



Local Agency Formation Commission of Napa County
Subdivision of the State of California

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

REGULAR MEETING AGENDA

Monday, October 3, 2011
County of Napa Administration Building
1195 Third Street, Board Chambers
Napa, California 94559

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

2. PLEDGE OF ALLEGIANCE

3. AGENDA REVIEW

The Chair will consider any requests by Commissioners or staff to remove or re-arrange agenda items at this time.

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 that is scheduled for hearing, action, or discussion as part of the current 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

All items calendared as consent are considered ministerial or non-substantive. With the concurrence of the Chair, a Commissioner may request discussion of an item on the consent calendar.

a) Proposed Budget Amendment to the Fiscal Year 2011-12 Budget (Action)

The Commission will consider approving a proposed amendment to its fiscal year budget to increase three accounts in the salaries and benefits expense unit by a combined total of \$3,277. The proposed amendment would provide sufficient funds to cover expenses tied to the County of Napa's recent approval of a 1.5% cost-of-living increase for all employees.

b) Approval of Meeting Minutes (Action)

The Commission will consider approving minutes prepared by staff for the August 1, 2011 meeting.

c) 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 August 1, 2011 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.

a) Garfield Lane No. 2 Annexation to the Napa Sanitation District

The Commission will consider two related actions concerning a proposal from an interested landowner to annex approximately 1.33 acres of incorporated territory to the Napa Sanitation District. The affected territory is located at 48 Garfield Lane in the City of Napa and the purpose of the annexation is to establish permanent public sewer service to an existing single-family residence; a residence currently receiving public sewer from the District through a temporary outside service extension previously approved by the Commission. The first recommended action is for the Commission to adopt a negative declaration consistent with the findings of an initial study concluding the annexation will not have any significant impacts on the environment. The second recommended action is for the Commission to approve the proposed annexation with standard conditions. The County of Napa Assessor's Office identifies the affected parcel as 038-160-034.

7. ACTION ITEMS

Items calendared for action do not require a public hearing before consideration by the Commission. Applicants may address the Commission. Any member of the public may receive permission to provide comments on an item at the discretion of the Chair.

a) **Adoption of Policy on Social Media Use**

The Commission will review a draft policy prescribing the use of social media tools in proactively communicating agency activities to the public. The draft policy includes authorizing and establishing specific standards with respect to utilizing Facebook and Twitter. The draft policy is being presented to the Commission for adoption.

b) **Amendment to the General Policy Determinations**

The Commission will consider a draft amendment to its General Policy Determinations to establish an additional exemption to its current declaration discouraging annexation proposals involving undeveloped or underdeveloped lands unless the affected territory is subject to a specific development plan or agreement. The draft amendment would further exempt city annexation proposals involving lands that are part of an unincorporated island. The draft amendment is being presented to the Commission for adoption.

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) **Legislative Report**

The Commission will receive a report on the first year of the 2011-2012 session of the California Legislature as it relates to bills directly or indirectly effecting Local Agency Formation Commissions. The report also previews legislative matters for the upcoming second year.

b) **Report on the 2011 CALAFCO Annual Conference**

The Commission will receive a report summarizing the activities associated with the CALAFCO Annual Conference held at the Silverado Resort and Spa between August 31 and September 2, 2011. The report includes survey results from attendees. The report also notes Commissioner Inman won reelection to the CALAFCO Board.

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:

- Commission Biennial Workshop, November 7, 2011
- Central Napa County Municipal Services Review

10. CLOSED SESSION

None

11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS

12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING:

December 5, 2011

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.
