

MINUTES OF THE BOARD OF TRUSTEES
OF THE
NAPA COUNTY MOSQUITO ABATEMENT DISTRICT
JUNE 12, 2024

President Valentine called the Regular Meeting of the Board of Trustees to order at 7:01 p.m. at the District Office at 15 Melvin Road, American Canyon, California

Members Present: Cabral, Cramer, Gorman, Maffei, Valentine
Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Clerk of the Board
Guests: Ryan Aston, Senior Consultant, SCI Consulting Group

ADOPTION OF AGENDA

Maffei motioned, seconded by Cabral, to adopt the agenda as amended. Motion passed unanimously.

APPROVAL OF DISTRICT MINUTES

Maffei motioned, seconded by Gorman, to adopt the Minutes as presented for May 8, 2024. Motion passed unanimously.

PUBLIC COMMENTS

None.

REVIEW CORRESPONDENCE

None.

RECESS BOARD OF TRUSTEES MEETING AS THE MOSQUITO ABATEMENT DISTRICT AND CONVENE AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES

The meeting was called to order by President Valentine at 7:03 p.m.

Members Present: Cabral Cramer, Gorman, Maffei, Valentine
Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Clerk of the Board
Guests: Ryan Aston, Senior Consultant, SCI Consulting Group

PUBLIC HEARING – Conduct a public hearing to consider objections or protests to the imposition of an assessment on Napa County property owners to provide funding to the Mosquito and Disease Control District, and allow submission, withdrawal, or changes to assessment.

Review and Take Action on Resolution No. 122 Approving Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy of Assessment for Fiscal Year 2024-2025

Cabral motioned, seconded by Cramer to adopt Resolution No. 122 Approving the Engineer’s Report, Confirming Diagram and Assessment and Ordering Levy Assessment for Fiscal Year 2024-2025.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

RECESS

REVIEW AND TAKE ACTION ON 2024/2025 FINAL REVENUE BUDGET

Cabral motioned, seconded by Maffei, to approve the District’s Final Revenue Budget as presented.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

REVIEW AND TAKE ACTION ON 2024/2025 FINAL EXPENSE BUDGET

Cabral motioned, seconded by Cramer, to approve the District's Final Expense Budget as presented.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 121 ESTABLISHING AUTHORITY TO DISTRICT MANAGER AND SETTING GUIDELINES FOR BUDGET TRANSFERS

Cramer motioned, seconded by Maffei, authorizing the District Manager to transfer funds up to \$120,000 dollars from the current approved budget without prior Board approval. The District Manager must also report back all completed transfers to the Board of Trustees at the next regular board meeting.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

REVIEW AND TAKE ACTION ON THE UPDATED DISTRICT EMPLOYEE POLICIES MANUAL

Cabral motioned, seconded by Gorman, to accept the revisions to the District's employee policies manual as presented. Motion passed unanimously.

APPROVE INVOICES AS PAID FOR MAY 2024

Maffei motioned, seconded by Cramer, to approve the bills as paid in May 2024. Motion passed unanimously.

ADJOURN MEETING AS THE NAPA COUNTY MOSQUITO AND DISEASE CONTROL DISTRICT BOARD OF TRUSTEES AND RECONVENE AS THE NAPA COUNTY MOSQUITO ABATEMENT DISTRICT BOARD OF TRUSTEES

REVIEW AND TAKE ACTION ON 2024/2025 FINAL REVENUE BUDGET

Cabral motioned, seconded by Gorman, to approve the District's Final Revenue Budget as presented.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

REVIEW AND TAKE ACTION ON 2024/2025 FINAL EXPENSE BUDGET

Maffei motioned, seconded by Cramer, to approve the District's Final Expense Budget as presented.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

REVIEW AND TAKE ACTION ON THE UPDATED DISTRICT EMPLOYEE POLICIES MANUAL

Cramer motioned, seconded by Cabral, to accept the revisions to the District's employee policies manual as presented. Motion passed unanimously.

DISCUSSION AND POSSIBLE ACTION ON RESOLUTION NO. 278 ESTABLISHING AUTHORITY TO DISTRICT MANAGER AND SETTING GUIDELINES FOR BUDGET TRANSFERS

Cramer motioned, seconded by Maffei, authorizing the District Manager to transfer funds up to \$120,000 dollars from the current approved budget without prior Board approval. The District Manager must also report back all completed transfers to the Board of Trustees at the next regular board meeting.

Ayes: Cabral, Cramer, Gorman, Maffei, Valentine Noes: -0- Absent: -0- Abstain: -0-

DISCUSS TRUSTEE ITEMS

None.

MANAGER'S REPORT

- The District completed 87 service calls for May 2024. Two new field technicians continue to learn their respective zones. All field staff continue to search for possible mosquito breeding sites throughout the County.
- The district manager was advised by CalPERS that it will now allow its member agencies to fund their pension accounts beyond the present value of benefits. This change will allow agencies to fund their accounts to the CalPERS termination liability, a more conservative funding approach that better assures employees will receive full pension benefits. The district manager hopes to take advantage of the change in the near future.

APPROVE INVOICES AS PAID FOR MAY 2024

Gorman motioned, seconded by Cramer, to approve the bills as paid. Motion passed unanimously.

ADJOURNMENT OF MEETING

Cabral motioned, seconded by Maffei, to adjourn the meeting at 7:57 p.m. Motion passed unanimously.