



Napa County

Board Agenda Letter

1195 THIRD STREET
SUITE 310
NAPA, CA 94559
www.napacounty.gov
Main: (707) 253-4580

Board of Supervisors

Agenda Date: 12/14/2021

File ID #: 21-1359

TO: Napa County Public Improvement Corporation
FROM: Tom Zeleny, Interim County Counsel
REPORT BY: John Myers, District Counsel
SUBJECT: Resolution establishing meeting dates that coincide with the meeting dates of the Napa County Board of Supervisors

RECOMMENDATION

County Executive Officer requests adoption of a resolution establishing meeting dates that coincide with the meeting dates of the Napa County Board of Supervisors

EXECUTIVE SUMMARY

For operational efficiency and enhancement of public knowledge and participation, the County Executive Officer recommends adopting the attached resolution, which will ensure that the Napa County Public Improvement Corporation Board of Directors' regular meetings align with the meetings of the Board of Supervisors.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	No
Is it Mandatory or Discretionary?	Discretionary
Consequences if not approved:	Napa County Public Improvement Corporation will continue to have a separate calendar.
County Strategic Plan pillar addressed:	Collaborative and Engaged Community

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

The format of the Napa County Public Improvement Corporation Board of Directors' meetings has changed over the past few years to facilitate a more efficient process for the Board of Directors. Because the Board of Supervisors sits as the full Board of Directors, regular meetings of the Board of Directors have been held on the same days as Board of Supervisors meetings for some time.

Recently, the Clerk of the Board implemented a new agenda system, which integrates the agendas of the other boards and districts for which the Board of Supervisors sits as the governing body. This integration creates a single consolidated agenda containing all items for all of these boards and districts for a given meeting, rather than creating a separate agenda that must be separately hosted and provided. This has made meetings much more efficient and has increase public awareness and the ability for the public to participate in the meetings of these boards and districts, because the agenda information can be found in a central location rather than on separate agendas.

To further increase this efficiency and consolidation of the information relating to these boards and districts in a single location, the County staff is proposing that all boards and districts for which the Board of Supervisors serves as the governing body amend their bylaws or adopt resolutions to ensure that their regular meetings coincide with the Board of Supervisors' regular meeting dates. This will allow the Clerk of the Board's office to create a single central calendar of meetings, rather than separate calendars, for all such boards and districts. The public will also be benefitted by the ability to review a single calendar and single agenda for each meeting in order to know whether a specific board or district will have business before it at the next meeting.

For these reasons of operational efficiency and enhancing public knowledge and participation, NCPIC staff recommends adopting the attached resolution, which will ensure that the NCPIC Board of Directors' meetings align with the meetings of the Board of Supervisors.