



**Local Agency Formation Commission**  
**LAFCO of Napa County**

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**August 3, 2009**  
**Agenda Item No. 7b (Action)**

July 27, 2009

**TO:** Local Agency Formation Commission

**FROM:** Keene Simonds, Executive Officer

**SUBJECT: California Association of Local Agency Formation Commissions:  
Annual Conference Items**

The Commission will consider appointing a delegate and alternate delegate for the California Association of Local Agency Formation Commission's annual conference scheduled for October 28-30, 2009 in Yosemite. The Commission will also consider submitting nominations for CALAFCO's board vacancies and achievement awards.

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The California Association of Local Agency Formation Commissions (CALAFCO) was founded in 1971 to assist its members with educational and technical resources in carrying out their duties to facilitate the orderly formation and development of local agencies. This includes organizing annual conferences and workshops as well as coordinating membership activities in drafting or amending legislation. CALAFCO is governed by a 15-member board of directors that includes four city members, four county members, four special district members, and three public members. All terms on CALAFCO are two years.

**A. Discussion**

CALAFCO's annual conference is scheduled for October 28-30, 2009 in Yosemite at the Tenaya Lodge. Conference materials, including a preliminary program, were previously distributed. Commissioners Kelly, Inman, Bennett, Chilton, Rodeno, and Wagenknecht along with the Executive Officer, Analyst, and Counsel are all registered to attend.

As part of the annual conference, CALAFCO requests each LAFCO appoint a delegate and alternate delegate to participate in the business meeting. The business meeting provides an opportunity for the Board to address issues and matters of interest to the members. The business meeting also includes an election to fill expiring two-year terms on the Board. This year, the following two-year terms are expiring:

- 2 County Members
- 2 Special District Members
- 2 City Members
- 1 Public Member

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Juliana Inman, Vice Chair  
Councilmember, City of Napa

Lewis Chilton, Commissioner  
Councilmember, Town of Yountville

Joan Bennett, Alternate Commissioner  
Councilmember, City of American Canyon

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

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

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

Brian J. Kelly, Chair  
Representative of the General Public

Gregory Rodeno, Alternate Commissioner  
Representative of the General Public

Keene Simonds  
Executive Officer

CALAFCO has circulated a memorandum to each LAFCO inviting nominations for the above-cited offices. Nominations must be signed by the respective LAFCO Chair and include a completed resume form for the candidate. The deadline for submitting nominations is Tuesday, September 29, 2009. Candidates may also be nominated from the floor prior to the election. The election on all nominations will be held on the morning of Thursday, October 29, 2009. Alternate members are eligible for nomination.

CALAFCO's annual conference also provides an opportunity for LAFCOs to nominate persons or projects for the association's various achievement awards. This includes project of the year, which Napa received in 2004 for its countywide municipal service review on public water service. CALAFCO has also created a new achievement award named after former Napa Commissioner Mike Gotch to recognize an individual who has taken extraordinary steps to improve and innovate local government. The deadline for submitting achievement award nominations is Friday, October 2, 2009. Award winners will be announced during the conference dinner scheduled for Thursday, October 29, 2009.

## **B. Analysis**

It would be fitting for the Commission to appoint the Chair and Vice Chair as the delegate and alternate delegate, respectively, for the annual conference given both are scheduled to attend. Commissioners should also give serious consideration to running for one of the open seats on the CALAFCO Board. Markedly, having a representative on the Board would help ensure the Commission has direct influence in guiding CALAFCO's legislative activities and priorities in a manner consistent with the present and future needs of areas such as Napa County. Former Commissioners that have served on CALAFCO are:

- Mike Gotch, Public Member, 1997-1998
- Kathryn Winter, County Member, 1999-2000
- Harry Martin, City Member, 2004-2005

With respect to the achievement awards, staff respectfully suggests the Commission consider submitting nominations under the "Most Effective Commission" and "Project of the Year" categories. Justification for these two nominations is summarized below.

### ***Potential Award Nomination: Most Effective Commission***

The Commission has demonstrated continued proaction and innovation in fulfilling its legislative mandates. This includes expanding its information base by scheduling a second round of municipal service reviews and sphere of influence updates and prioritizing knowledge management by funding a fulltime analyst position to prepare studies in-house. The Commission has also been diligent in expanding its organizational capacity in serving the public by investing resources into developing a new interactive website and an electronic document management system.

***Potential Award Nomination: Project of the Year***

The Commission's recently completed countywide municipal service review on the south county region merits consideration for the CALAFCO's Project of the Year. The municipal service review was prepared in-house and provides a thorough and independent assessment of the level and range of governmental services within one of the fastest growing regions in the Bay Area. The municipal service review was well received by the affected agencies as being fair and accurate. It also serves as an effective template in preparing future studies with regard to tracking administrative, service, and financial demands and capacities along with informing sphere updates and jurisdictional changes in the region.

**C. Recommendation**

It is recommended the Commission consider taking the following actions:

- 1) Appoint one delegate and one alternate delegate to represent the agency at the 2009 CALAFCO Annual Conference; and
- 2) Determine if any of its members would like to be nominated for one of the open positions on the CALAFCO Board, and direct the Executive Officer to work with the Chair to complete the necessary forms as needed;
- 3) Determine if any of its members would like to submit nominations for the CALAFCO achievement awards categories; and direct the Executive Officer to work with the Chair to complete the necessary forms as needed.

Respectfully submitted,

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Keene Simonds  
Executive Officer

Attachments:

- ~~1) CALAFCO Packet for Board Nominations~~
- ~~2) CALAFCO Packet for Achievement Award Nominations~~