



Agenda Date: 4/1/2008
Agenda Placement: 10B

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Britt Ferguson for Nancy Watt - County Executive Officer
County Executive Office
REPORT BY: Lupe Ramirez, Administrative Support Technician - 299-1516
SUBJECT: Appointment to the Napa Sanitation District Board of Directors

RECOMMENDATION

County Executive Officer requests the appointment of one (1) of the following applicants to serve on the Napa Sanitation District Board of Directors as a Public Member with the term commencing immediately and expiring December 31, 2009.

Applicants (Choose One)

Roger Lofffield
Donald R. Peterson
Edward T. Donohoe
Charles W. Shinnamon

EXECUTIVE SUMMARY

County Executive Officer requests the appointment of one (1) applicant to serve as the Public Member on the Napa Sanitation District.

Procedural Requirements:

1. Chair announces the agenda item.
2. Staff reports on the item.
3. Questions by the Board.
4. Chair invites public comments.
5. Member makes a motion.
6. Different member seconds the motion.
7. Board discussion and debate on the motion.
8. Chair calls for the vote.
9. If roll call vote requested by member, Clerk calls the roll.

10. Chair announces the result of the vote.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

Due to a expiration of term there is currently one (1) opening for a public member representing the County of Napa to serve on the Napa Sanitation District Board of Directors. The County Executive Office has recruited for the position and received four (4) applications from the individuals listed above.

The Napa Sanitation District is a local special district that provides wastewater collection, treatment and disposal services to the residents and businesses in the City of Napa and surrounding unincorporated areas of Napa County.

The Board of Directors of the District is composed of five (5) members. Three (3) are elected officials. Two (2) of the elected officials are Council Members from the City of Napa and the third is one (1) Member from the Board of Supervisors. Mark Luce is currently representing the Board of Supervisors' chair. There are also two public members - one appointed by the City of Napa and one appointed by the Board of Supervisors. The current opening is for the one (1) public member representing the County of Napa.

The public members participate in the review of the various District-wide programs including the operation, maintenance and improvements to the District's sewage facilities, setting of annual sewer charges and rates, and the administration of the District's affairs including adoption of the District annual budget. Public members must be residents and/or property owners within the jurisdictional boundaries of the Napa Sanitation District and shall not be an officer or employee of the County, the City of Napa or the District. The public member shall have significant knowledge and/or professional experience in public/private engineering, land use/environmental planning and budget/finance or administration.

SUPPORTING DOCUMENTS

- A . Roger Lofffield application
- B . Donald R. Peterson application
- C . Edward T. Donohoe application with letter of recommendation
- D . Charles W. Shinnamon application with letter of recommendation

CEO Recommendation: Approve

Reviewed By: Maiko Klieman