

BOARD OF TRUSTEES

**Charlie Pitigliano**  
County of Tulare  
**Robert Uchita**  
County of Tulare  
**Stan Creelman**  
County of Tulare  
**Tony Nunes**  
County of Tulare  
**Craig Smith**  
City of Tulare  
**Charles Mayer**  
City of Visalia

# TULARE MOSQUITO ABATEMENT DISTRICT

District Headquarters: Mefford Field - Tulare  
6575 Dale Fry Rd • Tulare, CA 93274

(559) 686-6628  
TulareMosquito@gmail.com

[www.tularemosquito.com](http://www.tularemosquito.com)

GENERAL MANAGER  
**Michelle Dempsey**

OPERATIONS DIRECTOR  
**Jacob Davis**

ADMINISTRATIVE ASSISTANT  
**Sheri Davis**



The Tulare Mosquito Abatement District Board of Trustees Special Meeting will be held on Friday, December 8, 2023 at 11:00 a.m. at the District office located at Mefford Field 6575 Dale Fry Rd, Tulare, CA

## AGENDA

1. Citizen Comments: At this time the Board of Trustees will take input from citizens on items they wish to address that are within the Board's jurisdiction. However, the Board cannot legally discuss or take action at this meeting on comments received.
2. Review Minutes of the November 14, 2023 Board of Trustee Meeting.
3. Payment of Check Numbers **7372 - 7393**  
Payment of Direct Deposit Numbers **DD 1639 - DD 1654**  
Electronic Fund Transfers (EFTPS) from US Bank to the IRS and EDD for Social Security, Medicare, Federal and State Tax Payments. E Debit payments from the District's US Bank account. Claim number **21956** Transfer of Funds from Tulare County Fund #778 to the District's US Bank Account # \*\*\*\*\*4633.
4. State Funded Aerial Applications Update
5. FEMA/CalOES Public Assistance Program Update
6. Discussion, Decision and Action to File 2023 Warrant Return and Start 2024 Warrant
7. Manager's Report
  - a. Recovery Plant sent to Charlie
  - b. Certification Test Results
8. Future Agenda Items ~ Board of Trustees Opportunity to Add Future Agenda Items
9. Meeting Adjourned

**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 NOVEMBER 2023, 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: Robert Uchita, presiding, Craig Smith, Stan Creelman, Tony Nunes, and Chuck Mayer. Charlie Pitigliano 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.

Robert Uchita opened the floor to citizen comments, but there were no comments from the public.

**Agenda Item No. 2:** Review Minutes of October 10, 2023 Board of Trustee Meeting.

The minutes of the meeting held on October 10, 2023, were presented to the board in writing and reviewed. Upon a motion made by Stan Creelman, seconded by, Charles Mayer, and unanimously carried, the minutes of the board meeting held on October 10, 2023, were approved as presented.

**Agenda Item No. 3:** Payment of Check Number 7345 - 7371, Payment of Direct Deposit Numbers DD 1623 - DD 1638; 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 Number 21955, 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 7345 - 7371, payment of direct deposit numbers DD 1623 - DD 1638, 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 21955 in the sum of \$178,454.50, 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 Tony Nunes, seconded by Stan Creelman, and unanimously carried, the US Bank checking account, check numbers 7345 - 7371, payment of direct deposit numbers DD 1623 - DD 1638, 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 21955 in the sum of \$178,454.50, were approved.

**Agenda Item No. 4:** Discussion on District Incentive Policies.

Michelle presented the board with some potential employee retention incentive policies for the boards review and consideration. After discussion, the board directed management to prepare and present overall compensation plan summaries for the various District employees and also summaries of overall compensation plans for other similarly sized and located mosquito abatement districts for further consideration at a future meeting.

**Agenda Item No. 5:** Discussion on FEMA/CalOES Public Assistance Program Update.

Sheri provided the board with an update and advised that the District continues to work with its FEMA caseworker regarding submission of the District claim. She advised that the District needs to meet with its caseworker to finalize the District's claim submission.

**Agenda Item No. 6:** District Activity To Date.

Jacob presented and reviewed with the board the District's activity to date.

**Agenda Item No. 7:** Discussion, decision and Action to Approve December Special Meeting and Holiday Luncheon.

The board discussed the scheduling of the District Holiday Luncheon. It was decided that the District's Holiday Luncheon would be scheduled for Friday, December 8, 2023, at noon. The board decided to hold a special meeting on Friday, December 8, 2023, at 11:00 a.m., prior to the District's Holiday Luncheon.

**Agenda Item No. 8:** Manager's Report.

- a. 2024 Annual Cooperative Agreement with CDPH - Approved Annually - Michelle advised that the District renewed its Cooperative Agreement with CDPH, effective as of January 1, 2024.
- b. Preparation for .gov Domain - Michelle reported to the board that the District has started working with Streamline to transition District's website to a .gov domain, as will be required in the future by recent legislation.
- c. Board of Trustee Stan Creelman Update - Michelle reported that the reappointment of Stan Creelman has will be placed on the Tulare County Board of Supervisor meeting in December 2023.

**Agenda Item No. 9:** Meeting Adjourned.

There being no further business before the board, upon a motion duly made by Charles Mayer, seconded by Tony Nunes, and unanimously carried, the meeting was adjourned at 2:31 p.m.

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SECRETARY

# Agenda Item #3

## Expenses 11/15/2023

Expenses	11/15/2023	Expenses
Union		
Check #'s		
EFTPS		
E Debits		
	Full Time Employees	
DD1639	Michelle Dempsey	4,733.23 6001
DD1640	Jacob Davis	3,632.99 6001
DD1641	Jorge Lopez	2,497.76 6001
DD1642	Ryan Stallings	2,204.43 6001
DD1643	Quirino Valencia	2,378.46 6001
DD1644	Victor Zamora	2,557.96 6001
DD1645	Sheri Davis	2,862.14 6001
DD1646	Josephina Ortiz	1,820.15 6001
EFTPS	CA Emp Dev Dept	1,196.31 6004
7372	Stan Creelman	100.00 6008
7373	Robert Uchita	100.00 6008
7374	Charles Mayer	100.00 6008
7375	Craig Smith	100.00 6008
7376	Tony Nunes III	100.00 6008
EFTPS	CalPERS (Employee)	187.64 6011
EFTPS	CalPERS (Employee)	550.00 6011
EFTPS	CalPERS (Employee)	475.00 6011
EFTPS	CalPERS (Retirement)	5,112.92 6011
EFTPS	IRS.Gov	7,174.62 6012
7377	Delta MVCD	748.00 7001
7378	SDRMA	1,892.56 7010
7379	Kimball Midwest	201.31 7021
7980	Jorgensen Company	183.64 7021
7381	G.V. Burrows	3,533.22 7022
7382	CSDA	6,500.00 7027
7383	McCormick, Kabot & Lew	300.00 7043
7384	City of Tulare	774.00 7062
7385	SSJV Regional Continuing Ed	495.00 7073
E Debit	US Bank Charges	14.00 7036
		<b>52,525.34</b>

**Expenses 11/30/2023**

Union					
Check #'s		6001 Transfer Funds from Salaries and Benefits FY 23/24 Budget	\$97,567.66		
		7000 Transfer Funds from Services and Supplies FY 23/24 Budget	\$50,968.89		Expenses
		8300 Transfer Funds from Fixed Assets FY 23/24 Budget	\$0.00		
<b>EFTPS</b>			<b>\$148,536.55</b>		
<b>E Debits</b>					
	<b>Full Time Employees</b>				
DD1647	Michelle Dempsey		4,733.23	6001	
DD1648	Jacob Davis		3,632.99	6001	
DD1649	Jorge Lopez		2,497.75	6001	
DD1650	Ryan Stallings		2,204.44	6001	
DD1651	Quirino Valencia		2,378.46	6001	
DD1652	Victor Zamora		2,557.95	6001	
DD1653	Sheri Davis		2,862.13	6001	
DD1654	Josephina Ortiz		1,764.49	6001	
<b>EFT</b>	CA Emp Dev Dept	UI, ETT, SDI & PIT	1,190.55	6004	
<b>EFT</b>	CalPERS (Health)	Monthly Health Premium	20,847.22	6004	
7386	Principal Insurance Co.	Monthly Premium for Dental, Vision, Life Insurance	1,312.32	6004	
7387	Assurity Life Insurance Co.	Employee Additional Health After-Tax	198.98	6004	
7388	AFLAC (Employee)	Employee Additional Health After-Tax	37.60	6004	
<b>EFT</b>	CalPERS (Employee)	Employee 457 Loan Re-Payment (Q. Valencia)	187.64	6011	
<b>EFT</b>	CalPERS (Employee)	Employee Additional 457 Roth	550.00	6011	
<b>EFT</b>	CalPERS (Employee)	Employee Additional deferred contribution	475.00	6011	
<b>EFT</b>	CalPERS (Retirement)	PERS Retirement contribution Employer & Employees	5,100.22	6011	
<b>EFTPS</b>	IRS.gov	Federal Inc Tax. Empe,Empr Medicare & SS	7,153.08	6012	
7389	Safety Kleen Systems Inc.	Annual Drain Cleaning/Serviceing	1,444.28	7001	
7390	Frontier Prescion	Fieldseeker Program*	3,564.63	7001	
7391	Adapco	BVA Oil 4,045 Gallons(pre paid 2,800 gallons in Oct)	19,876.61	7002	
7392	G.V. Burrows	Vehicle Fuel -76.7 gallons	1,102.76	7022	
<b>E Debit</b>	<b>US Bank Charges</b>		592.99		
		So Cal Edison	492.84	7081	
		So Cal Gas Co.	19.20	7081	
		Direct Deposit Fee	14.00	7036	
		Bank Service Charge(Aug/Sept)	66.95	7036	
7393	<b>U.S.Bank Charges &amp; Credits</b>	<b>11/18/2023 Statement</b>	9,745.79		
	ESRI	ArcGIS Online Credits 1,000 Blocks	360.00	7001	
	YOSEMITE LINEN	Uniforms	779.99	7004	
	VERIZON	Office and Field Phones	223.37	7005	
	Carmine	Monthly Tier for GPS	339.83	7005	
	T MOBILE	iPads, Phones	208.76	7005	
	DIGITAL SPACE	Monthly Faxline	10.00	7005	
	CULLIGAN	Bottled Water	31.00	7009	
	Amazon	Pump Set Up Electrical/Plumbing Truck# 1,2,5,18,19	221.76	7021	
	Lowe's	8x8 Junction Box #4, Tape, Cable Ties	75.69	7021	
	Amazon	Pump Set Up Truck# 1,2,5,18,19, Marine Circuit Breakerx5, Terminal Stud Post x5	256.51	7021	
	Home Depot	Truck Washing/Detailing Supplies	39.77	7021	
	Mid Valley Pipe	Flat Bar #6, Angle Bar 20ft	133.76	7021	
	Amazon	Pump Set Up Truck# 1,2,5,18,19 90 Degree Elbow x6, Tee x12	176.64	7021	
	Tractor Supply	Hose Suction Coupling	54.11	7021	
	Ebay	Headlight Headlamp Assembly	186.24	7021	
	Amazon	Truck #2 Seat Mounts	94.66	7021	
	Morris Levin & Son	Hose Clamp x10, Elbow x4	167.98	7021	
	Amazon	Pump Set Up Plumbing Truck 1,2,5,18,19 Pipe Fitting Female x12, Male x24	442.68	7021	
	Carroll's Tire	Two New Tires Truck #2	327.63	7021	
	Supplyhouse	PVC Ball Valve	57.30	7021	
	Amazon	Pipe Fitting Jet Stream x12, Elbow x6, Pipe Fitting Male x6	240.54	7021	
	Lowe's	Heat Shrink Tubing	10.31	7021	
	Morris Levin & Son	Pump Set Up Electrical Supplies, Welding Cable 250'	1,005.34	7021	
	Amazon	Pump Set Up Plumbing, Pipe Fitting Female x12, Valve x6, Tek Tube 50', Flexible PVC Pipe	260.61	7021	
	Home Depot	Tru-Blu 4oz, Shrink Tubing #3, 8x8 Junction Box x3	126.12	7021	
	CED	Terminals/Truck Pump Set Up Supplies	23.49	7021	
	Wal-Mart	Truck Detailing Supplies, Simple Green, Etc.	64.75	7021	
	Spray Smarter	Hypro Thread Nipple/Truck Pump Set up	56.96	7021	

Central Irrigation	Poly Short Nipple/Truck Pump Set up	24.89	702
CLINE'S BUSINESS EQUIP	Copy count - C220 - 10/4 - 11/3/2023	30.90	703
CLINE'S BUSINESS EQUIP	Copy count - C308 - 10/4 - 11/3/2023	43.88	703
CLINE'S BUSINESS EQUIP	IT Services	61.80	703
UNWIRED	Monthly Internet 9/21/23-10/21/23	95.97	703
Amazon	Printer Paper 4,000 Sheets x2 Boxes, Ice Machine Gloves	149.22	703
Wal-Mart	Office Holiday Décor	25.79	706
Dollar Tree	Office Holiday Décor	17.69	706
Christine's Flowers	Plant for Charlie	88.96	706
PSI Services	Drone Flying Test (Ryan & Victor)	350.00	707
Sheraton Hotel	NPM Conference	2,470.14	707
Dollar Car Rental	NPM Conference	232.67	707
Fresno Yosemite Airport	NPM Conference	3.00	707
City of Tulare	Water Bill	175.08	708

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**96,011.11**

**VDCI State Funded Aerial Applications of Flooded  
Areas for 2023 Season**

Surveillance/Treatments within Tulare County MAD

89 Trap Nights at a total cost of \$14,151

174,545 Acres of Aerial Adulticide billed at \$417,162.55

7,442 Acres of Aerial Larvicide billed at \$1,004,670

**Total Mission cost    \$1,435,983.55**

# Agenda Item # 5

## Project

4699DR-CA (4699DR) Tulare Mosquito Abatement District (107-U9T0N-00) [724822] District Wide Mosquito Abatement

### This project is pending **PDMG Application Review**.

This project is awaiting review of the Streamlined Project Application by the PDMG prior to being submitted onward. To view the Streamlined Project Application, utilize the link below.

[View Project Application](#)

Policy Issues: [Streamlined Project Application \(1\)](#)

### General Information

PROJECT #	724822
CATEGORY	B - Emergency Protective Measures
TITLE	District Wide Mosquito Abatement
TYPE	Work Completed / Fully Documented
STATUS	Active
PROCESS STEP	Pending PDMG Application Review <small>As of December 5th, 2023 11:50 AM PST</small>
<b>% COST SHARE</b>	<b>75.00%</b>
ACTIVITY COMPLETION DEADLINE	October 3, 2023

### Project Summary

# DAMAGES	1
# RFIS	0
# RFIS (ACTIVE)	0

### Cost Summary

<b>APPROX. COST</b>	<b>\$622,610.81</b>
CRC GROSS COST	\$0.00
CRC NET COST	\$0.00
FEDERAL SHARE (75.00%)	\$0.00
NON-FEDERAL SHARE (25.00%)	\$0.00



