



Delta Mosquito & Vector Control District

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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, May 13th, 2026, at 4:30 PM
Location: 1737 West Houston Ave, Visalia, CA, 93291

1. Roll Call

The meeting was called to order at **4:30 p.m.**

Present: President Greg Gomez, Secretary Linda Guttierrez, Trustee Rosemary Hellwig, Trustee Larry Roberts, Trustee Kevin Caskey, and Trustee Mike Burchett.

Absent: Trustee Lori Berger.

Staff Present: Conlin Reis, General Manager; Andrea Troupin, Scientific Program Manager; Benjamin Sperry, Operations Program Manager; Valeria Ortega, Administrative and Fiscal Coordinator; and Alysia Davis, Vector Control Operations Analyst.

2. Public Forum

No members of the public were in attendance at the meeting.

3. Consent Calendar

ACTION

- a. April Minutes
- b. Checks for Ratification
- c. Checks for Approval
- d. Financial Reports
- e. Treasurer's Report
- f. Manager's Report

The Board reviewed the April minutes, checks, financial reports, Treasurer's Report, and Manager's Report.

The Manager's Report summarized April District activity, including the launch of the full seasonal mosquito control program, completion of seasonal hiring, early pool program work, increased field operations, outreach efforts, and laboratory surveillance. Staff reported that no WNV or SLEV positives were detected in April, while mosquito surveillance, mosquitofish activity, and operational response continued to increase with the start of the season.

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

Motion: Trustee Burchett

Second: Trustee Caskey

Vote: Passed unanimously by trustees present.

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

The Board convened in Closed Session regarding existing litigation/potential litigation as listed on the agenda. Upon return to Open Session, there was no reportable action.

**5. Intention to Continue Assessments for Fiscal Year 2026-27, Preliminarily
Approving the Engineer's Report, and Providing for Notice of Hearing ACTION**

The Board considered Resolution No. 26-07 declaring the District's intention to continue the Mosquito, Vector and Disease Control Assessment for Fiscal Year 2026–27, preliminarily approving the Engineer's Report, and setting the public hearing for June 10, 2026, at 4:30 p.m.

Staff reported that the proposed assessment rates were \$14.49 per single-family equivalent benefit unit for Zone A and \$7.25 for Zone B, reflecting the maximum authorized annual CPI adjustment.

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees present to approve Resolution No. 26-07 as presented.

Motion: Trustee Roberts

Second: President Gomez

Vote: Passed unanimously by trustees present.

Ayes: Trustees Gomez, Gutierrez, Hellwig, Roberts, Caskey, and Burchett

Noes: None

Abstain: None

Absent: Trustee Berger

6. Public Hearing – AB 2561, Vacant Positions ACTION

In accordance with California Assembly Bill 2561, the District will conduct its annual public hearing to review and report on staffing levels, current vacancy rates, and recruitment and retention efforts.

The Board opened the required annual public hearing regarding vacant positions, staffing levels, and recruitment and retention efforts at 4:48 p.m.

Staff reported that the District had no current vacancies. No public comment was received.

The public hearing was closed at 4:48 p.m.

7. 2026-27 Fiscal Year Budget Packet ACTION

The Board will consider the 26-27 Fiscal Year Budget Packet.

- a. Review of Budget Packet**
- b. The Board will consider the adoption of the FY 26-27 Budget.**
- c. The Board will consider the adoption of the salary schedule for FY 26-27.**
- d. The Board will consider approval of the FY 26-27 Classification Plan**

The Board reviewed the proposed FY 2026–27 Budget Packet. Staff explained that the budget reflects a shift toward reinvestment in the District’s infrastructure, equipment, fleet, technology, drones, building systems, and long-term financial planning. Staff noted that prior year savings were partly related to vacancies, while the coming fiscal year is expected to more fully reflect the cost of operating the restructured program with filled positions.

Staff discussed rising health insurance costs, continued review of alternative health insurance options, vehicle leasing and replacement strategy, expanded drone use and training, planned equipment purchases, facility improvements, conservative revenue assumptions, and the District’s goal of continuing to build reserves while modernizing operations. Staff also discussed the proposed accelerated CalPERS UAL amortization approach as part of the District’s long-term financial planning.

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees present to approve the FY 2026–27 Budget.

Motion: Trustee Burchett

Second: Trustee Hellwig

Vote: Passed unanimously by trustees present.

The Board also reviewed the proposed FY 2026–27 Salary Schedule and Classification Plan. Staff explained that the Classification Plan centralizes and updates job descriptions and reflects the District’s current organizational structure and operational needs. Resolution No. 2026-08 approved the Classification Plan and adopted the FY 2026–27 Salary Schedule, including a 3% cost-of-living adjustment.

Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees present to approve the FY 2026–27 Salary Schedule and Classification Plan and adopt Resolution No. 2026-08, including the 3% COLA.

Motion: Trustee Roberts

Second: Trustee Burchett

Vote: Passed unanimously by trustees present.

Ayes: Trustees Gomez, Gutierrez, Hellwig, Roberts, Caskey, and Burchett

Noes: None

Abstain: None

Absent: Trustee Berger

8. Reserves Policy Update/Reserves Discussion ACTION

The Board discussed the District's reserve structure, including the Unallocated General Reserve, Capital Reserve, Contingency Reserve, and UAL Reserve. Discussion included adding a reserve for public health emergencies and mosquito control response, evaluating whether specific reserve categories should be placed into separate investment accounts, and reviewing whether the policy should better reflect long-term capital planning needs.

No formal action was taken. Direction was given for staff to return with proposed reserve policy language, including a public health emergency reserve, and to review existing capital expense language for future Board consideration.

9. Manager Annual Review Prep

The Manager requested direction from the Board regarding the upcoming annual review. The Board discussed conducting the review in closed session and using a narrative review/open dialogue format rather than a third-party evaluation. Direction was given for the Manager to prepare a narrative review of the prior year for reference during the review process.

No formal action was taken.

10. Employee Incentive Programs/Recognition

The Board discussed alternatives to the current employee recognition structure. Discussion included adding employee recognition to the Manager's Report, considering end-of-season recognition, moving away from gift card incentives due to tax and administrative concerns, and using a more open peer-recognition or "shout-out" style system.

No formal action was taken. Staff will continue developing an updated recognition approach.

11. Board of Trustees Member Comments

There were no additional Board member comments noted.

12. Future Agenda Items

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

Future agenda items included discussion of the uniform company contract and board training renewal/tracking.

13. Adjournment ACTION

The meeting was adjourned at 5:40 p.m.

Adjourn Meeting of the Board of Trustees to reconvene on June 10th, 2026, at 4:30 p.m. in the Delta Mosquito and Vector Control District Boardroom, 1737 W. Houston Ave., Visalia, CA.
