

NAPA COUNTY FINANCIAL OVERSIGHT COMMITTEE

SPECIAL MEETING INFORMAL MINUTES

Auditor-Controller's Conference Room, Basement,
1195 Third Street, Napa CA 94559

Thursday, December 6, 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), Kathleen Dreessen, Brian McBride, Bernhard Krevet, Tory Sims, Peter Murphy, Jill Barwick, Conrad Hewitt, Chuck Youngson, Carl Ebbeson (Vice-Chair) [arrived at 4:40], Michael Bunch [arrived at 4:49]
Members excused: n/a
Members absent: Derek Anderson, Christopher Adams
Staff present: Tracy A. Schulze, Auditor-Controller
Counsel: John Myers, Deputy County Counsel III
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 August 1, 2018 Regular Meeting.**
No changes or corrections were requested, therefore the Chair declared the minutes approved as presented.
4. **Update on final financial report as of June 30, 2018 – the sunset of Measure A**
Schulze walked through the final annual reconciliation spreadsheet for the fiscal year. Sale tax receipts for the year totaled \$19,334,463. As of June 30, there was \$88,425,714 remaining balances to be distributed to the jurisdictions. All transfers were complete by October 31, 2018. The final audit was also presented for both the fiscal year ended June 30, 2018, and the 4 month period of July 1, 2018 through October 31, 2018. The final audit demonstrates the funds have all been disbursed and the Authority has liquidated all its assets and has satisfied all its debt. This audit will be presented to the Flood Authority at their January, 2019 meeting.
5. **Update on Final Annual Publication**
Schulze discussed the annual publication has been edited with updated numbers and now that the audit has been completed, the publication can go to the Napa Register for processing. Since there are no substantial changes to the layout or the text, the committee considered the publication has been completed.
6. **Form 700 – Final Submission due from all members**
Committee members are required to file a Form 700 for leaving office within 30 days after the dissolution of the committee.
7. **Members and staff reports and announcements**
The Auditor-Controller expressed great appreciation for the Committee Members and their dedication over the past 20 years. Speaking on behalf of the committee, Chair Genji expressed appreciation for the highly competent and diligent work of Auditor-Controller Tracy, whereby it seemed that our committee and the flood project received her complete focus. Members also expressed their appreciation of both Chair Genji and Auditor-Controller.
8. **Adjournment and dissolution**
Chair Genji read the following into the record: Pursuant to Section 9(A)(1) of Measure A and Ordinance No. 1 of the Napa County Flood Protection and Watershed Improvement Authority, the Napa County Financial Oversight Committee is dissolved as of adjournment of this meeting.

Meeting adjourned at 5:01.

*These minutes have been informally reviewed by the Chair Genji and Member Krevet.