

**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 14<sup>th</sup> DAY OF JULY 2020, 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, Robert Uchita, Stan Creelman and Chuck Mayer. Pat Nunes was absent. Also present at the Board Meeting were John Avila, District Manager, 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 June 9, 2020 Board of Trustee Meeting.

The minutes of the meeting held on June 9, 2020, were presented to the board in writing and reviewed. Upon a motion made by Chuck Mayer, seconded by, Robert Uchita, and unanimously carried, the minutes of the meeting held on June 9, 2020, were approved as presented.

**Agenda Item No. 3:** Payment of Check Number 6232 - 6269, Electronic Fund Transfers (EFTPS) from Union Bank to the IRS for Social Security, Medicare and Federal Tax Payments, and Union Bank Charges and Credits. Claim Number 21917 Transfer of Funds form Tulare County Fund #778 to the District's Union Bank Account #\*\*\*\*\*4408.

The board members reviewed the District's Union Bank checking account, check numbers 6232 - 6269, 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 Uchita, seconded by Robert Clark, and unanimously carried, the Union Bank checking account, check numbers 6232 - 6269, 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. John advised that he did not include Claim Number 21917 in the board packet, so approval of said claim will be placed on the agenda next month for review and approval.

**Agenda Item No. 4:** Final Fiscal Year 20/21 Budget Submitted to Tulare County.

John advised the board that the District's approved budget for fiscal year 2020/2021 has been submitted to the County of Tulare.

**Agenda Item No. 5:** June 24<sup>th</sup> Meeting with Dr. Debboun, DVCD's New General Manager.

John reported to the board that he met with the new general manager of Delta Vector Control District, Dr. Debboun. John further advised that their meeting was very productive and they agreed to work cooperatively with one another in the future, which includes potential expansion of both Districts to serve the communities of Lindsay, Strathmore, Porterville, and potentially Springville. The Districts have had some preliminary discussions with SCI Consulting.

**Agenda Item No. 6:** Report on July 7<sup>th</sup> MVCAC Quarterly “Summer” Meeting.

John advised the board that he participated at the MVCAC’s Quarterly Meeting and reviewed the issues and topics covered at the meeting.

**Agenda Item No. 7:** Implementation of the Fiscal Year 19/20 Audit - Letter from Adair & Evans.

John presented to the board the Adair & Evans proposal for the District’s Audit for fiscal year 2019/2020. Upon a motion made by Chuck Mayer, seconded by Stan Creelman, and unanimously carried, the board authorized and instructed the general manager to execute the engagement letter for Adair & Evans to prepare the audit report for the District for fiscal year 2019/2020.

**Agenda Item No. 8:** Experiment in Cemetery Vases with Residual Application

John reported to the board that the District put material in all of the cemetery vases earlier this season, and the results appear to very positive. John advised the board that the material placed in the vases should last for 180 days and last throughout the season.

**Agenda Item No. 9:** District Activity to Date.

John advised that the service call requests continues to increase. Currently, to date, the District has received 275 services requests.

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

- a) Sexual Harassment Avoidance Training for Non-Supervisory Employees - John reported that all Non-Supervisory employees have taken the required sexual harassment Avoidance Training.
- b) Manager’s July 20<sup>th</sup> Procedure Update - John advised that his medical procedure is going to proceed, but expects that he will only be out approximately one week for recovery.
- c) Tulare County Fair Contract and Participation - John advised that the District is planning on participating at the 2020 Tulare County Fair and has signed the contract.
- d) CDPH Waiver of Live Units for CEU Training - John reported that as a result of Covid-19 pandemic and the need for social distancing, CDPH has waived the requirements for “live” continuing education units.

**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 1:36 p.m.

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SECRETARY