



Napa County

Board Agenda Letter

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Napa Berryessa Resort Improvement District **Agenda Date:** 12/14/2021

File ID #: 21-1364

TO: Governing Board of the Napa Berryessa Resort Improvement District
FROM: Christopher Silke, District Engineer
REPORT BY: Thomas Zeleny, Interim County Counsel
SUBJECT: Establishing regular meeting dates of the District to coincide with meeting dates of the Board of Supervisors

RECOMMENDATION

District Engineer requests adoption of a resolution establishing regular meeting dates of the Napa Berryessa Resort Improvement District ("District") to coincide with regular meeting dates of the Napa County Board of Supervisors.

EXECUTIVE SUMMARY

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. To further increase efficiency and consolidation of the information relating to these boards and districts in a single location, 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 meeting dates coincide with the Board of Supervisors' regular meeting dates. If adopted, the proposed resolution will formally establish the regular meeting dates of the Board of Supervisors as the regular meeting dates of the District.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact? No
County Strategic Plan pillar addressed: Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed activity is not subject to the California Environmental

Quality Act ("CEQA") because the activity is not a project pursuant to CEQA Guidelines section 15378(b)(5).

BACKGROUND AND DISCUSSION

The format of the Napa Berryessa Resort Improvement District Governing Board's meetings has changed to facilitate a more efficient process for the Governing Board. Because the Board of Supervisors sits as the full Governing Board, regular meetings of the Governing Board 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 separate agendas that must be individually prepared and hosted. 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, 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 meeting dates 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, District staff recommends adopting the attached resolution, which will ensure that the Governing Board's meetings align with the meetings of the Board of Supervisors.