

**MINUTES OF THE MEETING OF THE BOARD OF TRUSTEES OF THE TULARE  
MOSQUITO ABATEMENT DISTRICT, HELD AT THE OFFICES OF THE DISTRICT,  
MEFFORD FIELD, TULARE, CALIFORNIA ON THE 8<sup>th</sup> DAY OF OCTOBER 2019, AT  
THE HOUR OF 1:00 P.M. OF SAID DAY**

Present at the meeting called at 1:00 p.m. at the place above designated were: Charlie Pitigliano, presiding, Robert Clark, Chuck Mayer, Stan Creelman, and Robert Uchita. Pat Nunes was absent. Also present at the Board Meeting were John Avila, District Manager, Michelle Dempsey, District employee, and Chad M. Lew, counsel for the District.

**Agenda Item No. 1:** Citizen Comments.

Charlie Pitigliano opened the floor to citizen comments, but there were no comments from the public.

**Agenda Item No. 2:** Review Minutes of September 10, 2019 Board of Trustees Meeting.

The minutes of the meeting held on September 10, 2019, were presented to the board in writing and reviewed. Upon a motion made by Chuck Mayer, seconded by, Robert Clark, and unanimously carried, the minutes of the meeting held on September 10, 2019, were approved as presented.

**Agenda Item No. 3:** Payment of Check Number 5934 - 5980, Electronic Fund Transfers (EFTPS) from Union Bank to the IRS for Social Security, Medicare and Federal Tax Payments, and Union Bank Charges and Credits.

The board members reviewed the District's Union Bank checking account, check numbers 5934 - 5980, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, and the electronic debit payments from the District's Union Bank account. Upon a motion duly made by Robert Clark, seconded by Stan Creelman, and unanimously carried, the Union Bank checking account, check numbers 5934 - 5980, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, and the electronic debit payments from the District's Union Bank checking account were approved.

**Agenda Item No. 4:** Discussion and Decision to Move Forward with the GASB 75 Actuarial Report.

John reviewed with the board members the requirement that the District complete a GASB 75 actuarial report for incorporation with the District's audit. He also discussed a number of proposal that the District received to complete the GASB 75 actuarial report. John recommended that the board consider approving the contract with Pacific Crest Actuaries, to prepare and complete the GASB 75 actuarial report for fiscal years ending June 30, 2019 and also June 30, 2020, for a flat fee of \$2,500.00. Upon a motion duly made by Chuck Mayer, seconded by Robert Uchita, and unanimously carried, the board approved the contract with Pacific Crest Actuaries in the sum of \$2,500.00, and authorized the District Manager to execute said contract on behalf of the District.

**Agenda Item No. 5:** Consideration of Increase of District Manager Salary to Step 4 at \$107,884.00, Per Year, Effective October 1, 2019.

The board discussed John's positive job performance and evaluation. The board expressed that they were very pleased with John's work to increase the District outreach and public awareness. Upon a motion duly made by Stan Creelman, seconded by Chuck Mayer, and unanimously carried, the

board increased the District Manager salary to Step 4 at \$107,884.00, per year, effective as of October 1, 2019.

**Agenda Item No. 6:** Report on CSDA Conference in Anaheim September 25<sup>th</sup> - 28<sup>th</sup>.

John provided the board with a report of his attendance at the CSDA conference in Anaheim, California. He reviewed and took questions from the board as it relates to the issues and topics discussed.

**Agenda Item No. 7:** Update on Proposals in Replacement of Software for Recording Field Activity.

John advised the board that he was still investigating and researching for a replacement for the District's field activity hardware and software. He advised the board that the District has been advised by its current provider that after next year, the District's software will become obsolete. John advised that he has been communicating with the current provider about their replacement platform and also other vendors. John advised that he will continue to research the issue and place the matter back on the agenda at a later date when additional information is available.

**Agenda Item No. 8:** Results of Tulare County Fair Booth Participation.

John advised that after some issues relating to booth location were resolved, he believed the District's presence at the Tulare County Fair was beneficial in raising awareness of the District and its services and also to educate the public as to the mosquito issues currently facing the area with West Nile Virus and the invasive aedes species of mosquito.

**Agenda Item No. 9:** West Nile Human Cases & Aedes Aegypti Activity Locally and Statewide.

John reported that since our last meeting, he has been advised of two new human cases of West Nile Virus within the District. In addition, he advised that since the last meeting, the District has received the results that six additional mosquito pools were positive for West Nile Virus and three more positive results for St. Louis Encephalitis. John also reviewed the facts contained within the Weekly Update from the California Arbovirus Surveillance Bulletin #27, dated October 4, 2019.

**Agenda Item No. 10:** Manager's Report.

- a) Fish Filtration and Tank System Update - John advised that he was notified that the fish filtration and tank system were complete and that the installation thereof was scheduled for the week of October 14, 2019.
- b) SDRMA Liability Claims for 2018-2019 - John provided the board with a copy of correspondence from the SDRMA advising that the District had no "paid" property/liability claims for program year ended 2018-2019.
- c) MVCAC Quarterly - Visalia 10/29 - 10/30 - John advised the board that the MVCAC will be holding its quarterly meeting in Visalia, California, on October 29 and 30, 2019, and that he will be attending and participating.
- d) Seasonal Layoffs / Time Schedule Change - John advised the board that three seasonal surveillance employees were laid off as the season comes to an end, and that the one-ton seasonal employee's last week is ending this week. He also advised that with the end of the

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season that the employees time schedule was changing.

**Agenda Item No. 11: Meeting Adjourned.**

There being no further business to come before the board, upon a motion duly made by Chuck Mayer, seconded by Stan Creelman, and unanimously carried, the special meeting was adjourned at 1:42 p.m.

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SECRETARY