Delta Mosquito & Vector Control District

1737 West Houston Avenue | Visalia, California 93291
Phone (559) 732-8606 | (877) 732-8606 | Fax (559) 732-7441
www.DeltaMVCD.gov

District Manager, Conlin Reis.
Scientific Program Manager, Andrea Troupin.
Operations Program Manager, Benjamin Sperry.
Community Education and Outreach Coordinator, Erick Arriaga.
Administrative and Fiscal Coordinator, Valeria Ortega.

Delta Mosquito and Vector Control District
Special and Regular Board Meeting Agenda

Date: Wednesday, October 14th, 2026
Special Meeting Training Session Begins: 2:15 PM
Regular Board Business Begins: 4:30 PM
Location: 1737 West Houston Ave, Visalia, CA, 93291
Remote Meeting Link

1. **SB 827 Fiscal & Financial Training Webinar** **INFORMATION**

   Beginning at 2:15 p.m., Board members may view the two-hour on-demand webinar, "SB 827 Fiscal & Financial Training." The training covers municipal budgeting, financial reporting, capital financing, debt management, and ethical stewardship of public resources.

   Trustee attendance is optional, and not all trustees are expected to attend. No District business will be discussed or acted upon during the webinar. Regular agenda business will begin at 4:30 p.m.

2. **Roll Call — Regular Board Business Begins at 4:30 PM**

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3. **Public Forum**
   A. Members of the public may comment on any item not on the agenda that is within the jurisdiction of the Board of Trustees (Board). Under state law, matters presented during public comment cannot be discussed or acted upon by the Board in this meeting.
   B. For items on the agenda, the public is invited to make comments during the public comment period.
   C. Any person addressing the Board will be limited to a maximum of three (3) minutes. Public comments will be limited to a total of 15 minutes during the public comment period.
   D. If there are more than five (5) people wishing to comment, then time will be divided equally between all people wishing to speak, so that everyone has an opportunity to address the Board.
   E. Public comments may be submitted via email to publiccomments@deltamvcd.gov

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4. **Consent Calendar** **ACTION**
   A. September Minutes
   B. Checks for Ratification
   C. Financial Reports
   D. Treasurer's Report
   E. Manager's Report
   F. Quarterly Investment Report

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5. Temporary Modified Appointment for Operations Program Manager ACTION

The Board will receive information and consider ratification of a temporary three-quarter schedule for the Operations Program Manager from October 1, 2026, through March 31, 2027.

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6. Ratification of Temporary Clerical Support/Budget Adjustment ACTION

The Board will consider ratification of the use of a temporary staffing agency for clerical and administrative support during an employee leave. The Board will consider a corresponding increase to Budget Category 619.8: Accounting/Auditor in the amount of $25,000 to account for this additional expense.

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7. Mosquito Surveillance and Response System Presentation INFORMATION

Staff will present an overview of the District's mosquito surveillance and response system.

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8. 2027 Health Insurance Transition Update INFORMATION

The Board will receive an update regarding the District's transition to 2027 employee health insurance coverage.

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9. 2027 CDPH Cooperative Agreement ACTION

The Board will consider approval of the 2027 California Department of Public Health Cooperative Agreement.

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10. Rescheduling of November 2026 and February 2027 Regular Board Meetings ACTION

The Board will consider rescheduling the November 2026 regular meeting due to the Veterans Day holiday and the February 2027 regular meeting due to a Manager scheduling conflict.

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11. Approval of Trustee Attendance at Annual Meeting ACTION

The Board will consider approving trustee attendance at the Annual Meeting in Universal City, California, including related reimbursable expenses, consistent with District policy requiring Board approval for trustee expenses exceeding $100.

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12. Board of Trustees Member Comments

The Board of Trustees members will have a chance to make any additional comments regarding items within the jurisdiction of the District.

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13. Future Agenda Items

The Board of Trustees members will have a chance to add to future agenda items if they choose to.

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14. Adjournment — ACTION

Adjourn Meeting of the Board of Trustees to reconvene on the date established by the Board under Item 10 in the Delta Mosquito and Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

Note: Items designated for information are appropriate for Board action if the Board wishes to act.

Board Meeting Materials: Supplemental Board reference materials may not be posted online but are available for public inspection at the District office. Alternative formats are available upon request at (559) 732-8606.

ADA Compliance: *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Delta Mosquito and Vector Control District at (559) 732-8606. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility. (Government Code §54954.2(a)).*

Remote Participation Disclaimer: *This meeting may be accessed remotely through the link provided. The District does not guarantee uninterrupted or error-free remote access, and technical difficulties may occur. In the event of such issues, the Board meeting will continue as scheduled at the noticed physical location.*

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Delta Mosquito and Vector Control District

Regular Board Meeting Minutes

Date: Wednesday, September 9th, 2026, at 4:30 PM

Location: 1737 West Houston Ave, Visalia, CA, 93291

1. Roll Call

Present: Greg Gomez, President; Larry Roberts; Kevin Caskey; Mike Burchett; Rosemary Hellwig; and Lori Berger (arrived at 4:32 p.m.).

Absent: Linda Guttierrez, Secretary.

Staff: Conlin Reis, General Manager; Benjamin Sperry, OPM; Andrea Troupin, SPM, Valeria Ortega, AFC

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2. Public Forum

No members of the public were present.

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3. Consent Calendar **ACTION**

The Board reviewed the August minutes, checks for ratification and approval, financial reports, Treasurer's Report, and Manager's Report. Following discussion, the consent calendar was approved as presented.

Motion: Trustee Berger Second: Trustee Caskey Vote: Approved unanimously

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4. Closed Session: Conference with Legal Counsel—Existing Litigation

The Board convened in closed session regarding McGill v. Delta Mosquito and Vector Control District, Workers' Compensation Appeals Board Case No. ADJ21798792. Upon returning to open session, the Board reported that no reportable action was taken.

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5. Policy Updates —

a. Policy No. 1063, Board of Trustees Code of Ethics — Second Reading

The Board completed the second reading of revisions regarding Trustee conduct, attendance, preparedness, and professional disagreement with Board decisions.

b. New Policy, Source Management and Abatement Policy — Second Reading

The Board completed the second reading of the new policy establishing the District's framework for source management, voluntary management plans, cooperative mitigation, and formal abatement.

The two policy items were considered together and approved.

Motion: Trustee Burchett Second: Trustee Roberts Vote: Approved unanimously

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6. Revision of Job Classifications and Operations Chain of Command — ACTION

The Board approved the revised Foreman/Safety Officer job description and related chain-of-command changes with an increased focus on safety and inventory management. The position was placed directly under the General Manager. The Vector Control Operations Analyst classification was deferred for separate consideration.

Motion: Trustee Roberts Second: Trustee Berger Vote: Approved unanimously

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7. End-of-Season Staff Luncheon — ACTION

The Board authorized the General Manager to proceed with a reasonable end-of-season staff luncheon recognizing District staff and seasonal employees.

Motion: Trustee Burchett Second: Trustee Hellwig Vote: Approved unanimously

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8. Cybersecurity Grant

The General Manager reported that the District had been approved for the cybersecurity grant and was awaiting an informational meeting before beginning grant-funded expenditures. No action was taken.

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9. Board of Trustees Member Comments

None.

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10. Future Agenda Items

The Board requested a brief 7–10 minute overview of the District's vector index and surveillance graphics, discussed completion of required financial literacy training, and requested an end-of-season operations wrap-up for November.

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11. Adjournment — ACTION

Board President Greg Gomez adjourned the meeting at 5:48 p.m. The next regular meeting is scheduled for October 14, 2026, at 4:30 p.m. in the Delta Mosquito and Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.

MINUTES APPROVAL AND ATTESTATION

I, Linda Guttierrez, Secretary of the Board of Trustees of the Delta Mosquito and Vector Control District, hereby attest that the foregoing minutes are a true and correct record of the proceedings of the regular meeting of the Board held on September 9, 2026, as approved by the Board of Trustees.

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Linda Guttierrez, Secretary of the Board

Date

Approved by the Board of Trustees on October 14th, 2026.

Delta Mosquito & Vector Control District
Checks and Payments for Ratification
September 10 through October 13, 2026

Type	Date	Num	Name	Memo	Paid Amount
Sep 10 - Oct 13, 26					
Liability Check	09/14/2026		QuickBooks Payroll Service	Created by Payroll Service on 09/11/...	-79,655.96
Check	09/14/2026		Tri County Bank	Analysis/Treasury Charges	-180.51
Bill Pmt -Check	09/30/2026		SoCalGas	Billing Period 8/19/26-9/18/26	-40.51
Liability Check	09/29/2026		QuickBooks Payroll Service	Created by Payroll Service on 09/28/...	-78,147.04
Liability Check	10/01/2026		QuickBooks Payroll Service	Created by Payroll Service on 09/30/...	-1,385.25
Liability Check	09/15/2026	E091526-036	E.D.D.	698-1691-6 QB Tracking # -3313734...	-3,946.56
Liability Check	09/15/2026	E091526-037	DVCD - Federal Payroll Tax	94-6000565 QB Tracking # -332802...	-24,592.16
Liability Check	09/15/2026	E091526-038	Delta Dental	Coverage for October 2026 Payroll ...	-1,451.60
Liability Check	09/15/2026	E091526-039	FSA Funding- DMVCD	FSA for September 2026	-416.70
Bill Pmt -Check	09/15/2026	E091526-040	EMD Networking Services, Inc.	Inv #VC182067 - Monthly Billing for ...	-280.75
Bill Pmt -Check	09/15/2026	E091526-041	EMD Networking Services, Inc.	Invoice #TC182195 - Monthly Billing ...	-3,356.05
Bill Pmt -Check	09/15/2026	E091526-042	Valley Pacific Petroleum Serv	Reference D-354005-091426 Invoic...	-5,130.89
Liability Check	09/30/2026	E093026-042	DVCD - Federal Payroll Tax	94-6000565 QB Tracking # 4332165...	-24,404.68
Bill Pmt -Check	09/15/2026	E091526-043	Calif Water Serv	Billing from 7/21/26 - 8/19/26	-251.13
Liability Check	09/30/2026	E093026-043	E.D.D.	698-1691-6 QB Tracking # 433522526	-3,882.98
Bill Pmt -Check	09/15/2026	E091526-044	Comcast Business	Service from 09/07/26-10/06/26	-371.46
Check	09/24/2026	E093026-044	U S Bank	Acct # 4246 0445 5565 3983	-20,856.95
Bill Pmt -Check	09/15/2026	E091526-045	CITY OF VISALIA	Inv #0004001239 Billing Service fro...	-191.37
Liability Check	09/30/2026	E093026-045	Pub Emp Ret System		-13,522.21
Bill Pmt -Check	09/30/2026	E091526-046	So Calif Edison	Billing Period 07/30/26 - 08/27/26	-7,532.28
Liability Check	10/06/2026	E093026-046	Cal PERS Supplemental Income 45...	Plan ID 452679	-1,273.65
Liability Check	09/15/2026	E091526-047	P E R S	Health Coverage for October/ Septe...	-47,667.39
Liability Check	09/16/2026	E093026-047	VSP - Vision Service Plan	Vision Insurance Sep Payroll	-501.52
Liability Check	09/15/2026	E091526-048	Lincoln Financial Group	Coverage 9-1-26 to 9-30-26	-1,271.31
Bill Pmt -Check	09/30/2026	E093026-048	Navia Benefit Solutions	September Admin Fees	-200.00
Liability Check	09/17/2026	E091526-049	Pub Emp Ret System	Payroll 9.15.26	-13,767.60
Bill Pmt -Check	10/02/2026	E093026-049	Sip Trunk		-121.65
Liability Check	09/15/2026	E091526-050	Cal PERS Supplemental Income 45...	Plan ID 452679	-1,253.20
Bill Pmt -Check	09/30/2026	E093026-050	Enterprise FM Trust	September 2026 Statement	-11,789.16
Bill Pmt -Check	09/15/2026	E091526-051	Valley Pacific Petroleum Serv	Inv#CL 26-021176	-5,187.07
Bill Pmt -Check	09/15/2026	E091526-052	CalPERS	Admin Fees	-90.00
Bill Pmt -Check	09/30/2026	E091526-054	Sip Trunk	Inv#CL 26-021176	-120.00
Bill Pmt -Check	09/30/2026	E091526-055	CalPERS	Admin Fees	-350.00
Bill Pmt -Check	09/15/2026	1419	Fresno Oxygen	August Statement	-226.90
Bill Pmt -Check	09/15/2026	1420	Target Products	Inv #INVP502251572 - Difference fo...	-14.03
Bill Pmt -Check	09/15/2026	1421	West Coast Bio-Tech	Red bin pick up for August (#90)	-165.00
Bill Pmt -Check	09/15/2026	1422	AutoZone Inc	Billing Statement for August	-1,223.62
Bill Pmt -Check	09/15/2026	1423	PrideStaff Financial	Temporary Accounting and Payroll-A...	-1,161.60
Bill Pmt -Check	09/15/2026	1424	American Incorporated	4 AC UNITS & LOCKER	-63,847.00
Bill Pmt -Check	09/15/2026	1427	Azelis	3011001157	-3,940.10
Bill Pmt -Check	09/15/2026	1428	Uni First	Billing for Uniforms End of Aug- Earl...	-733.01
Bill Pmt -Check	09/15/2026	1429	PrideStaff Financial	Invoice #301964485 Marcom-Flores...	-871.20
Bill Pmt -Check	09/30/2026	1430	Fresno Oxygen	September Statement	-33.09
Bill Pmt -Check	09/30/2026	1431	Lampire Biological Laboratories	Cow and chicken blood for mosq. co...	-401.00
Bill Pmt -Check	09/30/2026	1432	Uni First	September Statement V1	-570.52
Bill Pmt -Check	09/30/2026	1433	WestAmerica Bank	Loan for Fish Building	-58,914.03
Bill Pmt -Check	09/30/2026	1434	PrideStaff Financial	Admin Services 9-14-26_9-17-26	-1,161.60
Paycheck	09/30/2026	1435	Kevin J Caskey	Quarterly In Lieu of Travel, Jul-Oct ...	-277.05
Bill Pmt -Check	10/08/2026	1436	PrideStaff Financial	Admin Services 9-21-26_9-24-26, 9-...	-2,032.80
Bill Pmt -Check	10/08/2026	1437	Uni First	Unifirst Invoices, 2380249306, 2380...	-85.75
Sep 10 - Oct 13, 26					**-488,847.89**

Delta Mosquito & Vector Control District
Budget Comp by Categ., Services
July through September 2026

	Jul - Sep 26	Budget	% of Budget
Ordinary Income/Expense			
Expense			
6-All · Services and Supplies			
60100 · Spray Material	138,289.47	293,550.00	47.1%
60200 · Uniforms	3,227.72	12,140.00	26.6%
60300 · Lab Supplies			
60300.1 · Lab Surveillance	12,549.68	40,084.06	31.3%
60300.2 · Disease Testing	495.00	71,605.86	0.7%
60300.3 · Insectary	6,164.59	13,340.00	46.2%
60300.4 · Lab General	3,473.28	5,560.00	62.5%
60300 · Lab Supplies - Other	394.70		
Total 60300 · Lab Supplies	23,077.25	130,589.92	17.7%
60301 · Fish Supplies	3,333.67	8,793.00	37.9%
60400 · Sprayer Supplies & Repairs	5,266.82	21,378.00	24.6%
60401 · Operational	1,272.26	5,740.00	22.2%
60500 · Janitorial Supplies & Service	994.93	5,500.00	18.1%
60600 · Maintenance Contracts	13,301.05	74,270.00	17.9%
60700 · Building/Yard Supplies & Maint			
60700.1 · Building Maintenance	2,413.94	15,185.00	15.9%
60700.2 · Yard Maintenance	51.49	350.00	14.7%
60700 · Building/Yard Supplies & Maint - Other	16.77		
Total 60700 · Building/Yard Supplies & Maint	2,482.20	15,535.00	16.0%
60800 · Utilities	24,319.89	50,000.00	48.6%
60900 · Insurance - Liability	120,062.66	122,012.00	98.4%
61000 · Office Supplies	2,335.57	10,750.00	21.7%
61100 · Travel Expenses	0.00	36,100.00	0.0%
61200 · Vehicle Supplies & Maint	7,948.73	34,040.00	23.4%
61300 · Fuel & Oil	36,578.74	70,000.00	52.3%
61400 · Telephone & Cell Phone	12,723.65	32,087.00	39.7%
61500 · GPS	0.00	17,982.00	0.0%
61700 · Subscriptions	15,375.50	51,873.00	29.6%
61900 · Professional Services			
619.1 · Prof. Serv - Medical/Bckgrd Chk	1,466.96	3,702.60	39.6%
619.2 · Bank Service Charges	834.54	1,560.00	53.5%
619.5 · Prof Ser - Flex Benefit Plan	0.00	2,448.00	0.0%
619.6 · Legal Fees	304.74	5,000.00	6.1%
619.8 · Accounting/Auditor	10,194.40	13,260.00	76.9%
619.9 · Aerial Services	0.00	14,280.00	0.0%
61900 · Professional Services - Other	13,775.00	26,660.00	51.7%
Total 61900 · Professional Services	26,575.64	66,910.60	39.7%
62100 · Misc. Expense	723.96	5,400.00	13.4%
62300 · Safety Supplies	571.20	6,409.00	8.9%
62600 · Dues	0.00	26,716.00	0.0%
62800 · Public Relations	3,818.74	11,000.00	34.7%
6-All · Services and Supplies - Other	555.99		
Total 6-All · Services and Supplies	442,835.64	1,108,775.52	39.9%
Total Expense	442,835.64	1,108,775.52	39.9%
Net Ordinary Income	-442,835.64	-1,108,775.52	39.9%
Net Income	**-442,835.64**	**-1,108,775.52**	**39.9%**

Delta Mosquito & Vector Control District
Budget Comp by Categ. Cap Outlay
July through September 2026

	Jul - Sep 26	Budget	% of Budget
Ordinary Income/Expense			
Expense			
8000ALL · Fixed Assets			
701 · Spray Equipment - Capital Exp	10,901.31		
702 · Vehicles - Capital Expense			
702.1 · Fleet Lease Payments	35,703.46		
702 · Vehicles - Capital Expense - Other	48,254.87	170,000.00	28.4%
Total 702 · Vehicles - Capital Expense	83,958.33	170,000.00	49.4%
Total 8000ALL · Fixed Assets	94,859.64	170,000.00	55.8%
801 · Bldg & Yard Imp. - Capital Exp	63,847.00	120,000.00	53.2%
Total Expense	158,706.64	290,000.00	54.7%
Net Ordinary Income	-158,706.64	-290,000.00	54.7%
Net Income	**-158,706.64**	**-290,000.00**	**54.7%**

Delta Mosquito & Vector Control District
Budget Comp by Categ. Payroll
July through September 2026

	Jul - Sep 26	Budget	% of Budget
Ordinary Income/Expense			
Expense			
5-ALL · Salaries and Benefits			
50000 · Payroll Expenses	640,824.00	2,305,658.00	27.8%
50001-2 · Social Sec and Medicare Emp			
50001 · Payroll Expenses MEDICARE DIST	9,281.34	34,130.00	27.2%
50002 · PR Liabilities - SOC SEC - DIST	39,685.87	144,277.00	27.5%
Total 50001-2 · Social Sec and Medicare Emp	48,967.21	178,407.00	27.4%
511 · Retirement- District			
511.1 · Retirement- District UAL	412,529.00	422,188.00	97.7%
511.2 · Retirement Contributions	43,140.17	186,144.15	23.2%
511 · Retirement- District - Other	110.69		
Total 511 · Retirement- District	455,779.86	608,332.15	74.9%
513 · Workers Comp Insurance	84,851.00	86,072.00	98.6%
514 · Unemployment	1,460.93	17,360.00	8.4%
516-518 · Life, Dental, Vision			
516 · Life Insurance -Lincoln	3,798.07	15,624.00	24.3%
517 · Dental Insurance	4,354.60	17,500.00	24.9%
518 · Vision Insurance	1,504.56	6,100.00	24.7%
Total 516-518 · Life, Dental, Vision	9,657.23	39,224.00	24.6%
519 · Health Insurance			
519.1 · Employer FSA Contribution	500.04	2,000.00	25.0%
519.2 · Retiree Insurance and Admin	1,668.88	3,840.00	43.5%
519.3 · Health Insurance Premiums	0.00	600,000.00	0.0%
519 · Health Insurance - Other	141,423.30		
Total 519 · Health Insurance	143,592.22	605,840.00	23.7%
Total 5-ALL · Salaries and Benefits	1,385,132.45	3,840,893.15	36.1%
Total Expense	1,385,132.45	3,840,893.15	36.1%
Net Ordinary Income	-1,385,132.45	-3,840,893.15	36.1%
Net Income	**-1,385,132.45**	**-3,840,893.15**	**36.1%**