



Legislation Details (With Text)

File #: 23-0718 **Version:** 1

Type: Agreement **Status:** Agenda Ready

File created: 4/19/2023 **In control:** Board of Supervisors

On agenda: 5/2/2023 **Final action:** 12/31/2023

Title: Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign Agreement No. 230387B with Kristin Lowell, Inc. for a maximum of \$5,800 for the term April 1, 2023 through June 30, 2023 for civil engineering services for the Napa County Winegrape Pest and Disease Control District to develop the per acre assessment for Fiscal Year 2023-2024.

Sponsors:

Indexes:

Code sections:

Attachments: 1. Agreement

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

TO: Board of Supervisors

FROM: Tracy Cleveland - Agricultural Commissioner and Sealer of Weights and Measures

REPORT BY: Jaspreet Faller - Staff Services Analyst

SUBJECT: Approval of Agreement No. 230387B with Kristin Lowell, Inc.

RECOMMENDATION

Agricultural Commissioner/Sealer of Weights and Measures requests approval of and authorization for the Chair to sign Agreement No. 230387B with Kristin Lowell, Inc. for a maximum of \$5,800 for the term April 1, 2023 through June 30, 2023 for civil engineering services for the Napa County Winegrape Pest and Disease Control District to develop the per acre assessment for Fiscal Year 2023-2024.

EXECUTIVE SUMMARY

Approval of the recommended action will authorize Kristin Lowell, Inc. to prepare the Engineer’s Report for the Napa County Winegrape Pest and Disease Control District for Fiscal Year 2023-2024 for purposes of determining the per acre assessment for owners of qualifying planted vineyard acreage. The revenue received from payment of the assessment is used to fund district activities related to the Glassy-winged Sharpshooter/Pierce’s Disease and Vine Mealybug programs, Enhanced Detection trapping/research, including

plant shipment inspections, pest management, and education and outreach.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	The Engineer’s Report will be paid from assessments collected during FY2023-2024.
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	There is no fiscal impact beyond this fiscal year.
Consequences if not approved:	Without the Engineer’s Report, it will not be possible to identify property parcels subject to the assessment and the Assessor’s tax roll will not include the assessment. As a result, assessment revenues would not be collected, and the District would not be able to contribute to the funding of the various programs that are essential to keeping the County free of invasive pests.
County Strategic Plan pillar addressed:	Effective and Open Government

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: This action is a covered activity under the adopted Negative Declaration that was prepared for the formation of the District.

BACKGROUND AND DISCUSSION

In August 2002, the Board of Supervisors approved and levied assessments for the Napa County Winegrape Pest and Disease Control District (NCWPDCD) pursuant to Proposition 218. Each year thereafter, pursuant to Government Code section 6296.3, the Board of Supervisors “shall cause to be prepared and filed with the Clerk of the Board of Supervisors as a written report” that contains among other things, a description of each parcel of property subject to the assessment and the amount of the assessment of each parcel. The document containing this information is called the “Engineer’s Report”.

The professional services agreement (PSA) with Kristin Lowell, Inc. (KLI) provides that KLI will prepare the Engineer’s Report, assist the County in updating its database of existing planted vineyard acreage within the district area, and calculate the assessments for FY2023-2024. The assessments will then be submitted to the Auditor-Controller’s office in a timely manner so that they may be included on the property tax bills. Assessment revenues collected during FY2023-2024 will be used to pay for the cost of the Engineer’s Report. Payment for preparation will of the Engineer’s Report will be made directly from the agency fund established specifically for the NCWPDCD.

Kristin Lowell Inc. is not a local vendor and has been selected because of its unique and specialized knowledge of the assessment area.