



# **LAFCO MEETING AGENDA**

**Monday, November 3, 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

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

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

**2. PLEDGE OF ALLEGIANCE**

**3. APPROVAL OF MINUTES**

Minutes of October 6, 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, action, 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 ITEMS**

With the concurrence of the Chair, a Commissioner or member of the public may request discussion of an item on the consent calendar.  
None.

**6. PUBLIC HEARING ITEMS**

None.

**7. ACTION ITEMS**

**a) Adoption of Proposed Policy on Municipal Service Reviews and Amendments to Adopted Study Schedule**

The Commission will consider a proposed policy on conducting municipal service reviews. The Commission will also consider amendments to its adopted study schedule calendaring municipal service reviews and sphere of influence updates for 2008-2012.

**b) Adoption of Proposed Policy on Outside Service Agreements**

The Commission will consider a proposed policy on outside service agreements. The proposed policy provides guidance to the Commission in reviewing requests from cities and special districts to provide new or extended services by agreement outside their jurisdictional boundaries in accordance with Government Code Section 56133.

**c) Authorization to Negotiate a Professional Services Agreement for Website Design and Development**

The Commission will consider authorizing the Executive Officer to negotiate a professional services agreement with Planeteria for website design and development in an amount not-to-exceed \$28,350.

**8. DISCUSSION ITEMS**

**a) Current and Future Proposals**

The Commission will receive a report from staff regarding current and future proposals. The report is being presented for review and 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:

- Request for Proposal: Electronic Document Management System

**10. CLOSED SESSION**

None.

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

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:**

Monday, December 1, 2008.

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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. 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. Any member of the public requiring special assistance with respect to attending or listening to the meeting should contact LAFCO staff 24 hours in advance at (707) 259-8645.

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