

**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 14th DAY OF
DECEMBER 2021, AT THE HOUR OF 11:00 A.M. OF SAID DAY**

Present at the special meeting called at 11:00 a.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 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 Item No. 2: Review Minutes of November 9, 2021 Board of Trustee Meeting.

The minutes of the meeting held on November 9, 2021, were presented to the board in writing and reviewed. Upon a motion made by Robert Clark seconded by, Robert Uchita, and unanimously carried, the minutes of the meeting held on November 9, 2021, were approved as presented.

Agenda Item No. 3: Payment of Check Number 6730 - 6748, Payment of Direct Deposit Numbers DD1331 - DD1342, 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 21930 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 6730 - 6748, payment of direct deposit numbers DD1331 - DD1342, 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 21930 in the sum of \$95,991.01, which was a transfer 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 Robert Clark, seconded by Stan Creelman, and unanimously carried, the Union Bank checking account, check numbers 6730 - 6748, payment of direct deposit numbers DD1331 - DD1342, 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 21930 in the sum of \$95,991.01 were approved.

Agenda Item No. 4: SDRMA Leadership Foundation Scholarship Refund Check.

Michelle advised the board that the District received a check from the SDRMA Leadership Foundation which was a reimbursement for Jacob's attendance at the conference based upon the scholarship he recieved.

Agenda Item No. 5: 2022 Cooperative Agreement with CDPH - Annual.

Michelle reported to the board that the District entered into the Cooperative Agreement with the California Department of Public Health for 2022, which is a requirement of the District's licensing.

Agenda Item No. 6: 2021 Warrant Return Report.

Chad advised the board that the District would be submitting its 2021 Warrant Return Report to the Court, as is required in the issuance of the area inspection warrant.

Agenda Item No. 7: Discussion and Consideration on Tulare Mosquito Abatement Policy Manual.

Michelle inquired if the board desired for her to continue with the amendment and revision of the District's Policy Manual. The board directed Michelle to continue to work on revising the District's Policy Manual during the off-season.

Agenda Item No. 8: Manager's Report.

- a. Virus and Trapping to Date - Jacob briefly reviewed with the board the District's Surveillance Trapping Report for 2021.
- b. Annual Employee Evaluations Completed - Michelle advised the board that she completed the annual employee evaluations for the District employees.

Agenda Item No. 9: Meeting Adjourned.

There being no further business to come before the board, upon a motion duly made by Charles Mayer, seconded by Robert Clark, and unanimously carried, the meeting was adjourned at 11:40 a.m.

SECRETARY