



# 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](http://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 Regular Board Meeting Minutes

Date: Wednesday April 8th, 2026, at 4:30 PM  
Location: 1737 West Houston Ave, Visalia CA, 93291

### 1. Roll Call

*The meeting was called to order at 4:32 p.m.*

*Present: President Greg Gomez, Secretary Linda Gutierrez, Trustee Larry Roberts, Trustee Mike Burchett, Trustee Lori Berger, Trustee Kevin Caskey (4:35 pm).*

*Absent: Trustee Rosemary Hellwig*

*Staff Present: Conlin Reis, General Manager; Andrea Troupin, Scientific Program Manager; Benjamin Sperry, Operations Program Manager*

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### 2. Employee of the Quarter

*The Employee of the Quarter nomination was moved to the May meeting.*

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### 3. Public Forum

*No public was present at the meeting.*

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### 4. Consent Calendar

### ACTION

- a. March Minutes
- b. Checks for Ratification
- c. Checks for Approval
- d. Financial Reports
- e. Treasurer's Report
- f. Quarterly Investment Report

g. Manager's Report

*The Board reviewed the March minutes, checks, financial reports, Treasurer's Report, Quarterly Investment Report, and Manager's Report. Staff reported third-quarter expenditures generally tracking near expected levels, with payroll below the quarterly benchmark due to seasonal timing and services slightly elevated from front-loaded costs. The Treasurer's Report reflected continued transfers through California CLASS, monthly interest earnings, and sufficient cash to cover projected six-month liabilities. The Manager's Report noted an early start to mosquito season driven by warm weather, increased surveillance and field activity, expansion of the swimming pool program, growing public reports, and continued outreach and coordination efforts. A correction was made to the year on the date of the Quarterly Investment Report.*

*Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the Consent Calendar as presented.*

**Motion:** Trustee Roberts

**Second:** Trustee Berger

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**5. CLOSED SESSION  
CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Government Code section 54956.9)  
Name of case: ADJ21798792**

*The Board initially skipped over the closed session to await the attendance of the attorney. Closed session was entered into at 5:16 pm (after consideration of item 8.a.). The Board convened in Closed Session to discuss an existing litigation. Upon return to Open Session, there was no reportable action.*

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**6. Levy Administration Rate Direction for FY 2026–2027    ACTION**

The Board will consider direction on the assessment rates to be used for the upcoming levy administration cycle and FY 2026–2027 budget development. The maximum allowable rates, reflecting a 3% CPI increase, are **\$14.49 for Zone A** and **\$7.25 for Zone B**. If applied, the assessment is estimated to generate approximately **\$1,239,732 including hand bills**. If the Board keeps the current rates of **\$14.07 for Zone A** and **\$7.03 for Zone B**, the assessment is estimated to generate approximately **\$1,203,773 including hand bills**. The Board may also choose to bank the CPI increase for future use.

*The Board reviewed the preliminary levy administration figures and discussed the need to keep pace with rising costs. By consensus, the Board directed staff to proceed with preparation of the necessary documents using the **3% CPI increase** option for later formal adoption.*

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## 7. Policy Update/New Policy ACTION

### a. Single Meeting Action

*The Board approved taking action on the policy updates in a single meeting in order to address classification language promptly and maintain consistency with current staffing needs.*

*Motion: Trustee Burchett*

*Second: Trustee Roberts*

### b. Policy# 2102 Classification of Employment

### c. Policy #2103 Classification

*The Board approved updates to Policies 2102 and 2103 to clarify terminology for temporary, seasonal, and allocated positions and to improve consistency between the classification policy, job descriptions, and salary administration. The revisions were intended to better reflect current practice and provide a cleaner framework for future staffing actions. A motion was made, seconded, and passed unanimously to approve the changes as presented.*

*Motion: Trustee Burchett*

*Second: Trustee Roberts*

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## 8. Staffing, Retirement Benefits, and District Health Benefits ACTION

The Board will discuss potential plans for staffing changes for the 26-27 Fiscal Year. The Manager will present a few items for consideration related to this.

### A. Sec. 125 Cafeteria Plan:

*The Board approved clarifying the Section 125 Plan contribution language so that the District's contribution structure is stated more clearly and better aligned with employee classifications and existing benefit administration. A motion was made, seconded and passed unanimously to approve the clarification as presented except the term "regular" would be replaced by "full-time".. The cafeteria plan elective components were classified by employment classification (full-time allocated, seasonal allocated) and election (single, +1, family). This change had no substantive impact on the current elections.*

*Motion: Trustee Caskey*

*Second: Trustee Roberts*

### B. Amendment to CalPERS Health Contract: The Board may consider pursuing an amendment to its CalPERS Health Contract related to employee classifications.

*The Board took no action on this item.*

### C. Consideration of Alternative Health Insurance Options, Withdrawal from CalPERS Health: The Board may consider alternative health insurance options and discuss the feasibility of withdrawal from CalPERS health.

*Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to authorize continued research into alternative health insurance options, including the feasibility of withdrawal from CalPERS*

*Health. Discussion focused on rising premium costs, plan competitiveness, and the need to better understand future options before any formal decision.*

*Motion: Trustee Caskey  
Second: Trustee Roberts*

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**9. Update to Classification Plan (Temporary/Seasonal Employees) ACTION**

The Board will consider an update to the District's Classification Plan doing the following:

- A. Adding new temporary seasonal positions:
  - a. ULV Support Technician
  - b. Surveillance and Vector Control Technician
  - c. Facilities Technician
  - d. Extended VC Technician
- B. Establishing a new seasonal salary schedule effective April 1, (Retroactive)
  - a. Removal of Certified Lab/VCT I Salary Range
  - b. Revision of VC Tech/Surv Tech Salary Range
  - c. Addition of new positions to Salary schedule.

**Resolution 26-06**

*Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve Resolution 26-06, making additions to the District's temporary and seasonal classifications, including ULV Support Technician, Surveillance and Vector Control Technician, Facilities Technician, and Extended Vector Control Technician. The Board also approved a revised seasonal salary schedule, retroactive to April 1, to improve recruitment, reflect certification structure changes, and better support seasonal operations.*

*Motion: Trustee Burchett  
Second: Trustee Roberts*

*Ayes: Trustees Burchett, Roberts, Gutierrez, Caskey, Berger  
Noes: None  
Absent: Trustees Gomez, Hellwig*

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**10. Budget Discussion: Salaries and Income/Travel Calendar ACTION**

The Board will discuss the projected income, income history, and proposed salary structure for the 26-27 Fiscal Year. They may take action to set the COLA at this time and will provide the Manager direction to prepare for a preliminary budget presentation in May. The Manager will also present a list of upcoming meetings for FY 26-27 to guide budgeting based on potential Trustee attendance.

*The Board reviewed projected income, salary costs, health insurance increases, and retirement liability trends in preparation for the FY 2026–27 budget. Direction was given for staff to return with a preliminary budget recommendation and COLA assumptions for further review at the next meeting. No formal action was taken.*

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