



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 5e (Consent/Information)

TO: Local Agency Formation Commission

PREPARED BY: Brendon Freeman, Executive Officer

MEETING DATE: April 4, 2019

SUBJECT: Chair and Vice Chair Rotation

RECOMMENDATION

It is recommended the Commission receive the report on the scheduled rotation of the Chair and Vice Chair offices.

BACKGROUND AND SUMMARY

The Commission's *Policy on Appointment of Chair and Vice Chair* ("the Policy") establishes an annual rotational system for the appointment of the Chair and Vice Chair offices that is based on seat designations. The Policy is included as Attachment One.

Under the Policy, each regular Commissioner is assigned a seat designation. Alternate Commissioners do not have seat designations and are not eligible for the Chair or Vice Chair offices.

At its April 3, 2017, meeting, the Commission approved a temporary two-year change to the Chair and Vice Chair rotation schedule as allowed under the Policy. On May 1, 2019, the temporary two-year change will expire and the Commission will return to the standard rotation schedule as outlined in the Policy.

A full listing of current Commissioners, seat designations, and schedules for the Chair and Vice Chair rotation is provided on the following page. Notably, pursuant to the *Policy of the City Selection Committee of Napa County Regarding Appointment of Members to LAFCO* (Attachment Two), Alternate Commissioner Leary will begin a new four-year term as a regular Commissioner on May 6, 2019, and Commissioner Sedgley will begin a new four-year term as an Alternate Commissioner on May 6, 2019.

Commissioners Rodeno and Leary will serve as Chair and Vice Chair, respectively, from May 1, 2019, to April 30, 2020.

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

Erik Lawrence, Alternate Commissioner
Representative of the General Public

Brendon Freeman
Executive Officer

Current Commissioners and Seat Designations:

Current Member	Seat Designation
Margie Mohler, Chair	City Member II
Brad Wagenknecht, Vice Chair	County Member II
Diane Dillon	County Member I
Gregory Rodeno	Public Member
Scott Sedgley ¹	City Member I
Ryan Gregory	Alternate County Member
Erik Lawrence	Alternate Public Member
Kenneth Leary ²	Alternate City Member

Schedule for Chair Rotation:

Seat Designation	Chair Term
Public Member	May 1, 2019 to April 30, 2020
City Member I	May 1, 2020 to April 30, 2021
County Member I	May 1, 2021 to April 30, 2022
City Member II	May 1, 2022 to April 30, 2023
County Member II	May 1, 2023 to April 30, 2024

Schedule for Vice Chair Rotation:

Seat Designation	Vice Chair Term
City Member I	May 1, 2019 to April 30, 2020
County Member I	May 1, 2020 to April 30, 2021
City Member II	May 1, 2021 to April 30, 2022
County Member II	May 1, 2022 to April 30, 2023
Public Member	May 1, 2023 to April 30, 2024

ATTACHMENTS

- 1) Policy on Appointment of Chair and Vice Chair
- 2) Policy of the City Selection Committee of Napa County Regarding Appointment of Members to LAFCO

¹ As noted on page one of this report, Commissioner Sedgley will begin a new four-year term as an Alternate Commissioner (Alternate City Member) on May 6, 2019.

² As noted on page one of this report, Alternate Commissioner Leary will begin a new four-year term as a regular Commissioner (City Member I) on May 6, 2019.



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.

Adopted January 28, 2014

POLICY NUMBER 2014-1
(NCCSC)

A POLICY OF THE CITY SELECTION COMMITTEE
 OF NAPA COUNTY, STATE OF CALIFORNIA, REGARDING
 THE APPOINTMENT OF MEMBERS TO THE LOCAL
 AGENCY FORMATION COMMISSION OF NAPA COUNTY

The following is a policy of the City Selection Committee of Napa County, State of California, regarding the appointment of City members and alternate City members to the Local Agency Formation Commission of Napa County (“LAFCO”).

The purpose of the policy is to provide a rotation of appointments to LAFCO. This policy should not be construed so as to conflict with any of the provisions of the California Government Code regarding either the general powers of this Committee or the appointment powers and procedures of this Committee contained within the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (Government Code Section 56000 *et seq.*) Instead this policy should be construed as supplementing those provisions of state law. Further, this policy is intended to provide a fair and equitable exercise of the discretion vested in future Committees with respect to appointments to LAFCO. This policy is as follows:

PART I.
REGULAR MEMBERS

- A. Of the two (2) city members appointed to LAFCO, one shall always be chosen from either the City of Napa or the City of American Canyon (“the South Valley Seat”). The other shall always be chosen from among the Town of Yountville, City of St. Helena, or the City of Calistoga (“the North Valley Seat”).
- B. Anytime the term for the South Valley Seat ends, this Committee shall appoint a member from the city not previously represented on LAFCO. Similarly with respect to the North Valley Seat, anytime the term for that Seat ends, this Committee shall appoint members in a rotation of the North Valley cities as follows:
 - (1) City of St. Helena
 - (2) City of Calistoga
 - (3) Town of Yountville
- C. The term of each Seat is four (4) years, as provided in Government Code Section 56334. The term of each Seat resides with the jurisdiction rather than the particular individual assigned to take the Seat. If an individual assigned to the Seat cannot complete the assigned term, the jurisdiction having the current Seat shall select another individual to complete the term. Once the term is completed, the rotation described in Section B of this policy shall apply.

Adopted January 28, 2014

PART II.
ALTERNATIVE MEMBER

Anytime the term of the South Valley Seat ends, this Committee shall change the jurisdiction serving as the alternate city member to that South Valley city not currently serving as the regular South Valley city member. In other words, if a City of Napa representative is currently serving as the regular South Valley city member, a representative of the City of American Canyon shall be the alternate city member and vice versa, so that the City of Napa has representation on LAFCO either as a regular member or an alternate member at all times and the City of American Canyon has representation on LAFCO either as a regular member or an alternate member at all times.

PART III.
RECOMMENDATIONS FROM JURISDICTIONS

At least fourteen (14) days prior to a Committee meeting, jurisdictions next in line for appointment to a Seat on LAFCO should forward a letter to the City Selection Committee Clerk of the Board that identifies and recommends the individual chosen by the jurisdiction to take its Seat on LAFCO, for consideration by the Committee.