

# NAPA COUNTY FINANCIAL OVERSIGHT COMMITTEE

## REGULAR MEETING MINUTES

Auditor-Controller's Conference Room, Basement,

1195 Third Street, Napa CA 94559

Wednesday, May 2, 2018

4:30 P.M.

Genji Schmeder (Chair)  
Environmental Community

Brian McBride  
City of Calistoga

Tory Sims  
Agricultural Industry

Conrad Hewitt  
Certified Public Accountant

Carl Ebbeson (Vice-Chair)  
Agricultural Industry

Bernhard Krevet  
Friends of the Napa River

Peter Murphy  
City of St. Helena

Chuck Youngson  
Environmental Community

Kathleen Dreessen  
Health and Human Services

Michael Bunch  
Town of Yountville

Jill Barwick  
Napa County Taxpayers

Derek Anderson  
Business Community

Christopher Adams  
City of Napa

### GENERAL INFORMATION

Except when otherwise specified in its adopted annual calendar or when advertised as a special meeting, the Napa County Measure A Financial Oversight Committee meets quarterly on the first Wednesday of the meeting month at 4:30 P.M. at 1195 Third Street, Basement Conference Room, Napa, California 94559. The Meeting Room is wheelchair accessible. Assistive listening devices and interpreters are available through the Clerk of the Board of the Napa County Board of Supervisors. Requests for disability related modifications or accommodations, aids or services may be made to the Clerk of the Board's office no less than 72 hours prior to the meeting date by contacting (707) 253-4580.

**The agenda is divided into three sections:**

**CONSENT ITEMS** - These matters may include routine financial and administrative actions, as well as the final adoption of two reading ordinances and are approved by a single vote.

**SET MATTERS - PUBLIC HEARINGS** - These items are noticed hearings, work sessions, and public hearings.

**ADMINISTRATIVE ITEMS** - These items include significant policy and administrative actions and are classified by program areas. Immediately after approval of the CONSENT CALENDAR, if the time for hearing SET MATTERS has not arrived, the ADMINISTRATIVE ITEMS will be considered.

All materials relating to an agenda item for an open session of a regular meeting of the Napa County Measure A Financial Oversight Committee which are provided to a majority or all of the members of the Committee by Committee members, staff or the public within 72 hours prior to the meeting will be available for public inspection, at the time of such distribution, in the office of the Auditor-Controller, 1195 Third Street, Room B-10, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Committee at the meeting will be available for public inspection at the public meeting if prepared by the members of the Committee or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

**ANY MEMBER OF THE AUDIENCE DESIRING TO ADDRESS THE COMMITTEE ON A MATTER ON THE AGENDA** please proceed after receiving recognition from the Chairperson, give your name and comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the Chairperson or Committee.

**AGENDA AVAILABLE ONLINE AT <http://www.countyofnapa.org/FloodAuthority>**

1. Call to Order; Roll Call.  
**Meeting called to order at 4:30pm**  
**Members present:** Genji Schmeder (Chair), Carl Ebbeson (Vice-Chair), Kathleen Dreessen, , Chuck Youngson, Brian McBride, Christopher Adams, Michael Bunch, Bernhard Krevet, Tory Sims, Peter Murphy  
**Members excused:** Jill Barwick, Conrad Hewitt  
**Members absent:** Derek Anderson  
**Staff present:** Tracy A. Schulze Auditor-Controller, Jobina Toh Accounting Manager  
**Counsel:** John Myers, Deputy County Counsel II
2. **Public Comment – In this time period, anyone may comment to the Committee regarding any subject over which the Committee has jurisdiction but which is *not* on today’s agenda or request consideration to place an item on a future agenda. Time limitations will be three minutes per speaker. No action will be taken by the Committee as a result of any item presented at this time. Public comment on agenda items will be heard at the conclusion of staff reports and before the Committee’s discussion.**  
None
3. Approve minutes from the February 7, 2018 Regular Meeting.  
**Motion: Krevet - Approve February 7, 2018 Regular Meeting minutes as presented**  
**Second: Bunch**  
**Unanimously approved**
4. Discussion and possible action on financial reports through March 31, 2018.  
Schulze walked through the financial reports through March 31, 2018.  
**Motion: Ebbeson - Approve reports as presented**  
**Second: McBride**  
**Unanimously approved**
5. Report on disbursements and approved project amendments through March 31, 2018.  
Disbursements and approved project amendments for all the jurisdictions from January 1, 2018 through March 31, 2018 were made available for review by the Committee.
6. Report on close out process for each jurisdiction’s plan to use their remaining Measure A funds, and actions taken by the Flood Authority at their meeting April 24, 2018.  
Schulze explained the recommended sunset procedures and summary of final projects that will be distributed to the jurisdictions for approval as the Amendment No. 1 of the JPA. The original JPA outlined provisions for remaining funds as of the sunset of the tax, which have all been satisfied. Amendment No. 1 provides a detailed close out process, including final audits of the Authority, transferring all remaining funds after administrative costs to the receiving jurisdictions for on-going eligible Measure A expenditures, and continuing fiscal responsibility and reporting requirements until all funds are exhausted.
7. Discussion and possible action on the creation of an ad-hoc committee for the final annual publication.  
Schulze requested participation from the Committee to provide review on the final annual publication. Discussions as to the amount of involvement on the compilation of the 20 years of Countywide projects ensued and it was determined that the Committee’s charge is only to provide the report they have provided over the past 19 years. Therefore, Schulze will request the Ad Hoc Committee to review only the updated information as of 6/30/18 as the information from the Financial Oversight Committee. Member Hewitt had volunteered via email to be on the Committee. In addition, Member Krevet will ask the Friends of the Napa River for their support to assist with the more inclusive countywide publication and close out public ceremony.

**Motion: Adams** - Approve Members Hewitt, Youngson, Bunch and Krevet to be on the ad-hoc committee for the final annual publication of the Financial Oversight Committee

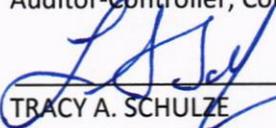
**Second: Bunch**

**Unanimously approved**

8. Future Agenda Items
  - Update on City of Napa Project and funding from Army Corps of Engineers
  - Update on Final Annual Publication
9. Members and staff reports and announcements.
  - Schulze - A recruitment notice has been published for a final effort to fill vacant positions.
  - Krevet – Friends of Napa River is holding a “Friend-raiser”, which is a film festival at Copia on May 20
10. Next meeting date will be August 1, 2018 at 4:30pm.
11. Adjourn.

  
GENJI SCHMEDER  
Chairperson

ATTEST:   
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TRACY A. SCHULZE  
Auditor-Controller, County of Napa

BY:   
\_\_\_\_\_  
TRACY A. SCHULZE  
Auditor-Controller, County of Napa