# Delta Mosquito & Vector Control District

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

Date: Wednesday, July 8th, 2026, at 4:30 PM
Location: 1737 West Houston Ave, Visalia, CA, 93291
**Remote Meeting Link**

## 1. Roll Call

***Present:*** *Greg Gomez, President; Mike Burchett, Larry Roberts, Kevin Caskey, Linda Gutierrez, and Rosemary Hellwig.*

***Absent:*** *Lori Berger.*

***Staff:*** *Conlin Reis, General Manager; Andrea Troupin, Scientific Program Manager; Benjamin Sperry, Operations Program Manager; and Valeria Ortega, Administrative and Fiscal Coordinator.*

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## 2. Public Forum

*Kerri Salazar addressed the Board regarding dry ice use. No action was taken at this time.*

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## 3. Consent Calendar ACTION

*Following discussion, it was moved, seconded, and passed unanimously by the members of the Board of Trustees to approve the Consent Calendar as presented, including the June Board Minutes, checks for ratification and approval, financial reports, Treasurer's Report, quarterly expense and revenue report, quarterly investment report, and the Manager's Report. The Manager highlighted continued success of the District's source reduction program and provided an operational update regarding current mosquito control activities.*

*Motion: Trustee Burchett*
*Second: Trustee Hellwig*
*(Unanimous)*

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4. **Addendum to General Manager Contract Regarding Legal Representation of the District — ACTION**

*The Board considered an addendum to the General Manager's employment agreement authorizing limited legal representation of the District by the General Manager within the scope of his professional licensure. The discussion focused on defining the matters appropriate for internal legal representation, circumstances requiring outside counsel, and reimbursement of continuing legal education and licensing costs.*

*Motion: Trustee Hellwig*
*Second: Trustee Roberts*

*Kevin Caskey abstained. Motion carried.*

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5. **District Health Insurance Transfer Update and Designation of HSA Provider — ACTION**

*The General Manager provided an update regarding the District's transition from CalPERS/PEMHCA to SDRMA health insurance, including underwriting progress, employee communications, plan design, retiree participation, and Health Savings Account administration.*

*Following discussion, the Board unanimously directed staff to designate Health Equity as the HSA provider for District staff and to initiate enrollment of participating employees in HSAs prior to transition.*

*Motion: Trustee Burchett*
*Second: President Gomez*

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6. **Approval of Tulare County Attachment C Compliance Certification and Hold Harmless Statement — ACTION**

*The Board reviewed Tulare County's annual Attachment C Compliance Certification and Hold Harmless Statement required for placement of the District's assessments on the secured property tax roll.*

*Following discussion, the Board unanimously approved the certification.*

*Motion: Trustee Hellwig*
*Second: Trustee Roberts*

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7. **Biennial Review of District Conflict-of-Interest Code — ACTION**

*The Board reviewed the District's Conflict-of-Interest Code. Staff presented the current code and noted the limited authority for non-designated positions to contract or purchase goods and services without extensive oversight and review. As such, it was the consensus of the Board that, aside from some small non-substantive changes (renaming of the Board and positions), no changes were needed at this time.*

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8. **Review of Bids and Possible Award of Contract for Administration Building HVAC Heat Pump Installation — ACTION**

*The Board reviewed proposals for replacement of three Administration Building HVAC heat pump units. Staff summarized the bid evaluation and recommended awarding the project to the lowest responsive bidder meeting the District's requirements.*

*Following discussion, the Board unanimously awarded the contract to American Incorporated*

*Motion: Trustee Gutierrez*
*Second: President Gomez*

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**9. Public Benefit Grant Vehicle Purchase Follow-Up: Reservation and Purchase of Toyota RAV4 Pending Final Grant Contract/ EV Charger Bids — ACTION**

*The General Manager updated the Board regarding the Public Benefit grant for EV purchase, which should be available by the end of July. After some discussion, a motion was made, seconded, and passed unanimously to authorize the General Manager to reserve an SE model of the Rav4 plugin hybrid at a nearby dealership and to move an additional ten thousand into the Capital Outlay, Vehicles budget item from the Contingency Reserve, to account for the increased price of the current model year.*

*Motion: Trustee Burchett*
*Second: Trustee Roberts*

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**10. Review of Bids and Possible Award of Contract for Replacement Uniform Services — ACTION**

*The Board reviewed proposals for replacement uniform services. Discussion included service levels, local vendor support, inventory management, and removal of the towel service while maintaining uniform laundering and related services.*

*Following discussion, the Board unanimously authorized the General Manager to negotiate and execute an agreement with Sparkle Uniform Services, pending final discretionary review by the Manager. The Manager was further directed to assess the feasibility of purchasing and cleaning our own janitorial supplies (towels, etc.).*

*Motion: Trustee Roberts*
*Second: President Gomez*
*(Unanimous)*

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**11. Close of FY 25-26 Budget Adjustments, Discussion of Budget Adjustment Policy - ACTION**

*The Board reviewed proposed fiscal year-end budget adjustments associated with operational, building maintenance, and uniform expenditures. Staff also presented a proposed policy establishing thresholds requiring Board approval for future budget adjustments.*

*Following discussion, the Board unanimously approved the fiscal year-end budget adjustments and provided direction regarding future budget adjustment procedures. The change to the reserves use policy will be up for action at the next regular board meeting.*

*Motion: Trustee Burchett*
*Second: Trustee Hellwig*

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**12. City of Lindsay Contract Update — INFORMATION / POSSIBLE ACTION**

*The General Manager provided an update regarding discussions with the City of Lindsay concerning a limited-scope mosquito surveillance services agreement. The feasibility of annexation was discussed, with a focus on the revenue shortfalls that would need to be addressed prior to a full annexation. It was determined that the best course of action would be to provide a focused limited-scope service agreement to the city which provided for comprehensive surveillance and responsive, focused, control while the extent of the City of Lindsay's mosquito issues are determined and annexation is discussed.*

*Following discussion, the Board unanimously authorized the General Manager to continue development of the limited-scope agreement and proceed with negotiations based on the model presented at the meeting. A future agreement would be brought back for approval or ratification as a subsequent meeting.*

*Motion: Trustee Roberts*
*Second: Trustee Burchett*

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### 13. Board of Trustees Member Comments

*No comments*

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### 14. Future Agenda Items

*It was suggested that the Manager consider policies clarifying Trustee practices and attendance for a future board meeting.*

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### 15. Adjournment — ACTION

*Board President Greg Gomez adjourned the meeting of the Delta Mosquito and Vector Control District Board of Trustees at **6:00 p.m.***

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