



Local Agency Formation Commission
LAFCO of Napa County

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October 1, 2007
Agenda Item No. 5b

September 26, 2007

TO: Local Agency Formation Commission

FROM: Keene Simonds, Executive Officer

SUBJECT: Amendment to FY2007-2008 Budget (Consent: Action)

The Commission will consider an amendment to its 2007-2008 fiscal year budget to make payments associated with the agreement between LAFCO and Baracco and Associates.

At its August 6, 2007 meeting, the Commission authorized the Executive Officer to negotiate an agreement for consultant services to prepare municipal service reviews for the Cities of Calistoga and St. Helena and Public Cemeteries. The Commission's authorization to the Executive Officer was limited to negotiating an agreement for consultant services in an amount not-to-exceed \$30,000 and subject to the approval of legal counsel and signature by the Chair.

Drawing from the Commission's authorization, staff has entered LAFCO into an agreement with Baracco and Associates to prepare the three referenced municipal service reviews. The agreement with Baracco and Associates compensates the firm in the amount of \$90 an hour for services provided with a total not-to-exceed amount of \$18,500. The not-to-exceed amount of \$18,500 was suggested by Baracco and Associates and is its cost estimate to prepare all three municipal services reviews based on the work program prepared by staff.

In anticipation of making payments to Baracco and Associates, staff recommends the Commission authorize the Executive Officer to transfer \$18,500 from Regular Salaries (Account No. 51100000) to Professional Support Services (Account No. 52185000). This transfer will not have a negative impact on the budget due to the current and extended vacancy of the analyst position.

Jack Gingles, Chair
Mayor, City of Calistoga

Juliana Inman, Commissioner
Councilmember, City of Napa

Cindy Coffey, Alternate Commissioner
Councilmember, City of American Canyon

Brad Wagenknecht, Vice-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, Commissioner
Representative of the General Public

Gregory Rodeno, Alternate Commissioner
Representative of the General Public

Keene Simonds
Executive Officer

Recommendation

It is recommended for the Commission to take the following action:

- 1) Amend the 2007-2008 fiscal year budget to transfer \$18,500 from Regular Salaries (Account No. 51100000) to Professional Support Services (Account No. 52185000) to make payments associated with LAFCO's agreement with Baracco and Associates.

Respectfully submitted,

Keene Simonds
Executive Officer

Attachment:

~~1) LAFCO Professional Services Agreement No. 07-001 with Baracco and Associates~~