

**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 24<sup>th</sup> DAY OF  
JANUARY 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: Charlie Pitigliano, presiding, Craig Smith, Robert Uchita, Stan Creelman, Tony Nunes, and Chuck Mayer. Also present at the Board Meeting were Michelle Dempsey, General Manager, Jacob Davis, Operations Director, 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 Items Nos. 4 and 5 were taken out of order]

**Agenda Item No. 4:** Fiscal Year 2021-2022 District Audit - Garry Riezebos, Adair & Evans.

Garry presented the audit to the board and responded to questions. Upon a motion duly made by Robert Uchita, seconded by Craig Smith, and unanimously carried, the board approved the District audit for fiscal year 2021-2022, as presented.

**Agenda Item No. 5:** Drone Presentation- Joe Camacho.

Joe Camacho, of Target Specialty Products, provided a presentation and review of the Leading Edge application drone. Joe answered questions from the board.

Craig Smith left meeting at 2:25 p.m.

**Agenda Item No. 2:** Review Minutes of December 16, 2022 Board of Trustee Board Special Meeting.

The minutes of the special meeting held on December 16, 2022, were presented to the board in writing and reviewed. Upon a motion made by Charles Mayer, seconded by, Robert Uchita, and unanimously carried, the minutes of the special board meeting held on December 16, 2022, were approved as presented.

**Agenda Item No. 3:** Payment of Check Number 7056 - 7073, Payment of Direct Deposit Numbers DD 1496 - DD 1507; Electronic Fund Transfers (EFTPS) from Union Bank to the IRS for Social Security, Medicare and Federal Tax Payments, Union Bank Charges and Credits, and Claim Number 21943 a 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 7056 - 7073, payment of direct deposit numbers DD 1496 - DD 1507, 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 Union Bank account, and claim number 21943 in the sum of \$91,485.41, which were transfers from the District's Tulare County Fund #778 to the District's Union Bank account number ending in 4408. Upon a motion duly made by Stan Creelman, seconded

by Charles Mayer, and unanimously carried, the Union Bank checking account, check numbers 7056 - 7073, payment of direct deposit numbers DD 1496 - DD 157, 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 Union Bank checking account, and the transfer from the District's Tulare County Fund #778 to the District's Union Bank account number ending in 4408, by Claim Number 21943 in the sum of \$91,485.41 were approved.

**Agenda Item No. 6:** Welcome New Board of Trustee Tony Nunes.

The board welcomed newly appointed member, Tony Nunes. Introductions were made by all parties.

**Agenda Item No. 7:** Reorganization of the Board.

With the expiration of the term of former member, Robert Clark, the board needed to fill the office of vice president. Upon a motion duly made by Stan Creelman, seconded by Tony Nunes, and unanimously carried, the board appointed Robert Uchita to serve as vice president of the Board of Trustees of the Tulare Mosquito Abatement District.

**Agenda Item No. 8:** Discussion, Decision and Action to Approve Purchase of Application Drone. Jacob and Michelle discussed with the board whether the District should purchase an application drone based upon the quotes from Target Specialty Products. After some discussion and questions, the board directed Jacob to have further discussions with Target Specialty Products to clarify and gather additional information.

**Agenda Item No. 9:** Discussion, Decision and Action to Approve New District Policy Handbook. Michelle reviewed with the board the new District Policy Handbook and addressed questions from the board. After some discussion, upon a motion duly made by Charles Mayer, seconded by Stan Creelman, and unanimously carried, the board approved the new District Policy Handbook as presented.

**Agenda Item No. 10:** Update on 2023 Inspection Warrant.

Chad advised the board that the 2023 Area Inspection Warrant was completed and filed with the Court, and that the Court had issued the 2023 Area Inspection Warrant upon the District's request.

**Agenda Item No. 11:** Manger's Report

- a. 2023 Annual Cooperative Agreement with CDPH - Approved - Michelle advised the board of the approval of the agreement by CDPH.
- b. Board of Trustees Charlie Pitigliano and Robert Uchita Renewal - Approved - Michelle advised the board of the re-appointment of Charlie Pitigliano and Robert Uchita to the board of trustees.
- c. Annual Financial Disclosure Statements - Form 700 - Michelle reminded the board members of their need to complete there annual Form 700 for 2023.
- d. MVCAC Annual Conference - Anaheim - Michelle advised the board that all

employees of the District would be attending the MVCAC Annual Conference in Anaheim, California.

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

There being no further business before the board, upon a motion duly made by Stan Creelman, seconded by Charles Mayer, and unanimously carried, the meeting was adjourned at 3:31 p.m.

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SECRETARY