

**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 6th DAY OF
DECEMBER 2019, AT THE HOUR OF 11:00 A.M. OF SAID DAY**

Present at the meeting called at 11:00 a.m. at the place above designated were: Charlie Pitigliano, presiding, Robert Clark, Pat Nunes, Stan Creelman, Robert Uchita and Chuck Mayer. 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 November 12, 2019, Board of Trustees Meeting.

The minutes of the meeting held on November 12, 2019, were presented to the board in writing and reviewed. Chuck Mayer noted one correction which needed to be made to the minutes. Upon a motion made by Chuck Mayer, seconded by, Stan Creelman, and unanimously carried, the minutes of the meeting held on November 12, 2019, were approved as presented except for the amendment to change the word "motion" to "audit" in Agenda Item No. 4.

Agenda Item No. 3: Payment of Check Number 6015 - 6041, 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 21915 a Transfer of Funds from 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 6015 - 6041, 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 21914 in the sum of \$300,000.00 which is a transfer of funds from the District's Tulare County Fund #778 to the District's Union Bank Account # *****4408. Upon a motion duly made by Robert Clark, seconded by Robert Uchita, and unanimously carried, the Union Bank checking account, check numbers 6015 - 6041, 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 claim number 21915 in the sum of \$300,000.00 which is a transfer of funds from the District's Tulare County Fund #778 to the District's Union Bank Account # *****4408, were approved.

Agenda Item No. 4: Decision to Cancel Scheduled December 10, 2019, Board Meeting.

After some discussion, upon a motion duly made by Stan Creelman, seconded by, Robert Clark, and unanimously carried, the board cancelled the regular meeting of the Board of Trustees calendared for December 10, 2019.

Agenda Item No. 5: 2019/2020 Property Tax Revenue Estimates form County.

John reviewed with the board the County of Tulare's 2019/2020 Property Tax Revenue Estimates.

Agenda Item No. 6: 2019 Warrant Return Report.

John advised the board that the District would be filing a Warrant Return with the Tulare County Superior Court related to the Inspection Warrant that was obtained earlier in the year. John reviewed and explained the Warrant Return that will be filed with the Tulare County Superior Court in December 2019.

Agenda Item No. 7: 2020 Cooperative Agreement with the Department of Public Health.

John reported and reviewed with the board the District's executed Cooperative Agreement with the California Department of Public Health.

Agenda Item No. 8: Update on Secretarial Position - Application and Interviews.

John advised the board that he advertised the open secretarial position and is considering the pool of applicants.

Agenda Item No. 9: Manager's Report.

- a) Ethics Training for Board Members - John reminded board members that they need to complete ethics training.
- b) Update on One Ton Truck Order - John advised the board that the truck should be available for purchase through the CMAS system in January or February 2020.
- c) City of Visalia's Trash Cans Update - John reported that the City of Visalia had not started the shredding of the old trash cans being stored by the City of Visalia as they had advised. He reported that the Visalia City Council rescinded its action to have the trash cans shredded and is now looking at selling the used trash cans and advises that the trash cans will be removed from the lot by April 2020.
- d) Current Full Time Employee's CalPers Status Change: John advised the board that he received notification from CalPers that the District needed to change the status of one of the employees due to the number of hours worked in a previous year. John further advised the board that the District is now monitoring the number of hours worked for all seasonal employees.

Agenda Item No. 12: Meeting Adjourned.

There being no further business to come before the board, upon a motion duly made by Robert Clark, seconded by Chuck Mayer, and unanimously carried, the special meeting was adjourned at 11:25 a.m.

SECRETARY