

**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 8th DAY OF AUGUST 2023, AT
THE HOUR OF 1:00 P.M. OF SAID DAY**

Present at the meeting called at 1:03 p.m. at the place above designated were: Charlie Pitigliano, presiding, Craig Smith, Stan Creelman, Tony Nunes, and Chuck Mayer. Robert Uchita was absent. Also present at the Board Meeting were Michelle Dempsey, General Manager, Jacob Davis, Operations Director, Sheri Davis, Administrative Assistant, 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 July 11, 2023 Board of Trustee Meeting.

The minutes of the meeting held on July 11, 2023, were presented to the board in writing and reviewed. Upon a motion made by Charles Mayer, seconded by, Stan Creelman, and unanimously carried, the minutes of the board meeting held on July 11, 2023, were approved as presented.

Agenda Item No. 3: Payment of Check Number 7240 - 7275, Payment of Direct Deposit Numbers DD 1580 - DD 1593; Electronic Fund Transfers (EFTPS) from US Bank to the IRS for Social Security, Medicare and Federal Tax Payments, US Bank Charges and Credits, and Claim Numbers 21951 and 21952, Transfers of Funds form Tulare County Fund #778 to the District's US Bank Account #*****4633.

The board members reviewed the District's US Bank checking account, check numbers 7240 - 7275, payment of direct deposit numbers DD 1580 - DD 1593, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, the electronic debit payments from the District's US Bank account, and claim number 21951 in the sum of \$164,296.32 and claim number 21952 in the sum of \$224,808.21, which were transfers from the District's Tulare County Fund #778 to the District's US Bank account number ending in 4633. Upon a motion duly made by Stan Creelman, seconded by Craig Smith, and unanimously carried, the US Bank checking account, check numbers 7240 - 7275, payment of direct deposit numbers DD 1580 - DD 1593, the electronic fund transfers (EFTPS) for payment of Social Security, Medicare and Federal Tax Payments to the IRS, the electronic debit payments from the District's US Bank checking account, and the transfer from the District's Tulare County Fund #778 to the District's Union Bank account number ending in 4663, by claim number 21951 in the sum of \$164,296.32 and claim number 21952 in the sum of \$224,808.21, were approved.

Agenda Item No. 4: Discussion, Consideration and Action to Approve Engagement Letter from Adair & Evans for FY 22/23 Audit.

Michelle presented the board with the proposed engagement letter from Adair & Evans related to the services for the fiscal year 2022/2023 audit of the District. After some discussion, upon a motion made by Stan Creelman, seconded by Tony Nunes, and unanimously carried, the board approved the Adair & Evans engagement letter, in an amount not to exceed \$14,000.00, as presented and

authorized the general manager to execute the Adair & Evans engagement letter dated July 10, 2023, on behalf of the District.

Agenda Item No. 5: Discussion, Decision and Action to Approve Asphalt Sealing and Repair. Michelle presented to the board the proposal from Asphalt Sealing & Repair, dated April 19, 2023, for asphalt cleaning, maintenance and repair in the proposed sum of \$5,577.00. After some discussion, upon a motion duly made by Charles Mayer, seconded by Stan Creelman, and unanimously carried, the board approved the proposal from Asphalt Sealing & Repair, dated April 19, 2023, for the asphalt cleaning, maintenance and repair at the District Office, in an amount not to exceed \$5,600.00, and authorized the general manager to execute all documents necessary.

Agenda Item No. 6: District Activity To Date.

Jacob presented and reviewed with the board the District's activity to date. He reviewed the District's WALs program; activities in the flood area; surveillance activity of the District, the service requests year over year analysis; and reviewed the California Arbovirus Surveillance Bulletin #17 with the board.

Agenda Item No. 7: Discussion, Consideration and Action to Approve Purchase of a Generator for the Drone Program.

Michelle and Jacob advised that the District's drone program was now operational and the District is utilizing the application drone in the field. Jacob advised that if the District desires to treat large acreage in the field that it would be necessary for the District to purchase a generator so that the batteries for the application drone can be charged in the field. Jacob presented the board with various generators that would meet the needs of the District's drone program. After some discussion, upon a motion duly made by Stan Creelman, seconded by Tony Nunes, and unanimously carried, the board authorized the purchase of the Westinghouse Outdoor Power Equipment 12500 at a cost not to exceed \$1,250.00, and authorized District management to execute any documents necessary to complete the purchase.

Tony Nunes left the meeting at 1:54 p.m.

Agenda Item No. 8: Discussion on State Funded Aerial Applications.

Michelle provided the board with an update of the State funded aerial applications by VDCI in the Allensworth, Alpaugh and Tulare Lake area within the District. She advised the board that the District in consultation with the State and VDCI made minor changes to the areas sprayed in and around Allensworth, Alpaugh and Tulare Lake area. Michelle also reported to the board that the aerial applications have been very effective and of great assistance to the District.

Agenda Item No. 9: Discussion on FEMA/CalOES Public Assistance Program Update.

Michelle advised the board that the District recently had a meeting with its FEMA case manager. The case manager advised that they requested that the CDC to conduct an evaluation of Appendix G, and that the CDC evaluation has been completed and CDC concurred that there was increased

mosquito activity and disease within the District as a result of the flood waters.

Agenda Item No. 10: Discussion, Decision and Action to Approve State of California Designation of Applicants Agent Resolution.

Michelle presented the board with the CalOES Designation of Applicant's Agent for Non-State Agencies, which is necessary in connection with the District's FEMA/CalOES reimbursement request related to the flood water emergency. The board was presented with a completed form that designated as the District authorized agents the general manager, operations director, and administrative assistance. Upon a motion duly made by Craig Smith, seconded by Charles Mayer, and unanimously carried, the board approved the CalOES Designation of Applicant's Agent for Non-State Agencies, as presented, and authorized the execution of the certification of the document by the board president.

Agenda Item No. 11: Manager's Report.

- a. Unfunded Accrued Liability for FY 23/24 - Michelle advised the board that the District received notice CalPERS of its unfunded accrued liability as of June 30, 2021, of \$155.00 and \$22,221.00, on its two retirement plans, which the District paid in full.
- b. CalPERS Health Rates for 2024 - Michelle advised the board that the District will see a rate increase for its CalPERs health insurance plan premium for 2024.
- c. CSDA Annual Conference - Michelle advised the board that some members of the management team would be attending the CSDA annual conference this month.

Agenda Item No. 12: Meeting Adjourned.

There being no further business before the board, upon a motion duly made by Charles Mayer, seconded by Stan Creelman, and unanimously carried, the meeting was adjourned at 2:25 p.m.

SECRETARY