

**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 13th DAY OF
JANUARY 2026, 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, Tony Nunes, Craig Smith, Chuck Mayer, Stan Creelman, and Robert Uchita. 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 the December 9, 2025 Board of Trustees Meeting.

The minutes of the December 9, 2025 Board of Trustees meeting were presented to the board in writing and reviewed. Upon a motion duly made by Charles Mayer, seconded by Robert Uchita, and unanimously carried, the minutes of the December 9, 2025 Board of Trustees meeting were approved as presented.

Agenda Item No. 3: Payment of Check Number 8040 - 8054, Payment of Direct Deposit Numbers DD 1994 - DD 2007; 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 21983, Transfers of Funds from 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 8040 - 8054, payment of direct deposit numbers DD 1994 - DD 2007, 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 21983 in the sum of \$220,060.03, which was a transfer 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 Stan Creelman, seconded by Craig Smith, and unanimously carried, the US Bank checking account, check numbers 8040 - 8054, payment of direct deposit numbers DD 1994 - DD 2007, 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 transfers from the District's Tulare County Fund #778 to the District's Union Bank account number ending in 4663, by claim number 21983 in the sum of \$220,060.03, were approved.

Agenda Item No. 4: Fiscal Year 2024-2025 District Audit - Jaribu Nelson CPA.

Jaribu Nelson reviewed with the board the District Audit for the fiscal year 2024/2025. Mr. Nelson advised the board that the audit presented a clean opinion. Upon a motion duly made by Tony Nunes, seconded by Charles Mayer, and unanimously carried, the board approved and accepted the audit as presented.

Agenda Item No. 5: Update on Airport Hangar Lease Agreement for 6525 Dale Fry Road, Tulare, California 93274.

Jacob advised the board that a final walk-through of the hangar was conducted by Peter, the Airport Manager for the City of Tulare, and District representatives. The parties agreed to the completion of some final to the premises prior to the District accepting the premises and entering into the lease.

Agenda Item No. 6: Discussion for Job Descriptions Update.

Michelle advised the board that she plans to update some of the job descriptions to better clarify and identify each positions job duties. She advised that she would bring the updated job descriptions back to the board for review and adoption at a later meeting.

Agenda Item No. 7: District Activities to Date.

Jacob provided the board with a review of the District's activities to date and answered questions from the board.

Agenda Item No. 8: Discussion for Board of Trustees Annual Training.

Michelle updated the board as to the requirements related to the board's annual training.

Agenda Item No. 9: Manager's Report.

- a. Annual Financial Disclosure Statements - Form 700: Michelle reminded the board of the need to complete and remit their annual Form 700.
- b. Board of Trustees Update: Michelle advised the board that Stan Creelman was re-appointed to the board for another term.
- c. MVCAC Annual Conference: Michelle advised the board that she, Jacob and Josie would be attending the MVCAC Annual Conference.

Agenda Item No. 10: Meeting Adjourned.

There being no further business before the board, upon a motion duly made by Tony Nunes, seconded by Charles Mayer, and unanimously carried, the meeting was adjourned at 2:04 p.m.

SECRETARY