



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

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

Agenda Item 6d (Consent/Action)

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer

MEETING DATE: April 3, 2017

SUBJECT: Temporary Change to the Chair and Vice Chair Rotation Schedule

RECOMMENDATION

It is recommended the Commission approve a temporary change to the Chair and Vice Chair rotation schedule to reverse the order of the scheduled Chair and Vice Chair offices for the next two years.

BACKGROUND

At its February 6, 2017 meeting, the Commission discussed options with respect to making a temporary change to the Chair and Vice Chair rotation schedule as allowed pursuant to the Commission's *Policy on Appointment of Chair and Vice Chair* (the "Policy"). The Policy is included as Attachment One.

DISCUSSION

Based on the Policy, which designates a seat assignment for each regular Commissioner, a new Commissioner will be appointed as City Member II in May and would immediately assume the office of Chair. This could result in a new Commissioner serving as Chair without prior experience with LAFCO. To allow the Commission flexibility in cases such as this, paragraph five of the Policy provides a mechanism for the Commission to create temporary changes to the Chair and Vice Chair rotation as part of an action item placed on the agenda. A full listing of current Commissioners along with their seat designations and the current schedules for the Chair and Vice Chair are provided in Attachment Two.

Following discussion at the February 6th meeting of the challenges associated with immediately assuming the office of Chair as a new Commissioner, the Commission directed staff to return with an action item for purposes of making a formal temporary change to the Chair and Vice Chair rotation schedule.

Juliana Inman, Vice Chair
Councilmember, City of Napa

Paul Dohring, Commissioner
Councilmember, City of St. Helena

Kenneth Leary, Alternate Commissioner
Councilmember, City of American Canyon

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

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

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

Brian J. Kelly, Commissioner
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer

The Commission indicated its collective preference for an option that would reverse the order of the scheduled Chair and Vice Chair offices for the next two years. This would result in County Member II (Brad Wagenknecht) and the Public Member (Brian Kelly) serving as Chair and Vice Chair, respectively, from May 1, 2017 to April 30, 2018. City Member II (to be determined) and County Member II (Brad Wagenknecht) would serve as Chair and Vice Chair, respectively, from May 1, 2018 to April 30, 2019. The Commission would return to the standard rotational system on May 1, 2019, at which time the offices of Chair and Vice Chair would reside with the individuals assigned as the Public Member and City Member I, respectively.

Staff recommends the Commission take formal action to approve the temporary change to the Chair and Vice Chair rotation schedule as described in the preceding paragraph. A table depicting the offices of Chair and Vice Chair that incorporates the temporary change as contemplated in this report is included as Attachment Three.¹

ATTACHMENTS

- 1) Policy on Appointment of Chair and Vice Chair
- 2) Listing of Commissioner Seat Designations and Current Schedules for Chair and Vice Chair Rotation
- 3) Listing of Commissioner Seat Designations and New Schedules for Chair and Vice Chair Rotation Incorporating the Temporary Change

¹ The Policy states it is the responsibility of the Executive Officer to maintain a record of the seat designations and occupants.



LOCAL AGENCY FORMATION COMMISSION OF NAPA COUNTY

Policy on Appointment of Chair and Vice Chair

(Adopted: August 3, 2004; Last Amended: June 29, 2015)

It is the policy of the Commission that:

1. The terms of office of the Chair and Vice Chair shall be for one year, from May 1 to April 30.
2. Pursuant to the chart below, the Commission hereby establishes a rotational system for the appointment of the Chair and Vice Chair, effective May 1, 2015:

<u>Chair Designations</u>	<u>Vice Chair Designations</u>
City Member I	County Member I
County Member I	City Member II
City Member II	County Member II
County Member II	Public Member
Public Member	City Member I

It shall be the responsibility of the Executive Officer to maintain a record of the seat designations and occupants.

3. Pursuant to the table in Section 2 above, the Chair on May 1, 2015, shall be the occupant of the seat designated City Member I.
4. The offices of Chair and Vice Chair shall reside with the particular individual assigned to a designated seat. In the event that a Commissioner serving as Chair or Vice Chair is no longer able to serve on the Commission for any reason, the remainder of that Commissioner's term in office shall be fulfilled by the other Commissioner from the same appointing authority. (For example, if the Commissioner designated as "City Member I" is removed from the office of Chair in January, the Commissioner designated "City Member II" shall serve as Chair until April 30.)
 - A. On the following May 1, the established rotation schedule set forth in Section 2, above, shall resume.
 - B. Should the office of Chair or Vice Chair be vacated by the Public Member, the alternate Public Member shall fulfill the remainder of the officer's unexpired term. In the absence of an alternate Public Member, the Commission shall appoint another Commissioner at its next meeting to fulfill the remainder of the officer's unexpired term.
5. The Commission may create temporary changes to the schedule in Section 2 as part of an action item placed on the agenda.



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Listing of Seat Designations:

Current Member	Seat Designation
Diane Dillon	County Member I
Brad Wagenknecht	County Member II
Juliana Inman	City Member I
Paul Dohring	City Member II
Brian J. Kelly	Public Member
Ryan Gregory	Alternate County Member
Kenneth Leary	Alternate City Member
Gregory Rodeno	Alternate Public Member

Current Schedule for Chair Rotation:

Seat Designation	Chair Term
County Member I	May 1, 2016 to April 30, 2017
City Member II	May 1, 2017 to April 30, 2018
County Member II	May 1, 2018 to April 30, 2019
Public Member	May 1, 2019 to April 30, 2020
City Member I	May 1, 2020 to April 30, 2021

Current Schedule for Vice Chair Rotation:

Seat Designation	Vice Chair Term
City Member II	May 1, 2016 to April 30, 2017
County Member II	May 1, 2017 to April 30, 2018
Public Member	May 1, 2018 to April 30, 2019
City Member I	May 1, 2019 to April 30, 2020
County Member I	May 1, 2020 to April 30, 2021

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Brian J. Kelly	Public Member
Ryan Gregory	Alternate County Member
Kenneth Leary	Alternate City Member
Gregory Rodeno	Alternate Public Member

New Schedule for Chair Rotation with Temporary Change:

Seat Designation	Chair Term
County Member I	May 1, 2016 to April 30, 2017
County Member II	May 1, 2017 to April 30, 2018
City Member II	May 1, 2018 to April 30, 2019
Public Member	May 1, 2019 to April 30, 2020
City Member I	May 1, 2020 to April 30, 2021

New Schedule for Vice Chair Rotation with Temporary Change:

Seat Designation	Vice Chair Term
City Member II	May 1, 2016 to April 30, 2017
Public Member	May 1, 2017 to April 30, 2018
County Member II	May 1, 2018 to April 30, 2019
City Member I	May 1, 2019 to April 30, 2020
County Member I	May 1, 2020 to April 30, 2021

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