



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 9

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer

MEETING DATE: December 7, 2015

SUBJECT: Executive Officer Report

SUMMARY

The 2015 calendar year involved significant activity and changes for the Commission. The Commission held 12 total public meetings including special meetings, but not including ad hoc committee (i.e. "subcommittee") meetings. A summary of notable Commission activities and changes follows:

- Two new Commissioners filling unexpired terms: Regular County Member Diane Dillon and Alternate County Member Keith Caldwell
- Commission Workshop with Dana Smith at January 12th special meeting
- County Counsel Jacqueline Gong retired
- New legal counsel: Jennifer Gore with Renne Sloan Holtzman and Sakai (previously Miller & Owen)
- Executive Officer recruitment with assistance from Interim Executive Officer Peter Banning and Regional Government Services
- Appointed new Executive Officer: Brendon Freeman (vacated Analyst position)
- Approved contract to hire professional consultant to perform work associated with the Commission's electronic document management system
- Replaced outdated Study Schedule with new, comprehensive Work Program
- RFP Subcommittee selected a private consultant to assist in the preparation of municipal service reviews and sphere of influence updates
- Grand Jury interview in September
- Staff hosted Bay Area LAFCO meeting in October with Commissioner Juliana Inman and CALAFCO Executive Director Pamela Miller participating
- Approved five annexation proposals with two additional annexation proposals on today's agenda for Commission consideration

Juliana Inman, Chair
Councilmember, City of Napa

Greg Pitts, Commissioner
Councilmember, City of St. Helena

Joan Bennett, Alternate Commissioner
Councilmember, City of American Canyon

Diane Dillon, Vice Chair
County of Napa Supervisor, 3rd District

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

Keith Caldwell, Alternate Commissioner
County of Napa Supervisor, 5th District

Brian J. Kelly, Commissioner
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer

- Approved two comprehensive sphere of influence updates: NSD and SCSD
- Approved three individual sphere of influence amendment requests
- Approved two outside service agreement requests
- Approved four policy amendments with three additional proposed policy amendments on today's agenda for Commission consideration

A brief summary of current and future activities for calendar year 2016 follows:

- Agency newsletter in January
- Strategic Planning Workshop in January or February
- Appointment of Regular County Member and Alternate Public Member to fill expiring terms in May (see item 5d on today's agenda)
- Finalize amendments to memorandum of understanding between LAFCO and the County of Napa
- Website upgrades
- Island annexations
- Complete current round of municipal service reviews and sphere of influence updates
- Amendments to Application Packet