

MINUTES OF THE BOARD OF TRUSTEES
OF THE
NAPA COUNTY MOSQUITO ABATEMENT DISTRICT
MAY 13, 2020

President Valentine called the Regular Meeting of the Board of Trustees to order at 7:04 p.m. via Teleconference Phone: 1 (646) 749-3112, Access Code: 284-559-677#, Audio Control: #

Members Present: Cabral, Cramer, Maffei, Ray, Valentine

Staff Present: Wesley Maffei, District Manager and Alicia Hinojoza, Administrative Assistant

ADOPTION OF AGENDA

Cabral motioned, seconded by Ray, to adopt the agenda with the addition of Agenda Item: Trustee Items before agenda item 13 during Napa County Mosquito Abatement District. Motion passed unanimously.

APPROVAL OF DISTRICT MINUTES

Maffei motioned, seconded by Cramer, to approve the minutes with the following clerical correction:

-Remove Carbone as voting ayes Agenda Item 7 of the Napa County Mosquito Abatement District meeting. Motion passed unanimously.

PUBLIC COMMENTS None.

REVIEW CORRESPONDENCE None.

DISCUSSION AND POSSIBLE ACTION AMENDING THE NOVEMBER 13, 2019 MINUTES REGARDING DISTRICT PERSONNEL POLICY 502(d) LONGEVITY PAY

Cramer motioned, seconded by Cabral to amend the November 13, 2019 meeting minutes to state the missing effective date of July 1, 2020 for the updated policy 502(d) Longevity Pay. Motion passed unanimously.

REVIEW AND DISCUSSION OF DISTRICT PEIR 5-YEAR REVIEW

Board reviewed presented draft document created by Vector Control Consultants and District Manager, Wes Maffei. No action taken.

REVIEW AND TAKE ACTION ON 2020/2021 PRELIMINARY REVENUE BUDGET

Ray motioned, seconded by Maffei, to approve the District's Preliminary Revenue Budget as presented.

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

REVIEW AND TAKE ACTION ON 2020/2021 PRELIMINARY EXPENSE BUDGET

Cabral motioned, seconded by Ray, to approve the District's Expense Budget with the following change: Increase accountline 52140 Legal Services by \$6,000 to a new total of \$30,000.

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

QUARTERLY INVESTMENT REPORT FOR MARCH 31, 2020

For the quarter ended March 31, 2020, the District earned \$7,096 in interest for the monies held with the County of Napa. The VCJPA Member Contingency Fund earned interest of \$33,883. The CalPERS OPEB account earned negative interest of -\$449,980 for the quarter ended March 31, 2020. Funds held with PARS earned negative interest of -\$29,944. No action required.

REVIEW 3RD QUARTER STATEMENT OF REVENUES AND EXPENSES

Board reviewed statement; no action taken.

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 7:39 p.m.

Members Present via Teleconference: Cabral, Cramer, Maffei, Ray, Valentine
Staff Present via Teleconference: Wesley Maffei, District Manager and Alicia Hinojoza, Administrative Assistant

REVIEW AND ADOPT RESOLUTION NO. 79 INTENTION TO LEVY ANNUAL ASSESSMENT. PRELIMINARILY APPROVE THE ENGINEER'S REPORT AND PROVIDE NOTICE OF A PUBLIC HEARING

Cabral motioned, seconded by Maffei, to approve resolution no. 79 Intention to Levy Annual Assessment, Preliminarily Approve the Engineer's Report and Provide Notice of a Public Hearing.

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

DISCUSSION AND POSSIBLE ACTION AMENDING THE NOVEMBER 13, 2019 MINUTES REGARDING DISTRICT PERSONNEL POLICY 502(d) LONGEVITY PAY

Cramer motioned, seconded by Cabral to amend the November 13, 2019 meeting minutes to state the missing effective date of July 1, 2020 for the updated policy 502(d) Longevity Pay. Motion passed unanimously.

REVIEW AND TAKE ACTION ON 2020/2021 PRELIMINARY REVENUE BUDGET

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

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

REVIEW AND TAKE ACTION ON 2020/2021 PRELIMINARY EXPENSE BUDGET

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

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

QUARTERLY INVESTMENT REPORT FOR MARCH 31, 2020

For the quarter ended March 31, 2020, the District earned \$1,666 in interest for the monies held with the County of Napa.

REVIEW 3RD QUARTER STATEMENT OF REVENUES AND EXPENSES

Board reviewed statement; no action taken.

APPROVE BILLS AS PAID IN MARCH 2020

Cabral motioned, seconded by Cramer, to approve the bills as paid in March 2020. Motion passed unanimously.

APPROVE BILLS AS PAID IN APRIL 2020

Cabral motioned, seconded by Cramer, to approve the bills as paid in April 2020. 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

DISCUSS TRUSTEE ITEMS

- Member Cramer had questions regarding how to report Trustee In-Lieu payment to EDD. Also reported about an upset constituent concerned about mosquitoes and the lack of spraying being done.
- Member Valentine expressed her gratitude to everyone for continuing to work during this pandemic and wished everyone continued wellness.

MANAGER'S REPORT

- The District completed 7 service calls for the month of March and 51 service calls for the month of April. The District has operated under a modified work schedule with the District offices being closed to the public. Technicians continue to monitor and treat breeding sites for mosquitoes as well as respond to citizen requests for service.
- The District reported its first positive bird for West Nile Virus; the bird was found in the Town of Yountville. Town Manager Steve Rogers has been very proactive and in communication with the District and its appointed Board Member, Chris Ray.
- The District Manager intends to make unfunded liability payments to the District's CalPERS pension and add funds to its Pre-Funding Reserve Account held with PARS to manage debt generated from poor investment returns; to be agendaized for discussion and approval at the next regular board meeting.

APPROVE BILLS AS PAID IN MARCH 2020

Maffei motioned, seconded by Ray, to approve the bills as paid in March 2020. Motion passed unanimously.

APPROVE BILLS AS PAID IN APRIL 2020

Cabral motioned, seconded by Cramer, to approve the bills as paid in April 2020. Motion passed unanimously.

ADJOURNMENT OF MEETING

Cabral motioned, seconded by Ray to adjourn the meeting at 8:37 p.m. Motion passed unanimously.