



LAFCO MEETING AGENDA

Monday, October 6, 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
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 August 4, 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 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) First Quarter Budget Report for Fiscal Year 2008-2009 (Action)

The Commission will receive a first quarter budget report for the 2008-2009 fiscal year. The budget report summarizes overall expenses through the first three months and is being presented to the Commission to receive and file.

6. PUBLIC HEARING ITEMS

a) Monticello Public Cemetery District: Sphere of Influence Review

The Commission will receive a report representing its scheduled sphere of influence review of the Monticello Public Cemetery District. The Commission will consider a draft resolution approving the recommendation of the report to modify the sphere of influence and make related statements as required under California Government Code Section 56425.

b) Pope Valley Cemetery District: Sphere of Influence Review

The Commission will receive a report representing its scheduled sphere of influence review of the Pope Valley Cemetery District. The Commission will consider a draft resolution approving the recommendation of the report to modify the sphere of influence and make related statements as required under California Government Code Section 56425.

c) Amendments to Adopted Conflict of Interest Code

The Commission will consider amendments to its adopted conflict of interest code. Amendments include transferring the filing and storage location of completed statement of economic interest forms from the County of Napa's Election Division to the LAFCO office and updating the legal monetary limit for gifts from a single source.

7. COMMISSION ACTION ITEMS

None

8. COMMISSION DISCUSSION ITEMS

a) Proposed Policy on Municipal Service Reviews

The Commission will review a proposed policy on conducting municipal service reviews. In conjunction with the proposed policy, the Commission will also review a revision to its study schedule calendaring municipal service reviews and sphere of influence updates for 2008-2012. The proposed policy and revision are being presented to the Commission for discussion.

b) Proposed Policy on Outside Service Agreements

The Commission will review a proposed policy regarding outside service agreements. The proposed policy provides guidance to the Commission in reviewing city and special district requests to provide new or extended services by agreement outside their jurisdictional boundaries in accordance with California Government Code Section 56133. The proposed policy is being presented to the Commission for discussion.

c) Legislative Report

The Commission will receive a verbal report on the legislative activities of the California Association of Local Agency Formation Commissions.

d) Report from 2008 CALAFCO Annual Conference

The Commission will receive a verbal report on issues and topics raised at the 2008 Annual Conference of the California Association of Local Agency Formation Commissions.

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:

- Unincorporated Islands
- Request for Proposal: Website Design and Development
- Request for Proposal: Electronic Document Management System

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) Current and Future Proposals

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

11. CLOSED SESSION

None

12. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

13. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:

Monday, November 3, 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. 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.
