



LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY

MEETING MINUTES OF APRIL 6, 2009

1. CALL TO ORDER; ROLL CALL

Chair Kelly called the meeting to order at 4:00 p.m.

Roll was called with Regular Commissioners Dodd, Gingles, Inman, Wagenknecht, and Chair Kelly present. Alternate Commissioners Luce and Rodeno were also present.

Absent: Commissioner Coffey.

Staff present: Keene Simonds, Executive Officer; Jackie Gong, Commission Counsel; Brendon Freeman, Analyst; and Kathy Mabry, Commission Secretary.

2. PLEDGE OF ALLEGIANCE

Chair Kelly led the Pledge of Allegiance.

3. APPROVAL OF MINUTES: Minutes of February 2, 2009 Meeting

The Commission was presented with minutes from the February 2, 2009 meeting for approval. Upon motion by Commissioner Gingles and second by Commissioner Inman, the minutes were approved.

4. PUBLIC COMMENT

Chair Kelly invited members of the audience to provide public comment. No comments were received.

5. CONSENT ITEMS

a) Time Extension Request: *Borrette Lane No. 8 District Annexation to the Napa Sanitation District*

The Commission considered an application from the affected landowners to extend by one year the deadline imposed by LAFCO Resolution No. 08-02 approving the annexation of 6.04 acres of incorporated territory to the Napa Sanitation District. The affected territory consists of one parcel identified by the County of Napa Assessor's Office as 041-700-004.

The Commission approved the staff recommendation to approve the time extension by one year.

b) Amendment to Adopted Fee Schedule

The Commission considered the amendment to its adopted fee schedule to reflect new filing charges for the California Department of Fish and Game for lead agencies under the California Environmental Quality Act.

The Commission approved the staff recommendation to amend the adopted fee schedule to include the increased CEQA filing fees.

c) Third Quarter Budget Report for 2008-2009

The Commission received a third quarter budget report for the 2008-2009 fiscal year.

Upon motion by Commissioner Inman and second by Commissioner Dodd, the consent calendar items were approved.

6. PUBLIC HEARING ITEMS

a) Montecito Boulevard: Concurrent Request for an Outside Service Agreement and Sphere of Influence Amendment from the City of Napa

Staff provided a verbal summary of the proposal from the City of Napa requesting concurrent approval of an outside service agreement and sphere of influence amendment involving territory located at the eastern end of Montecito Boulevard. The affected territory comprises one parcel identified by the County of Napa Assessor's Office as 045-170-006.

Public comment was heard from Shawn Gutteresen, property owner, Kevin Teague, Attorney representing the property owners, and from Peter Spoerl, Deputy City Attorney, City of Napa. Following a lengthy discussion, the Commission determined there was sufficient evidence that authorizing the outside water service agreement would address an existing and pending threat to public health and safety.

Upon motion by Commissioner Dodd and second by Commissioner Inman, the proposal was approved with an amended resolution to authorize the outside service agreement to address the aforementioned threat to public health and safety without amending the sphere of influence (**Resolution No. 09-03**).

b) Proposed Budget for 2009-2010

Staff provided a verbal report of the proposed budget for 2009-2010 prepared by the Budget Committee.

Chair Kelly opened and closed the public hearing with no comments received. Staff was commended by the Commission for having a reduction in the budget during these times.

Upon motion by Commissioner Gingles and second by Commissioner Wagenknecht, the Commission:

- 1) Adopted **Resolution # 09-04** approving the proposed budget for 2009-2010;
- 2) Directed the Executive Officer to circulate the adopted proposed budget for review and comment to each funding agency; and
- 3) Directed the Executive Officer to schedule a public hearing for the Commission to consider adopting a final budget at its June 1, 2009 meeting.

7. ACTION ITEMS

a) Legislative Report

Staff provided the Commission with a report on the first year of the 2009-2010 sessions of the California Legislature as it relates to bills directly or indirectly effecting Local Agency Formation Commissions. The Commission also considered authorizing the Chair to sign letters in support of two specific legislative items.

Upon motion by Commissioner Dodd and second by Commissioner Wagenknecht, the Commission authorized the Chair to sign the letter to the Senate Committee on Local Government supporting special legislation in 2010 to expedite the process to reorganize Resort Improvement Districts and Municipal Improvement Districts into Community Service Districts.

No action was taken with respect to supporting Senate Bill 215.

8. DISCUSSION ITEMS

a) Biennial Workshop

Staff provided a verbal report in relation to scheduling the Commission's biennial workshop, which is held each odd-numbered year to discuss and strategize its goals and objectives over the next two years. The Commission discussed potential topics and dates for the workshop planned for August or September 2009. Staff to receive Commission input and work with Chair will determine date and location of the biennial workshop.

Staff also informed the Commission and presented a draft agenda relating to a Bay Area LAFCO workshop in early summer aimed at providing a more advanced "101" on LAFCO duties and responsibilities.

9. EXECUTIVE OFFICER REPORT

The Commission was provided with a report from the Executive Officer regarding the following items:

- Southeast County Municipal Service Review
- CALAFCO Items – Staff discussed the 2011 CALAFCO conference hosted by Napa LAFCO, to be held in Napa if staff can locate a hotel with 150 rooms which are within the financial allowances of CALAFCO.
- Website Design and Development
- Electronic Document Management System

Also, staff introduced Joan Bennett from the City of American Canyon as the new Alternate Commissioner to LAFCO. Ms. Bennett is replacing Cindy Coffey, pending the City Selection Committee's appointment.

10. INFORMATION ITEMS

a) Current and Future Proposals

Staff provided a status report to the Commission regarding five active proposals on file with LAFCO. In addition, staff informed the Commission of a new annexation proposal to the Napa Sanitation District for a new wing at Queen of the Valley Hospital.

11. CLOSED SESSION

There was no closed session.

12. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

There was no discussion of this item.

13. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:

The meeting was adjourned at 5:15p.m. The next regular LAFCO meeting is scheduled for Monday, May 4, 2009 at 4:00 pm.

Brian J. Kelly, Chair

ATTEST: Keene Simonds, Executive Officer
Prepared by:

Kathy Mabry
Commission Secretary