

**MINUTES OF THE SPECIAL 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 19<sup>th</sup> DAY OF  
MARCH 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, Pat Nunes, Stan Creelman, and Chuck Mayer. Robert Uchita was absent. Also present at the Board Meeting were John Avila, District Manager, Michelle Dempsey, 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 January 8, 2019, Board of Trustees Meeting.

The minutes of the meeting held on January 8, 2019, were presented to the board in writing and reviewed. Upon a motion made by Robert Clark, seconded by, Pat Nunes, and unanimously carried, the minutes of the meeting held on January 8, 2019, were approved as presented.

**Agenda Item No. 3:** Additions / Approval of Agenda.

There were no additions to the agenda.

**Agenda Item No. 4:** Payment of Check Number 5632 - 5693, 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 5632 - 5693, 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 Stan Creelman, seconded by Pat Nunes, and unanimously carried, the Union Bank checking account, check numbers 5632 - 5693, 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. 5:** Report on MVCAC Annual Conference in Burlingame February 3<sup>rd</sup> - 6<sup>th</sup>.

John advised the board that he attended the MVCAC annual conference in Burlingame and reviewed the issues and topics discussed at the conference.

**Agenda Item No. 6:** Report on South San Joaquin Valley Invasive Aedes Forum January 29.

John advised the board that he attended and participated in the South San Joaquin Valley Invasive Aedes Forum wherein the local abatement districts discussed and addressed issues related to the invasive aedes species of mosquito.

**Agenda Item No. 7:** Discussion and Possible Action to Implement District Visa with US Bank.

John advised the board that it would be beneficial for the District to have credit cards issued to certain employees of the District to assist in the payment of travel related costs and also the purchase

of parts and equipment for the District. John advised the board that he learned of a program through US Bank known as the Cal-Card program that is created solely for public entities. After some discussion and consideration, upon a motion duly made by Chuck Mayer, seconded by Pat Nunes, and unanimously carries, the board authorized the District Manager to proceed to enroll the District with the Cal-Card program with US Bank and authorized the issuance of a credit card in the name of John Avila, as the District Manager, with a credit limit of \$5,000.00; a credit card in the name of Michelle Dempsey, as the Operations Manager, with a credit limit of \$2,500.00; and a credit card in the name of Quirino Valencia, District employee, with a credit limit of \$2,500.00.

**Agenda Item No. 8:** Discussion and Action to Accept an Offer for the District's Aircraft.

John reviewed with the board an offer to purchase the District's surplus aircraft for the sum of \$60,000.00. After some discussion and consideration, upon a motion duly made by Robert Clark, seconded by Stan Creelman, and unanimously carried, the board authorized the District Manager to continue to discuss and negotiate the terms of sale and contract with the potential buyer in consultation with the District's counsel.

**Agenda Item No. 9:** CERBT Workshop in Fresno March 27.

John reviewed with the board the issues and topics discussed at the CERBT workshop that he is planning on attending on March 27, 2019.

**Agenda Item No. 10:** GovInvest - Follow Up Call with Ted on 1/23/19 & Board Decision.

John advised that he received a call from Ted at GovInvest to determine if the District was interested or need any additional information or documentation in their software product. After a short discussion, upon a motion duly made by Pat Nunes, seconded by Chuck Mayer, and unanimously carried, the board authorized the District Manager to advise GovInvest that the District was not interested in purchasing their software at this time.

**Agenda Item No. 11:** 2018 Annual Report on District Revenue and Expenditures.

John reviewed and discussed with the board the District's revenues and expenditures as set forth in the District's Annual Report. After some discussion and questions, upon a motion duly made by Chuck Mayer, seconded by Robert Clark, and unanimously carried, the board approved and accepted the District's Annual Report as presented.

**Agenda Item No. 12:** Manager's Report.

- a) Annual Financial Disclosure Statements - Form 700 - John advised the board members that they needed to complete and file their annual Form 700 - Annual Financial Disclosure Statement with the District.
- b) CalPers Required Contribution Rates for FY 19/20 - John provided the board with correspondence from August 2018 that set forth the District's contribution rates on the CalPers retirement plans.
- c) Preparation of Converting to New Operating System for Field Work by 2020 - John advised

the board that he was in the preliminary stage of looking into a new operating system for reporting of field work to be implemented for the 2020 season.

- d) Implementation of AFLAC Supplemental Insurance for Employees - John advised the board that the District has the opportunity to participate in an AFLAC supplemental insurance plan at no cost to the District, which he will present on a future agenda for consideration and action.
- e) MVCAC Quarterly Meeting & Legislative Meeting in Sacramento April 1 - 3 - John advised the board that he would be attending this meeting on behalf of the District.

**Agenda Item No. 12: Meeting Adjourned.**

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

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SECRETARY