



**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*

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**February 4, 2013**  
**Agenda Item No. 5c (Consent/Action)**

January 30, 2013

**TO:** Local Agency Formation Commission

**FROM:** Kathy Mabry, Commission Secretary

**SUBJECT: Approval of Minutes for Regular Meeting on January 7, 2013**

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**A. Discussion and Recommendation**

Attached are summary minutes prepared for the Commission's Regular Meeting on January 7, 2013. Staff recommends approval.

Respectfully submitted,

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Kathy Mabry  
Commission Secretary

Attachment: as stated

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Lewis Chilton, Commissioner  
Councilmember, Town of Yountville

Joan Bennett, Commissioner  
Councilmember, City of American Canyon

Juliana Inman, Alternate Commissioner  
Councilmember, City of Napa

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

Bill Dodd, Commissioner  
County of Napa Supervisor, 4th District

Mark Luce, Alternate Commissioner  
County of Napa Supervisor, 2nd District

Brian J. Kelly, Vice Chair  
Representative of the General Public

Gregory Rodeno, Alternate Commissioner  
Representative of the General Public

Keene Simonds  
*Executive Officer*



**LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY  
MEETING MINUTES OF JANUARY 7, 2013**

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

Chair Wagenknecht called the regular meeting of January 7, 2013 to order at 4:00P.M. The following Commissioners and staff were present:

Regular Commissioners	Alternate Commissioners	Staff
Brad Wagenknecht, Chair	Juliana Inman	Keene Simonds, Executive Officer
Brian J. Kelly, Vice-Chair	Mark Luce	Jackie Gong, Commission Counsel
Joan Bennett	Gregory Rodeno	Kathy Mabry, Secretary
Lewis Chilton		
Bill Dodd		

**2. PLEDGE OF ALLEGIANCE**

Chair Wagenknecht led the Pledge of Allegiance.

**3. AGENDA REVIEW**

The Commission approved a motion to accept the agenda as prepared.

**4. PUBLIC COMMENTS**

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

Ron Stahlecker spoke to the Commission regarding island annexations. Mr. Stahlecker noted he is one of three landowners comprising an island located off of Easum Drive. Mr. Stahlecker added he is interested in participating in the annexation so long as there are no direct costs, but is unclear whether the Commission will proceed with an actual proposal.

Chair Wagenknecht noted it has been on LAFCO's radar for awhile and remains an interest to the agency. Staff reported that this is a priority and hopes to have conversations with the City of Napa soon, and getting their resolution.

Commissioner Bennett stated she believes staff should make contact with Mr. Stahlecker to let him know the status of the island annexation program.

Commissioner Dodd commented that this has been discussed before and wonders if this Commission has the political resources to proceed at this time.

Commissioner Inman said she believes the annexation application is at the City's Planning department, and believes the fees will be waived, however, the findings have to be finalized by City staff and then it goes to Counsel. The City of Napa filled the Planning Manager position in December (Ken McNab) so now proper staff is in place to move forward.

Chair Wagenknecht closed the public comment period.

**5. CONSENT ITEMS**

**a) Amendments to Adopted Fee Schedule**

The Commission considered minor amendments 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.

**b) Approval of Agency Newsletter**

The Commission reviewed an agency newsletter prepared by staff. The newsletter summarized notable actions and related accomplishments in the 2012 calendar year as well as highlighted pending activities. The newsletter complies with the Commission's strategic plan to perform proactive outreach to improve the public's awareness and understanding of the agency and its various functions. The newsletter was presented to the Commission to formally approve for public distribution.

**5. CONSENT ITEMS – continued:**

**c) Approval of Meeting Minutes**

The Commission considered approving minutes prepared by staff for the December 3, 2012 meeting.

**d) Current and Future Proposals**

The Commission received a report summarizing current and future proposals. The report was presented for information. Three new proposals have been submitted since the December 3, 2012 meeting.

Upon motion by Commissioner Chilton and second by Commissioner Kelly, the consent items were unanimously approved.

**6. PUBLIC HEARING ITEMS**

There was no discussion of this item.

**7. DISCUSSION ITEMS**

**a) Commendation for Dedicated Service: William Chiat**

The Commission recognized the distinguished service of William Chiat upon his recent retirement as the Executive Director for the California Association of Local Agency Formation Commissions. A draft resolution of commendation was presented for formal adoption.

Chair Wagenknecht presented William Chiat with a plaque with a commemorative inscription, which noted gratitude for 8 years of service to CALAFCO and Napa LAFCO.

William Chiat expressed his appreciation for the commendation, and stated he especially appreciates the intimate association Napa LAFCO has had in various CALAFCO activities. Mr. Chiat stated that he will continue to work counties as the Dean of CSAC Institute.

Upon motion by Commissioner Kelly and second by Commissioner Bennett, the commendation and resolution were approved (**Resolution #2013-01**).

**b) Proposed Annexation of 1101 Grandview Drive to the City of Napa**

The Commission considered a proposal from the City of Napa to annex approximately 1.1 acres of unincorporated territory located at 1101 Grandview Drive (APN: 043-091-013). Staff recommended approval of the proposal with two discretionary amendments to expand the proposed annexation boundary to include an additional 0.1 acre portion of adjacent right-of-way and concurrent detachment of the affected territory from County Service Area No. 4. Standard conditions were also recommended.

Staff provided a verbal report noting that this lot has been in the City's sphere since 1976 and is part of the Hilton subdivision. Staff noted the underlying and immediate purpose of the proposal is to facilitate the future development of a single-family residence; an action that requires annexation to the City given the landowners want/need to connect their future residence to City water, which is not available because of ordinances established by the City Council for the Hilton subdivision several decades ago. Staff also noted the subject lot lies within NSD's sphere of influence, but is approx. 1,000 feet away from the nearest sewer line located at Foster Road and Canterbury Drive. The estimated cost to extend the sewer line to the subject lot would be a minimum amount of \$100,000. Staff commented this estimated cost appears substantially prohibitive for the landowner to assume and therefore staff believes it would be appropriate to waive the concurrent annexation requirement to NSD.

Staff also noted receipt of a request from CSA #4 requesting a condition be added to require the City file a proposal to annex the land back into the District if a vineyard is built on this property.

**7. DISCUSSION ITEMS – continued:**

The Commission discussed and noted how most of the homes in this area are on septic systems, and agreed that there should be a long-term strategic plan to get those in that area hooked up to NSD. The Commission also discussed what LAFCO's and NSD's responsibility might be or not be for this situation.

Chair Wagenknecht suggested staff confer with NSD staff regarding status of this location.

There were no public comments. Chair Wagenknecht closed the public hearing.

Upon motion by Commissioner Kelly and second by Commissioner Chilton, the recommended action to approve the proposal with the referenced amendments and conditions were approved **(Resolution #2013-02)**.

**8. DISCUSSION ITEMS**

There was no discussion of this item.

**9. EXECUTIVE OFFICER REPORT**

The Commission received a verbal report from the Executive Officer regarding current staff activities.

**10. CLOSED SESSION**

There was no closed session.

**11. COMMISSIONER COMMENTS; REQUEST FOR FUTURE AGENDA ITEMS**

There was no discussion of this item.

**12. ADJOURNMENT**

The meeting was adjourned at 4:35 p.m. The next regular LAFCO meeting is scheduled for Monday, February 4, 2013 at 4:00 p.m.

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Brad Wagenknecht, Chair

ATTEST: Keene Simonds, Executive Officer

Prepared by:

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Kathy Mabry, Commission Secretary