere of influence designation to include the entire jurisdictional boundary. The draft report concludes four distinct update options are merited and subject to Commission preference. The draft report identifies the preferred option is to update the sphere with no changes and table all related policy considerations to the next update. The draft report is being presented for discussion and direction in anticipation of staff preparing a final report for adoption at a future meeting.

b) **Legislative Report**

The Commission will receive a report from staff summarizing notable items under discussion as the 2013-2014 legislative session commences. 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.

10. CLOSED SESSION

None.

11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING: April 1, 2013