



A Tradition of Stewardship  
A Commitment to Service

**County Executive Office**

1195 Third Street  
Suite 310  
Napa, CA 94559  
www.co.napa.ca.us

Main: (707) 253-4421  
Fax: (707) 253-4176

**Minh C. Tran**  
County Executive Officer

## MEMORANDUM

|                          |   |
|--------------------------|---|
| To: Board of Supervisors | From: Helene Franchi                            |
| Date: July 31, 2018      | Re: Public Hearing Item regarding Fee Update 9B |

The Background discussion incorrectly stated that the consultant, MGT, used the adopted FY 2015-16 budget, staffing and operational information to determine appropriate fees. That statement is true for the completed Phase 1 portion of their work. The action before the Board today is Phase 2. MGT used adopted FY 2017-18 budget, staffing and operational information to determine the proposed fees.

In addition, regarding the proposed \$1,000 fee to cover appeal costs, please note the study is recommending that PBES staff recover time and material costs from the applicant related to the appeal.

Cc: Minh C. Tran  
Jeff Brax