



Butte County Mosquito and Vector Control District

5117 Larkin Road • Oroville, CA 95965-9250
Phone: 530-533-6038 • Fax: 530-534-9916
www.BCMVCD.com

Matthew C. Ball
Manager

AGENDA

Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District

(BCMVCD) Board Room, 444 Otterson Drive, Chico, CA 95928. The Board of Trustees is committed to making its proceedings accessible to all citizens. Individuals with special needs should call District staff at 530-533-6038 or 530-342-7350, Monday through Thursday, 6:00 a.m. to 4:30 p.m. to request disability-related modifications/accommodations or to request materials in alternate formats. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.

1. *Regular Board of Trustees Meeting Time: 4:00 PM Date: February 9, 2022*
2. *Call to Order – 4:00 PM Roll Call*
3. *Persons Wishing to Address the Board on Items Not on the Agenda (limit to 5 minutes):*
4. *Approval of Minutes of the Meeting of: January 12, 2022*
5. *Persons Wishing to Address the Board Pertaining to Closed Session Matters:*
6. *Closed Session Announcement (District Legal Counsel Present): N/A*
7. *Reports: (7.1 - 7.2)*
- 7.1 *District Manager's Report*

The District Manager will provide a brief report on current District business and activities. The District Manager will also report on District employees, meetings attended, and current projects.

- 7.2 *Butte County Mosquito and Vector Control (BCMVCD) 2021 Annual Report*

The Vector Ecologist / Fish Biologist will review the 2021 BCMVCD Annual Report. Additionally, the District Manager will provide a brief report on the findings of the report.

8. *Policy Matters: (8.1 – 8.4)*
- 8.1 *Open Sealed Bids, Select the Highest Bidder, and Announce the Winning Bid*

The Board will ask the Office Manager to open the sealed bids. The Board will hear the bid amounts for each truck and will announce the highest bidder for each truck.

8.2 *Consider Authorizing the Assistant Manager to be a Deputy Auditor Controller*

The Board will be asked to consider authorizing the Assistant Manager to be a Deputy Auditor that has the authority to sign District checks, check registers, ACH transfers, and other legal documents. If the Board agrees, the Board will be asked to consider approving and adopting Resolution No 22-03, 22-04, 22-05, and the Petition to Accept Check Registers as required by the County Auditor Controller.

8.3 *Consider Approving Amendments to Multiple Board Policies*

The Board will be asked to consider amendments to Board Policies, Policy 1020, Code of Ethics; Policy 1040, Board of Trustees; Policy 1060, Board President; **Policy 1070, Board Meeting Agenda**; and Policy 1080, Rules for Proceedings of Board of Trustees Meetings. District management is reviewing the District's Policy Manual in sections in their efforts to correct typos, make updates to match current processes, and make recommended updates as needed.

8.4

Fair Political Practices Commission Form 700 Statement of Economic Interest

This time will be set aside to allow the Board of Trustees to complete the Form 700 Statement of Economic Interest as required by the Fair Political Practices Commission.

9. *Topic of the Month:*

The Board will watch a presentation on the biology of *Anopheles freeborni*.

10. *Approve Payment of The Bills:*

The Board will be asked to review the demands made upon the District for the past month and consider approving the payment of the bills.

11. *Personnel:*

Regional Supervisor Aaron Lumsden was promoted to Assistant Manager on January 31, 2022.

12. *Correspondence:* N/A

13. *Other Business:*

The Board will be given instructions on how to complete the state mandated ethics training.

14. *Persons Wishing to Address the Board Pertaining to Closed Session Matters:*

15. *Closed Session Matters (District Legal Counsel Not Present):* N/A

16. *Adjournment: (Next Regular Meeting of the BCMVCD Board of Trustees is March 9, 2022)*

Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held January 12, 2022

Members Present: President Dr. Albert Beck, Michael Barth, Darlene Fredericks, Bruce Johnson, Vice President Dr. Larry Kirk, Assistant Secretary Melissa Schuster, Secretary Bo Sheppard, and Carl Starkey.

Members Excused: Philip LaRocca.

Members Absent: None.

Also Present: District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Maritza Sandoval, and Entomologist Amanda Bradford.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on January 12, 2022, at 444 Otterson Drive, Chico, CA 95928.
2. The January 12, 2022, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:03 PM by Vice President Kirk.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, Vice President Kirk proceeded to request approval of the minutes.
4. After review, it was then moved by Member Starkey, seconded by Member Sheppard, and passed unanimously with Member Johnson abstaining due to his excused absence to approve the minutes of the Board of Trustees meeting held December 8, 2021, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. The District Manager introduced the District's new Trustee, Darlene Fredericks. The District Manager reported that President Beck and Vice President Kirk have both been reappointed.
8. Under election of officers, Vice President Kirk opened nominations for President, it was moved by Member Schuster, seconded by Member Sheppard, and passed unanimously to reelect Dr. Beck as President, Member Kirk as Vice President, Member Sheppard as Secretary, and Member Schuster to Assistant Secretary.
9. Reports (9.1 – 9.2)
 - 9.1 Under item 9.1 of reports, District Manager's Report, the District Manager reported that on December 9, 2021, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. The District Manager hosted the 14th Annual Employee Appreciation Luncheon for all District staff. This is bought, prepared, and cooked by the District Manager and his wife.

On December 14, 2021, all District administrative staff received their annual employee evaluations.

On December 15, 2021, all District operations staff received their annual employee evaluations.

On December 16, 2021, the District Manager and Oroville Regional Supervisor met and toured with the owner and manager of Bird Haven Ranch to discuss best management practices to reduce mosquitoes, to review the upcoming project, and to identify field design flaws and issues.

On November 30, 2021, the District Manager attended a meeting with representatives from U.C. Davis, Bird Haven Ranch, and the California Department of Fish and Wildlife to discuss the large multi-year project to implement best management practices to lower mosquito populations at Bird Haven Ranch. Bird Haven Ranch is a large piece of property that manages managed wetlands.

On January 4, 2022, the District Manager attended a monthly meeting of managers of member districts of the Mosquito and Vector Control Association of California. Topics discussed included the upcoming conference, Covid, and other updates from districts throughout the state.

On January 5, 2022, M&I was at the District to continue working on the server migration project.

On January 6, 2022, the District Manager met with a representative of Adapco to discuss products, prices, and to project need for the 2022 season.

The District Manager reminded the Board that the District was closed for the week of December 20th and the week of December 27th.

9.2 Under item 9.2 of reports, 2021/2022 2nd Quarter Fiscal Reports, the Office Manager reported that salaries and benefits category is 53.1% expended, services and supplies category is 67.4% expended, capital outlay category is 7.3%. It was then stated that overall expenditures are currently at 56.0% expended and current revenues are at 53.9% received.

After this final item of reports, Vice President Kirk asked the District Manager to proceed to policy matters.

10. Policy matters (10.1 – 10.4)

10.1 Under item 10.1 of policy matters, the Board was asked to consider approving and adopting Resolution No. 22-01, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Steve Ostling. It was then moved by Member Sheppard, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to approve and adopt Resolution No. 22-01.

10.2 Under item 10.2 of policy matters, the Board was asked to consider approving and adopting Resolution No. 22-01, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Beth Vice. It was then moved by Member Schuster, seconded by Member Barth, and passed unanimously with a vote of 8 ayes 0 nays to approve and adopt Resolution No. 22-02.

10.3 Under item 10.3 of policy matters, the Board was asked to consider a Capital Expenditure for a Toyota CDPD25-XW71F 5,000lb Forklift from Toyota Material Handling of Northern California in the amount \$26,598.00. This forklift is currently in stock. The District Manager explained the reason and need as well as reporting that this expenditure has not been budgeted but firmly believes there is enough room within to the budget to accommodate the expense. It was then moved by Member Sheppard, seconded by Member Schuster, and passed unanimously with a vote of 8 ayes 0 nays to approve the Capital Expenditure for a Toyota CDPD25-XW71F 5,000lb Forklift from Toyota Material Handling of Northern California in the amount \$26,598.00

10.4 Under item 10.4 of policy matters, the Board was asked to consider declaring four vehicles surplus to need, establish the minimum bid amount for each truck, authorize the sale to the highest bidder, and to approve the notice for publication. It was then moved by Member Kirk, seconded by Member Johnson, and passed unanimously with a vote of 8 ayes 0 nays to declare trucks 157, 158, 163, and 167 surplus to need, established the minimum bids at \$4,000.00 for truck 157, \$3,000.00 for truck 158, \$3,000.00 for truck 163, and \$5,000.00 for truck 167, authorized the sale to the highest bidder, and approved the notice of publication.

11. Under topic of the month, the District's Entomologist gave a presentation on *Culiseta inornata*.

12. After reviewing the demands made upon the District for the past month, it was then moved by Member Sheppard, seconded by Member Barth, and passed unanimously with a vote of 8 ayes 0 nays to authorize checks numbered 50283 through 50410 be signed and distributed. Expenditures for the month totaled \$257,556.04.

13. No items under personnel to report.

14. No items of correspondence to report.

15. No other business to report.

16. No persons wishing to address the Board pertaining to closed session matters.

17. No closed session matters not warranting legal counsel.

18. President Beck announced adjournment at 4:56 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on February 9, 2022, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

James "Bo" Sheppard,
Secretary

On January 13, 2022, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Staff also attended annual training on forklift operations, respirator training, and pesticide safe use and handling training. In addition, staff received their spirometer and fit testing.

The District was closed on January 17, 2022, in observance of Dr. Martin Luther King Jr. Day.

On January 18, 2022, the District Manager attended a live webinar on sterile insect technology hosted free for members of the American Mosquito Control Association.

On January 19, 2022, District management interviewed applicants for the open Assistant Manager position.

On January 25, 2022, all District staff attended virtual defensive drivers training provided by the VCJPA free of charge. Also on this date, the District Manager met with a representative of Adapco to discuss products, prices, and to project need for the 2022 season.

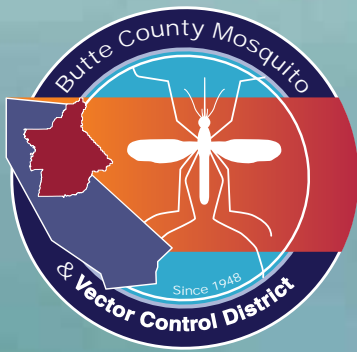
On January 26, 2022, all licensed District staff attended a continuing education seminar provided by Clarke Mosquito Control Products.

On January 31, 2022, the District Manager provided a tour for the District's newest Trustee. The tour was of the Oroville facility and a recap of how the District operates.

On February 1-4, 2022, all licensed staff attended a tick academy. The tick academy was in depth training on tick biology, tick-borne disease, and tick surveillance. All employees attending received continuing education hours. On February 1, 2022, the District Manager attended a monthly meeting of managers of member districts of the Mosquito and Vector Control Association of California. Topics discussed included the upcoming conference, Covid, and other updates from districts throughout the state.

On February 3 and February 8, 2022, District management interviewed applicants for the open Mosquito and Vector Control Specialist position.

BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT



2021 ANNUAL REPORT

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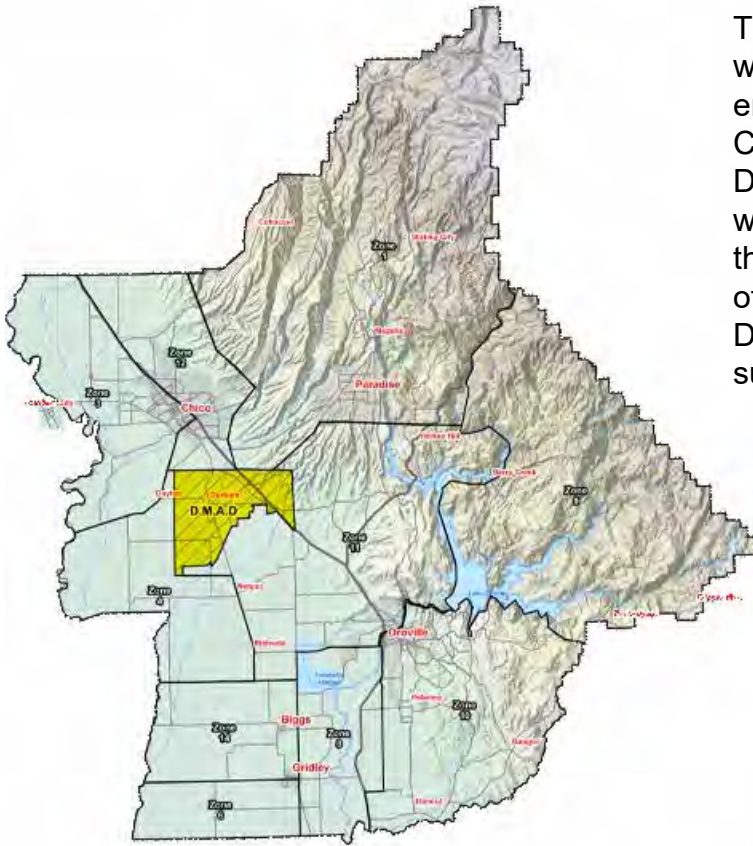
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*On the cover, *West Branch Feather River, Lake Oroville* by Eric Maurstad

CONTACT INFORMATION

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and Vector Control District
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(530) 533-6038 (530) 342-7350
Fax (530) 534-9916
Visit us on the web at www.ButteMosquito.com
"This institution is an equal opportunity provider and employer."

BCMVCD JURISDICTION



HISTORY

The Butte County Mosquito Abatement District was formed in June of 1948. The District covers 1600 square miles, and includes all of Butte County, except the small area served by the Durham Mosquito Abatement District, which were formed earlier. The District also includes the Hamilton City area of Glenn County. In April of 1994, "Vector Control" was added to the District name to reflect the additional disease surveillance and information now provided.



MISSION

The mission of the Butte County Mosquito and Vector Control District is to primarily suppress mosquito-transmitted disease and to also reduce the annoyance levels of mosquitoes and diseases associated with ticks, fleas and other vectors through environmentally compatible control practices and public education.

MAIN OFFICE LOCATION

5117 Larkin Road
Oroville, CA. 95965



FOREWORD

Foreword

It is my honor to submit the 2021 Annual Report for the Butte County Mosquito and Vector Control District. The District had a very successful year serving the residents of Butte County and Hamilton City by utilizing an integrated vector management (IVM) approach that included public education and outreach, vector surveillance, reduction of breeding grounds by physical and cultural control by altering the environment and/or management practices, and by using sound biological and chemical control methods. This report outlines the work conducted by the District to accomplish its primary goal of protecting public health.

The prevention of vector-borne disease outbreaks remains the District's primary goal and its most important responsibility to the public. West Nile virus (WNV) has long been considered to be endemic in the state of California and remains the District's largest public health concern. The state observed another extremely active WNV season and for the past several years St. Louis encephalitis has again started to become active in parts of the state. The extraordinary efforts to combat the WNV epidemic and St. Louis encephalitis resurgence in California should be credited to the combined efforts of more than 60 mosquito and vector control districts and local health departments, working in close cooperation with the California Department of Public Health and numerous other agencies indirectly related to mosquito and vector control.

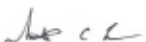
As most of you know, 2021 was not a normal year. COVID-19 and massive and seemingly endless wildfires plagued the state for most of the year. The District was deemed an essential service and continued to operate with minimal modifications as COVID shutdown most business and commerce. 2021 also delivered an unwelcome species of mosquito to Butte County. For the second year in a row, *Aedes aegypti*, a major public health concern, was collected and identified in Butte County. Detections of this mosquito were found in Chico, Oroville, Thermalito, and Gridley. Through the challenges and pitfalls of 2021, the District was still able to perform the essential services the public we serve have come to rely on and responded to 1419 service requests.

The District continues to aggressively control unmaintained / abandoned swimming pools, catch basins, storm drains, and retention / detention ponds and works in partnership with other local agencies and governments to maintain improper functioning utilities that could and have bred mosquitoes. Regardless of drought conditions, the over watering of landscaped yards and environments continues to add to the mosquito breeding problems in urban mosquito sources and extends the length of our mosquito season. In addition to urban mosquito breeding problems, the District continues surveillance and control in agricultural, rural, and wetland areas that breed mosquitoes. Due to two newly established invasive mosquito species in the state of California and now within Butte County, the District has greatly expanded surveillance efforts to detect either of these two species of mosquitoes. The District continues to conduct surveillance of ticks of medical importance and surveillance and control of yellow jackets.

"The Mission of the Butte County Mosquito and Vector Control District is primarily to suppress mosquito-transmitted disease and to also reduce the annoyance levels of mosquitoes and diseases associated with ticks, fleas, and other vectors through environmentally compatible control practices and public education." To achieve this goal the District provides continual surveillance of mosquitoes and other vectors to ascertain the threat of disease transmission and annoyance levels and then uses integrated vector management methods to keep mosquitoes and other vectors below those levels. The District continues to work in cooperation with property owners, residents, social groups, and other governmental agencies to minimize mosquito breeding and to reduce the threat of mosquito-transmitted diseases.

The Board of Trustees and employees continue to plan for the future and search for better ways to improve our programs to be prepared for future disease outbreaks that would be a threat to the health of Butte County and Hamilton City residents. We look forward to providing our services to you in the future and if you have any questions or need more information, please visit our website at www.ButteMosquito.com or call us at 530-533-6038 or 530-342-7350.

Respectfully,



Matthew C. Ball
District Manager

DISTRICT PERSONNEL

BOARD OF TRUSTEES



Left to right:

Secretary, City of Biggs
James Bo Sheppard

County District 5
Michael Barth

Vice President, City of Chico
Dr. Larry Kirk

President, County District 1
Dr. Albert Beck

County District 2
Carl Starkey

Assistant Secretary, Town of Paradise
Melissa Schuster

County District 3
Philip LaRocca

County District 5
Steve Ostling

Not Pictured:

City of Gridley
Bruce Johnson

OPERATIONS STAFF

Left to right:

Mosquito and Vector Control Specialists

Glen Williams

Charlie Favilla

Jeremy Edwards

Kellen Larson

Kenny Armstrong

Eric Dillard

Mike Mattia

Not Pictured:

Aaron Goff

Shane Robertson



ADMINISTRATIVE STAFF



Left to right:

Regional Supervisor
Shane Cassity

Office Manager
Maritza Sandoval

Regional Supervisor
Aaron Lumsden

General Manager
Matt Ball

Entomologist
Amanda Bradford

Vector Ecologist/ Fish Biologist
Ryan Rothenwander

Pilot II
Delbert Boyd

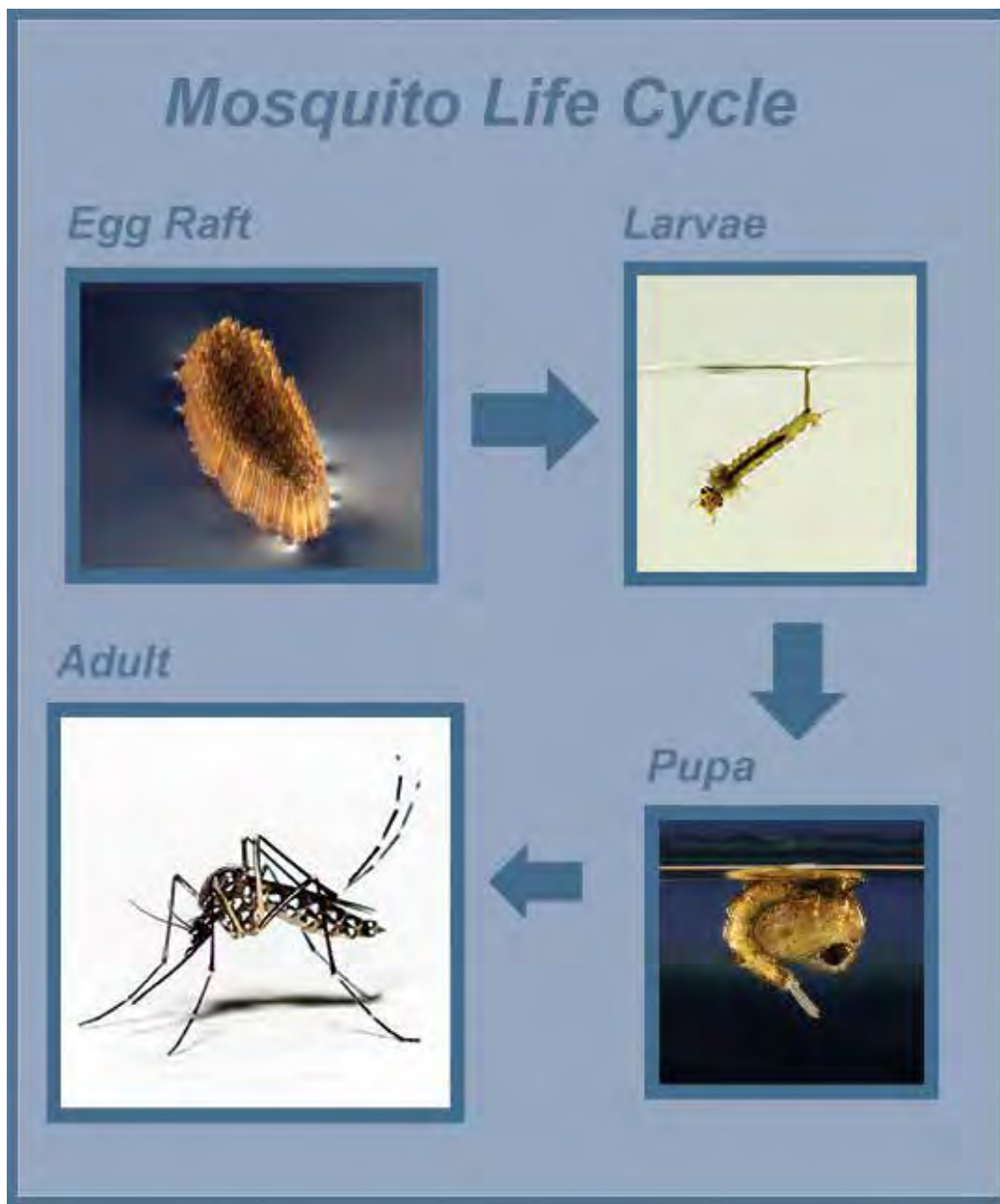
Not Pictured:

Office Assistant
Sara Mackenzie

Assistant Manager
Doug Weseman

MOSQUITO BIOLOGY

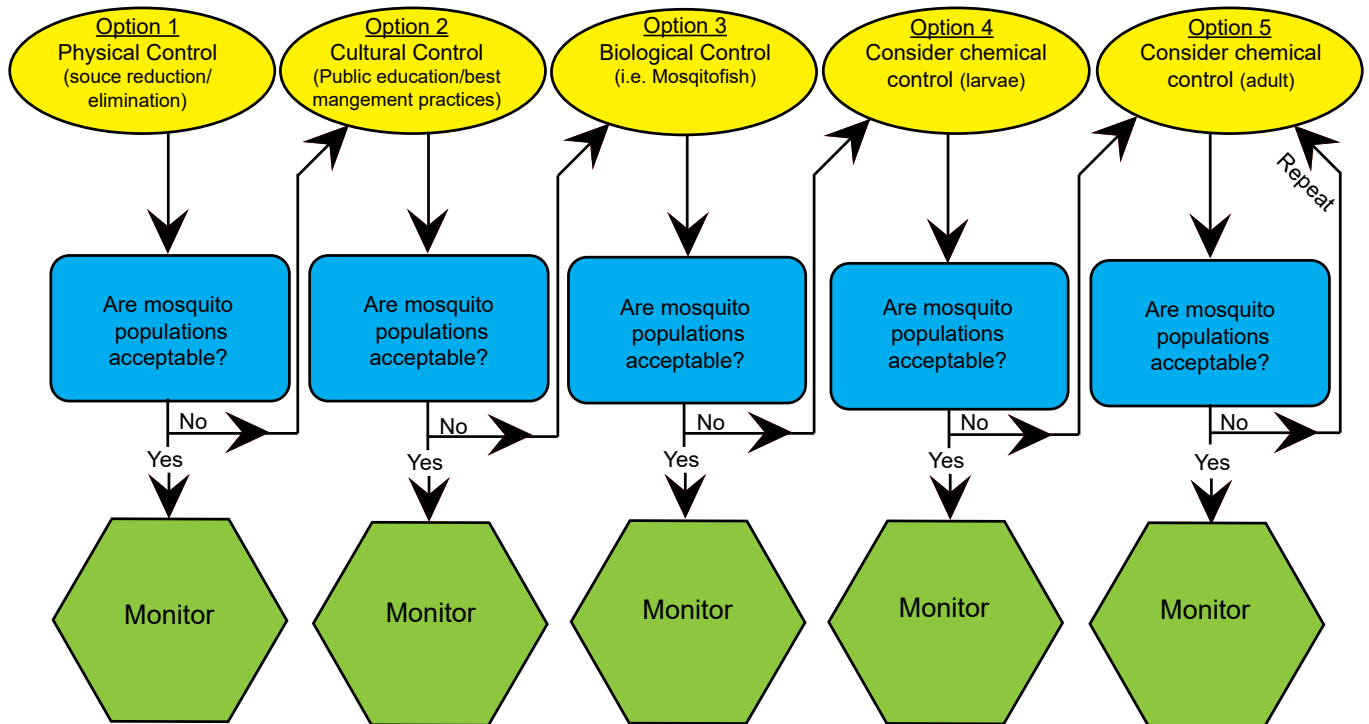
There are approximately 3,500 species of mosquitoes distributed worldwide. In California there are 53 established species of mosquitoes and 26 of these are commonly found in Butte County. Recent introductions of *Aedes aegypti* have been detected in Butte County and efforts are being made to control and possibly eradicate these non-native species. Mosquitoes, like other animals, must have water, food and some protection from the elements to survive. Mosquitoes undergo complete metamorphosis with four different life stages, egg, larva, pupa, and adult. Mosquito eggs and pupae are unable to feed. Larvae and adults however must feed to survive. Adult female mosquitoes need a blood meal to produce eggs, while adult male mosquitoes feed on plant nectar and juices. The time it takes for a mosquito to develop from an egg to an adult varies with different species and environments. Generally, it takes 3-5 days under optimal conditions for a mosquito to complete its life cycle. The adult then lives between three weeks and one year. Some egg species have been known to survive for over fifty years. Female mosquitoes can have up to three or four broods of eggs in their lifetime.



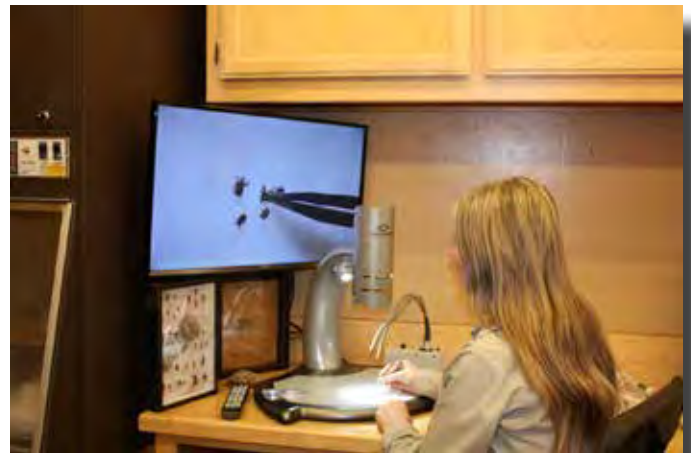
INTEGRATED VECTOR MANAGEMENT (IVM) PROGRAM

Integrated Pest Management (IPM) is an effective and environmentally sensitive approach to pest management that relies on a combination of common sense practices. The District's IPM program uses current, comprehensive information on the life cycles of pests and their interaction with the environment. This information, in combination with available pest control methods, is used to manage pest nuisance and public health threats by the most economical means and with the least possible hazard to people, property, and the environment. The District's IPM includes public education, physical control (source reduction and/or elimination), biological control, chemical control, and monitoring.

Each time one of the District's state certified vector control technicians locates a mosquito breeding source the site is accessed and the flow chart below is followed. If the mosquito breeding source can be eliminated then the flow chart stops and the source is monitored.



Sorting Mosquitoes



Identifying Ticks

PHYSICAL CONTROL / SOURCE REDUCTION AND/OR ELIMINATION

The best method of mosquito control is source elimination (the complete removal of standing water). All mosquitoes need water to breed, unfortunately water is vital to keep lawns green, to grow crops, to sustain life, and to provide habitat for other aquatic insects and animals. District Mosquito and Vector Control Specialists actively work with property owners, land managers, and municipalities to reduce the amount of water needed for irrigation, to observe or consider best management practices, to actively participate in the design of new developments, and the overall reduction of standing water on a property.



Using Agrosoke to fill a tree hole

PUBLIC EDUCATION / OUTREACH AND BEST MANAGEMENT PRACTICES

The District's mission is to protect residents from mosquitoes and other vectors that transmit disease. Public education and information is an important part in the success of combating diseases such as West Nile virus and Lyme disease. The District's education program consists of public appearances at local city and county fairs, participation in the state Mosquito and Vector Awareness week, and presentations at schools and local civic groups. In addition to the above, the public education and outreach strives to find new and more effective ways of better educating the public by arming residents with knowledge to prevent mosquito bites and reduce or eliminate mosquito-breeding through informational pamphlets, website information, best management practice manuals, repellent suggestions, one on one interaction, and homeowner safeguards.

In 2010, the District and the Board of Trustees adopted a final version of a Best Management Practices (BMP) to Reduce Mosquitoes manual. The manual provides property owners with tools and techniques to minimize mosquito populations through the proper use of land management practices while reducing the use of pesticides. The BMP's contained in the manual are assembled from a number of sources including scientific literature, state and inter-agency documents, and from experienced vector control professionals. The BMP manual includes general guidance to all properties that can, have, and will breed mosquitoes. A copy of the BMP manual can be viewed on the District's website at www.ButteMosquito.com. The manual has successfully been used to reduce mosquito populations/public health threats without the need of additional pesticides.

2021 PUBLIC EDUCATION HIGHLIGHTS

2021, like 2020, proved to be a difficult year for the public education department. Fairs and special day events, that the District has historically attended, were fewer due to restrictions.

The District was able to continue its billboard campaign and once again partnered with Stott Advertising. The 2021 slogan was "Fight The Bite!". The eight billboards rotated throughout the county and ran from May through September.

With the detection of *Aedes aegypti* mosquitoes in Chico, Oroville and Gridley in 2021, the District responded with invasive Aedes brochures, door hangers, and mailers. The mailers were sent out to all residences and businesses within a two to three mile radius of the Aedes detections. The District sent out 10,673 mailers in Chico, 9,595 in Oroville, and 1,684 in Gridley. The mailers included a detailed description of the Aedes mosquito, where they can be found, and how to report any findings to the District.

The District also renewed its contract with Action News Now in Chico and ran a new television public service announcement (PSA). The PSA ran from June through the end of September.

Radio advertising continued this year with Deer Creek Broadcasting and Radio Chico. These programs ran through the end of September.

Newsprint advertising with the Chico Enterprise Record and the Chico News and Review ran from July through September.

The District believes that through public education, people learn the importance of avoiding/preventing mosquito bites to avoid getting a mosquito-borne illness. The District suggests that residents prevent mosquito bites by staying inside at dusk and dawn when mosquitoes are most active, wearing repellent and long sleeves and pants when outside during peak mosquito activity, and making sure their door and window screens are in good working condition. Residents are also asked to check their property for mosquito breeding sources, and drain any unnecessary standing water.

COMMON INVASIVE MOSQUITO BREEDING SOURCES

Invasive mosquitoes are commonly found in urban, suburban, and rural areas, as well as edges of forested areas.

Backyards are the #1 source for mosquito production. Anything that can hold water for more than a few days has the ability to produce mosquitoes. Common sources include:

- Flower Pots
- Tree Holes
- Discarded Tires
- Water Bowls for Pets
- Plant Saucers
- Hollow Bamboo Stumps
- Buckets
- Ponds
- Tin Cans
- Plants' Leaf Axils
- Bird Baths
- Rain Barrels
- Clogged Rain Gutters
- Ornamental Fountains

MAINTAIN, MANAGE or ELIMINATE all types of standing water on a regular basis. Keep in mind that mosquitoes need very little water to complete their life cycle; therefore some areas may not be as obvious as others. For example, discarded bottle caps, empty cans, bottles, sprinkler heads, etc.

Butte County Mosquito & Vector Control District
Since 1948

The District covers over 1600 square miles, and includes all of Butte County, except the small areas served by the Durham and Oroville Mosquito Abatement Districts, which were formed earlier. The District also includes the Hamilton City area of Glenn County. In April of 1994, "Vector Control" was added to the District name to reflect the additional disease surveillance and information now provided.

OUR MISSION

The mission of BCMVCD is primarily to suppress mosquito-transmitted disease and to also reduce the annoyance levels of mosquitoes and diseases associated with ticks, fleas and other vectors through environmentally compatible control practices and public education.

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Oroville, CA 95965
(530) 533-6038
www.buttemosquito.com

INVASIVE MOSQUITO SPECIES OF CALIFORNIA



Invasive Mosquito Species Brochure.

2021 PUBLIC EDUCATION HIGHLIGHTS

- Billboard Advertising (Throughout the County)
- Chico News and Review, Chico Enterprise Record, Print Advertising
- Television Public Service Announcement (Action News Now)
- Print, Radio, and Television Interviews
- Radio Advertising with Deer Creek Broadcasting and Radio Chico
- Invasive Aedes Brochures
- Invasive Aedes Door Hangers
- Invasive Aedes Mailers
- Gold Nugget Craft Faire
- Red Suspenders Days
- Butte County Fair



Gold Nugget Craft Faire



Butte County Fair



5117 Larkin Road
Oroville, CA 95965
(530) 533-6038
Monday-Thursday
6:00am to 4:30pm





5117 Larkin Road
Oroville, CA 95965
(530) 533-6038
Monday-Thursday
6:00am to 4:30pm



PUBLIC HEALTH WARNING

REPORT DAY-BITING MOSQUITOES!
Please call the District at (530) 533-6038
Aedes Aegypti (Yellow Fever mosquito)



 Actual Size: About 1/4 inch long

WHY THE CONCERN?
Aedes aegypti is an invasive mosquito in California. It can be a major annoyance and a public health threat, potentially capable of transmitting several diseases including Zika, dengue, and chikungunya.

FACTS: Invasive Aedes Mosquitoes

- Small dark mosquito that bites during the day.
- Prefers to dwell in urban areas indoors and outdoors.
- They especially like to bite ankles, wrists and elbows.
- They lay eggs in small sources of water around homes.
- They are very difficult to control.
- They complete their life cycle in 7-10 days. The adults live for about 3 weeks.
- Invasive *Aedes* are "container breeders." Individual eggs are glued to the sides of containers. The eggs are resistant to drying out and can survive for many months until water covers them.



REPORT DAY-BITING MOSQUITOES
call the District at (530) 533-6038
There is no charge for District services.

www.buttemosquito.com

www.buttemosquito.com

MOSQUITO INSPECTION REPORT

Date/Time _____ Technician _____
Site # _____

PLEASE CALL THE DISTRICT TO SCHEDULE AN INSPECTION

We were unable to inspect your property.
 We inspected your property.

Comments: _____

MOSQUITO BREEDING SOURCES THAT NEED YOUR ATTENTION:

- Remove saucers under plants
- Cover bins, buckets, and tubs with fitted lids
- Remove old tires and miscellaneous containers from yard
- Fill rims of pots with sand
- Re-direct sprinklers so containers are not filled
- Keep recyclables in covered container(s) that drain
- Properly modify (screen) or remove rain barrels
- Empty birdbaths/fountains (every 3 days)
- Empty/refill pet drinking water (every 3 days)
- Clean out/drain rain gutters and drains in yard
- Remove plants that hold water in yard
- Keep potential sources dry when not in use

		
Plant saucers	Buckets	Bird baths
		
Rain barrels	Septic tanks	Tires
		
Toys left outside	Pet bowls outside	Wheelbarrow
		
Plant axils are where leaf meets stem	Treeholes	Cemetery vases

PREVENT MOSQUITO BITES

Use an effective repellent containing DEET, picaridin, IR3535, or oil of lemon eucalyptus when outdoors. Please follow label instructions.

Aedes aegypti Door Hanger

PUBLIC EDUCATION

Fight The Bite!

- AVOID DAWN AND DUSK
- DRAIN STANDING WATER
- WEAR REPELLENT



BUTTEMOSQUITO.COM

2021 Billboard

PUBLIC HEALTH WARNING: REPORT DAY-BITING MOSQUITOES

Please call the BUTTE COUNTY MOSQUITO & VECTOR CONTROL DISTRICT to schedule an inspection at (530) 533-6038

INVASIVE MOSQUITOES FOUND IN YOUR AREA

Aedes aegypti

Yellow Fever mosquito



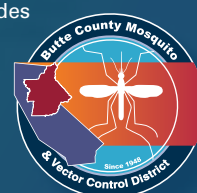
Actual Size: About ¼ inch long

WHY THE CONCERN?

Aedes aegypti is an invasive mosquito in California that is capable of transmitting several diseases including Zika, dengue, and chikungunya. While there have been no local transmissions detected to date, the identification and control of this invasive mosquito is important to protect public health.

About *Aedes aegypti* mosquitoes

- Small dark mosquito that bites during the day.
- Prefers to dwell in urban areas indoors and outdoors.
- They especially like to bite ankles, wrists and elbows.
- They lay eggs in small sources of water around homes.
- They are very difficult to control.
- They complete their life cycle in 7-10 days. The adults live for about 3 weeks.
- Invasive *Aedes* are "container breeders." Individual eggs are glued to the sides of containers. Eggs are resistant to drying out and can survive for many months until water covers them.



www.buttemosquito.com

GIS/GPS SYSTEM

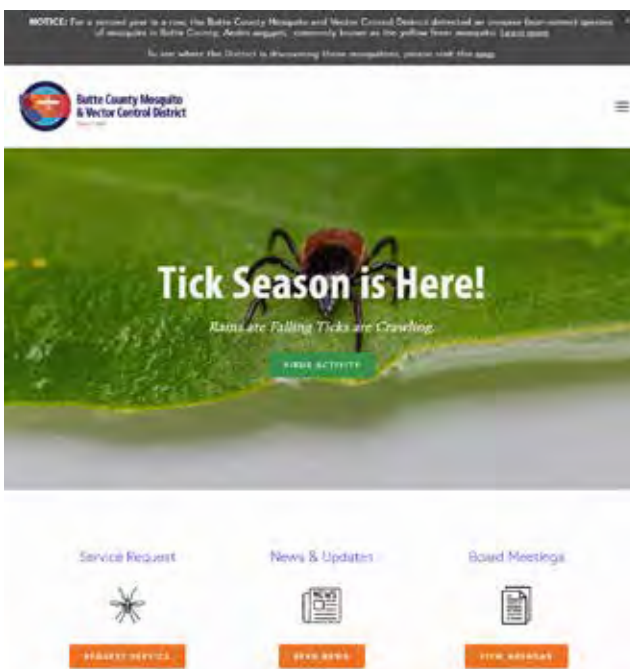
The District continues to use the Geographical Information System (GIS) that first went live in 2018. The new system, MapVision®, is a geospatial web-based data management system. Every workflow associated with each department within a vector control agency is automated, streamlined and results in cross department enterprise data sharing and data integrity. Management, finance/billing, employee time tracking, inventory, operations, treatment applications, field technician activities, laboratory processes, maintenance, vehicles, equipment, and reporting are a few of the core features MapVision® Enterprise offers. Examples include: inter-agency/commercial invoicing, employee time card tracking/payroll, and real time synchronization with state reporting databases such as CalSurv Gateway. Three unique components available in MapVision® Enterprise are a Heightened Surveillance feature designed to monitor for invasive species and newly emerging pathogens in mosquitoes, ticks and wildlife. The team concentric Parcel Inspection program based off of the heightened surveillance feature, and the Resistance Management module. MapVision® Enterprise dynamically bridges all vector control departments in real time, resulting in the most efficient, effective and resourceful geospatial data management solution available.



Mapvision Screenshot

WWW.BUTTEMOSQUITO.COM

2021 continued our success with the new website. On the website, the user can make a service request, sign up for email notification of upcoming fogging operations, view vector-borne disease activity in the District, and view maps of where the District will be fogging and where the District has fogged in the past. The user can also view Board of Trustee agendas and minutes, read the latest news that affects the District and their constituents, and view information on viruses and other diseases that are transmitted by mosquitoes and other vectors such as ticks. Visitors to the website may also be interested in the mosquitofish page and the services page which lists the locations in Butte County and Hamilton City where residents can pick up free mosquitofish. The services page also includes yellowjacket and wasp nest removal, tick and insect identification, and a public education section where interested parties can find out how to request the District come to their school or service group for a presentation. The website also has links to the pesticide labels and SDS sheets for the public health pesticides that it uses, as well as, a frequently asked questions page and a “contact us” page.



District Website Home Page

EMAIL NOTIFICATION SYSTEM

Since 2011, the District has been using a mosquito fogging email notification system. The email notification system was created to meet public concerns and expectations, to enhance media coverage, and to help inform other agencies that need to know when and where the District is mosquito fogging. The Chico Enterprise Record uses these fogging notifications in their newspaper to inform their readers of the planned fogging operations. To meet these needs, the District used Constant Contact software modeled after the award winning Contra Costa Mosquito and Vector Control District's email notification system, to compose and send out the fogging notifications via email. These email notifications are sent out, in most cases, 30 plus hours before a fogging operation takes place. The notifications include maps of the areas to be fogged, links to the labels and material safety data sheets of the public health pesticides used, the dates and times of the fogging operations, and a link to the District website. The public can sign up for email notifications on the District website, www.buttemosquito.com. The District website also has the fogging notifications, as well as links to the public health pesticides. The District also makes phone calls to notify residents and agencies that do not use email or have access to a computer.

Mosquito Fogging Notice

Fogging will be conducted in the Dayton area. The application is scheduled to take place tomorrow, October 05, 2021, from approximately sunset to 11:00 PM.



Fogging is predicated on mosquito abundance, disease activity, and requests from the public. Fogging operations may be cancelled due to unfavorable weather conditions. For questions regarding fogging, please see the link below.

[Link](#)

FREE MosquitoFish are available for pick up or delivery.

Visit www.buttemosquito.com for more information.

MosquitoFish are only to be used on private property and are not to be planted in creeks, streams, rivers, or lakes.

Should you observe a water source that you believe may produce mosquitoes, please report to the District by calling 530-538-6000 or 530-342-7350 or visit www.buttemosquito.com.

Reporting parties of suspected mosquito breeding sources may remain anonymous.

Butte County Mosquito and Vector Control District | 5117 Larkin Road, Oroville, CA 95965

unsubscribe.butmvsd.notify@att.net

[Update Profile](#) | [About Constant Contact](#)

Sent by butmvsd.notify@att.net in collaboration with



For downloadable and larger map(s), please visit: www.ButteMosquito.com

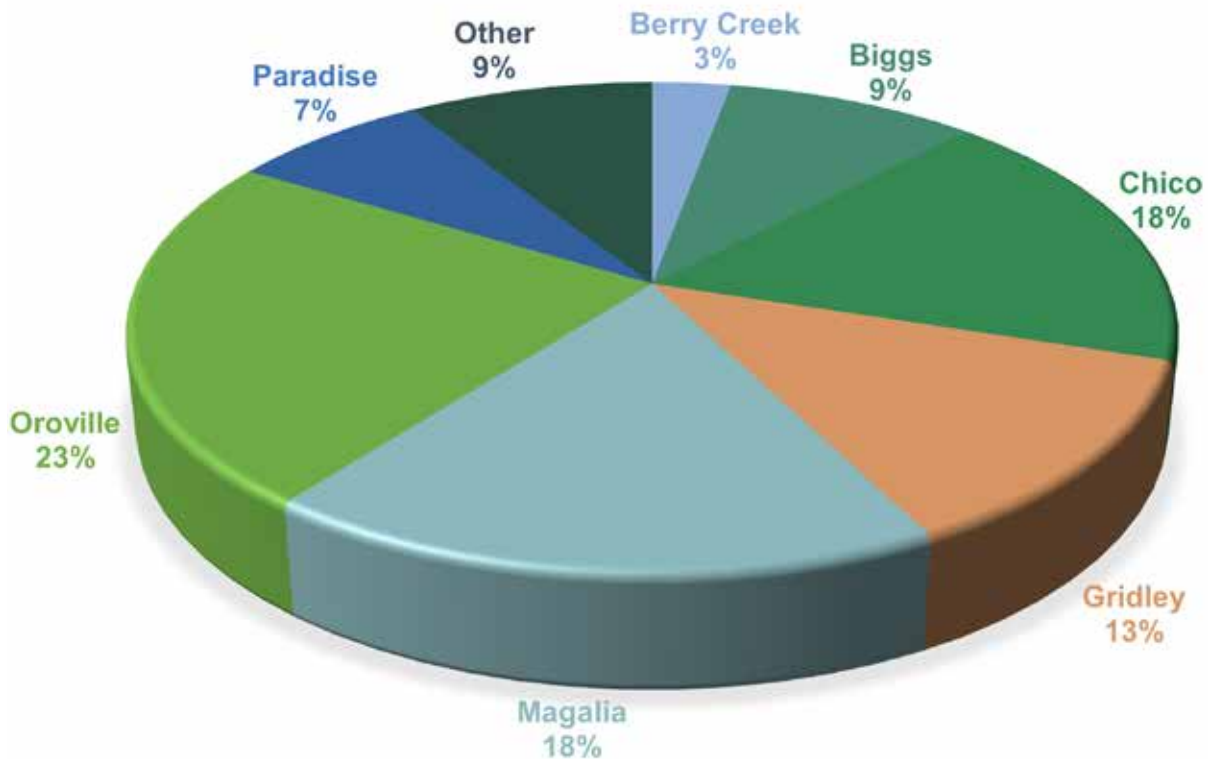


Dayton Area

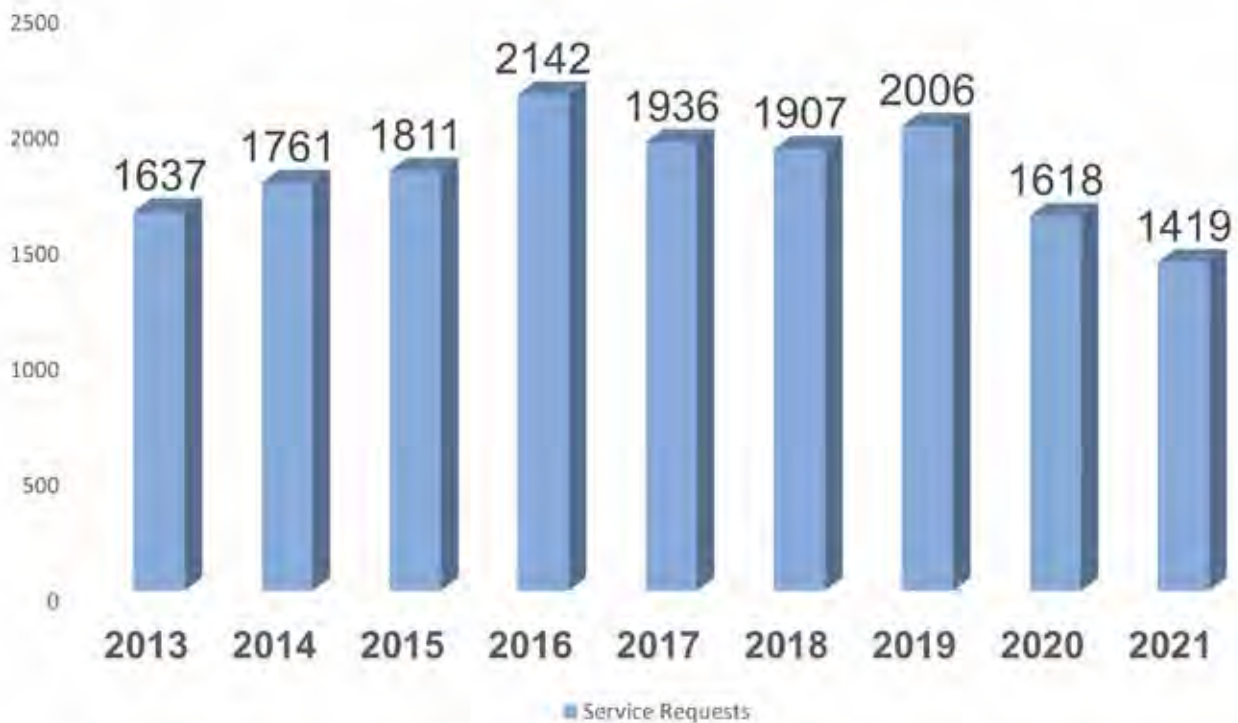
Example of Constant Contact Email Notification

2021 SERVICE REQUEST PERCENTAGES

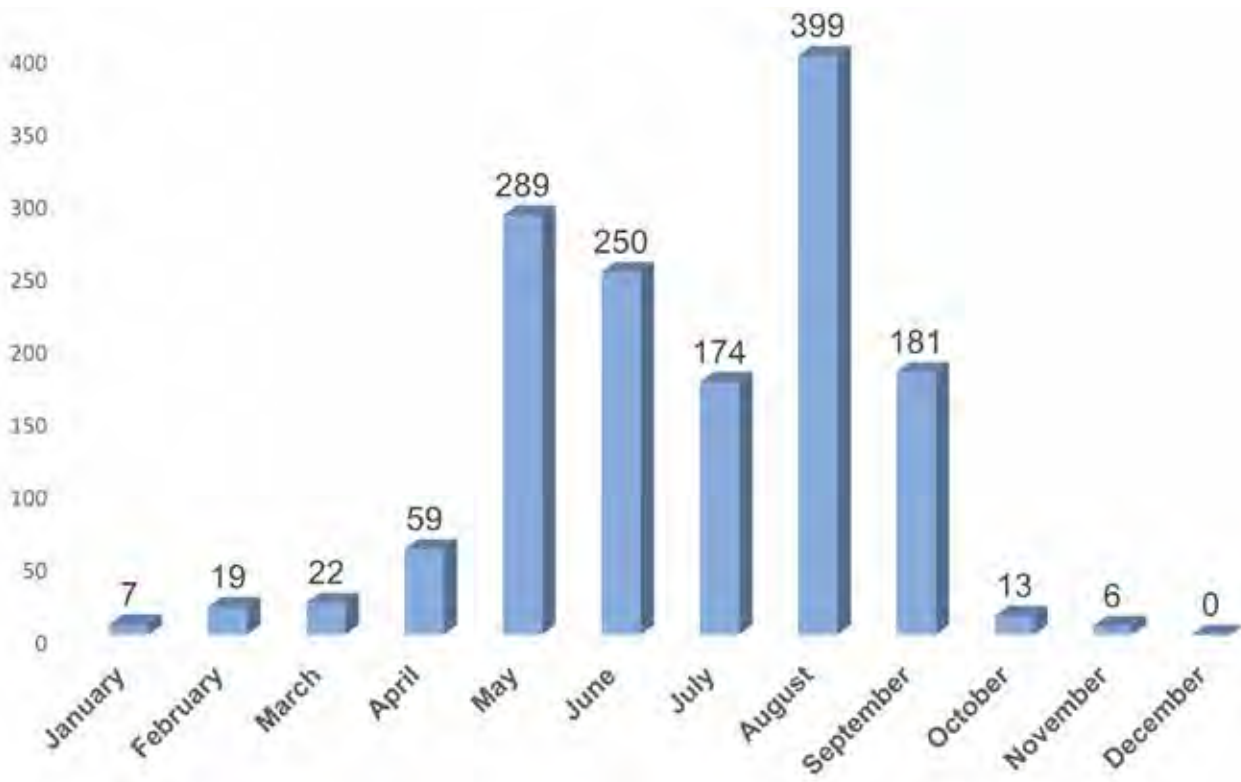
Area	Number of Service Requests	Percentage
Bangor	7	0.49%
Berry Creek	41	2.89%
Biggs	131	9.23%
Butte City	2	0.14%
Butte Valley	3	0.21%
Chico	253	17.83%
Clipper Mills	1	0.07%
Cohasset	12	0.85%
Dayton	1	0.07%
Durham	4	0.28%
East Biggs	5	0.35%
Feather Falls	4	0.28%
Forbestown	17	1.20%
Forest Ranch	29	2.04%
Gridley	178	12.54%
Hamilton City	1	0.07%
Magalia	255	17.97%
Oroville	329	23.19%
Palermo	6	0.42%
Paradise	104	7.33%
Richvale	21	1.48%
Stirling City	15	1.06%
Totals	1419	100%



2021 ANNUAL SERVICE REQUESTS



2021 SERVICE REQUESTS BY MONTH



VECTOR AND VECTOR-BORNE DISEASE SURVEILLANCE

The definition of a vector is any animal capable of producing discomfort or injury, including, but not limited to, mosquitoes, flies, other insects, ticks, mites, and rats but not including domestic animals according to the California State Health and Safety Code, Section 2002(K). Surveillance of vectors is a vital component of the District's Integrated Vector Management (IVM) Program and a considerable amount of time and effort is devoted to conducting vector surveillance. The District's surveillance program consists of a scientific approach for locating vector populations usually focusing on mosquito-breeding sources, monitoring mosquito populations, and mosquito-borne disease. Data collected from the surveillance program is analyzed to determine maximum and minimum risk periods of public exposure to mosquito-borne disease, evaluates control efforts, and seasonal changes in relative abundance of mosquito species. Surveillance data is collaborated in the District's database which provides historical information on mosquito dynamics and mosquito-borne disease within the District.

The District utilizes an extensive surveillance program for both adult and immature (larval) mosquitoes. Throughout Butte County and the Hamilton City area of Glenn County, the District uses 28 New Jersey light traps, 31 gravid traps, over 40 CO2 traps, and 7 sentinel chicken flocks to monitor adult mosquito populations and virus activity. District Mosquito and Vector Control Specialists monitor larval mosquito populations throughout the entire District on a daily basis utilizing a standard one-pint dipper. District Mosquito and Vector Control Specialists spend the majority of their day inspecting standing water such as rice, wetlands, storm drains, ponds, ditches, swimming pools, bird baths, fountains, seasonal and/or other man made containers for larvae.

The District utilizes an entomology department (Lab) that is staffed with an Entomologist, Vector Ecologist, and a Lab Assistant. The District's entomology department is responsible for the identification of the trapped mosquito collections and reporting the population numbers to the California Department of Public Health. The Lab conducts virus testing on live mosquitoes, dead wild birds, and sentinel chicken flocks. These tests are the District's eyes to monitor and detect mosquito-borne viruses in and around the county. The Lab also conducts scientific pesticide trials to monitor the chemicals effectiveness on targeted mosquitoes and to assess the possible effects on non-targets and trials on new chemical methodology and/or new chemicals. The Lab is also at your service to identify ticks, arachnids, and other insects/arthropods of public health significance.



Gravid Trap



Entomologist Amanda Bradford

VIRUS SURVEILLANCE

2021 VIRUS SURVEILLANCE REPORT

The District monitors for Western equine encephalitis (WEEV), St. Louis encephalitis (SLEV), and West Nile virus (WNV) activity by collecting blood samples from sentinel chicken flocks strategically placed throughout the District, collecting live mosquitoes trapped throughout the District, and collecting dead wild birds District wide.

SENTINEL CHICKEN FLOCKS

Annually, the District maintains seven sentinel chicken flocks of six birds each. The flocks are located in Palermo, Honcut, Gridley, Biggs, South Chico, West Chico, and Hamilton City. Bi-weekly blood samples are taken from the sentinel chickens by the entomology staff and sent to CDPH for testing. The blood sample is tested for SLEV, WEEV, and WNV. In 2021, 27 of the 42 sentinel chickens from all 7 District flocks tested positive for WNV.



Sentinel Chickens

Seropositive chickens are always delayed at least two weeks from positive mosquito pools in the same location. Therefore, in the upcoming year, future research efforts will be needed to investigate the costs and surveillance efficiency of this program.



Palermo Chicken Coop

MOSQUITO POOLS

Each week the District's entomology staff strategically places traps known as encephalitis virus surveillance (EVS) traps around the District. The entomology staff will identify and sort the trapped mosquitoes and pool the collections for virus testing. A pool consists of 1 to 50 adult female mosquitoes of the same species. Pooled mosquitoes are transferred to numbered vials and sent to the Center for Vector-Borne Disease Research (CVBDR) at the University of California, Davis and are tested for WEEV, SLEV, and WNV. In 2021, the District sent 436 mosquito pool samples with 80 returning positive for WNV.

DEAD BIRD SURVEILLANCE

The District has participated in the California Department of Public Health's (CDPH) WNV dead bird testing program. County residents participate in the program by calling CDPH's dead bird hotline (1-877-WNV-BIRD) or by submitting an online form at

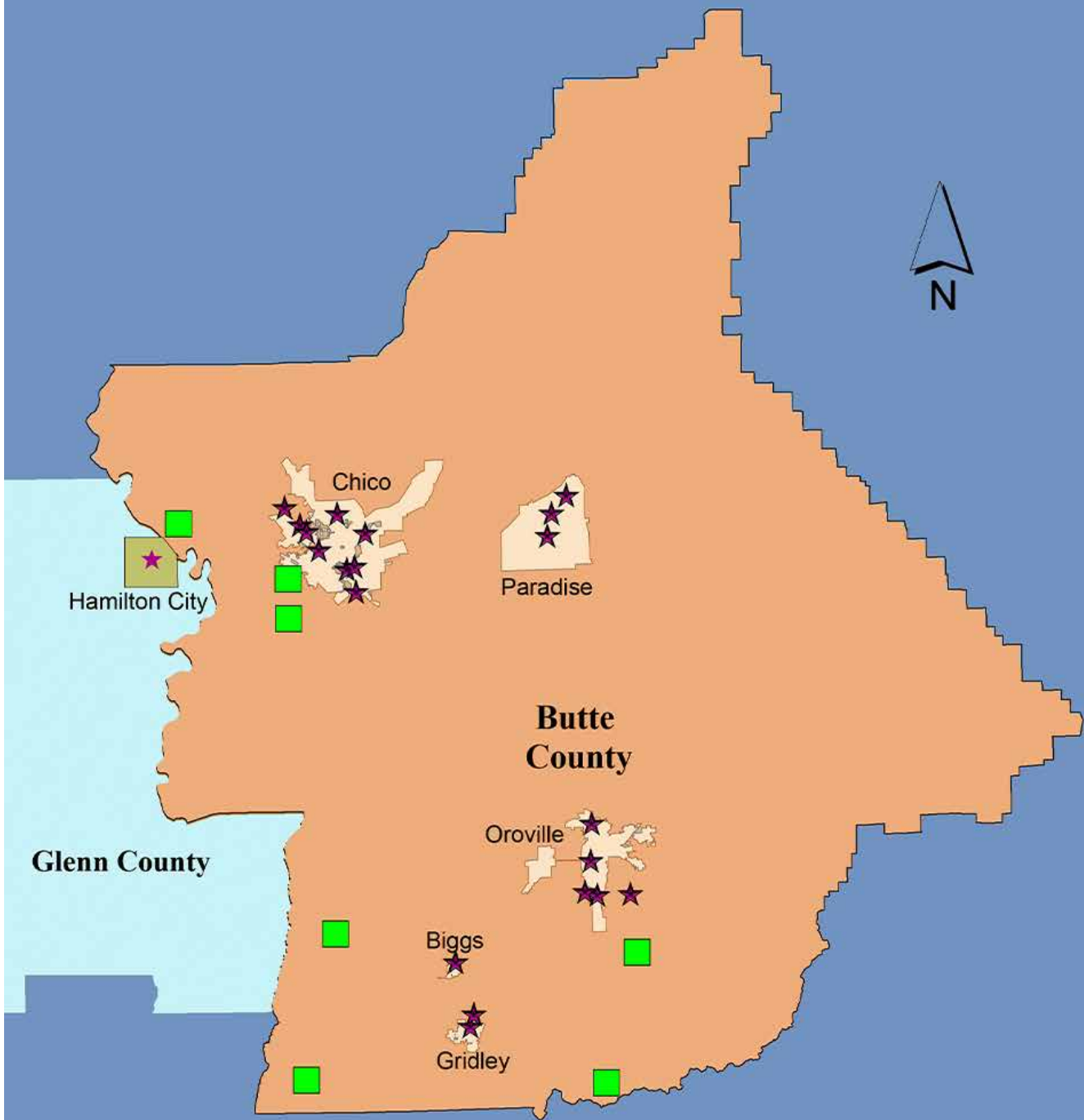
- www.westnile.ca.gov
- www.ButteMosquito.com

After a dead bird has been reported, CDPH notifies the District and District staff retrieves the bird and submits it for WNV testing.



West Nile Virus Positives						
Year	Humans	Horses	Dead Birds	Dead Squirrels	Mosquito Pools	Sentinel Chickens
2004	7	18	118	0	1	50
2005	25	7	79	0	4	15
2006	34	0	40	1	1	49
2007	16	0	27	0	5	32
2008	6	0	38	0	5	31
2009	2	0	13	0	5	36
2010	1	1	6	1	7	7
2011	3	0	0	0	1	20
2012	10	2	53	2	27	43
2013	24	0	42	1	38	57
2014	25	0	22	0	43	37
2015	55	0	38	0	101	37
2016	21	0	22	0	48	38
2017	3	0	5	0	49	31
2018	12	0	4	0	49	37
2019	5	0	1	0	45	34
2020	4	1	4	0	31	23
2021	13	0	2	0	80	27
Totals	266	29	514	5	540	604

*See Detection Maps on Pages 24 & 25

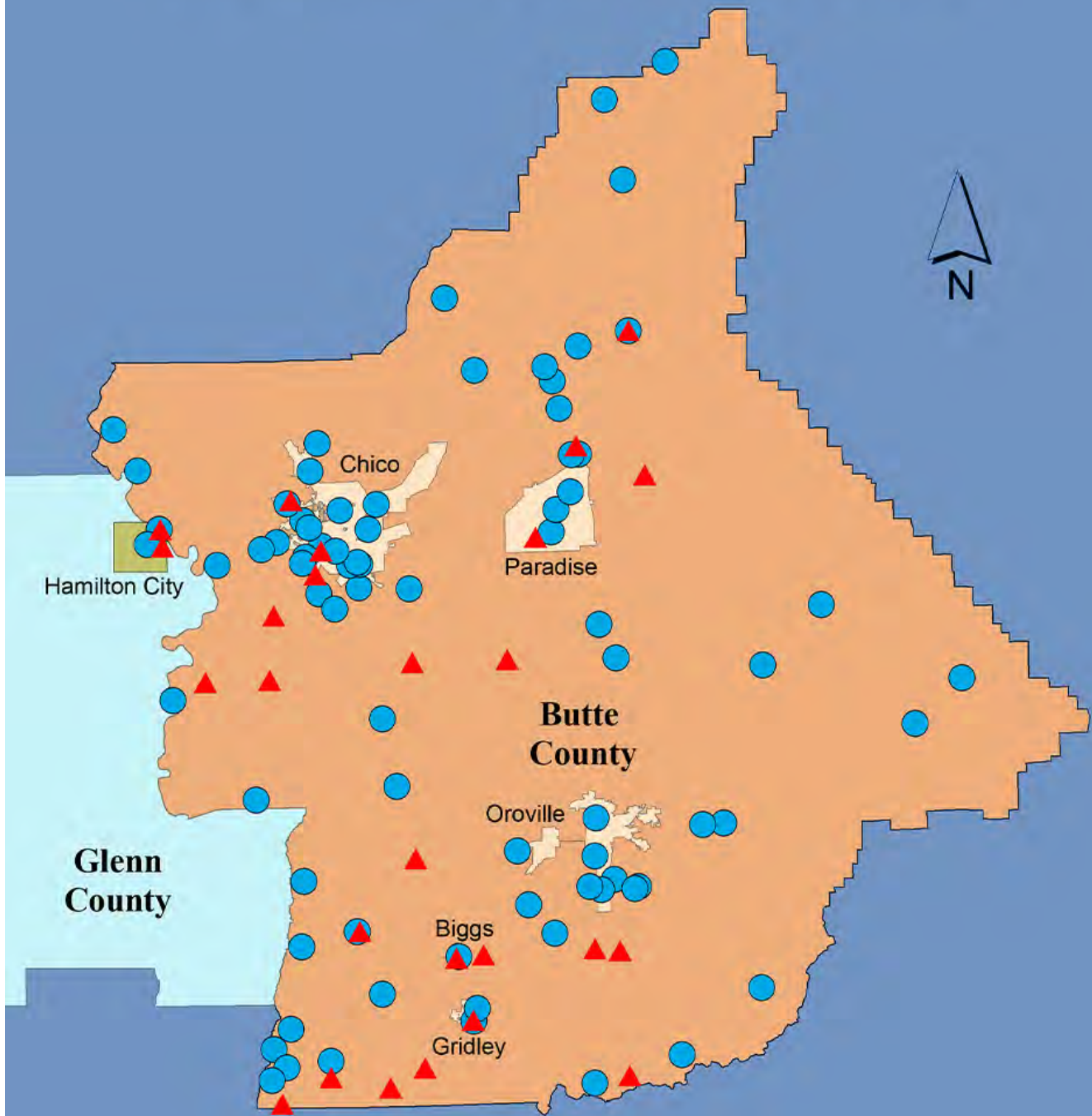
BCMVCDD Sentinel Chicken Flock Locations and Gravid Trap Locations



Map Symbology

-  Sentinel_Chicken_Flock_Locations
-  Gravid_Trap_Locations

BCMVC D New Jersey Light Trap Locations and Surveillance Site Code Locations

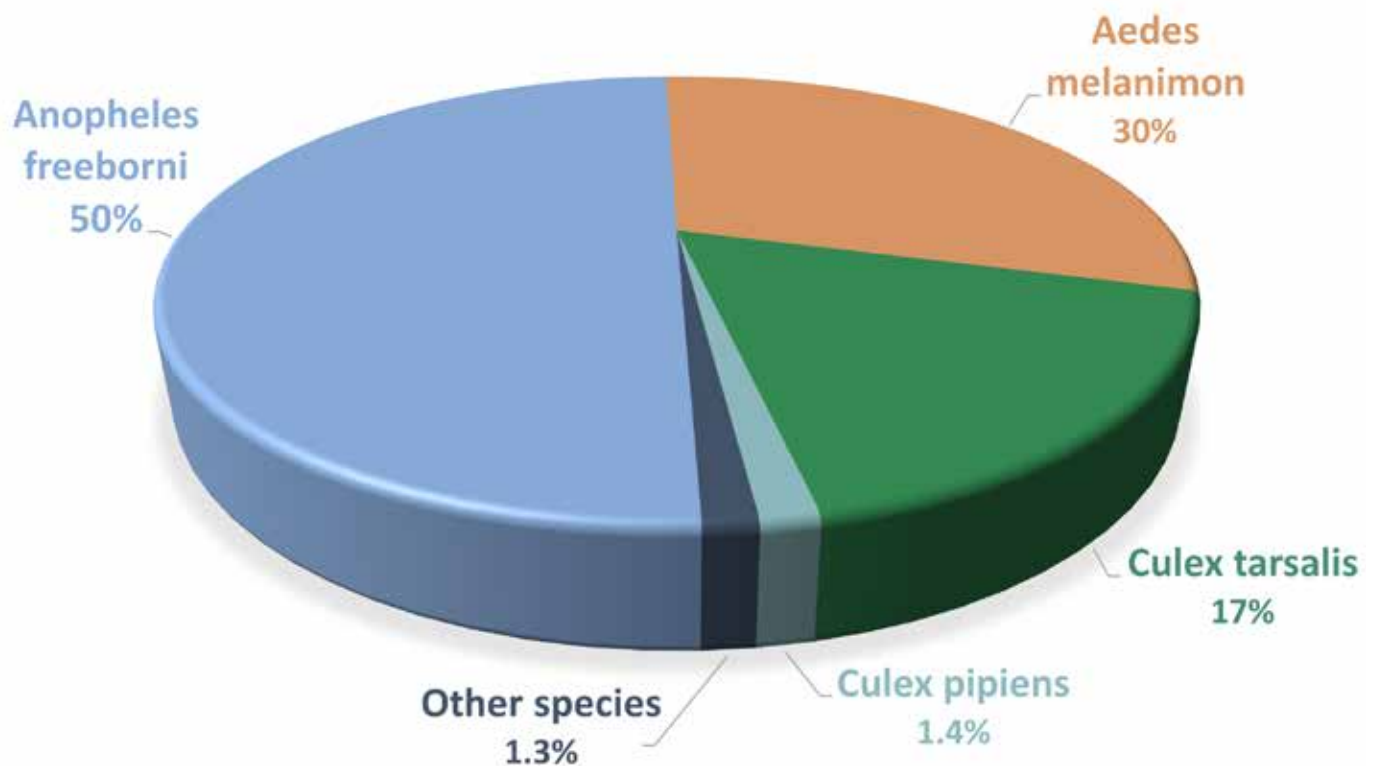


Map Symbology

- ▲ New_Jersey_Light_Trap_Locations
- Surveillance_Site_Code_Locations

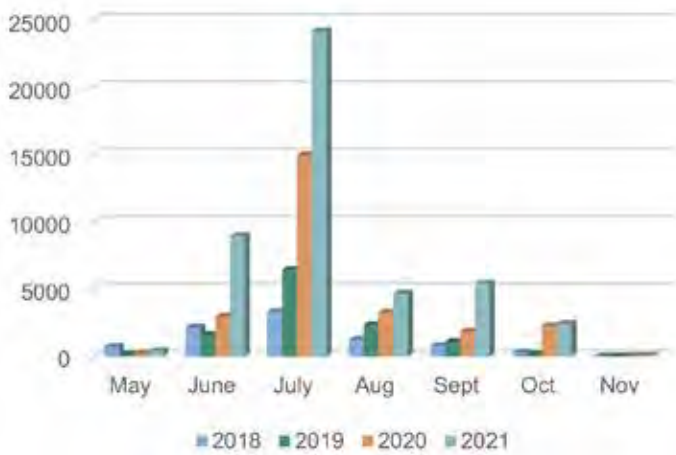
2021 NEW JERSEY LIGHT TRAP COLLECTIONS (FEMALES ONLY) MARCH 2021 - NOVEMBER 2021

Ranking	Mosquito Species	Number Collected	% (Rounded)
1	<i>An freeborni</i>	132,864	50%
2	<i>Ae melanimon</i>	79,152	30%
3	<i>Cx tarsalis</i>	45,979	17%
4	<i>Cx pipiens</i>	3,723	1%
5	<i>Cs inornata</i>	1,184	<1%
6	<i>Ae vexans</i>	1,081	<1%
7	<i>Ae nigromaculis</i>	653	<1%
8	<i>Cs incidens</i>	218	<1%
9	<i>Ae washinoi</i>	142	<1%
10	<i>Cx stigmatosoma</i>	140	<1%
11	<i>Cx erythrothorax</i>	127	<1%
12	<i>Ae sierrensis</i>	68	<1%
13	<i>An franciscanus</i>	42	<1%
14	<i>An punctipennis</i>	14	<1%
Total Identified		265,387	100.00%

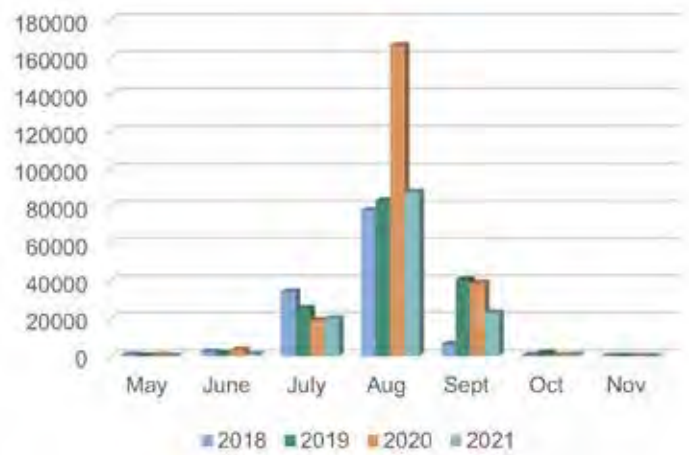


NEW JERSEY LIGHT TRAP SEASONAL FLUCTUATION OF VECTOR-BORNE DISEASE VECTORS

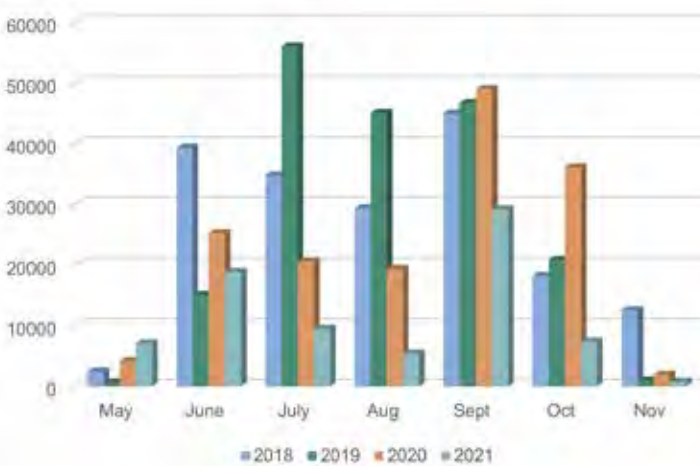
CULEX TARSALIS



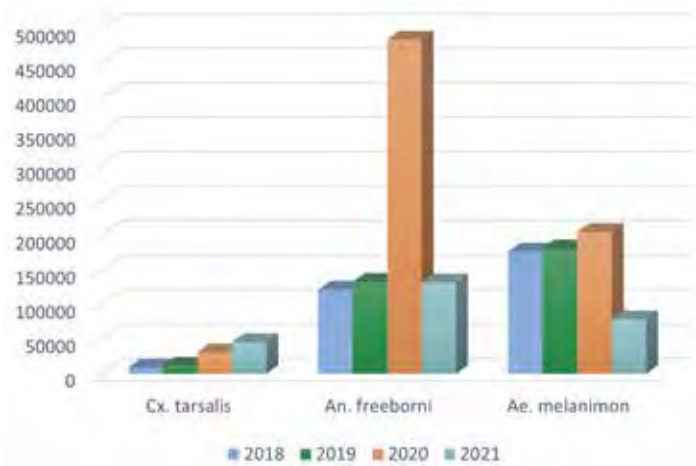
ANOPHELES FREEBORNI



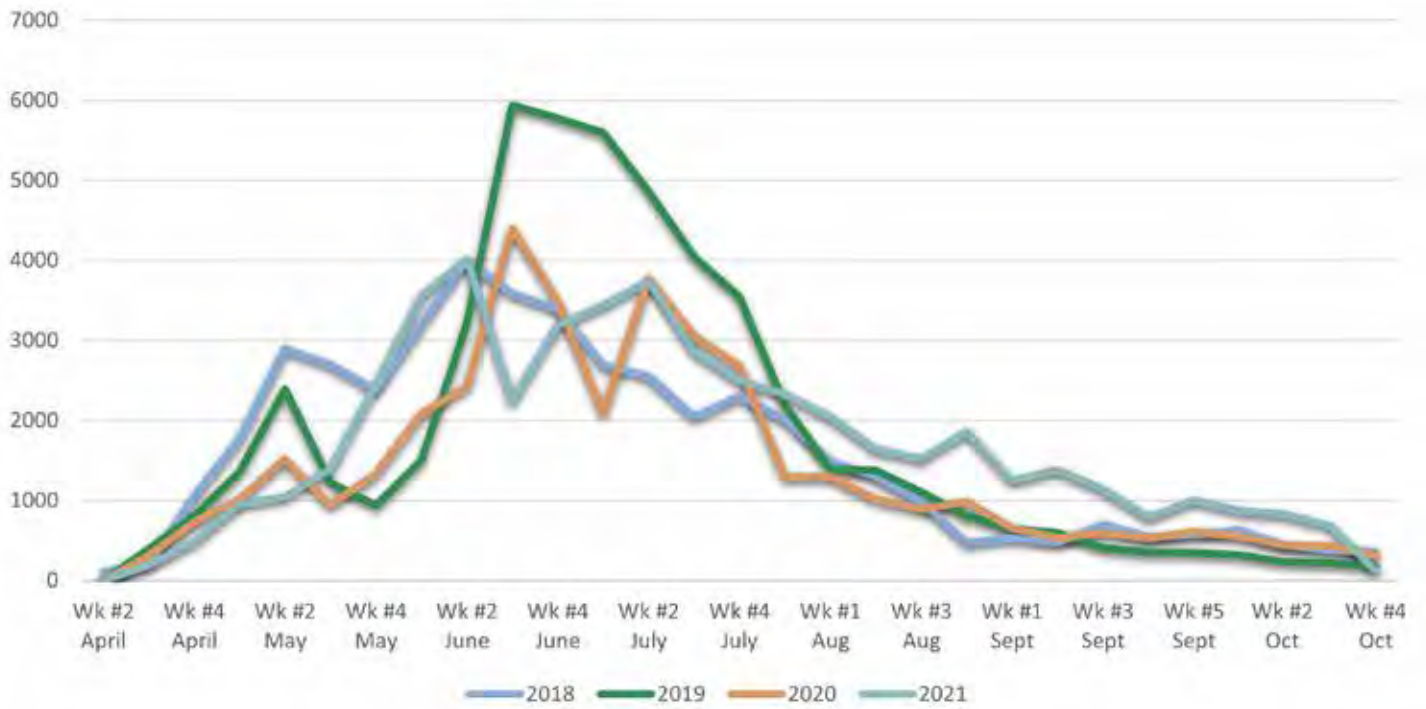
AEDES MELANIMON



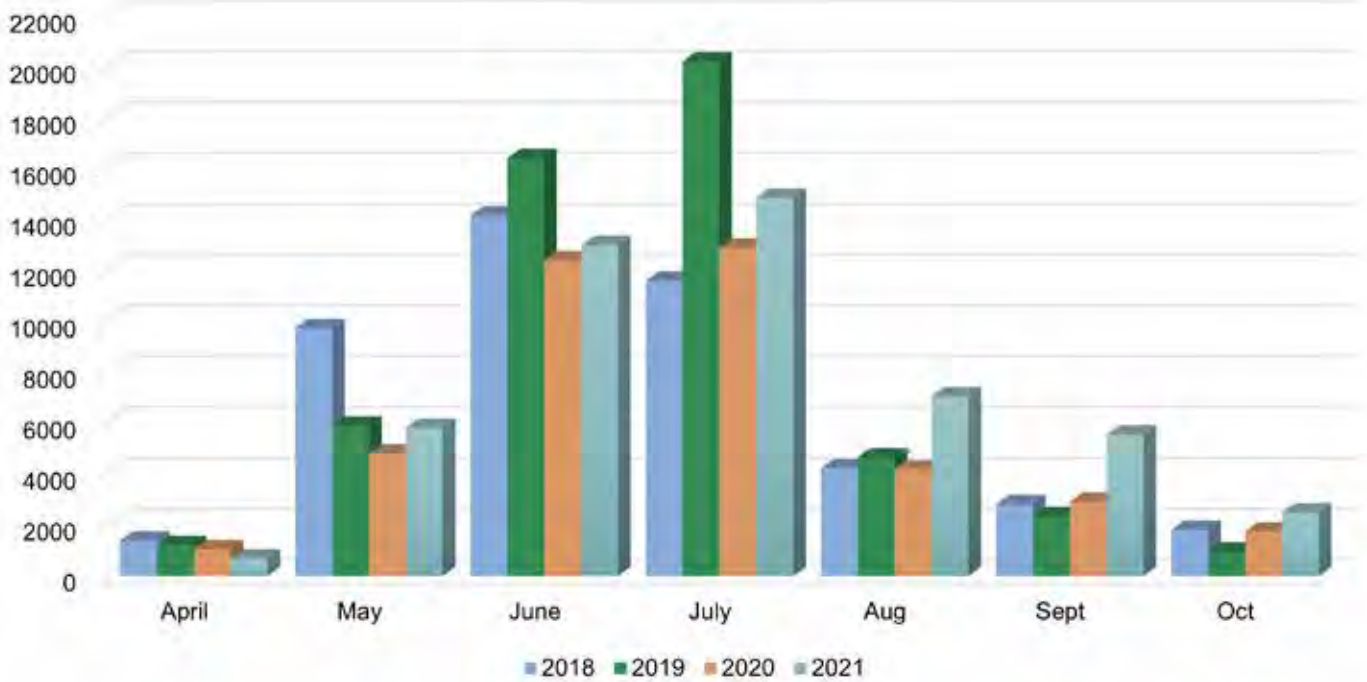
ANNUAL TOTAL FEMALE MOSQUITOES



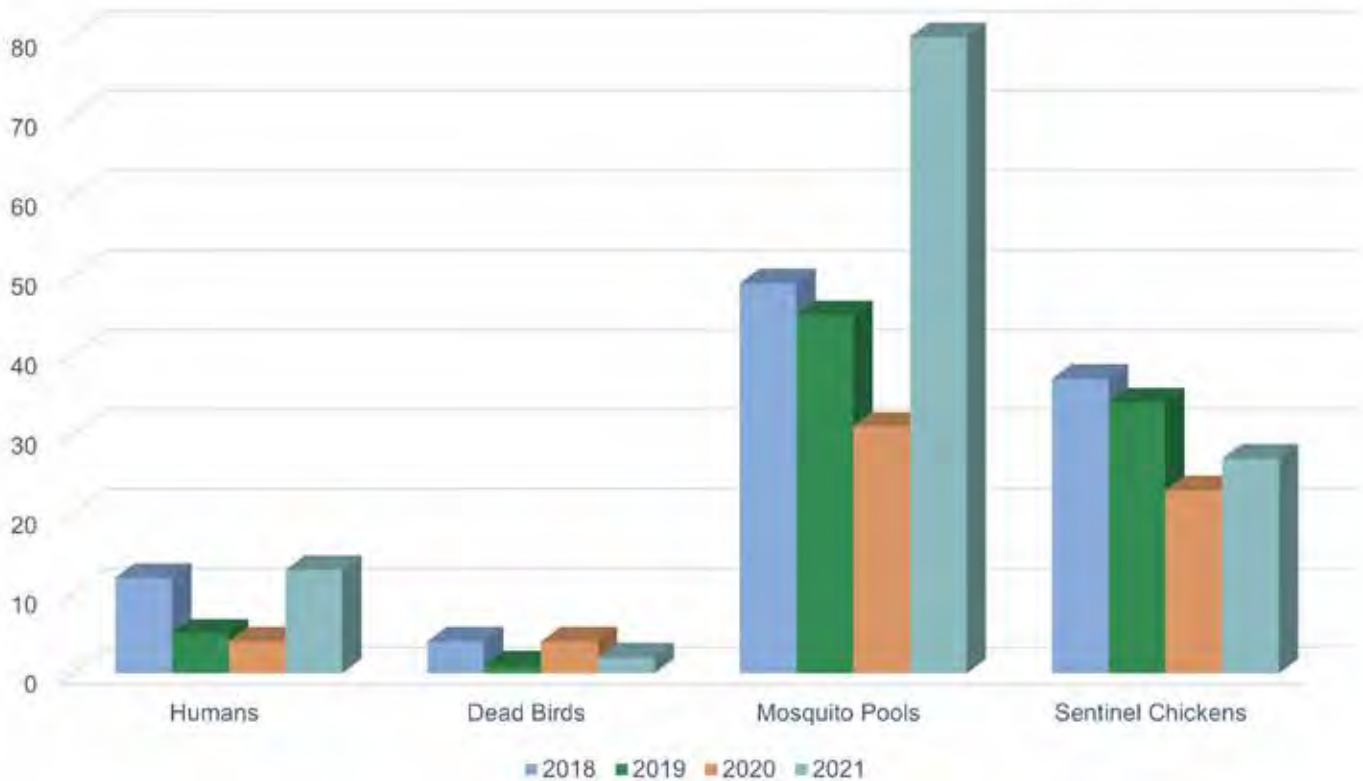
GRAVID TRAP FLUCTUATION BY WEEK



GRAVID TRAP FLUCTUATION BY MONTH



WEST NILE VIRUS ACTIVITY



WEST NILE VIRUS SYMPTOMS

SERIOUS SYMPTOMS IN A FEW PEOPLE

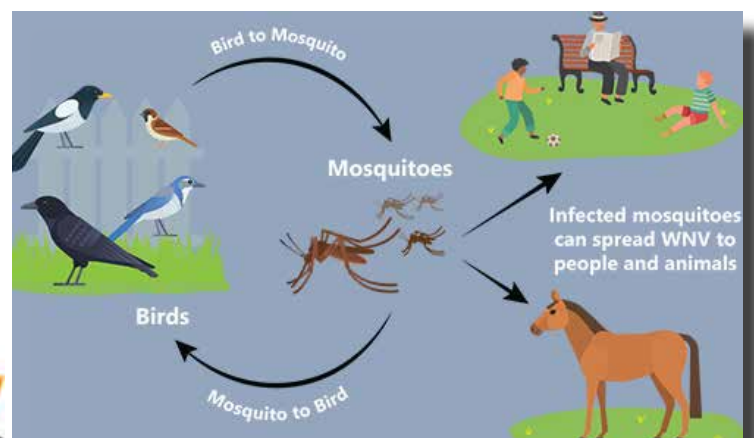
About one in 150 people infected with West Nile virus (WNV) will develop severe illness. The severe symptoms can include high fever, neck stiffness, stupor, disorientation, coma, tremors, convulsions, muscle weakness, vision loss, numbness, and paralysis. These symptoms may last several weeks, and neurological effects may be permanent. WNV infection can be fatal.

MILDER SYMPTOMS IN SOME PEOPLE

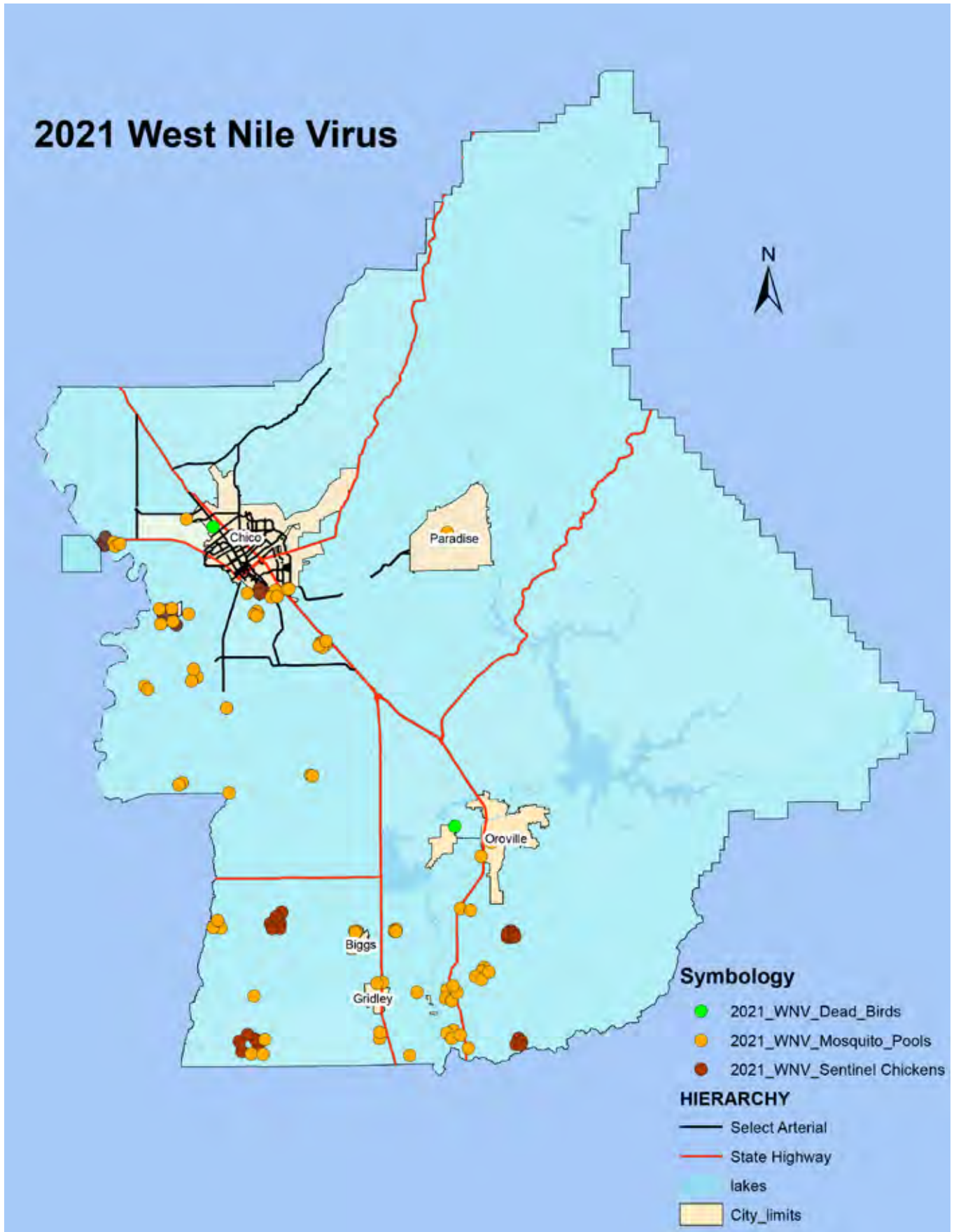
Up to 20 percent of the people who become infected will display symptoms including fever, headache and/or body aches, nausea, vomiting, and sometimes swollen lymph glands or a rash on the chest, stomach, and back. Symptoms can last as little as a few days to several weeks.

NO SYMPTOMS IN MOST PEOPLE

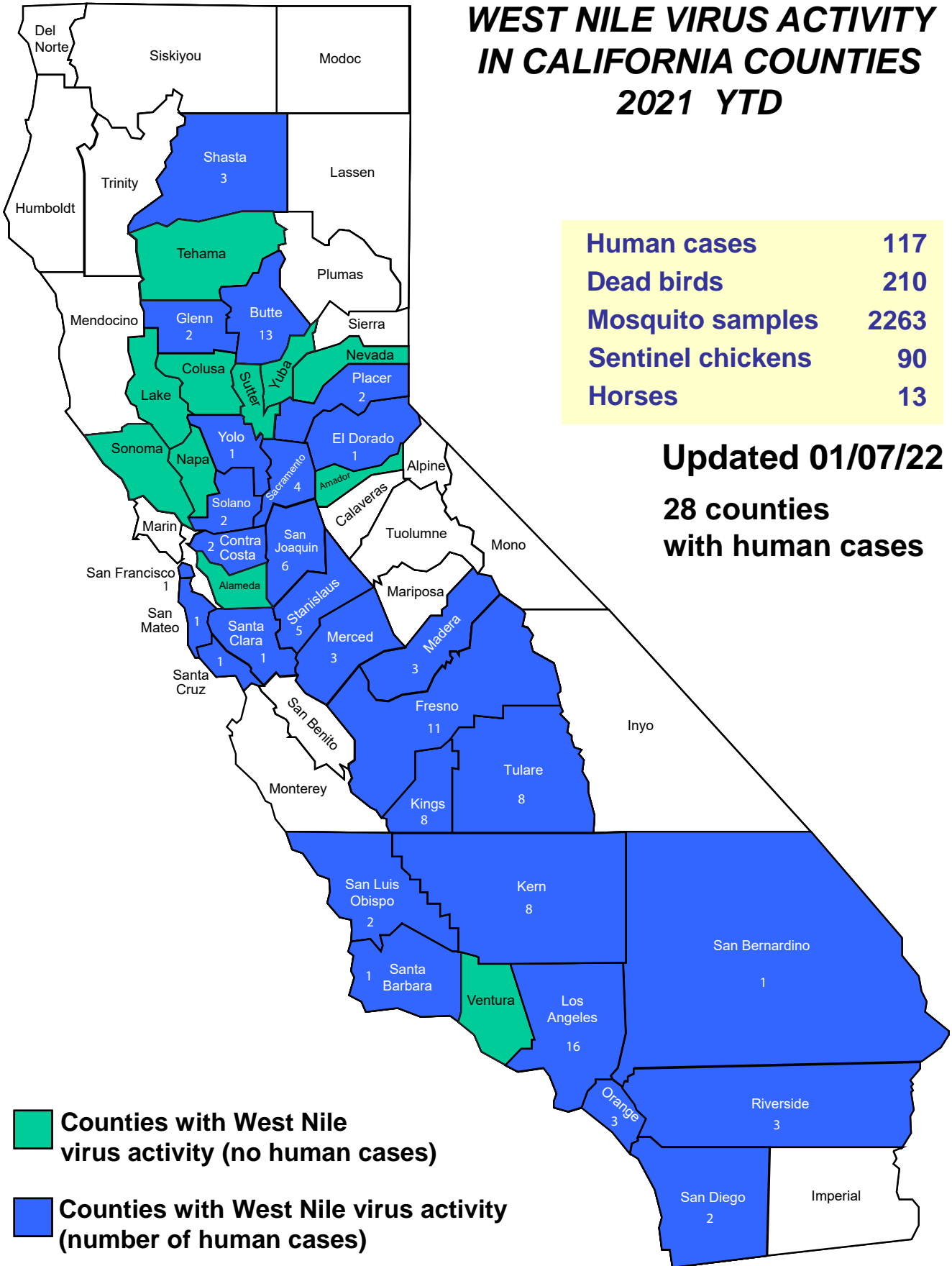
Approximately 80 percent of people (about 4 out of 5) who are infected with WNV will not have any symptoms at all.



2021 BUTTE COUNTY WEST NILE VIRUS MAP



WEST NILE VIRUS ACTIVITY IN CALIFORNIA COUNTIES 2021 YTD



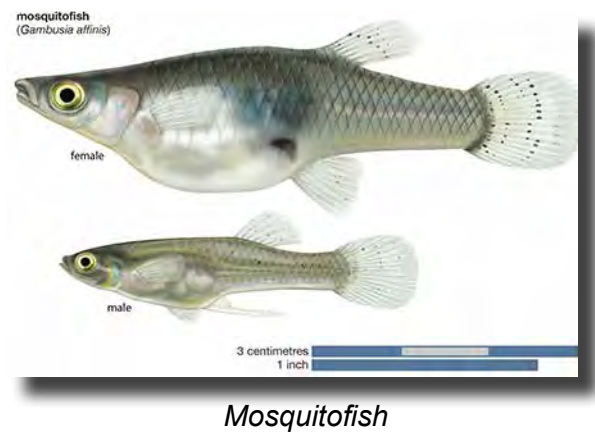
Green Counties with West Nile virus activity (no human cases)

Blue Counties with West Nile virus activity (number of human cases)

BIOLOGICAL CONTROL

Biological control is the intentional use of mosquito pathogens, parasites or predators to reduce the size of target mosquito populations to tolerable levels. The most popular and successful biological tool that is used by the District is the mosquitofish, *Gambusia affinis*. The District has tried other biological control methods and will continue to fully explore any new options that come along, but the most effective biological tool the District currently uses is the mosquitofish. Butte County Mosquito and Vector Control District maintains five fishponds at the Oroville Headquarters. These ponds produce hundreds of pounds of mosquitofish each year. The mosquitofish are routinely stocked and planted by District Mosquito and Vector Control Specialists to control mosquito populations in sources such as irrigation ditches, industrial, ornamental and artificial ponds, un-maintained swimming pools, semi-permanent and permanent urban sources, and at times in rice fields and wetlands. Mosquitofish are omnivorous and have a voracious appetite for mosquito larvae. The flattened head and protruding mouth enable the fish to readily prey on surface feeding mosquito larvae and pupae. A large female can consume up to 300 larvae per day! All ages, sexes, and sizes of these fish eat mosquito larvae, other small aquatic invertebrates, and algae. The fish are visual predators and feed during daylight hours. Due to insecticide resistance and environmental concerns associated with chemical control methods, biological control methods are expanding as an effective tool used in the control of mosquito populations.

Fish Plants 2021			
Zone	Amount (lbs.)	Acres	Applications
Zone 1	20.83	41.66	157
Zone 3	3.25	6.50	66
Zone 4	0.12	0.24	3
Zone 6	39.27	78.53	65
Zone 8	20.10	40.20	117
Zone 9	1.70	3.40	8
Zone 10	16.06	32.12	67
Zone 11	4.95	9.90	19
Zone 12	8.58	17.16	83
Zone 14	0.22	0.44	3
ALL ZONES	115.08	230.16	588



Did You Know?

Female Mosquitofish produce eggs that hatch within their bodies, releasing well-developed and very active young or “fry” into the water. *Gambusia* are prolific, producing three or four broods each summer, depending on the food supply and climate. A brood averages between 30 and 100 fry that reach maturity in three or four months

AQUACULTURE CENTER

Mosquito and Vector Control Districts across the nation are very familiar with mosquitofish, but most Districts are not as familiar with indoor aquaculture systems. BCMVCD has five ponds on site and a new indoor aquaculture program. The indoor program gives the District the ability to have fish year round for the public as well as the ability to implement an intensive fish breeding program to replace fish populations in District ponds. The District's aquaculture center has four tanks. Two tanks are for fry production, one for the fry that's collected each day to mature, and the last is used as a holding/quarantine tank that is also used for fry production. The aquaculture center incorporates automatic vibratory feeders, in-line heaters, and dimmable ballast lighting. Studies have shown that consumption of feed, metabolism, and mating behaviors can be changed with light cycles and water temperatures. Temperature, pH, salinity, ammonia, nitrate, nitrite, Alkalinity, and dissolved oxygen are tested daily. The District also practices a sustainable yield technique by selecting the correct seine size. This allows small fish to pass through and only large adults will be taken for District needs. These fish can then reach maturity, spawn, and help replenish fish stocks for the following year.



AquaCulture Center



Fish Biologist Ryan Rothenwander



Outdoor Fry Maturation Tank



Breeding Boxes

CHEMICAL CONTROL

Chemical control is the use of target specific insecticides to reduce immature and adult mosquito populations. These chemicals are only applied when physical control, public education, and biological control methods are unable to keep mosquito populations tolerable or when emergency control measures dictate the use of chemicals to rapidly terminate or disrupt the transmission of disease to humans. There are two categories of chemicals used by the District, larvicides and adulticides. Larvicides target mosquito larvae and pupae. Adulticides target adult mosquitoes. The chemicals used by the District are registered with the United States Environmental Protection Agency (EPA), as well as the California Environmental Protection Agency (CAL EPA). The District relies mainly on larviciding as the primary means of chemical mosquito control. However, there are limitations to larviciding as a main control strategy. In Butte County where mosquito breeding occurs over large areas, the practical application of larvicides is not feasible and periodic adulticiding is necessary to protect nearby communities from the attack of adult mosquitoes. Also, there are areas that are environmentally sensitive and limit the use of larvicides. In these areas peripheral adulticiding is the only available option.



Ag-Cat Treating a Wetland for Mosquito Larvae



Residual Treatment



Fogging



Fogger Maintenance

Materials Amount of Material Acres Treated Number of Applications

Larvicides

Abate 4E	0.19 gals	16.5	14
Agnique MMF	11.44 gals	12.74	3
Altosid SBG II	19,819.63 lbs	2771.99	72
Altosid XR Extended Residual Briquets	15.00 each	0.035	8
Aquabac 200 G	23,385.55 lbs	3363.65	68
Cocobear Mosquito Larvicide Oil	509.90 gals	164.51	849
FourStar Briquets	261.00 each	0.60028	151
MetaLarv S-PT	82.73 lbs	33.09	18
MetaLarv XRP	2.00 each	0.0046	2
Natular DT	6,950.00 each	0.6255	159
Natular XRT	4,212.00 each	9.69	636
VectoBac -12AS	3,151.53 gals	38403.39	678
VectoBac WDG	375.00 lbs	790.52	15
VectoBac-G	48,094.64 lbs	5206.57	151
VectoMax WSP	888.00 each	1.0212	115

Adulticides

Duet	6,133.83 lbs	170006.4	648
Perm-X UL 4-4	5,576.51 lbs	58011.79	427
Trumpet	1,140.00 gals	145955.8	21

Barrier Sprays

Suspend SC	3.86 gals	11.23	94
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Yellow Jacket Control

Drione Insecticide	0.30 gals	3.8	27
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Herbicides

Dimension 2EW Herbicide	0.48 gals	2	1
Finale Herbicide	5.91 gals	19.66	9

Aircraft Spraying

Total Acres Treated	195,745
Total Acres Rice	41,523
Managed Wetlands	8,282
Total Acres ULV	145,940



'Horse' Spray Pattern



Culex tarsalis

TICK SURVEILLANCE

Tick surveillance in Butte County is done primarily because of the diseases that ticks can transmit. The two diseases that infect humans most often are Lyme disease and Rocky Mountain Spotted Fever (RMSF). Lyme disease is an infectious disease caused by a bacterium, *Borrelia burgdorferi*. People can get Lyme disease when an infected Western Black-Legged Tick attaches to its human host. RMSF is a bacterial disease caused by the bacterium, Rickettsia. Transmission of the RMSF bacteria is primarily from the Pacific Coast tick. Both of these ticks can be readily found in Butte County.

District tick surveillance consists of “flagging”, identifying, and testing. “Flagging” is where a 3 x 2 piece of thick, fibrous cloth, is dragged along the edge of a trail or dirt road. The ticks attach themselves to the cloth while they are “questing” for a blood meal. Like a mosquito, the female tick needs a blood meal to lay her eggs. Once the ticks are attached to the cloth they are identified, counted, recorded, put into pools of five, and then sent off for testing.

In 2021, 416 tick pools were sent off for testing with approximately 4.6% coming back positive for Lyme disease and approximately 7.5% coming back positive for Tick-borne Relapsing Fever. This information can lead to risk assessment warnings to residents in areas that have high tick activity.



Entomologist Amanda Bradford Tick “Flagging”



Collecting the Tick



Tick on the Flag



Western Black Legged Tick

YELLOWJACKET SURVEILLANCE

Yellowjackets are medium sized black and yellow wasps (sometimes black and creme) that are often confused with honey bees, paper wasps, mud daubers, and other wasps. Yellowjackets are social insects that are considered beneficial. They can feed on garden pests and pollinate crops through daily foraging. Yellowjackets can become a public health concern because of their territorial behavior and their affinity for human food and drinks. Yellowjackets can restrict or prevent outdoor activities in areas such as campgrounds, picnic areas, and backyards.

The District will respond to reports of high yellowjacket activity. Mosquito and Vector Control Specialists will then inspect the area and decide if control is appropriate. Control measures may include placing traps or bait, treating nests with an approved insecticide, or physically removing the nest. All pesticide applications are made by state-certified technicians using materials that are registered for use by the Environmental Protection Agency.



Locating the Nest Entrance



"Dusting" the Nest



Yellowjacket



Hornet

DISTRICT SHOP

The District's shop provides the maintenance and repairs for over 30 vehicles, 3 forklifts, 1 backhoe, 3 ATV's, 2 amphibious Tritons, 2 loader trucks and 4 utility trailers. Additionally, the shop is responsible for the maintenance and repairs to the District's electric ULV foggers, gas ULV foggers, back cans, power sprayers, small engines such as chainsaws, weed eaters, lawn mowers, etc. and other mechanical items.

The shop is also responsible for repairing and installing improvements to the District facilities and grounds when and where necessary. Often the shop will repair the District's security system, lighting fixtures, plumbing fixtures, and other items as needed.



DISTRICT AIR OPERATIONS

At the Oroville facility, the District employs one full time Pilot II. On average the planes make applications to over 150,000 acres each year. During down time, the 3 planes receive repairs and technological improvements such as new instruments and instrument panels, installation of new technology (altimeter, Satloc, Ag-Nav), repainting, replacing engine parts, and routine annual maintenance. The Pilot II also is responsible for renting a passenger plane and providing aerial surveillance flights over seasonally flooded wetlands and duck clubs for the District's Mosquito and Vector Control Specialists. In 2020 the District, with the help of District Pilot Del Boyd, had a new tank truck built. The new truck will be used for all liquid larvicide applications.



DISTRICT ADMINISTRATION

Greeted by a nice smile and a pleasant tone, professional and courteous customer service is the number one priority for the District's administration staff. The District employs one full time Office Manager and one Office Assistant. The tasks of the administrative personnel involve serving the residents of Butte County and Hamilton City, as well as, the employees of the District. Accounting, budgeting, responding to telephone inquiries, maintaining public records, coordinating policies, and reporting to the Board of Trustees are just a few of the many duties the department performs.



2021 BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT BOARD OF TRUSTEES

Name	Title	Area Represented	Term Expires
Dr. Albert Beck	Board President	County at Large	December 31, 2021
Carl Starkey	Board Trustee	County at Large	December 31, 2024
Philip LaRocca	Board Trustee	County at Large	December 31, 2022
Steve Ostling	Board Trustee	County at Large	December 31, 2021
Michael Barth	Board Trustee	County at Large	December 31, 2023
Dr. Larry Kirk	Board Vice President	City of Chico	December 31, 2021
James Bo Sheppard	Board Secretary	City of Biggs	December 31, 2022
Melissa Schuster	Board Assistant Secretary	Town of Paradise	December 31, 2022
Bruce Johnson	Board Trustee	City of Gridley	December 31, 2023
Vacant	Board Trustee	City of Oroville	
Vacant	Board Trustee	Hamilton City	

2021 BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT EMPLOYEES

Name	Title
Matt Ball	District Manager
Doug Weseman	Assistant Manager
Del Boyd	Pilot II
Maritza Sandoval	Office Manager
Sara MacKenzie	Office Assistant
Amanda Bradford	Entomologist II
Ryan Rothenwander	Vector Ecologist/ Fish Biologist
AAaron Lumsden	Regional Supervisor
Shane Cassity	Regional Supervisor
Aaron Goff	MVCS
Charlie Favilla	MVCS
Eric Dillard	MVCS
Glen Williams	MVCS
Jeremy Edwards	MVCS
Kellen Larson	MVCS
Kenny Armstrong	MVCS
Mike Mattia	MVCS
Alisha Wick	MVC Assistant Seasonal
April Damanti	MVC Assistant Seasonal
Ashley Mullins	MVC Assistant Seasonal
Chad Hamblin	Lab Assistant Seasonal
Cody Scheer	MVC Assistant Seasonal
Daniel Murphy	MVC Assistant Seasonal
Keith Martens	MVC Assistant Seasonal
Michael Langley	MVC Assistant Seasonal
Rachelle Scribner	Lab Assistant Seasonal
Ryan Gillespie	Yard Assistant Seasonal
Stephanie Burnham	MVC Assistant Seasonal

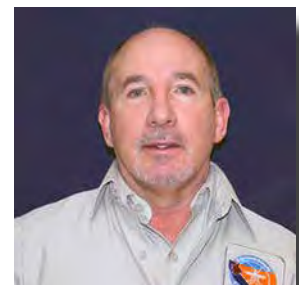
Beth Vice

Congratulations to Beth, who retired from the District in November, 2021. Beth worked for the District as a MVCS since 1993. Thank you Beth for your years of service to the District.



Don Lasik

Congratulations to Don, who retired from the District in May, 2021. Don worked for the District as a MVCS since 1999. Thank you Don for your years of service to the District.



Phillip Henry

Congratulations to Phillip, who retired from the District in March, 2021. Phillip worked for the District as a MVCS since 1995. Thank you Phillip for your years of service to the District.



SPECIAL BENEFIT ASSESSMENT

To address the growing needs placed upon the District and to expand and enhance existing services, the District attempted and passed a Special Benefit Assessment on all properties within the District's Service Area. With these additional revenues the District has the ability to enhance/improve all services provided by the District. Below is a non-exhaustive list of services that have been and continue to be enhanced:

- Increase seasonal staff and possibly permanent staff to better the services the District provides (e.g. surveillance, control, education, etc.).
- Expand the District's public education and outreach program to better educate those that the District serves to the services provided, the elimination of mosquito and other vector habitat, and how to protect oneself from mosquito and vector-borne disease.
- Expand the District's mosquito surveillance program to better identify mosquitoes of medical importance, increase the number of traps used, increase the amount of mosquitoes tested, commence with the surveillance of invasive species surveillance such as the Asian Tiger Mosquito and Yellow Fever Mosquito (both of which have been introduced into California in the past 3 years) and also to expand mosquito testing of newly introduced mosquito-borne disease such as chikungunya virus, Rift Valley fever, dengue fever, and others.
- Expand the District's tick surveillance to monitor more public use lands, test collected ticks for the presence of tick-borne disease, and conduct tick control trials.
- Expand and improve on the District's mosquitofish program. Purchase mosquitofish rearing tanks to provide an environment in which mosquitofish propagate year round rather than seasonally allowing the District to keep up with the requests of the public and to have more fish available to District staff to stock in mosquito-breeding areas to lower larval mosquito populations.
- Increase the amount of public health pesticide applications should surveillance data indicate a need based on treatment thresholds and/or resident service requests. Possibly lower the treatment thresholds for larvae and adult mosquitoes.
- Purchase new capital such as spray equipment and vehicles to lower maintenance costs, increase fuel mileage, and increase the reliability of service.
- Continue to and enhance investing in mosquito control research and new technology to identify better ways of protecting the public's health.

This funding measure has strengthened, enhanced, and improved the District's baseline services provided. With newly introduced invasive species as well as new and reemerging vector-borne disease, mosquito and vector controls importance will only continue to grow.

Did You Know?

All mosquitoes require water to breed. Some species can breed in puddles left after a rainstorm. Just a tablespoon of water is all it takes for a female to deposit her eggs. Tiny mosquito larvae develop quickly in bird baths, roof gutters, and old tires dumped in vacant lots. If you want to keep mosquitoes under control around your home, you need to be vigilant about dumping any standing water every few days.

TRANSPARENCY CERTIFICATE OF EXCELLENCE AWARD

For the 8th year in a row, the Butte County Mosquito and Vector Control District (District) received the Transparency Certificate of Excellence by the Special District Leadership Foundation (SDLF) in recognition of the District's outstanding efforts to promote transparency and good governance.

"This award is a testament to the Butte County Mosquito and Vector Control District's commitment to open government," said Matthew Ball, District Manager. "The District's entire Board of Trustees and staff are to be commended for their contributions that empower the public with information and facilitate engagement and oversight."

In order to receive the award, a special district must demonstrate the completion of eight essential governance transparency requirements, including conducting ethics training for all board members, properly conducting open and public meetings, and filing financial transactions and compensation reports to the State Controller in a timely manner.

The Butte County Mosquito and Vector Control District also fulfilled fifteen website requirements, including providing readily available information to the public, such as board agendas, past minutes, current district budgets, and the most recent financial audit.

Finally, the District must have demonstrated outreach to its constituents that engages the public in its governance, through regular district newsletters and community engagement projects.



CALIFORNIA INVASIVE SPECIES

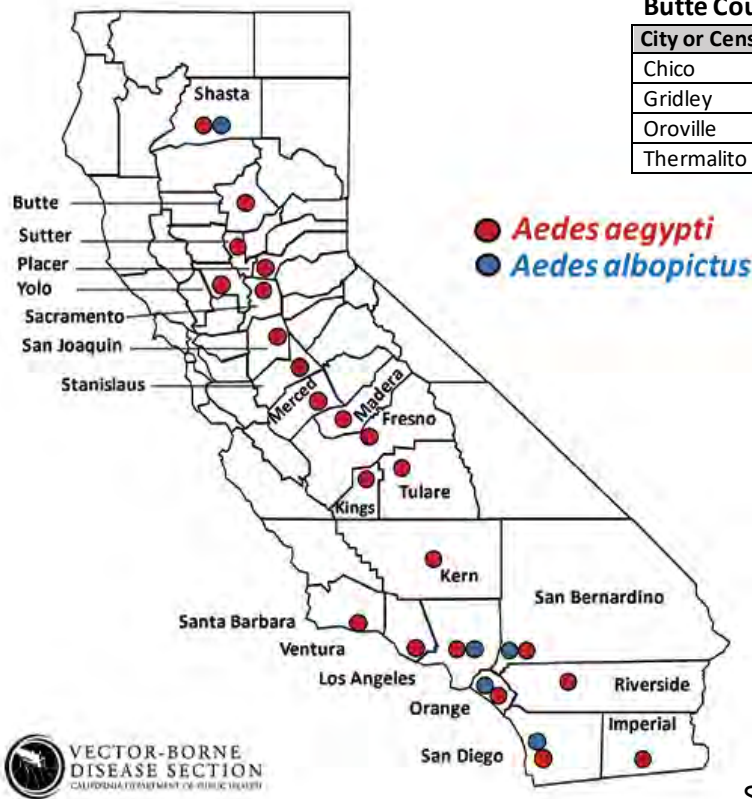
Two invasive (non-native) mosquito species have recently been found in several California cities (see map below). They are named *Aedes aegypti* (the yellow fever mosquito) and *Aedes albopictus* (the Asian tiger mosquito).

In 2021, The District had 59 detections of *Aedes aegypti* at 21 different locations in the cities of Chico, Oroville, Thermalito and Gridley. There have been no detections of *Aedes albopictus* in Butte County.

Unlike most native mosquito species, *Aedes aegypti* and *Aedes albopictus* bite during the day. Both species are small black mosquitoes with white stripes on their back and on their legs. They can lay eggs in any small artificial or natural container that holds water. *Aedes aegypti* and *Aedes albopictus* have the potential to transmit several viruses, including dengue, chikungunya, Zika, and yellow fever.

Butte County

City or Census-designated Place	<i>Aedes aegypti</i>	<i>Aedes albopictus</i>
Chico	Present	
Gridley	Present	
Oroville	Present	
Thermalito	Present	



Sample Detection Map From ButteMosquito.com



Aedes albopictus



Aedes aegypti

ANNEXATIONS OF SERVICE AREA

The Butte County Mosquito and Vector Control District (BCMVCD) covers 1,600 square miles, and includes all of Butte County, except the small areas served by the Durham (DMAD) and Oroville Mosquito Abatement Districts (OMAD), which were formed earlier. The District also includes the Hamilton City area of Glenn County.

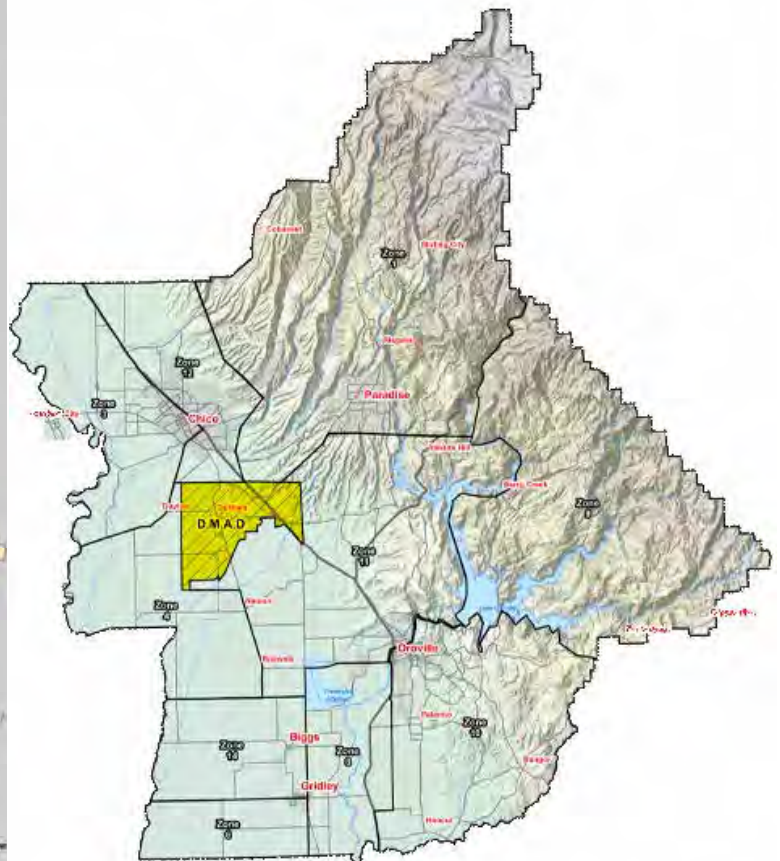
In June of 2018, the Local Agency Formation Commission of Butte County (LAFCo) adopted Resolution No. 13 2017/18 approving the detachment and annexation of a portion of the DMAD territory to the BCMVCD, increasing the District's service area by approximately 23 square miles of rice agriculture.

In August 2020, LAFCo adopted Resolution No. 01 2020/2021 approving the reorganization/dissolution of the OMAD and subsequent annexation of territory to the BCMVCD. The annexation was finalized in 2021, adding approximately 12 square miles, or 8,142 parcels, of service area to the BCMVCD and thus transferred the responsibility for mosquito abatement services in that area to the BCMVCD.

Collectively, all these areas served by the BCMVCD are known as the "Service Area." The BCMVCD is the only agency providing mosquito and vector control and vector-borne disease protection and prevention services in the Service Area and provides its services to properties accommodating approximately 220,000 residents.



'Old' Service Area Map



'New' Service Area Map

BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT FOR THE YEAR ENDED JUNE 30, 2021

2021 FINANCIALS

	Budgeted		Expended		Favorable (Unfavorable)
<u>REVENUE</u>	\$	4,368,187	\$	5,142,745	\$ 774,558
<u>SALARIES & BENEFITS</u>					
Salaries	\$	1,480,196	\$	1,465,001	\$ 15,195
FICA & U I	\$	149,429	\$	136,065	\$ 13,364
Workers Compensation	\$	65,000	\$	62,361	\$ 2,639
Health Insurance	\$	375,618	\$	372,841	\$ 2,777
PERS	\$	397,936	\$	390,132	\$ 7,804
TOTAL	\$	2,468,179	\$	2,426,400	\$ 41,779
<u>SERVICES & SUPPLIES</u>					
Gas & Oil	\$	92,500	\$	75,366	\$ 17,134
Repairs & Parts-Airplane	\$	12,000	\$	11,956	\$ 44
Repairs & Parts	\$	39,000	\$	37,302	\$ 1,698
Office Supplies	\$	18,000	\$	16,333	\$ 1,667
Education & Publicity	\$	62,500	\$	62,236	\$ 265
Insecticides	\$	895,500	\$	895,262	\$ 238
Expendable Equipment	\$	43,000	\$	42,704	\$ 296
Communications	\$	17,000	\$	16,248	\$ 752
Travel	\$	-	\$	-	-
Utilities	\$	29,000	\$	28,339	\$ 661
Rent	\$	5,000	\$	4,697	\$ 303
Special Services	\$	215,500	\$	199,352	\$ 16,148
Trustee Allowance	\$	11,200	\$	10,900	\$ 300
General Insurance	\$	112,000	\$	111,803	\$ 197
Employee Trng & Dues	\$	11,000	\$	10,013	\$ 987
District Fees & Permits	\$	35,000	\$	34,798	\$ 202
Miscellaneous	\$	14,000	\$	12,818	\$ 1,182
Research Supplies	\$	57,000	\$	55,717	\$ 1,283
Alternate Technology	\$	1,000	\$	-	\$ 1,000
Special Discretionary	\$	16,000	\$	15,131	\$ 869
Gambusia	\$	5,000	\$	4,157	\$ 843
TOTAL	\$	1,691,200	\$	1,645,132	\$ 46,068
<u>CAPITAL OUTLAY</u>					
Bldg & Improvements	\$	210,000	\$	191,556	\$ 18,444
Vehicles	\$	170,000	\$	155,543	\$ 14,457
Spray Equipment	\$	18,398	\$	17,397	\$ 1,001
Aircraft	\$	8,000	\$	-	\$ 8,000
Office Equipment	\$	6,000	\$	5,840	\$ 160
Laboratory Equipment	\$	7,962	\$	6,961	\$ 1,001
Shop Equipment	\$	1,000	\$	-	\$ 1,000
Education & Publicity	\$	1,000	\$	-	\$ 1,000
Miscellaneous	\$	1,000	\$	-	\$ 1,000
Communications	\$	1,000	\$	-	\$ 1,000
TOTAL	\$	424,360	\$	377,297	\$ 47,063
Appropriation for contingencies	\$	1,089,845	\$	-	\$ 1,089,845
Grand Total	\$	5,673,584	\$	4,448,829	\$ 1,224,755
Excess (deficiency) of Revenue over Expenditures	\$	(1,305,397)	\$	693,916	

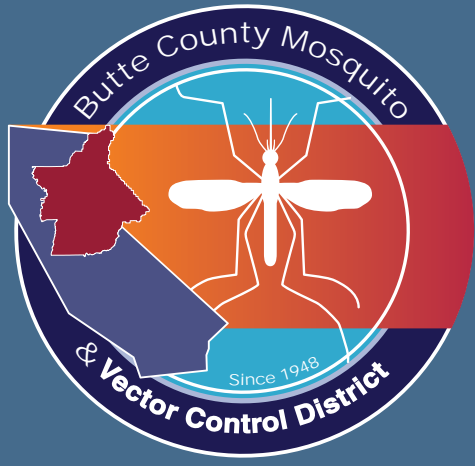
Fund Balance 2020	\$	5,763,073	
Fund Balance 2021	\$	6,614,024	

**BUTTE COUNTY MOSQUITO
AND VECTOR CONTROL DISTRICT
BALANCE SHEET AUDIT INFORMATION
JUNE 30, 2021**

	<u>General Fund</u>	<u>Reclassifications & Eliminations</u>	<u>Statements of Net Position</u>
Current assets:			
Cash and cash equivalents (note 2)	\$ 6,654,786	-	6,654,786
Accounts receivable – charge for services	25,571	-	25,571
Materials and supplies inventory	586,445	-	586,445
Prepaid expenses	28,469	-	28,469
Total current assets	<u>7,295,271</u>	<u>-</u>	<u>7,295,271</u>
Non-current assets:			
Capital assets, not being depreciated (note 3)	-	615,403	615,403
Capital assets, being depreciated (note 3)	-	2,627,679	2,627,679
Total non-current assets	<u>-</u>	<u>3,243,082</u>	<u>3,243,082</u>
Total assets	<u>7,295,271</u>	<u>3,243,082</u>	<u>10,538,353</u>
Deferred outflows of resources:			
Deferred pension outflows (note 7)	-	699,076	699,076
Total deferred outflows of resources	<u>-</u>	<u>699,076</u>	<u>699,076</u>
Current liabilities:			
Accrued salaries and benefits	26,579	-	26,579
Long-term liabilities – due within one year:			
Compensated absences (note 4)	-	110,650	110,650
Total current liabilities	<u>106,501</u>	<u>110,650</u>	<u>217,151</u>
Non-current liabilities:			
Long-term liabilities – due in more than one year:			
Compensated absences (note 4)	-	442,600	442,600
Net pension liability (note 7)	-	3,873,151	3,873,151
Total non-current liabilities	<u>-</u>	<u>4,315,751</u>	<u>4,315,751</u>
Total liabilities	<u>106,501</u>	<u>4,426,401</u>	<u>4,532,902</u>
Deferred inflows of resources:			
Deferred pension inflows (note 7)	-	74,899	74,899
Total deferred inflows of resources	<u>-</u>	<u>74,899</u>	<u>74,899</u>
Fund balance: (note 8)			
Non-spendable	614,914	(614,914)	-
Assigned	553,250	(553,250)	-
Unassigned	6,020,606	(6,020,606)	-
Total fund balance	<u>7,188,770</u>	<u>(7,188,770)</u>	<u>-</u>
Total liabilities and fund balance	<u>\$ 7,295,271</u>		
Net position:			
Net investment in capital assets		3,243,082	3,243,082
Unrestricted		3,386,546	3,386,546
Total net position		<u>6,629,628</u>	<u>6,629,628</u>

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RESOLUTION NO. 22-03

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

RESOLUTION AUTHORIZING ACH TRANSFER FOR FEDERAL PAYROLL TAX PAYMENT

WHEREAS, the Butte County Mosquito and Vector Control District meets on the second Wednesday of each month; and

WHEREAS, Federal payroll taxes are due within 15 days after the end of the month; and

WHEREAS, beginning in January, 2011, all federal payroll tax deposits are to be made electronically through EFTPS; and

WHEREAS, the Butte County Mosquito and Vector Control District Board of Trustees would like to give Aaron Lumsden, Maritza Sandoval-Soria, and Matthew C. Ball the authorization to sign a Butte County Auditor-Controller's ACH Transfer Notification Form B.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Trustees of the Butte County Mosquito and Vector Control District hereby delegates to Aaron Lumsden, Maritza Sandoval-Soria, and Matthew C. Ball the authority to sign Butte County Auditor-Controller ACH Transfer Notification Form B and deposit all Federal payroll taxes in a timely manner.

PASSED and ADOPTED by the Board of Trustees of the Butte County Mosquito and Vector Control District, State of California, on February 9, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Secretary of the Board of Trustees

President of the Board of Trustees

Matthew C. Ball, District Manager



RESOLUTION NO. 22-04

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

RESOLUTION AUTHORIZING CHECK SIGNER FOR PAYMENTS

WHEREAS, the Butte County Mosquito and Vector Control District meets on the second Wednesday of each month; and

WHEREAS, the Butte County Mosquito and Vector Control District payroll is scheduled bi-weekly; and

WHEREAS, the Butte County Mosquito and Vector Control District Board of Trustees would like to give Aaron Lumsden, Maritza Sandoval-Soria, and Matthew C. Ball the authority to sign ALL checks and pay out debts in an expedient and timely manner.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Trustees of the Butte County Mosquito and Vector Control District hereby delegates to Aaron Lumsden, Maritza Sandoval-Soria, and Matthew C. Ball the authority to sign ALL checks and pay out debts in an expedient and timely manner.

PASSED and ADOPTED by the Board of Trustees of the Butte County Mosquito and Vector Control District, State of California, on February 9, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Secretary of the Board of Trustees

President of the Board of Trustees

Matthew C. Ball, District Manager



RESOLUTION NO. 22-05

A RESOLUTION OF THE BOARD OF TRUSTEES OF THE
BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

RESOLUTION AUTHORIZING CHECK REGISTERS FOR PAYMENT

WHEREAS, the Butte County Mosquito and Vector Control District meets on the second Wednesday of each month; and

WHEREAS, the Butte County Mosquito and Vector Control District payroll is scheduled bi-weekly; and

WHEREAS, all signed check registers are required by the County of Butte in an expedient and timely manner; and

WHEREAS, the Butte County Mosquito and Vector Control District Board of Trustees would like to give Aaron Lumsden, Maritza Sandoval-Soria, and Matthew C. Ball the authority to sign ALL check registers as the original registers and pay out debts in an expedient and timely manner.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Board of Trustees of the Butte County Mosquito and Vector Control District hereby delegates to Aaron Lumsden, Maritza Sandoval-Soria, and Matthew C. Ball the authority to sign ALL check registers as the original registers and pay out debts in an expedient and timely manner.

PASSED and ADOPTED by the Board of Trustees of the Butte County Mosquito and Vector Control District, State of California, on February 9, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

Secretary of the Board of Trustees

President of the Board of Trustees

Matthew C. Ball, District Manager



PETITION TO ACCEPT CHECK REGISTERS

To: Graciela Gutierrez, Auditor-Controller
County of Butte
25 County Center Drive
Oroville, CA95965-3383

From: Butte County Mosquito and Vector Control District
5117 Larkin Road
Oroville, CA 95965

The Board of Trustees for the Butte County Mosquito and Vector Control District hereby requests that you authorize your office to accept Check Registers signed in the following manner that deals with the payment of the District's expenses.

Our Board meets on the second Wednesday of every month at 4:00 PM. We pay our employees bi-weekly.

This means we do not meet in a manner that facilitates formal board approval of our check registers in a timely manner.

We have passed a resolution (copy attached) that acknowledges that situation and therein authorizes the person(s) listed below to sign All Check Registers as a means of certifying to you that the expenditures recorded on those registers are reimbursement for services rendered to the District and are legitimate District expenditures and allow those checks to be negotiated.

The check registers will be formally reviewed following date of issuance at the next board meeting and that fact documented in the Board Minutes. Check registers will be signed and submitted to your office with the expenditure approval signatures required by law. Per Health and Safety Code Section 2000 through 2093, specifically Section 2076 purchasing requirements are stated in Butte County Mosquito and Vector Control Policy book and requires a majority of the Board to authorize expenditures.

We request that you accept Check Registers that have been signed by Aaron Lumsden, or Maritza Sandoval-Soria, or Matthew C. Ball as the permanently signed register submitted to you. We acknowledge that this is a delegation of our powers but find that it is necessary to fulfill our commitment to pay our debts in an expedient and timely manner.

BOARD OF TRUSTEES OF THE BUTTE COUNTY MOSQUITO AND VECTOR CONTROL DISTRICT

James Bo Sheppard, Secretary

Michael Barth, Trustee

Dr. Albert Beck, President

Philip LaRocca, Trustee

Dr. Larry Kirk, Vice President

Melissa Schuster, Asst. Secretary

Carl Starkey, Trustee

Darlene Fredericks, Trustee

Bruce Johnson, Trustee

ACCEPTED AND APPROVED BY:

Graciela Gutierrez, Auditor-Controller

on this date _____



Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Code of Ethics
POLICY NUMBER: 1020

1020.1 The Board of Trustees of Butte County Mosquito and Vector Control District is committed to providing excellence in legislative leadership that results in the provision of the highest quality services to its constituents and to comply with State laws including AB 1234 (Salinas) approved in 2006.

In order to assist in the governance of the behavior between and among members of the Board of Trustees and District staff, the following rules shall be observed.

1020.1.1 The dignity, style, values, and opinions of each Trustee shall be respected.

1020.1.2 Responsiveness and attentive listening in communication is encouraged.

1020.1.3 The needs of the District's constituents should be the priority of the Board of Trustees. When a Trustee believes he/she may have a conflict of interest, the legal counsel shall be requested to make a determination if one exists or not.

1020.1.4 The primary responsibility of the Board of Trustees is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the District are to be delegated to professional staff members of the District.

1020.1.5 Trustees should commit themselves to emphasizing the positive, avoiding double talk, hidden agendas, gossip, backbiting, and other negative forms of interaction.

1020.1.6 Trustees should commit themselves to focusing on issues and not personalities. The presentation of the opinions of others should be encouraged. Cliques and voting blocks based on personalities rather than issues should be avoided.

1020.1.7 Differing viewpoints are healthy in the decision-making process. Individuals have the right to disagree with ideas and opinions, but without being disagreeable. Once the Board of Trustees takes action, Trustees should commit to supporting said action and not creating barriers to the implementation of said action.

1020.1.8 Trustees should practice the following procedures:

1020.1.8.1 In seeking clarification on informational items, Trustees may directly approach professional staff members to obtain information needed to supplement, upgrade, or enhance their knowledge to improve legislative decision-making.

1020.1.8.2 In handling complaints from residents and property owners of the District, said complaints should be referred directly to ~~the~~ District ~~Management~~.

1020.1.8.3 In handling items related to safety, concerns for safety or hazards should be reported to the District Manager or to the District office. Emergency situations should be

dealt with immediately by seeking appropriate assistance.

1020.1.8.4 In presenting items for discussion at Board meetings, See Policy #1070.

1020.1.8.5 In seeking clarification for policy-related concerns, especially those involving personnel, legal action, land acquisition and development, finances, and programming, said concerns should be referred directly to the District Manager.

1020.1.9 If approached by District personnel concerning specific District policy, Trustees should direct inquiries to the appropriate staff supervisor or District Manager. The chain of command should be followed.

1020.2 The work of the District is a team effort. All individuals should work together in the collaborative process, assisting each other in conducting the affairs of the District.

1020.2.1 When responding to constituent requests and concerns, Trustees should be courteous, responding to individuals in a positive manner and routing their questions through appropriate channels and to responsible management personnel.

1020.2.2 Trustees should develop a working relationship with the District Manager wherein current issues, concerns and District projects can be discussed comfortably and openly.

1020.2.3 Trustees should function as a part of the whole. Issues should be brought to the attention of the Board as a whole, rather than to individual members selectively.

1020.2.4 Trustees are responsible for monitoring the District's progress in attaining its goals and objectives, while pursuing the mission of the District.

Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Board of Trustees

POLICY NUMBER: 1040

1040.1 General: The District is governed by an appointed Board of Trustees, who represent the needs of the public and the employees. They may succeed themselves without limit. Trustees serve for a term of office of two or four years as determined by the appointing city or county. Terms of office commence on the first Monday in January. A vacancy on the Board of Trustees shall be filled by the appointing city or county pursuant to Health and Safety Code section 2024(b) and Government Code section 1779. The Trustees, acting as a body, establish the policy for the District and oversee its general programs. The Board of Trustees hires a District Manager to administer its programs, and recognizes that successful operation depends on mutual trust and cooperation between the Board of Trustees and the District Manager, and a respect for each other's responsibilities.

1040.2 Board of Trustees Meeting Attendance Standards: It is the Board of Trustees Policy that every member should diligently try to attend meetings of the Board of Trustees to the best of his or her ability. In order for the absence to be recorded as excused, it shall be the responsibility of each Trustee to inform the District office of an anticipated absence from any regularly scheduled meeting. When possible, notification should take place by no later than noon of the day of the scheduled meeting, preferable. The District shall be informed of planned absences when a Trustee has advance notice of one or more absences due to medical or business conflicts. ~~The District shall make a record of the notification.~~

1040.3 The District recognizes that business or emergency situations may prevent a Trustee from attending a meeting. Illness, family emergencies, presence out of the area for vacations or business, or required presence at another meeting are typical reasons why Trustees have been excused from BCMVCD meetings. Too many missed meetings interfere with a Trustee's ability to make informed decisions on District policy. Repeated absences deprive a Trustee's constituency of representation.

1040.4 In any 12 month period, three unexcused absences by a Trustee, or four or more excused absences for any reason shall be considered excessive. The Board of Trustees shall write a letter to a Trustee with excessive absences advising him/her of the problem, and of the Board's concern. The letter will inquire about the Trustee's intention with respect to future representation on the BCMVCD Board. The letter will also ask if the Trustee wishes to continue serving as a Trustee. If a Trustee wishes to continue as a Board member after several absences, the District Manager shall offer to meet with that Trustee prior to his/her return, to review actions and decisions made during the Trustee's absence.

1040.5 As part of any letter notifying appointers of the expiration of any term for a Trustee of the District, that letter should contain information incorporating the policies of this section as a way to inform appointers of the Board's recommendation for attendance. Appointers, as part of the selection process for Trustee appointments, should be asked to inquire of any appointee whether or not they would try to meet this standard.

1040.6 Board of Trustees Meetings: Regular meetings of the Board of Trustees shall be held at the Chico substation at 4:00 P.M. on the second Wednesday of each month. If the designated Wednesday falls

on a legal holiday or is in conflict with the District Manager or Boards schedule, the meeting shall be held on a date agreed upon by the Board. Special Board of Trustees meetings may be held as needed.

1040.7 Board of Trustees Member Expenses: Each Trustee who attends one or more meetings a month shall each be eligible to receive a set amount per month, for expenses incurred in attending business meetings of the Board. Payment is to be made within five (5) days following a Board of Trustees meeting. (Currently the amount is \$100.00 per month, approved 2/8/06)

1040.8 Meeting Notice: At least 72 hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board of Trustees, shall be posted conspicuously for public review at the District's Oroville and Chico offices. If the District maintains a website, the agenda shall be posted on the website for public information at the same time. All information made available to the Board of Trustees (except confidential information allowed by State law per legal counsel authority) shall be available for public review prior to the board meeting.

1040.8.1 The District Manager shall provide notice to anyone upon written request. The District Manager may require the requester to pay the postage in order to have notice mailed to such person. The District Manager may at his discretion and initiative provide notice to persons not requesting notice when he determines that such notice will serve a public interest. The responsibility of the District to give notice will end with the timely posting and mailing of such notice.

1040.8.2 Notice of Special Meetings shall be posted at least 24 hours before the meeting. Mailed notice will be sent in a manner and under the same conditions as for regular meeting notice, except for the reduced time for such notice, but without any reasonable assurance that notices will be received in a timely manner because delivery is not under the control of the District. Additionally, notice will be e-mailed in the same manner as the regular meeting notice.

1040.9 Committees of the Board: The President of the Board of Trustees may appoint committees to facilitate the business of the Board. These committees may be standing or ad hoc, and may include activities dealing with but not limited to: Budget, Salary Review, District Manager Evaluation, District Manager Selection, Policy Review, Program Review, etc. The President may appoint, with Board of Trustees approval, one or more Trustees or other persons to conduct hearings for any purpose at any time other than during a regular or special Board of Trustees meeting. All summaries of testimony and proposed findings and orders shall be reviewed at a subsequent regular Board of Trustees meeting and either approved or amended, before any findings or orders become final.

1040.10 The President may appoint any Trustee to serve as the hearing officer during a hearing held as part of a regular or special Board of Trustees meeting.

1040.11 Emergency Situations: Emergency situations are defined as an unforeseen combination of circumstances which calls for immediate action, such as but not limited to accidents, disease threat or occurrence and or a declared State of Emergency.

1040.12 Consideration of Items Not Posted on Agenda: Items not listed on the posted agenda will be discussed only if the item is determined to be related to an emergency situation as determined by a majority vote of the Board. A vote of 2/3 majority of the members present and voting is required to take action on any items that arise subsequent to the posting of the agenda.

Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Board President
POLICY NUMBER: 1060

1060.1 The President of the Board of Trustees shall serve as chairperson at all Board meetings. He/she shall have the same rights as the other members of the Board in voting, introducing motions, resolutions and ordinances, and any discussion of questions that follow said actions.

1060.2 In the absence of the President, the Vice President of the Board of Trustees shall serve as chairperson over all meetings of the Board. If the President and Vice President of the Board are both absent, the Secretary shall serve as chairperson. In the absence of ~~all the President, Vice President, and the Secretary~~, the Assistant Secretary shall serve as the chairperson. If all officers of the Board are absent the remaining members present shall select one of themselves to act as chairperson of the meeting.

Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Board Meeting Agenda
POLICY NUMBER: 1070

1070.1 The District Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Trustees in accordance with the Ralph M. Brown Act. Any Trustee may call the District Manager and request any item to be placed on the agenda no later than ~~4:30~~5:00 P.M. on the Wednesday prior to the closing of the agenda for the next meeting date (per Section 1070.4).

1070.2 Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Trustees, subject to the following conditions:

1070.2.1 The request must be in writing and be submitted to the District Manager together with supporting documents and information, if any, at least seven business days prior to the date of the meeting;

1070.2.2 The District Manager shall be the sole judge of whether the public request is or is not a "matter directly related to District business." The public member requesting the agenda item may appeal the District Manager's decision at the next regular meeting of the Board of Trustees. Any Trustee may request that the item be placed on the agenda of the Board's next regular meeting.

1070.2.3 No matter which is legally a proper subject for consideration by the Board of Trustees in closed session will be accepted under this policy;

1070.2.4 The Board of Trustees may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

1070.3 This policy does not prevent the Board of Trustees from taking testimony at regular and special meetings of the Board on matters which are not on the agenda which a member of the public may wish to bring before the Board of Trustees. However, the Board of Trustees shall not discuss or take action on such matters at that meeting.

1070.4 At least 72 hours prior to the time of all regular meetings, an agenda, which includes but is not limited to all matters on which there may be discussion and/or action by the Board of Trustees, shall be posted conspicuously for public review at the District's Oroville and Chico offices. The agenda shall be posted on the District's website for public information at the same time. All information made available to the Board of Trustees (except confidential information allowed by State law per legal counsel authority) shall be available for public review prior to the board meeting.

1070.4.1 The agenda for a special meeting shall be posted at least 24 hours before the meeting in the same location.

UPDATED 02/2022

Butte County Mosquito and Vector Control District

POLICY MANUAL

POLICY TITLE: Rules for Proceeding of Board of Trustees Meetings
POLICY NUMBER: 1080

1080.1 Introduction. These are the rules for proceedings of meetings of the Board of Trustees of the Butte County Mosquito and Vector Control District. They are adopted pursuant to Health and Safety Code section 2029(e). The Board governs the District and determines all questions of District policy. The purpose of these rules is to facilitate the conduct of Board meetings, and public participation in Board meetings, in an orderly and efficient manner. The Mosquito Abatement and Vector Control District Law (Health and Safety Code § 2000 and following), Ralph M. Brown Act (Government Code § 54950 and following) and any other applicable law shall control over any inconsistent provision contained in these rules.

1080.2 Board Composition. The Board of Trustees shall be appointed pursuant to Health and Safety Code section 2021(d). The Board consists of eleven Trustees with one Trustee appointed by each City Council of the Cities of Chico, Paradise, Oroville, Biggs, Gridley, and five Trustees appointed by the Butte County Board of Supervisors, and one Trustee appointed by the Glenn County Board of Supervisors. Trustees serve for a term of office of two or four years as determined by the appointing city or county. Terms of office commence on the first Monday in January. A vacancy on the Board of Trustees shall be filled by the appointing city or county pursuant to Health and Safety Code section 2024(b) and Government Code section 1779.

1080.3 Method of Transacting Business. A majority of the Board shall constitute a quorum for the transaction of business (i.e., at least seven Trustees). The Board shall act only by ordinance, resolution, or motion. Board action requires a majority vote of those Trustees present and voting (i.e., a majority of a quorum), except when a different voting requirement to approve a particular action is specified under state law. Unless a Trustee expressly abstains from voting, a Trustee's silence will be recorded as an affirmative vote. An express abstention will not be counted as an affirmative vote.

1080.4 Minutes. The Board of Trustees Secretary shall prepare and maintain written minutes of each Board meeting. The District Board minutes shall include at least the following information: names of the Trustees and staff present at the meeting; brief summary of the discussion of the Board on each matter considered; names of the Trustees who make and second ordinances, resolutions and motions; and, the ayes and noes taken upon all action items. Any Trustee may request that a brief abstract of his or her statement either in support or opposition of any matter be entered in the minutes. The Secretary may delegate preparation and maintenance of minutes to the District Manager.

1080.5 Board Officers. The officers of the Board shall consist of a President, Vice President, Secretary, and Assistant Secretary. At its regular meeting in the month of January, the Board shall elect one of its members as President, one as Vice President, one as Secretary, and one as Assistant Secretary. The term of office for President, Vice President, Secretary, and Assistant Secretary shall be for one year from February 1 to January 31; provided, however, that the President, Vice President, Secretary, and Assistant Secretary serve at the pleasure of the Board and may be changed at any time with or without cause. In the event of a vacancy, the office may be filled immediately by the Board.

1080.5.1 The President shall have the following duties:

1080.5.1.1 To preside over Board meetings and preserve order and decorum.

1080.5.1.2 To determine questions of order and enforce rules of the Board, subject to appeal to the entire Board.

1080.5.1.3 To call special meetings.

1080.5.1.4 To execute all ordinances, resolutions and contracts of the District, except as otherwise authorized by the Board.

1080.5.1.5 To appoint Board committees.

1080.5.2 In the absence of the President or vacancy in the office of President, the Vice President shall perform the duties of the President.

1080.5.3 The Secretary shall have the following duties:

1080.5.3.1 To keep and maintain the Board agendas, notices and minutes.

1080.5.3.2 To attest to the signature of the President on ordinances, resolutions and other documents requiring attestation or verification.

1080.5.3.3 To certify District documents as true and correct copies.

1080.5.3.4 To give notice of meetings and hearings as required by law and these rules.

1080.5.3.5 To perform such other duties as directed by the President or the Board.

1080.5.4 In the absence and/or vacancy of the President and Vice President, the Secretary shall perform the duties of the President. The Secretary may delegate duties to the District Manager. In the absence of the President, Vice President, and the Secretary, the Assistant Secretary shall perform the duties of the President. The Assistant Secretary may delegate duties to the District Manager. If all officers of the Board are absent, the Board will select a chairperson of the meeting.

1080.6 Order of Business. The order of business taken up for consideration by the Board at a regular Board meeting will ordinarily be in the following order:

1080.6.1 Call to order

1080.6.2 Roll call and determination of quorum.

1080.6.3 Opportunity for public comment.

1080.6.4 Closed sessions (legal counsel present) if any.

1080.6.5 Consent agenda, including approval of minutes.

1080.6.6 Public hearing(s), if any.

1080.6.7 District Manager and other administrative and staff reports.

1080.6.8 Board business, including, but not limited to, new and unfinished business action items, committee reports, meeting announcements.

1080.6.9 Board/staff general discussion.

1080.6.10 Topic of the month.

1080.6.11 Payment of the bills.

1080.6.12 Personnel if any.

1080.6.13 Correspondence if any.

1080.6.14 Other business if any.

1080.6.15 Opportunity for public comment on closed session if any.

1080.6.16 Closed sessions (legal counsel not present), if any.

1080.6.17 Adjournment.

1080.7 The Board by motion or President may take any item of business out of order.

1080.8 Meeting Agenda.

1080.8.1 Regular meetings. The Board of Trustees shall hold a regular meeting each month. The time and location of the regular Board meeting shall be determined by Board resolution.

1080.8.2 Agenda preparation. The District Manager, in consultation with the President, shall be responsible for preparing the regular Board meeting agenda and special meeting notice/agenda. The District Manager shall post meeting agendas and notices on the District website and at the District main office (5117 Larkin Road, Oroville, CA) and the Chico substation (444 Otterson Drive, Chico, CA) at least 72 hours before each regular meeting and at least 24 hours before each special meeting. The agenda must specify the time and location of the meeting and contain a brief general description (generally no more than 50 words) of each item of business to be transacted or discussed at the meeting. Any Trustee may call the District Manager and request any item to be placed on the agenda no later than **4:30:00** P.M. on the Wednesday prior to the closing of the agenda for the next meeting date (per Section 1070.4).

1080.8.3 Board/staff general reports. Under this agenda item, Trustees and staff may ask questions for clarification and make brief announcements and reports, and Trustees may provide information to staff, request staff to report back on a matter, or direct staff to place a matter on a subsequent agenda. Unless the Board makes one of the determinations required under Government Code section 54954.2, there shall be no substantive discussion or action on matters covered in these reports.

1080.8.4 Public comments on non-agenda items. Every agenda for a regular meeting shall provide an opportunity for members of the public to directly address the Board on items of interest that are within the subject matter jurisdiction of the Board and that do not appear on the agenda. In response to these public comments, the Board may briefly respond, request staff to report back on the matter, or direct staff to place the matter on a subsequent agenda. In order to facilitate the meeting and public participation during the public forum session of the meeting, the President may limit the total amount of time allocated for public comment on a particular issue or matter (30 minutes or less shall normally be standard), and may limit the time allocated for public comment by an individual speaker (five minutes or less shall normally be standard).

1080.8.5 Adjournment. A meeting of the Board shall be adjourned by (a) loss of a quorum, (b) motion made, seconded and approved to adjourn the meeting, or (c) declaration of the President that the meeting is adjourned when the agenda has been completed and there is no further business to come before the Board. A meeting of the Board may be adjourned to a specific day and time by (a) motion made, seconded and approved by the Board, (b) approval of less than a quorum of the Board if a quorum is not present, or (c) the Secretary if all Trustees are absent from any regular or adjourned regular meeting. A copy of the order or notice of adjournment shall be conspicuously posted on or near the door of the District office where the meeting was held within 24 hours after the time of adjournment.

1080.9 Special Meeting. A special meeting may be called at any time by the President or by a majority of the Board by delivering personally or by mail written notice to each Trustee and to each newspaper, radio or television station requesting notice in writing. The special meeting notice shall specify the time and place of the special meeting and the business to be transacted. No other business shall be considered at a special meeting. The special meeting notice must be received at least 24 hours before the time of the meeting specified in the notice. The special meeting notice also must be posted at least 24 hours before the meeting in the usual agenda posting location. The written notice may be dispensed with as to any Trustee who at or prior to the time the meeting convenes files with the Secretary a written waiver of notice. The written notice may also be dispensed with as to any Trustee who is present at the meeting at the time it convenes.

1080.10 Closed Session.

1080.10.1 General. A closed session may be held on any subject authorized under the Ralph M. Brown Act. Closed sessions must be properly disclosed and described in the agenda as required by the Brown Act. (Government Code § 54954.5.) The Board shall not keep minutes of its closed sessions. Prior to holding a closed session on any matter, the President shall refer to the closed session item or items by reference to the appropriate agenda item number(s). In the closed session, the Board shall consider only those matters covered in the agenda.

1080.10.2 Report Back. After any closed session, the Board shall reconvene into open session and publicly report any action taken (including the roll call vote) during the closed session to finally approve a real property acquisition; to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a District employee; or to finally approve a labor contract. For the report back obligations relating to pending litigation, the Board should consult the District's attorney. (Government Code § 54957.1.)

1080.10.3 Closed Session Confidentiality. A Trustee shall not disclose confidential information that has been received for, or during, a closed session meeting of the Board to a person not authorized to receive the information, unless the Board of Trustees authorizes such disclosure. This section does not prohibit any of the following: (1) making a confidential inquiry or complaint to a district attorney or grand jury concerning a perceived violation of law; (2) expressing an opinion concerning the propriety or legality of actions taken by the District in closed session, including disclosure of the nature and extent of the allegedly illegal action; or (3) disclosing information acquired by being present in a closed session that is not confidential information.

1080.11 Rules of Order.

1080.11.1 General; point of order. Action items shall be brought before and considered by the Board by motion in accordance with the following rules of order. These rules of order are intended to be informal and applied flexibly. The Board prefers a flexible form of meeting and therefore does not conduct its meetings under formalized rules (e.g., Robert's Rules of Order). If a Trustee believes order is not being maintained or procedures are not adequate, then he or she may raise a point of order to the President. A point of order does not require a second. If the ruling of the President on the point of order is not satisfactory, then it may be appealed by motion (which does require a second) to the full Board. A majority vote of the Board will govern and determine the point of order.

1080.11.2 Obtaining the floor. Any Trustee desiring to speak should address the President and upon recognition by the President may address the subject under discussion.

1080.11.3 Motions. Any Trustee, including the President, may make or second a motion. A motion shall be brought and considered as follows: (1) a Trustee makes a motion; (2) another Trustee seconds the motion; and (3) the President states the motion. Once the President has stated the motion, it is open to discussion and debate. Before voting on any motion, the President should ask for any comments from the public audience. After the matter has been fully debated (subject to a motion to close debate and vote immediately, discussed below), the President will call for the vote.

1080.11.4 Secondary motions. Ordinarily, only one motion may be considered at a time, and a pending motion must be voted on before the Board considers any other motion or business. However, there are a few exceptions to this general rule where a secondary motion concerning the main motion may be made and considered before voting on the main motion. The secondary motion exceptions are the following:

1080.11.4.1 Motion to amend. A main motion may be amended before it is voted on, either by the consent of the Trustees who moved and seconded, or by a motion to amend, which is then seconded and approved by the Board. After approving an amendment by consent or by a motion to amend, the Board then proceeds to consider the main motion as amended.

1080.11.4.2 Motion to table. A main motion may be indefinitely tabled before it is voted on by a motion to table, which is then seconded and approved by the Board. After approving a motion to table, the main motion is not furthered considered at that meeting and remains tabled until placed on a subsequent meeting agenda.

1080.11.4.3 Motion to postpone. A main motion may be postponed to a specified date and time by a motion to postpone, which is then seconded and approved by the Board. After approving a motion to postpone, the main motion is not furthered considered at that meeting and is then reconsidered at the date and time specified in the motion to postpone.

1080.11.4.4 Motion to refer to committee. A main motion may be referred to a Board committee for further study, recommendation, and report back to the Board by a motion to refer to a specified committee, which is then seconded and approved by the Board.

1080.11.4.5 Motion to close debate and vote immediately. Debate on a main motion may be closed by a motion to close debate and vote immediately, which is then seconded and approved by the Board.

1080.11.4.6 Motion to adjourn. A meeting may be adjourned before voting on a main motion by a motion to adjourn, which is then seconded and approved by the Board. After approving a motion to adjourn, the meeting then immediately adjourns without further consideration of the main motion.

1080.11.5 Other motions.

1080.11.5.1 Motion to Reconsider. A motion to reconsider a Board action made be under the following conditions:

1080.11.5.1.1 The motion may be made only by a member who voted in the majority on the original motion.

1080.11.5.1.2 The motion must be made at the meeting where the item was first voted upon.

1080.11.5.2 Motion to Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

1080.11.6 Public comments. Any person shall have the right to address the Board as provided in these rules upon attaining recognition of the President. No person shall address the Board without first being recognized by the President. A member of the public may address the Board on any matter within the jurisdiction of the Board either at the time of the agenda item or, if the matter relates to a non-agenda item, during the public comment portion of the agenda. Except for public hearings, comments from the public on agenda items shall not be received until after completion of the Board discussion and deliberation, and just before final action or completion of the agenda item. The President may limit or restrict public comment that is irrelevant to the particular agenda item, outside the jurisdiction of the District, or unduly repetitive or cumulative of comments already received.

1080.11.7 Decorum. Each Trustee, staff person, and member of the public who addresses the Board shall do so in an orderly manner. No person shall yell or make profane or threatening remarks to any member of the Board, staff, or general public. No person shall engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language, whistling, stamping of feet, clapping, or other acts that unreasonably disturb, disrupt, delay, or otherwise impede the orderly conduct of any Board meeting. Except as allowed by these rules of order, a Trustee or staff person shall not by conversation or other means delay the Board proceedings or disturb any other Trustee or staff person while speaking.

1080.12 Public Hearing. Matters that are required to be heard at a public hearing shall be conducted in accordance with the procedures in this section. Public hearings generally will be held at the beginning of the meeting as a convenience to the public. The usual order of procedure is as follows:

1080.12.1 No sooner than the time set for the public hearing, the President declares the public hearing open.

1080.12.2 The Secretary or other appropriate staff person verifies that notice of the public hearing has been given in the manner required by law.

1080.12.3 The District Manager or other appropriate staff person presents a staff report concerning the subject of the hearing.

1080.12.4 The President asks whether any Trustee has any questions of the staff.

1080.12.5 The President asks the District Manager or other appropriate staff person whether any written comments on the subject matter of the public hearing have been received.

1080.12.6 The President asks whether any members of the public wish to present written or oral comments on the subject of the public hearing.

1080.12.7 The President closes the public hearing.

1080.12.8 The Board deliberates and acts on the item.

No person shall be permitted to speak during the hearing about matters not germane or relevant to the subject of the hearing. Individuals testifying at a public hearing do not have a right of unlimited time. In his or her discretion, the President may set time limits on the amount of time an individual speaker is allowed to speak during the public hearing. When many individuals intend to present oral comments, a three minute per speaker time limit may be imposed by the President. Any time limits so established shall be uniformly applied and strictly adhered to. A public hearing may be continued from time to time by motion of the Board.

1080.13 Meeting By Teleconference. The Board may conduct meetings by which one or more Trustees attends and participates in the meeting by telephone, video conferencing or any other electronic means using live audio or video, or both. (See Government Code § 54953(b).) For any meeting by teleconference conducted by the Board, the following requirements will apply:

1080.13.1 Each teleconference location (i.e., the location from which one or more Trustees attends and participates via teleconference) will be accessible to the public.

1080.13.2 When meetings by teleconference are held by telephone, speaker phones will be used at the main meeting location and, when feasible, at any teleconference location where there are members of the public in attendance.

1080.13.3 All votes taken at a meeting by teleconference will be by roll call.

1080.13.4 Each teleconference location will be identified in the regular meeting agenda or special meeting notice/agenda, and the agenda or notice will state that members of the public will have the opportunity to address the Board from any teleconference location.

1080.13.5 Notice of any meeting by teleconference will be included in the meeting agenda or special meeting notice/agenda in substantially the following form: "All or portions of this meeting will be conducted by teleconference in accordance with Government Code section 54953(b). The teleconference location(s) for the meeting are as follows: *insert teleconference location(s)*. Each teleconference location is accessible to the public, and members of the public may address the Board of Trustees from any teleconference location."

1080.13.6 In addition to the usual notice and agenda requirements, the regular meeting agenda or special meeting notice must be posted at all teleconference locations at least 72 hours before regular meetings or 24 hours before special meetings.

1080.14 Rule Enforcement. The President shall maintain order and decorum of meetings and enforce these rules for proceedings. If a person (including a Trustee, staff person or member of the public) breaches these rules, then the President may order that the person be orderly and silent or otherwise control his or her comments or behavior in accordance with these rules. If, after receiving such an order, a person persists in disturbing the meeting, the President may order the person to leave the Board meeting. If the person does not leave, the President may adjourn or continue the meeting, or direct a law enforcement officer to remove the person from the Board room. If necessary, the President may suspend a meeting until the disturbance has ceased or appropriate law enforcement personnel may be summoned.

1080.15 Rule Suspension. By motion, the Board in its discretion may at any meeting temporarily suspend these rules in whole or in part, so long as the suspension does not violate any state law.