



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 3/24/2020

Agenda Placement: 60

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Minh Tran - County Executive Officer  
County Executive Office

**REPORT BY:** Nora Susan MacDonald, STAFF SERVICES ANALYST I - 707-253-4424

**SUBJECT:** Out of State Travel Request for NACo Legislative Conference for Supervisors Dillon, Gregory and Pedroza

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### **RECOMMENDATION**

County Executive Officer requests the following actions regarding out of state travel to Washington DC to attend the National Association of Counties (NACo) Legislative Conference in and meetings held with federal officials regarding legislative matters related to Napa County:

1. Ratification for Supervisor Alfredo Pedroza to attend from March 4, 2020 to March 5, 2020 for an estimated cost of travel not to exceed \$815; and
2. Correction of the travel dates for Supervisor Diane Dillon and Supervisor Ryan Gregory to February 28, 2020 through March 8, 2020.

### **EXECUTIVE SUMMARY**

Today's action will ratify out-of-state travel for Supervisor Pedroza for March 4, 2020 - March 5, 2020 to attend the National Association of Counties (NACo) Legislative Conference in Washington, DC and meet with federal officials. It will also correct the travel dates for Supervisors Dillon and Gregory that were originally approved on January 28, 2020.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? Yes

Is it currently budgeted? Yes

Where is it budgeted?	Funds are budgeted in the FY 2019-2020 Board of Supervisors budget.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Supervisor Pedroza will represent Napa County while attending the NACo Conference and meet with federal officials on issues impacting Napa County. The estimated cost of the travel not to exceed \$815.
Is the general fund affected?	Yes
Future fiscal impact:	None
Consequences if not approved:	Funds will not be authorized for the hotel and flights. Nor will the County of Napa have representation at the meetings with Federal Legislators.
County Strategic Plan pillar addressed:	Effective and Open Government
Additional Information:	

### **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 National Association of Counties (NACo) holds an annual legislative conference. This year the conference was held in Washington, DC from February 29, 2020 through March 4, 2020 at the Washington Hilton. NACo is the only national organization that advocates for counties before the federal government, working to insure that county governments are well-represented and better understood as a key element in the governmental structure. Supervisor Pedroza attended committee meetings and meetings with congressional offices and federal representatives. The ratification is requested for travel dates of March 4, 2020 through March 5, 2020.

On January 28, 2020, the Board approved out of state travel for Supervisors Dillon and Gregory to attend the NACo conference in Washington DC from February 28, 2020 through March 5, 2020. Today's action corrects the travel dates to February 28, 2020 to March 8, 2020. Meetings with congressional offices and federal representatives were scheduled during that time period.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi