



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

1030 Seminary Street, Suite B  
Napa, California 94559  
Phone: (707) 259-8645  
Fax: (707) 251-1053  
www.napa.lafco.ca.gov

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

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**Agenda Item 5a (Consent/Action)**

**TO:** Local Agency Formation Commission

**PREPARED BY:** Kathy Mabry, Commission Secretary

**MEETING DATE:** June 4, 2018

**SUBJECT:** Approval of Meeting Minutes:  
**April 2, 2018, Regular Meeting**

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**DISCUSSION AND RECOMMENDATION**

The Commission will consider approving the attached summary minutes prepared by staff for the April 2, 2018, regular meeting.

Staff recommends approval.

**ATTACHMENT**

- 1) Regular meeting minutes: April 2, 2018

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Margie Mohler, Chair  
Councilmember, Town of Yountville

Scott Sedgley, Commissioner  
Councilmember, City of Napa

Kenneth Leary, Alternate Commissioner  
Councilmember, City of American Canyon

Brad Wagenknecht, Vice Chair  
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, Commissioner  
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 2, 2018**

**1. WELCOME AND CALL TO ORDER; ROLL CALL**

Chair Wagenknecht called the regular meeting of April 2, 2018, to order at 2:00 PM.  
At the time of roll call, the following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Brad Wagenknecht, Chair	Kenneth Leary ( <i>Note:</i>	Brendon Freeman, Executive Officer
Brian Kelly, Vice Chair	<i>arrived at 2:08)</i>	Madeline Miller, Commission Counsel
Diane Dillon	Ryan Gregory	Kathy Mabry, Secretary
Margie Mohler	Gregory Rodeno ( <i>Note:</i>	
Scott Sedgley	<i>arrived at 2:03)</i>	

**2. PLEDGE OF ALLEGIANCE**

Chair Wagenknecht led the Pledge of Allegiance.

**3. APPROVAL OF AGENDA**

Chair Wagenknecht asked if there were any requests to rearrange the agenda.  
There were no requests.

Upon motion by Commissioner Mohler and second by Commissioner Kelly, the Commission unanimously adopted the agenda as submitted:

**VOTE:**

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

**4. PUBLIC COMMENTS**

Chair Wagenknecht invited members of the audience to provide public comment.

Comments were received from James Hinton, Napa resident, who spoke to the Commission regarding the use of water at the Carneros Resort and Spa, and its water agreement with the City of Napa.

**5. CONSENT ITEMS**

a) **Approval of Meeting Minutes:** February 5, 2018, Regular Meeting

b) **Current and Future Proposals**

c) **Legislative Report**

d) **Chair and Vice Chair Rotation** (Commissioners Mohler and Wagenknecht will serve as Chair and Vice Chair, respectively, from May 1, 2018, to April 30, 2019).

Upon motion by Commissioner Kelly and second by Commissioner Mohler, the consent items were approved:

**VOTE:**

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

**6. PUBLIC HEARING ITEMS****a) Appointment of Public Member**

The city and county members of the Commission considered making an appointment for the regular Public Member position. The appointment term is four years beginning May 7, 2018, and ending May 2, 2022.

The Commission was provided with applicant material and an overview of the voting process. Staff acknowledged that the five candidates for Public Member were present.

The Commission received five applications from: Michelle Benvenuto, Eve Kahn, Bruce Ketron, John Morris, and current Alternate Public Member Gregory Rodeno.

All five applicants qualify for appointment.

Chair Wagenknecht opened the public hearing.

The candidates were invited to speak to the Commission.

Following speeches from each candidate, public comment was received by Napa resident James Hinton who expressed his support for candidate Eve Kahn.

The Chair invited nominations from the Commission.

Per the adopted appointment procedures, all four voting members nominated one candidate.

All four Commissioners nominated Gregory Rodeno. Chair Wagenknecht asked for a second to the nomination of Gregory Rodeno. Commissioner Mohler seconded the nomination.

Chair Wagenknecht closed the public hearing, and thanked the candidates for coming to the meeting. Several Commissioners noted how pleased they were to receive five candidates for this public position.

The Commissioners addressed the candidates and encouraged them all to reapply for the next opening of a public member position on LAFCO.

Upon motion by Commissioner Mohler and second by Commissioner Sedgley, Gregory Rodeno was appointed to the Public Member position for a four-year term ending in May 2022.

In addition, due to Gregory Rodeno's appointment to the Public Member position, the Alternate Public Member position will become vacant in May 2018. As a result, the Commission directed staff to immediately initiate a public recruitment consistent with adopted policy to fill the remainder of the unexpired Alternate Public Member term. This includes issuing a press release for the vacancy and scheduling a public hearing for June 4, 2018, for the Commission to appoint an Alternate Public Member:

**VOTE:**

**AYES: MOHLER, SEDGLEY, DILLON AND WAGENKNECHT**

**NOES: NONE**

**ABSENT: NONE**

**ABSTAIN: KELLY**

**b) Proposed Budget for Fiscal Year 2018-2019**

The Commission considered adopting a resolution to approve a proposed budget for Fiscal Year 2018-2019. Proposed operating expenses total \$691,146 and proposed operating revenues total \$476,319 with the remaining shortfall of \$214,827 to be covered by drawing from agency reserves.

The Executive Officer thanked this year's Budget Committee members (Commissioners Kelly and Gregory) for their work on the agency's proposed budget.

Staff provided an overview of the proposed budget and highlighted the following proposed expenditures: Countywide Water and Wastewater MSR study; City of St. Helena MSR/SOI study; Legal services; Per Diem increase; Full-time Analyst recommendation; and agency contributions up 5%.

**6. b) Proposed Budget for Fiscal Year 2018-2019 – continued:**

Chair Wagenknecht opened the public hearing.

Public comments were received from Napa resident Eve Kahn regarding the Analyst position, and Jason Holley, Acting City Manager of American Canyon regarding future MSR studies.

Chair Wagenknecht closed the public hearing. Commissioner comments were received.

Upon motion by Commissioner Kelly and second by Commissioner Sedgley, the Commission unanimously approved the budget and staff recommendations to:

- 1) Adopt the proposed budget for FY 2018-2019 (**Resolution No. 2018-04**);
- 2) Direct the Budget Committee to circulate the adopted proposed budget to each funding agency and make available to the general public for review and comment; and
- 3) Direct the Budget Committee to return with recommendations for a final budget for adoption at a noticed public hearing on June 4, 2018:

**VOTE:**

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

**7. ACTION ITEMS****a) Proposed Amendment to Legal Services Contract and Budget Adjustment**

The Commission considered taking formal action to (1) approve a proposed amendment to the legal services contract with Sloan Sakai Yeung & Wong LLP; and (2) approve a proposed budget adjustment to increase the maximum annual payment amount for fiscal year 2017-2018.

The contract amendments include both the law firm name change (formerly Renne Sloan Holtzman & Sakai LLP) and an increase in the maximum annual payment.

The budget adjustment is to increase the Legal Services expense account (Account No. 52140) from \$26,500 to \$35,000.

Upon motion by Commissioner Kelly and second by Commissioner Mohler, the Commission unanimously approved the following actions:

- 1) Approve the proposed amendment to the legal services contract; and
- 2) Approve the proposed budget adjustment for fiscal year 2017-2018.

**VOTE:**

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

**7. ACTION ITEMS****b) 50<sup>th</sup> Anniversary of the Agricultural Preserve**

The Commission considered taking formal action to adopt a resolution in honor of the 50<sup>th</sup> anniversary of the Napa County Agricultural Preserve.

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (CKH) directs LAFCOs to encourage orderly growth and development of local communities in a manner that preserves agricultural and open space lands.

Napa County's Agricultural Preserve is consistent with LAFCO's mandates, general mission and purpose.

Following discussion, the Commission unanimously adopted the resolution in honor of Napa County's 50<sup>th</sup> anniversary of the Agricultural Preserve.

Upon motion by Commissioner Sedgley and second by Commissioner Mohler, the Commission adopted the resolution (**Resolution No. 2018-05**):

**VOTE:**

<b>AYES:</b>	<b><u>SEDGLEY, MOHLER, DILLON, KELLY AND WAGENKNECHT</u></b>
<b>NOES:</b>	<b><u>NONE</u></b>
<b>ABSENT:</b>	<b><u>NONE</u></b>
<b>ABSTAIN:</b>	<b><u>NONE</u></b>

**8. DISCUSSION ITEM****a) Work Program Progress Report**

The Commission received a progress report on its adopted 2017-2018 Work Program.

Staff updated the Commission on the St. Helena MSR study regarding a sub-committee, RFP and returning with recommendations for a contract for this project.

In addition, it was noted that staff will complete the South County Region MSR/SOI study in-house.

**9. EXECUTIVE OFFICER REPORT**

The Executive Officer provided a brief report noting he will be assisting Contra Costa LAFCO in selecting an MSR consultant. Additionally, the Executive Officer will be a speaker in a session on the topic of Strategic Planning at the annual CALAFCO workshop.

**10. COMMISSIONER COMMENTS – there were no Commissioner comments.****11. RECOGNITION OF SERVICE: Brian J. Kelly**

Commissioner Kelly was provided with a plaque of appreciation, and the Commission and staff shared their comments, thanked him for his service and wished him well in his future endeavors.

**12. ADJOURNMENT TO NEXT REGULAR SCHEDULED MEETING**

The meeting was adjourned at 3:32 PM. The next regular LAFCO meeting is scheduled for Monday, June 4, 2018 at 2:00 PM.

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Brad Wagenknecht, LAFCO Chair

ATTEST: Brendon Freeman, Executive Officer

Prepared by:

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Kathy Mabry  
Commission Secretary