



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 1/28/2020

Agenda Placement: 6L

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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 Supervisor Diane Dillon and Supervisor Ryan Gregory

RECOMMENDATION

County Executive Officer requests authorization for out-of-state travel for Supervisor Diane Dillon and Supervisor Ryan Gregory to attend the National Association of Counties (NACo) Legislative Conference in Washington, DC and to meet with federal officials regarding legislative matters related to Napa County from February 28, 2020 to March 5, 2020 for an estimated cost of travel per person of \$3,500.

EXECUTIVE SUMMARY

Today's action will authorize out-of-state travel for Supervisors Dillon and Gregory from February 28, 2020 - March 5, 2020 to attend the National Association of Counties (NACo) Legislative Conference in Washington, DC and meet with federal officials. Travel dates for each Supervisor will be staggered based on specific meetings and workshops.

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:	Supervisors Dillon and Gregory 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 is \$3,500 each.
Is the general fund affected?	Yes
Future fiscal impact:	None
Consequences if not approved:	If this item is not approved, Supervisors Dillon and Gregory will not be reimbursed for travel expenses incurred on behalf of the County. 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 will be 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. The Supervisors will also attend committee meetings and meetings with congressional offices and federal representatives. Because these meetings take place both before the conference begins and after the conference ends, the requested travel period extends from February 28, 2020 to March 5, 2020. Travel will be arranged around the workshops and meetings attended.

SUPPORTING DOCUMENTS

A . NACo 2020 Legislative Conference Schedule

CEO Recommendation: Approve

Reviewed By: Helene Franchi