



Local Agency Formation Commission
LAFCO of Napa County

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June 7, 2010

Agenda Item No. 5b (Consent: Action)

May 27, 2010

TO: Local Agency Formation Commission

FROM: Keene Simonds, Executive Officer

SUBJECT: Approval of Regular Meeting Calendar for Second Half of 2010

The Commission will consider approving a regular meeting calendar for the last six months of 2010. It is recommended the Commission approve meeting dates for August 2nd, October 4th, and December 6th.

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 requires Local Agency Formation Commissions (LAFCOs) to adopt policies and procedures with respect to conducting meetings. Government Code Section 56375(i) specifies LAFCOs must establish regulations to ensure meetings are conducted on a regular and orderly basis.

A. Discussion

LAFCO of Napa County's ("Commission") *Policy on Regular Commission Meeting Calendar* was last amended on December 1, 2009 and calls for regular meetings to be scheduled for 4:00 P.M. on the first Monday of each month as needed. All regular meetings shall be held in the Board Chambers at the County of Napa Administration Building. The Commission is directed to review and approve a meeting calendar every six months at the June and December meetings. For the second half of the current calendar year, the first Monday of each month falls on July 5th, August 2nd, September 6th, October 4th, November 1st, and December 6th.

B. Discussion/Analysis

It is expected the Commission will experience a measurable decline in the volume of items presented for its consideration during the remaining part of the calendar year given the slowdown on proposal activity. The only active proposal on file with the Commission involves a multi-area annexation request by American Canyon, which is not expected to be presented for consideration for several months. The slowdown in proposal activity will provide staff a welcome opportunity to make additional progress in completing the Commission's scheduled municipal service reviews and sphere of influence updates. Markedly, this includes completing the Commission's municipal service review on the Lake Berryessa region. (An expanded discussion on the Commission's study schedule along with recommended revisions is agendized as part of Item No. 7a.) The slowdown in

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Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Keene Simonds
Executive Officer

proposal activity along with the concentration in preparing studies over the next several months lessens the need to schedule regular meetings every month through the end of the calendar year. Accordingly, staff believes it would be appropriate for the Commission to only schedule regular meetings for August 2nd, October 4th, and December 6th.

In considering a calendar for the next six months, please note the Chair may schedule special meetings as needed to accommodate applicant requests or address other matters not presently anticipated. The California Association of LAFCOs has also scheduled its Annual Conference for October 6-8 in Palm Springs.

C. Recommendation

It is recommended the Commission take the following action:

- 1) Adopt a regular meeting calendar for the last six months of 2010 to include August 2nd, October 4th, and December 6th with any desired changes.

Respectfully submitted,

Keene Simonds
Executive Officer

Attachment:

~~1) Policy on Regular Commission Meeting Calendar~~