



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

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We Manage Local Government Boundaries, Evaluate Municipal Services, and Protect Agriculture

Agenda Item 5a (Consent/Action)

TO: Local Agency Formation Commission

PREPARED BY: Kathy Mabry, Commission Secretary

MEETING DATE: June 3, 2019

SUBJECT: Approval of Meeting Minutes:
April 4, 2019, Regular Meeting

DISCUSSION AND RECOMMENDATION

The Commission will consider approving the attached summary minutes prepared by staff for the April 4, 2019, regular meeting.

Staff recommends approval.

ATTACHMENT

- 1) Regular meeting minutes: April 4, 2019

Kenneth Leary, Vice Chair
Councilmember, City of American Canyon

Margie Mohler, Commissioner
Councilmember, Town of Yountville

Scott Sedgley, Alternate Commissioner
Councilmember, City of Napa

Brad Wagenknecht, Commissioner
County of Napa Supervisor, 1st District

Diane Dillon, Commissioner
County of Napa Supervisor, 3rd District

Ryan Gregory, Alternate Commissioner
County of Napa Supervisor, 2nd District

Gregory Rodeno, Chair
Representative of the General Public

Vacant, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY
MEETING MINUTES OF APRIL 4, 2019**

**Town of Yountville Council Chambers
6550 Yount Street, Yountville, CA 94599**

1. WELCOME AND CALL TO ORDER; ROLL CALL

Chair Mohler called the regular meeting of April 4, 2019 to order at 2:01 PM.
At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Margie Mohler, Chair	Kenneth Leary	Brendon Freeman, Executive Officer
Scott Sedgley	Ryan Gregory (<i>Voting</i>)	DeeAnne Gillick, Counsel
Gregory Rodeno	Erik Lawrence	Kathy Mabry, Secretary
Diane Dillon - <i>Excused</i>		Dawn Longoria, Analyst - <i>Excused</i>
Brad Wagenknecht - <i>Excused</i>		

2. PLEDGE OF ALLEGIANCE

Chair Mohler led the Pledge of Allegiance.

3. APPROVAL OF AGENDA

Chair Mohler asked if there were any requests to rearrange the agenda. There were no requests. Upon motion by Commissioner Sedgley and second by Commissioner Rodeno, the Commission unanimously adopted the agenda as submitted:

VOTE:

AYES: SEDGLEY, RODENO, GREGORY AND MOHLER
NOES: NONE
ABSENT: DILLON AND WAGENKNECHT
ABSTAIN: NONE

4. PUBLIC COMMENTS

Chair Mohler invited members of the audience to provide public comment. Public comment was received from Gary Margadant, Mt. Veeder Road resident, who discussed water monitoring in the City vs. County, and suggested using meters to monitor groundwater in the unincorporated areas.

5. CONSENT ITEMS

- a) **Approval of Meeting Minutes: February 4, 2019 and March 11, 2019 Meetings**
- b) **Current and Future Proposals**
- c) **Work Program Progress Report**
- d) **Legislative Report**
- e) **Chair and Vice Chair Rotation**

(Commissioners Rodeno and Leary will serve as Chair and Vice Chair, respectively, from May 1, 2019 to April 30, 2020. Additionally, Commissioner Sedgley will begin a new four-year term as an Alternate City Member on May 6, 2019).

5. CONSENT ITEMS – continued:

Upon motion by Commissioner Rodeno and second by Commissioner Sedgley, the consent items were approved:

VOTE:

AYES: **RODENO, SEDGLEY, GREGORY AND MOHLER**
NOES: **NONE**
ABSENT: **DILLON AND WAGENKNECHT**
ABSTAIN: **NONE**

6. PUBLIC HEARING ITEMS**a) Proposed Budget for Fiscal Year 2019-2020**

The Commission considered adopting a resolution to approve a proposed budget for 2019-2020. The proposed budget also includes \$1,000 for a 401A Employer Contribution (Account No. 51200). The Executive Officer is authorized to participate in the County of Napa's 401(a) retirement savings plan.

In addition, the Commission received and discussed a draft amendment to the adopted Fee Schedule.

The Executive Officer provided an overview of the proposed budget and highlighted operating expenses and revenues, and distinct expenses, such as leadership training for staff.

Chair Mohler opened the public hearing. No public comments were received.

Chair Mohler closed the public hearing.

Commissioner comments were received, including appreciation expressed to the Budget Committee (Commissioners Mohler and Lawrence).

Upon motion by Commissioner Rodeno and second by Commissioner Gregory, the Commission unanimously approved the budget and staff recommendations, which include:

- 1) Adopt the draft resolution approving the proposed budget for FY 2019-2020;
- 2) Direct staff to circulate the adopted proposed budget to each of the funding agencies as well as the general public for review and comment;
- 3) Direct staff to circulate the draft Fee Schedule amendment to the general public for public review and comment; and
- 4) Direct the Budget Committee to return with recommendations for a final budget and Fee Schedule amendment for adoption at a noticed public hearing on June 3, 2019:

VOTE:

AYES: **RODENO, GREGORY, MOHLER AND SEDGLEY**
NOES: **NONE**
ABSENT: **DILLON AND WAGENKNECHT**
ABSTAIN: **NONE**

7. INFORMATION ITEMS**a) Consultant Update on Countywide Water and Wastewater Municipal Service Review**

The Commission received a formal update from Policy Consulting Associates (PCA) on the Countywide Water and Wastewater Municipal Service Review.

Staff provided an overview of the study, which involves public water and wastewater from 14 agencies within Napa County, and introduced the representatives from PCA who were present to provide a high-level update on the progress being made to date on this very important project.

Jennifer Stephenson, representing PCA, provided an update on the Countywide Water and Wastewater MSR being prepared. PCA is in the midst of combing through all the information that has been provided to date by all of the agencies involved, advised the Commission on where they are in the process including timelines, stakeholder meetings planned, draft reviews, public outreach and what they can anticipate to see in the report when they release it.

PCA has developed a project-specific website to provide opportunities for ongoing interaction with the subject agencies and members of the general public.

The website is available online at: <https://sites.google.com/pcateam.com/napamsr/home>.

Richard Berkson was available for comments, but did not speak to the Commission.

The Commission was invited to discuss the update and provide feedback to staff and PCA.

Public comments were received from Gary Margadant who spoke about changes from the last MSR in 2006, John McDowell, County Planning Dept., concerning OSA's and inclusion into the draft SOI policy, as well as from Phil Brun, City of Napa Utilities Director about other studies (Drought Contingency Plan).

It is anticipated a comprehensive-format draft report will be presented for discussion on December 2, 2019, with a final report to follow on February 3, 2020. No action was taken.

b) Executive Officer Report

The Executive Officer provided a brief report on recent activities, including the Commission's Special Meeting on March 11, 2019 (Public Workshop) in Yountville, which was well attended.

The workshop was separated into two distinct topics: (1) an educational "LAFCO 101" presentation by staff and (2) a discussion with interested stakeholders relating to the draft Policy on Spheres of Influence prepared by the Policy Committee. Much positive feedback was received.

8. COMMISSIONER COMMENTS/REQUESTS FOR FUTURE AGENDA ITEMS

LAFCO thanked the Town of Yountville for the use of their facility, and the staff for their assistance to LAFCO staff during its public meetings.

Chair Mohler stated she has enjoyed being the LAFCO Chair as she passes the torch onto Gregory Rodeno (Chair), and Kenneth Leary (Vice Chair) effective May 2019, due to rotation, and pointed out that LAFCO staff is doing great work.

9. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING

The meeting was adjourned at 3:00 PM. The next regular LAFCO meeting is scheduled for Monday, June 3, 2019, at 2:00 P.M. at the Napa County Board of Supervisors Chambers, located at 1195 Third Street, 3rd floor, Napa, CA 94559.

Gregory Rodeno, LAFCO Chair

ATTEST: Brendon Freeman, Executive Officer

Prepared by: _____

Kathy Mabry, Commission Secretary