



## **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](http://www.BCMVCD.com)

**Matthew C. Ball**  
Manager

### **AGENDA**

#### **REGULAR MEETING OF THE BOARD OF TRUSTEES MAY 12, 2021, 4:00 PM LOCATION: TELECONFERENCE - SEE BELOW**

#### **IMPORANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:**

Based on the mandates by the Governor in Executive Order 33-20 to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District's ordinary meeting procedures:

- The District offices are not open to the public at this time.
- The meeting will be conducted via teleconference using Zoom in accordance with the Governor's EO N-29-20
- All members of the public seeking to observe and/or to address the local legislative body may participate in the meeting telephonically or otherwise electronically in the manner described below.

#### **HOW TO OBSERVE THE MEETING:**

**Telephone:** Listen to the meeting live by calling Zoom at 1-669-900-9128 enter the Meeting ID# 641 417 3404 followed by the pound (#) key. More phone numbers can be found on Zoom's website at <https://us02web.zoom.us/j/6414173404>

**Computer:** Watch the live streaming of the meeting from a computer by navigating to the Zoom link <https://us02web.zoom.us/j/6414173404> using a computer with internet access that meets Zoom's system requirements (see <https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)

**Mobile:** Log in through the Zoom mobile app on a smartphone and enter Meeting ID# 641 417 3404.

#### **HOW TO SUBMIT PUBLIC COMMENTS:**

**Written / Read Aloud:** Please email your comments to [matthewcball@att.net](mailto:matthewcball@att.net), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email. All comments received before 3:00 PM the day of the meeting will be included in the minutes and provided to the Trustees at the meeting. Comments received after this time will be treated as telephonic/electronic comments.

**Telephonic / Electronic Comments:** During the meeting, the Board President or designee will announce the opportunity to make public comments and identify the cut off time for submission. A short recess (generally less than 3 minutes) will take place during the time public comment is open to allow the comments to be collected. Please email your comments to [matthewcball@att.net](mailto:matthewcball@att.net), write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. Once the public comment period is closed, all comments timely received will be read aloud. Comments received after the close of the public comment period will be added to the record after the meeting.

### **ACCESSIBILITY INFORMATION:**

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Matt Ball, District Manager, at least 48 hours before the meeting at (530) 533-6038. Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility. All requests for special accommodations and/or alternative format documents must be made 48 hours prior to the meeting.

### **PUBLIC RECORDS:**

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.ButteMosquito.com> as the place for making those public records available for inspection. The documents may also be obtained by calling the District Manager.

1. **Regular Board of Trustees Meeting Time:** 4:00 PM **Date:** May 12, 2021
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:** April 14, 2021
5. **Persons Wishing to Address the Board Pertaining to Closed Session Matters:**
6. **Closed Session Announcement (District Legal Counsel Present):** None
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 Manager will also report on District employees, meetings attended, and current projects.

#### **7.2 District Departments Report**

The District Manager and District staff members present, will provide reports on all the business and activities of all the District's departments. District departments include, Entomology, Ground Operations, Aircraft Operations, and Public Information and Outreach.

#### **8. Policy Matters: (8.1 – 8.8)**

##### **8.1 Review the District's Organic Reimbursement Control Program and Consider any Changes**

The Board will be asked to review the District's Organic Reimbursement Control Program and consider keeping the program as is, amend, or removing the program.

*Continued...*

**8.2 Consider Approving the Four Annual Letters, Two MOUs, and Authorize Mailing When Appropriate**

The Board will be asked to review and consider the enclosed draft copies of the organic rice letter and Memorandum of Understanding (MOU), the aggressive mosquito control on lands in excess of three acres (new owner/manager) letter and MOU, the aggressive mosquito control on lands in excess of three acres (reminder) letter, and the post-harvest rice re-flooding letter. The Board will also be asked to authorize the mailing of the aforementioned letters and MOUs when appropriate.

**8.3 Consider Amendments to Personnel Policies, Policy #7030, #7035, #7040, #7045, and to delete #7055**

The Board will be asked to consider approving amendments to Personnel Policies; Policy #7030, Military Leave, Policy #7035, Pregnancy Disability Leave, Policy #7040, Sick Leave, and to delete Policy #7055, Disability Leave. Senate Bill 1383, expands California Family Rights Act (CFRA) to any employer with 5 or more employees. These policies have been reviewed by the District's legal counsel and recommended.

**8.4 Consider Changing the Location for Regular Meetings of the Board of Trustees**

The Board will be asked to consider changing the location of the regular meeting of the Board of Trustees to the Chico substation. At the regular meeting of the Board of Trustees on April 14, 2021, the Board of Trustees asked that this item be considered at the May 12, 2021, Board meeting. The Board will consider if it wishes for all the regular meetings to be at Chico substation.

**8.5 Consider Adoption of Resolution No. 21-04, a Resolution Changing Board Meeting Location**

The Board will be asked to consider adoption of Resolution No. 21-04 if item 8.4 passes with a majority vote. Resolution No. 21-04 signifies and makes official the change of the location of regular meeting of the Board of Trustees to the Chico substation.

**8.6 Consider Approving Changes to Board Policy, Policy #1040**

The Board will be asked to consider approving changes to Board Policy, Policy #1040, Board of Trustees, if item 8.5 passes with a majority vote. The change signifies and makes official the change of the location of regular meeting of the Board of Trustees to the Chico substation.

**8.7 Consider a Change Order with Franklin Construction Inc.**

The Board will be asked to consider a change order with Franklin Construction Inc. in the amount of \$15,100.00 to upgrade and install new storm drains during construction of the front parking repaving project. The District's Capital budget can accommodate this change order.

**8.8 Consider Reviewing the Hamilton City Benefit Assessment**

The Board will be asked to consider reviewing the Hamilton City Benefit Assessment.

**9. Topic of the Month:**

The Vector Ecologist / Fish Biologist will present on the biology *Aedes sierrensis*.

*Continued...*

**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:**

On May 10, 2021, Sara Mackenzie commenced employment as the District's Office Assistant.

**12. Correspondence:** N/A

**13. Other Business:** N/A

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

**15. Closed Session Matters (District Legal Counsel Not Present):** None

**16. Adjournment:** (Next Regular Meeting of the BCMVCD Board of Trustees is June 9, 2021)

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held April 14, 2021***

**Members Present:** President Dr. Albert Beck, Michael Barth, Bruce Johnson, Vice President Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Assistant Secretary Melissa Schuster, and Secretary Bo Sheppard.

**Members Excused:** Carl Starkey.

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Doug Weseman, Office Manager Maritza Sandoval, Vector Ecologist / Fish Biologist Ryan Rothenwander, District's legal counsel, Tony Soares, and member of the public, Darlene Starkey.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on April 14, 2021, was live streamed via Zoom at: <https://us02web.zoom.us/j/6414173404>.
2. The April 14, 2021, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by President Beck.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Beck proceeded to request approval of the minutes.
4. After review it was then moved by Member Schuster, seconded by Member Sheppard, and passed unanimously to approve the minutes of the Board of Trustees meeting held March 10, 2021, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters.
7. Reports (7.1 – 7.3)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported on March 11, 2021, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date.

On March 15, 2021, the District Manager and Vector Ecologist / Fish Biologist attended and presented at the Lyme Disease Support Group's conference remotely via Zoom.

On March 16, 2021, the District Manager attended via Zoom the MVCAC Executive Board meeting. This monthly meeting is where all member district managers attend to discuss legislation, action items of the MVCAC, plan, and discuss challenges for the upcoming season. Also, on this date, representatives of Clarke conducted the District's annual droplet testing free of charge.

On March 17, 2021, the District Manager and Office Manager attended a meeting with Butte LAFCo and OMAD's legal counsel to discuss the current status of OMAD's dissolution process and for the District to reaffirm its position that the District does not wish to annex OMAD with outstanding liability and/or debts.

On March 19, 2021, the District Manager attended the biweekly MVCAC Legislative and Regulatory conference call. The meeting discussed pending and drafted legislative bills, the state budget, COVID-19 issues, and reviewed a few regulatory issues.

On March 22, 2021, the District Manager and Office Manager attended a free of charge catch basin treatment presentation hosted by Valent BioSciences.

District employees that voluntarily received their first COVID-19 vaccination shot on March 3, 2021, received their 2nd vaccination shot on March 24, 2021.

On March 31, 2021, the District Manager hosted the District's biannual management meeting.

The District was closed on April 1, 2021, in observance of Cesar Chavez Day.

On April 6, 2021, the District Manager met with Katja Townsend of Assemblymember Gallagher's office to discuss the importance of mosquito surveillance and control and to request funding for CalSurv as part of the MVCAC's Legislative Days (April 6-7). Sutter-Yuba attended the meeting as well.

On April 12, 2021, the District Manager hosted via zoom the annual coordination meeting with USFWS, Sutter-Yuba MVCD, Colusa MAD, and Glenn County MVCD. Participating districts reviewed the USFWS 2021 Special Use Permit and Pesticide Use Permits.

On April 14, 2021, the District Manager attended a webinar hosted by AMCA on the nontarget effects of mosquito control insecticides on pollinators.

Currently, the District is still following all the procedures, protocols, and worker protection policies reported to the Board in April. The District offices are still closed to the public, but have 2 locations to pick up mosquitofish, answering any and all service requests, and providing all services as normal. District continues to be on good supply of personal protective equipment and sanitization products.

The District Manager continues to follow the Butte County Public Health Department's Public Health Officer's guidance and recommendations and is monitoring the Governor's daily press conferences. The District received detailed guidance for employers regarding COVID-19 infections and exposures. The District's current procedures and policies are in place to minimize the loss of the District's workforce.

The District has experienced employees missing work due to isolation/quarantine orders as well as COVID positive case(s). Due to the District's proper practices such as masks, sanitization efforts, and social distancing, no other employees have missed work due to workplace exposures as of today.

The Board discussed COVID-19 moving forward, considerations such as the May's Board meeting, District office closure, and employee worker protection policies. The consensus of the Board was to keep the District offices closed to the public with limited access, to continue to operate under the procedures and policies that have been followed the past twelve months, and to continue to host the Board meetings remotely. The District will reassess these procedures next month.

The District Manager reported, the District has one invoice that remains unpaid for 2020 aerial treatments. The invoiced is Jason Markstein, of North Fork Ranch. Invoice BU-20-00087 was issued on 8/27/2020 in the amount of \$1,792.43. Between the time frame of November 2020 to March 2021, District staff made multiple attempts to collect payment and were unsuccessful. Emails, phone calls, and letters including via registered mail were sent. On 3/23/2021, Mr. Markstein returned the District's call and asked to speak to Assistant Manager to discuss outstanding invoice. At the time Mr. Markstein stated he would not be sending payment. A copy of the executed MOU between Mr. Markstein and the District, copy of the invoice, aerial maps, and letters were provided to the Board. The Board directed staff to zero out the invoice and collect evidence for abatement order.

- 7.2 Under item 7.2 of reports, the 2020/2021 Fiscal Budgets Reports, the District Manager reported on the 2020/2021 3<sup>rd</sup> quarter fiscal budgets. The District Manager reported that the District had expanded 77.5% of Salaries and Wages, 81.5% of Services and Supplies, 52.0% of Capital Outlay, for an overall expended percentage of 77.2%. The District Manager informed the Board that the District's 2020/2021 3<sup>rd</sup> quarter expended percentages follow prior year trends, for this time of year.

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

- 7.3 Under item 7.3 of reports, the Assistant Manager reviewed the District's 2021 1<sup>st</sup> quarter newsletter. The Board was pleased with the newsletter.

## 8. Policy matters (8.1 – 8.5)

- 8.1 Under item 8.1 of policy matters, the District's legal counsel reviewed the bids and reported to the Board his findings. After Mr. Soares report and further discussion, it was moved by Member Sheppard, seconded by Member Barth, and passed unanimously to direct the District Manager to cease all new building processes and to remodel the existing administration building in Oroville to meet the District's needs. The Board will discuss the Board meeting location for all future meetings during next month's meeting.

- 8.2 Under item 8.2 of policy matters, the Board was asked to consider receiving, reviewing, and ordering posted for 30 days the 2021/2022 preliminary budgets. The District Manager and Office Manager reviewed and explained the proposed budgets. It was then moved by Member LaRocca, seconded by Member Schuster, and passed unanimously to receive, review, and order posted for 30 days the 2021/2022 fiscal budgets.

- 8.3 Under item 8.3 of policy matters, the Board was asked to vote for a regular member and an alternate to serve on the Butte LAFCo Commission. It was moved by Member Sheppard, seconded by Member Kirk, and passed unanimously to direct the District Manager to vote for Al McGreehan for regular member and Larry Bradley for alternate member.
- 8.4 Under item 8.4 of policy matters, the Board was asked to consider an agreement and election to establish in the State Treasury, the California Employer's Pension Prefunding Trust Fund (CEPPT). It was moved by Member Kirk, seconded by member Barth, and passed unanimously to approve the agreement and election to establish in the State Treasury the CEPPT.
- 8.5 Under item 8.5 of policy matters, the Board was asked to consider approving and adopting Resolution #21-02, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Phillip Henry and Resolution #21-03, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Don Lasik. It was moved by Member Sheppard, seconded by Member Ostling, and unanimously approved to adopt Resolution #21-02 and Resolution #21-03, a Resolution of Appreciation for Meritorious Service to the Citizens of Butte County and Hamilton City for Phillip Henry and Don Lasik.
9. Under topic of the month, the District's Vector Ecologist / Fish Biologist, Ryan Rothenwander, provided an update on the District's mosquitofish program.
10. After reviewing the demands made upon the District for the past month, it was then moved by Member Schuster, seconded by Member Ostling, and passed unanimously to authorize checks numbered 49054 through 49211 be signed and distributed. Expenditures for the month totaled \$370,509.24.
11. Under personnel, the District Manager reported that the District's Office Assistant did not successfully fulfill the positions probationary period.
12. No correspondence items to report.
13. No other business to report.
14. No persons wishing to address the Board pertaining to closed session matters.
15. Closed Session Matters (District Legal Counsel Not Present): (15.1-15.2)
  - 15.1 Under closed session matters 15.1, President Beck announced closed session, Government Code 54957, for a conference with District Manager Ball for an annual public employee performance evaluation and went into closed session and off the record at 5:41 PM and returned on the record / back in session at 5:51 PM. President Beck announced that the Board had discussed the District Manager's performance and progress. The consensus of the Board was that the District Manager's performance was deemed to be exceeding expectations in all performance criteria. President Beck stated that a letter would be submitted to the District Manager for inclusion into the District Manager's personnel file. It was then moved by Member Kirk, seconded by Member Ostling, and passed unanimously to approve the District Manager's merit increase.
  - 15.2 Under closed session matters 15.2, the Board of Trustees and District Manager agreed that there was no need to go into closed session for labor negotiations, Government Code 54957.6, employment agreement extension. Currently both parties are satisfied with the terms of the employment agreement. It was then moved by Member Schuster, seconded by Member Sheppard, and passed unanimously to approve a one-year contract extension. President Beck announced that the contract extension revalidates the terms of the five-year contract and this approval will be executed by both parties. The executed amendment will be attached to the agreement and identified as Amendment #1.
16. President Beck announced adjournment at 5:55 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on May 12, 2021, via Zoom.

Respectfully submitted,

James "Bo" Sheppard,  
Secretary

On April 15, 2021, the District completed the monthly staff meeting and all vehicle inspections. The District's Safety Committee also met on this date. Also on this date, the District Manager and Office Manager continued and completed interviews with applicants for the District's Office Assistant position.

On April 16, 2021, the District Manager attended the biweekly MVCAC Legislative and Regulatory conference call. The meeting discussed pending and drafted legislative bills, the state budget, COVID-19 issues, and reviewed a few regulatory issues.

On April 20, 2021, the District Manager attended via Zoom the MVCAC Executive Board meeting. This monthly meeting is where all member district managers attend to discuss legislation, action items of the MVCAC, plan, and discuss challenges for the upcoming season.

On April 21, 2021, the District Manager and Office Manager attended a CSDA webinar on human resource boot camp. Also on this date, the District Manager met and walked the site with Rod of Franklin Construction Inc. to prepare for the asphalt project.

On April 22, 2021, the District Manager and Office Manager attended the last day of the CSDA webinar on human resource boot camp.

On April 26, 2021, the District's management team attended cyber security training provided by Matsom and Isom.

On April 29, 2021, the District's management team attended Teams by Windows 365 training provided by Matsom and Isom.

On May 4, 2021, the District's management team held a pre-season meeting to discuss treatment thresholds, seasonal employee staffing, and COVID policies and procedures.

On May 6, 2021, the District had its CDPH Cooperative Agreement compliance inspection. During the time of the meeting, the District Manager will report on the inspection.

### **COVID-19 UPDATE**

Currently, the District is still following all the procedures, protocols, and worker protection policies reported to the Board in April. The District offices are still closed to the public, but have 2 locations to pick up mosquitofish, answering any and all service requests, and providing all services as normal. District continues to be on good supply of personal protective equipment and sanitization products.

The District Manager continues to follow the Butte County Public Health Department's Public Health Officer's guidance and recommendations and is monitoring the Governor's daily press conferences. The District received detailed guidance for employers regarding COVID-19 infections and exposures. The District's current procedures and policies are in place to minimize the loss of the District's workforce.

The District has experienced employees missing work due to isolation/quarantine orders as well as COVID positive case(s). Due to the District's proper practices such as masks, sanitization efforts, and social distancing, no other employees have missed work due to workplace exposures as of today.

The Board will discuss COVID-19 moving forward, considerations such as the June Board Meeting, District office closure, and employee worker protection policies.



**LAB / VECTOR SURVEILLANCE:** Tick surveillance has now ceased for the season. Tick surveillance will again commence in the fall of 2021. A total of 416 tick pools have been submitted to Placer MVCD for the 2020/2021 tick season. In summary, 19 pools tested positive for the presence of *B. burgdorferi* and 31 pools tested positive for the presence of *B. miyamotoi*. No pools tested positive for both *B. burgdorferi* and *B. miyamotoi*. Areas where pools were collected include, Bidwell Park, Lime Saddle, Lake Wyandotte, and Loafer Creek. The District's New Jersey light traps were placed and operational on April 13, 2021. The District's gravid traps were placed and started operating on April 12, 2021. Trap numbers for species of concern are attached (Attachment #1). The sentinel chickens arrived and were placed in their coops on April 22, 2021. CO2 trapping has commenced.

**VIRUS SURVEILLANCE:** No West Nile virus (WNV) activity has been reported within the District's service area in 2021. WNV has not been identified in California to date.

**MOSQUITOFISH OPERATIONS:** The District's four indoor fish tanks are operational. Currently, three tanks are working as rearing tanks with another tank holding the fry from the rearing tanks. Fry numbers continue to increase. The Vector Ecologist / Fish Biologist will continue to test the tanks for optimal production. The public mosquitofish tanks will be placed towards mid-May.

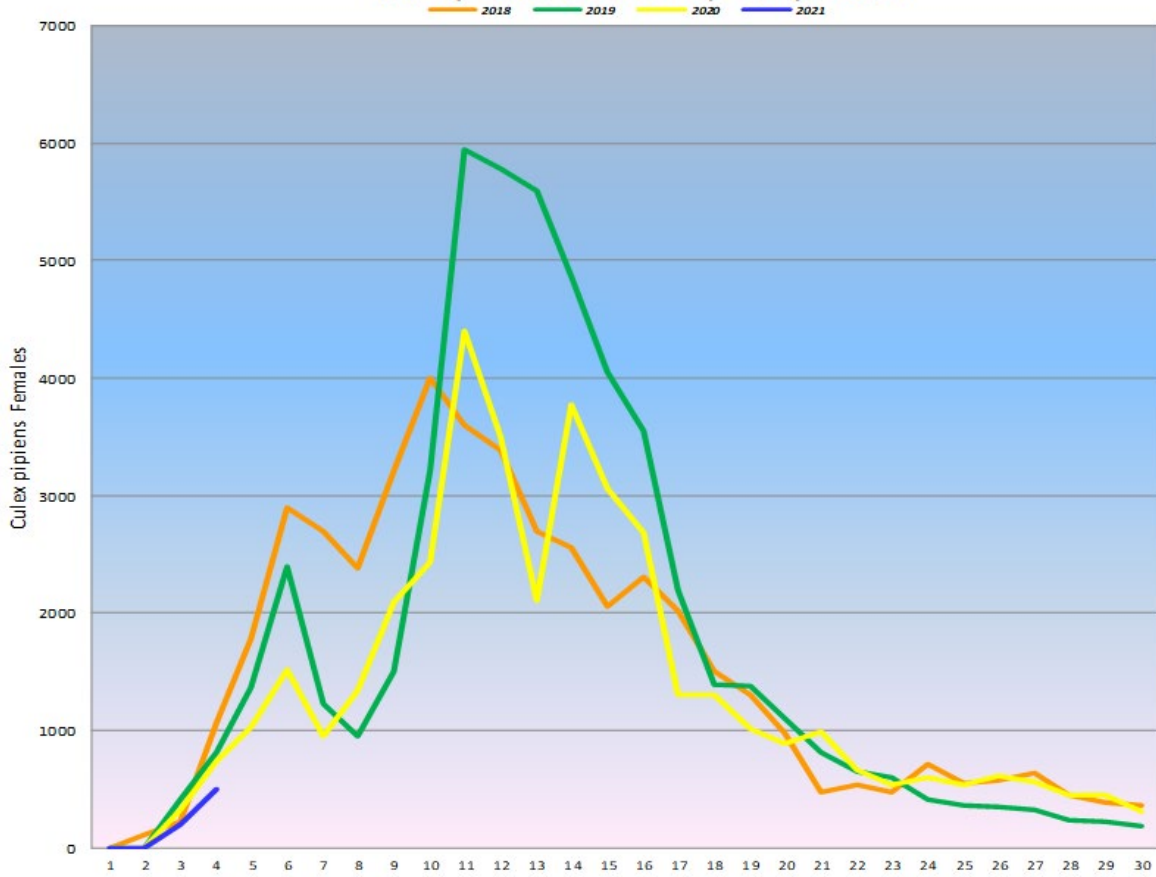
**CONTROL OPERATIONS:** Mosquito and Vector Control Specialists (Specialists) have continued with winter/spring flood water mosquito surveillance in rock pits, dredger pits, flood water areas, and urban sources. Camp Fire surveillance and control continues. Specialists have completed the first round of storm drain treatments. Specialists have also continued with annual training, calibration, maintenance, required annual reading, and winter compound projects. Service requests for inspections, fish, and treatments have increased dramatically over the past month.

**AIRCRAFT OPERATIONS:** The District's Air Operations is continuing annual maintenance on the three District aircraft and loader trucks. All three aircraft are nearly ready for mosquito season. The new loader truck is ready. The District's granule ship has already made applications to managed wetlands.

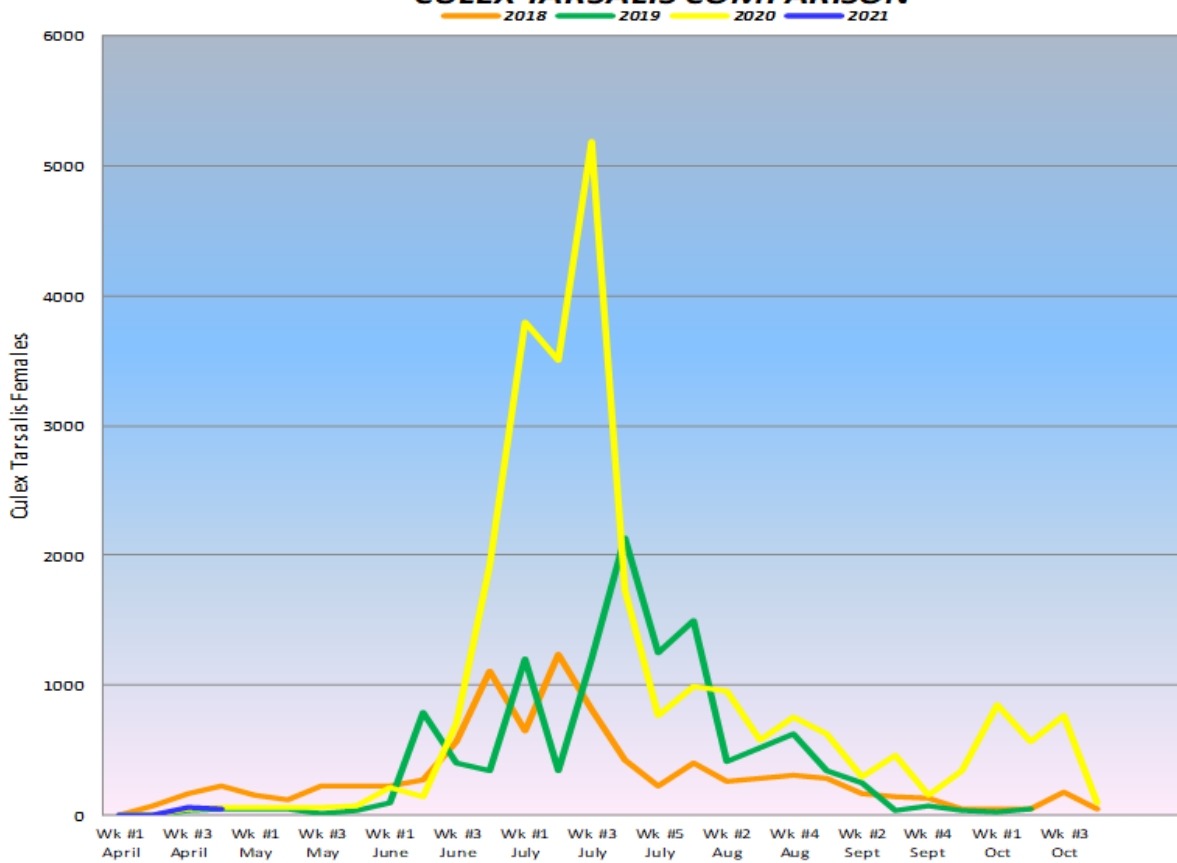
**PUBLIC INFORMATION & OUTREACH:** The Public Relations (PR) Department is currently preparing for the upcoming public relations season. The PR Department is reviewing and updating (if needed) the District's website, brochures, photo and video files, and other informational documents. The District mobile friendly website continues to be updated as needed. The District public service announcements began on May 1, 2021, running on radio and television. The District's billboards went up on May 1 as well and will be rotating throughout the county.

# Attachment #1

## County-Wide Gravid Trap Comparison

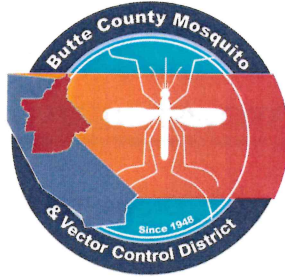


## CULEX TARSA LIS COMPARISON





# MOSQUITO CONTROL TO ORGANIC CROPS



**Return by Hand, or Mail to:**

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

## 2021 MEMORANDUM OF UNDERSTANDING

Grower(s) Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Grower(s) Mailing Address: \_\_\_\_\_

Farm / Ranch Name: \_\_\_\_\_

Description of the location of the organic field(s): \_\_\_\_\_

### This Memorandum of Understanding (MOU) is valid for 2021.

The purpose of this MOU is to promote a mutually beneficial and cooperative working relationship between Butte County Mosquito and Vector Control District and \_\_\_\_\_ Farms/Ranch (name).

This M.O.U. recognizes that organic rice farmers have restrictions regarding which materials are registered for use on organic crops and the need to use organically registered materials on those crops.

## DISTRICT RESPONSIBILITIES

### **Butte County Mosquito and Vector Control District WILL:**

1. Identify the location of the organic field(s) of the grower named above.
2. Monitor the organic field(s) consistent with other fields in that location and commodity.
3. If needed, notify the grower as to the need to make an application and then make an application to the field for mosquitoes using the "GROWERS" chosen product, either VectoBac 12AS or Aquabac 200G.
4. Clean the application equipment and document the cleaning annually or as needed prior to the application of the organic field(s).
5. If Aquabac 200G is chosen by the GROWER, invoice \_\_\_\_\_ Farms/Ranch/Grower  
(name)  
for the additional expense of using VectoBac GR instead of VectoBac 12AS on the organic field(s) (invoice not to exceed \$16.25 per acre for an application for the 2021 calendar year. A copy of the cleaning log can be requested and included with the invoice).
6. Continue to avoid spraying organic crops with pesticides not approved by CCOF.

## ORGANIC GROWER RESPONSIBILITIES

\_\_\_\_\_  
*(grower name)*      **Grower WILL:**

1. Notify Butte County Mosquito and Vector Control District as to the location of the organic field(s).
2. Supply the Butte County Mosquito and Vector Control District with a map(s) of the organic field(s).
3. Allow regular access to District personnel for monitoring the detection and presence of mosquitoes in the organic field(s).
4. Provide notification prior to draining the field(s) for aquatic weed control (so that Butte County Mosquito and Vector Control District avoids planting mosquitofish and/or making an application to a field unnecessarily).
5. Notify the Butte County Mosquito and Vector Control District prior to re-flooding / re-filling the field(s) after a dry down period so the District can provide surveillance and possible control of floodwater mosquitoes.
6. Choose **ONE** of the following mosquito control methods listed below: (initial the desired box)  
 **A.** Choose Aquabac 200G, after checking with the organic grower's certifying agent (if different than CCOF) for approval for the use of NOP listed and CCOF approved Aquabac 200G on the organic field(s), and reimburse the Butte County Mosquito and Vector Control District for the additional expense of using Aquabac 200G instead of VectoBac 12AS on the organic field(s) (payment not to exceed \$16.25 per acre, per application for the 2021 calendar year).  
 **B.** Choose VectoBac 12AS (not OMRI nor NOP listed) for the Butte County Mosquito and Vector Control District to use on organic field(s) at no charge as it is done on non-organic rice fields.  
 **C.** Choose to drain all standing water from the organic field(s) when the Butte County Mosquito and Vector Control District detects the presence of immature mosquitoes (larvae) prior to the larvae emerging to adults mosquitoes.  
 **D.** Choose to not authorize the Butte County Mosquito and Vector Control District to make applications using Aquabac 200G or VectoBac 12AS and be subject to an abatement order served against the organic grower of the field(s) by the Butte County Mosquito and Vector Control District Board of Trustees, if the field(s) breed(s) mosquitoes at three per dip on three or more acres. Abatement proceeding will be in accordance with the California Health and Safety Code, Section 2061.

**ORGANIC GROWER**

**DISTRICT MANAGER**

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

Please return this signed M.O.U. by **June 10, 2021**. **FAILURE TO RETURN THIS SIGNED M.O.U. WITH THE ORGANIC GROWER'S DESIRED MOSQUITO CONTROL METHOD WILL AUTOMATICALLY INVOKE OPTION "D" AS YOUR CHOICE.**

Date

Name

Address

City, State, Zip

**Re: Organic Crop/Field Mosquito Control**

Dear Name,

The Butte County Mosquito and Vector Control District (District) will once again be providing organic rice growers with a memorandum of understanding (M.O.U.) authorizing organically compatible mosquito control practices to organic field(s). As background, growers should understand that the arrival and spread of the mosquito transmitted West Nile virus (WNV) disease in California, as well as, other mosquito borne diseases requires that the District take all feasible steps to control mosquito breeding in all potential sources, including mosquito-breeding areas that are within organic farming operations.

The District normally uses a biological insecticide (*Bacillus thuriengensis israelensis* [BTI]) with the trade name Vectobac 12AS to control aquatic stages of mosquitoes in rice. While it is a biological agent, the District has been advised by some growers that this product may not be an approved pest control product for use on organic crops. There are mosquito control products available which are Organic Materials Review Institute (OMRI) or National Organic Program (NOP) listed for use in certified organic production, have been approved for use by California Certified Organic Farmers (CCOF), and contains the same active ingredient as the VectoBac 12AS. These products are significantly more expensive than what the District can afford with its limited budget. The District also cannot ignore its public health responsibilities to control mosquitoes, particularly as the risk of mosquito transmitted disease increases.

Some organic growers have requested the Districts cooperation in solving this problem by endorsing a M.O.U. in which the organic grower agrees to one of the following;

- Request the District treat mosquitoes in the organic field(s) with VectoBac 12AS as is routinely done in non organic rice production areas at no expense to the grower.
- Request the District to treat mosquitoes in the organic field(s) with Aquabac 200G which is NOP listed for organic crop production, has been approved for use in organic fields by California Certified Organic Farmers (CCOF), and reimburse the District for the additional costs of using Aquabac 200G over the cost of using VectoBac 12AS.

- Drain the field of all standing water to remove all larvae.
- Refuse or do not respond to the M.O.U. and be subject to the District Board of Trustees serving an abatement order against the organic farm and be subject to fines of up to \$1,000. per day.

The District will abide by an executed M.O.U. to use OMRI or NOP listed and CCOF approved materials, for organic farms. The organic grower must contact his/her certifying agent (if different than CCOF) for approval and agrees to reimburse the District for the cost difference between conventionally applied material and the OMRI / NOP listed and CCOF approved material.

Given that the use of this organic land could produce mosquitoes that must be controlled, it is highly likely that the District will have to engage in mosquito control activities on the property. As the grower, please fill out and return the enclosed M.O.U. and **a map of your organic field(s)** in the prepaid self addressed envelope with the preferred mosquito control method signified. This will allow the District to make required mosquito control applications without affecting the organic farming operation(s). Failure to return the enclosed M.O.U. with the organic growers desired mosquito control method will subject the grower to the District Board of Trustees serving an abatement order against the grower and be subject to fines of up to \$1,000.00 per day should mosquitoes be present within the organic field(s). Abatement proceedings will be conducted in accordance of the California Health and Safety Code, Section 2061.

The District is also asking that ALL rice farmers not re-flood their fields for straw decomposition or other uses until the **second Saturday in October**. Growers that do not comply with this request will be billed for the full costs of mosquito control, if the fields are larger than three acres in size and produce three or more mosquito larvae per dip.

The District understands and supports the need/desire to grow organic crops. The District will continue to avoid spraying organic crops with pesticides not approved by CCOF. Organic crops are mapped, identified, and located on the District's ArcGIS mapping system. From these maps exclusion zones are created so all other applications made by the District exclude these organic commodities.

Please contact me if you have questions or require further information.

Respectfully,

Matthew C. Ball  
District Manager

Enclosure

Cc: Dr. Robert Bernstein, Butte County Public Health Officer  
Louie Mendoza, Butte County Agriculture Commissioner  
Russell Rasmussen, California Cooperative Rice Research Foundation  
Carl Hoff, Butte County Rice Growers Association

Date

Property Owner  
Street Address  
City, State, Zip

**Re: Post Harvest Rice Re-Flooding**

Dear Rice Grower / Property Owner:

The Butte County Mosquito and Vector Control District (District) again asks for your assistance in reducing the public health threat of West Nile virus (WNV) to residents of Butte County by not re-flooding harvested rice fields until after the **second Saturday in October**.

Since the arrival of WNV in Butte County in 2004, 253 county residents have become ill with the virus and 9 have lost their lives. For the past 6 years, Butte County has exhibited significantly higher WNV human infections per capita than most counties in California. Again this year, WNV has already been identified in Butte County in humans, birds, mosquitoes, and sentinel chickens. Your cooperation by not re-flooding your harvested rice fields until after the second Saturday in October will prevent an initial hatch of floodwater mosquitoes when the water is first applied and will also prevent multiple hatches of standing-water mosquitoes on the flooded fields. The standing-water mosquitoes are known as *Culex tarsalis*. This mosquito is capable of yielding a brood of offspring every seven to ten days and is one of Butte County's most efficient vectors of WNV. Past experience has demonstrated that normally by the second Saturday in October the weather has turned cool enough to reduce mosquito-breeding thereby reducing the public health threat and data suggests that WNV activity has substantially decreased by this time of the year.

The District will provide mosquito control to re-flooded rice fields for any rice grower / property owner who decides to re-flood the fields before the second Saturday in October. If a re-flooded rice field requires mosquito control prior to the second Saturday in October, the rice grower / property owner will be subject to control costs if the mosquito threshold of three or more larvae per dip is met and the field is three acres or more in size. The costs for each application to conventional rice fields will be \$7.67 to \$9.84 per acre (depending on application rate and field conditions) and for organic rice fields \$26.72 to \$31.52 per acre. Organic rice field applications are of higher costs due to the associated costs of pesticides registered for use on such fields.

The District is working hard to suppress the current public health epidemic of WNV and is hopeful that with cooperation from the agricultural community the number of human cases can be minimized.

Respectfully,

Matthew C. Ball

Cc: Dr. Robert Bernstein, Butte County Public Health Officer  
Louie Mendoza, Butte County Agriculture Commissioner  
Russell Rasmussen, California Cooperative Rice Research Foundation  
Carl Hoff, Butte County Rice Growers Association



LANDOWNER/MANAGER

Date

Name

Street Address

City, State Zip Code

**Re: Aggressive Mosquito Control Program on Lands that Exceed Three Acres**

Dear Name:

This letter is to inform you that the Butte County Mosquito and Vector Control District (District) has an aggressive mosquito abatement program on properties that are three acres or larger in size and produce three or more mosquito larvae per dip. This program was implemented by the District beginning in 2002 in order to provide relief from the extraordinary numbers of mosquitoes that have plagued residents in recent years and reduce the threat of mosquito transmitted viruses.

Large populations of mosquitoes pose a serious public health risk to people, livestock and wildlife due to their ability to transmit western equine encephalitis (WEE), St. Louis encephalitis (SLE), and West Nile virus (WNV). These diseases can cause a detrimental effect on humans, horses and birds, causing severe health effects sometimes including death.

The cooperation of property owners allows the District's abatement program to be a success by either eliminating summer and early fall repetitious flooding of managed wetlands, substituting permanent wetlands for seasonally flooded wetlands, and/or reimbursing the District for its cost of controlling extraordinary numbers of mosquitoes on the land(s) producing the mosquitoes. This was accomplished largely without the need for formal abatement proceedings.

Adult and larval mosquito control surveillance data collected during this last season and at the present continues to confirm that periodically flooded managed wetlands and/or waterfowl habitat creates conditions that are conducive to the breeding of excessive populations of floodwater mosquitoes. The numbers of larvae observed far exceed, in some cases by factors of 100 or more, the numbers of larvae existing in permanent ponds and neighboring agricultural operations.

Now that the mosquito-breeding season has commenced, the District is requesting your support and cooperation in fighting these serious public health concerns. The District encourages you to use wetland design and water management methods that prevent the production of large populations of mosquitoes on your property. District staff are available to meet with you to discuss Best Management Practices to reduce mosquitoes. The District also has a Best Management Practices to Reduce Mosquito Manual available on request and/or online at [www.buttemosquito.com](http://www.buttemosquito.com)

If control with larvicide or other materials is necessary, the District will undertake such measures but must recover the cost of mosquito control from the owners of parcels of three acres or larger that produces excessive populations of mosquitoes (three or more larvae per dip). The cost for control products and application expense will now be capped at \$42.05 per flooded acre for each flooding event (not including a surveillance fee). **A cost of \$3 per flooded acre will be added if the District is not notified at least 24 hours BEFORE the beginning of a field being flooded / irrigated.** Such notification reduces the District's cost of surveillance and this savings is passed on to the landowner. **If the District is closed during your notification call, you must leave a message with the date and time on the District's answering machine. Failure to do so will result in the \$3 per acre surveillance charge being added to your bill.** This cost may increase in the future should participation in the notification process not be followed.

Mosquito control applications made by the District using Vectobac G granules will be made at label application rates costing between \$24.88 to \$37.68 per acre depending on field conditions, larval populations, and the rate used. Applications made by the District using Altosid SBG II granules will be made at label application rates costing between \$31.49 to \$42.05 depending on field conditions, larval populations, and rate used. Applications made by the District using Aquabac 200G granules will be made at label application rates costing between \$26.72 to \$31.52 depending on field conditions, larval populations, and rate used. Applications made by the District using VectoPrime FG granules will be made at label application rates costing between \$30.90 to \$41.10 depending on field conditions, larval populations, and rate used. The District reserves the right to use any product needed for maximum efficacy.

There are different application rates due to several factors. Application sites (flooded fields/managed wetlands) with deep water, high organic material, poor water quality, large amounts of emerging vegetation, lots of over story (canopy coverage), and high populations of mosquito larva requires higher application rates. Fields with little to no emergent and/or floating vegetation, shallow, clear waters, and lower mosquito larvae counts will result in a lower application rate. The determined rate and formulation used is on a site by site and case by case basis.

The District asks for your cooperation in helping to reduce the prevalence of this public health pest on your property, if identified. Once mosquito-breeding season begins, there is little time to control these pests and pursue the necessary legal steps required for formal abatement. Therefore, the District must confirm now that a voluntary compliance program will be in place for those lands on which abatement may be required, so the District can take immediate action to control the pests. Flooded properties will be subject to the 100% mosquito abatement costs if flooded prior to the **2<sup>nd</sup> Saturday in October**, but subject to no mosquito abatement costs after the 2<sup>nd</sup> Saturday in October and before the **1st Saturday in April** of the following year.

Therefore, your execution of enclosed Memorandum of Understanding (MOU), expressing your agreement to continue the District's voluntary/cooperative program which began in 2002 is requested. The District respectfully requests that you return an executed copy of the MOU within thirty (30) days, to confirm the agreement regarding the District's control program. The District will proceed on the basis of that written agreement, without further formalities, and work cooperatively with you. Additionally, the District is available to you at any time to recommend best management practices to reduce mosquito populations.

The District prefers to work in cooperation with all landowners. If the District receives no response confirming a cooperative agreement for the 2021 year, and a public nuisance is found to exist (mosquito larvae and/or pupae), the District will have no choice but to proceed with a formal abatement action for those lands where a public nuisance has been identified. Needless to say, this is not the preferred process.

Please contact the District at (530) 533-6038 or (530) 342-7350 if you have questions or need additional information on the nature of the problem and what you can do to reduce the mosquito-breeding on your property.

Respectfully,

Matthew C. Ball  
District Manager

## REMINDER LETTER

Date

Name:

Street Address:

City, State, Zip

**Re: Aggressive Mosquito Control Program on Lands That Exceed Three Acres**

Dear Name,

The Butte County Mosquito and Vector Control District (District) will be continuing its aggressive mosquito abatement program this year on properties that are three acres or larger in size and produce three or more mosquito larvae per dip. This program was implemented by the District beginning in 2002 in order to provide relief from the extraordinary numbers of mosquitoes that had plagued residents in recent years and reduce the threat of mosquito transmitted viruses. In 2005, the larval threshold was lowered from five to three larvae per dip in order to further reduce mosquito populations in response to the elevated public health risk from West Nile virus (WNV).

Per District policy, properties that exceed the threshold of (3) larvae per dip and are at least (3) acres in size or larger are not subject to abatement reimbursement costs if the nuisance exists between the **2nd Saturday in October** and the **1st Saturday in April** of the following year.

Large populations of mosquitoes pose a serious public health risk to people, livestock and wildlife due to their ability to transmit western equine encephalitis (WEE), St. Louis encephalitis (SLE), and WNV. These diseases can cause a detrimental effect on humans, horses, and birds, causing severe health effects sometimes including death.

The cooperation of property owners allows the District's abatement program to be a success by either eliminating summer and early fall repetitious flooding of managed wetlands, substituting permanent wetlands for seasonally flooded wetlands, and/or reimbursing the District for its cost of controlling extraordinary numbers of mosquitoes on the land(s) producing the mosquitoes. This was accomplished largely without the need for formal abatement proceedings.

Adult and larval mosquito surveillance data collected during this last season and at the present continues to confirm that periodically flooded managed wetlands and/or waterfowl habitat creates conditions that are conducive to the breeding of excessive numbers of floodwater mosquitoes. The numbers of larvae observed far exceed, in some cases by factors of 100 or more, the numbers of larvae existing in permanent ponds and neighboring agricultural operations.

Now that the mosquito-breeding season has commenced, the District is again requesting your support and cooperation in fighting these serious public health concerns. The District encourages you to use wetland design and water management methods that prevent the production of large populations of mosquitoes on your property. District staff are available to meet with you to discuss Best Management Practices to reduce mosquitoes. The District also has a Best Management Practices to Reduce Mosquito Manual available on request and/or online at [www.buttemosquito.com](http://www.buttemosquito.com).

If control with larvicide or other materials is necessary, the District will undertake such measures but must recover the cost of mosquito control from the owners of parcels of three acres or larger that produces excessive populations of mosquitoes (three or more larvae per dip). The cost for control products and application expense will now be capped at \$42.05 per flooded acre for each flooding event (not including a surveillance fee). **A cost of \$3 per flooded acre will be added if the District is not notified at least 24 hours BEFORE the beginning of a field being flooded / irrigated.** Such notification reduces the District's cost of surveillance and this savings is passed on to the landowner. **If the District is closed during your notification call, you must leave a message with the date and time on the District's answering machine. Failure to do so will result in the \$3 per acre surveillance charge being added to your bill.** This cost may increase in the future should participation in the notification process not be followed.

Mosquito control applications made by the District using Vectobac G granules will be made at label application rates costing between \$24.88 to \$37.68 per acre depending on field conditions, larval populations, and the rate used. Applications made by the District using Altosid SBG II granules will be made at label application rates costing between \$31.49 to \$42.05 depending on field conditions, larval populations, and rate used. Applications made by the District using Aquabac 200G granules will be made at label application rates costing between \$26.72 to \$31.52 depending on field conditions, larval populations, and rate used. Applications made by the District using VectoPrime FG granules will be made at label application rates costing between \$30.90 to \$41.10 depending on field conditions, larval populations, and rate used. The District reserves the right to use any product needed for maximum efficacy.

There are different application rates due to several factors. Application sites (flooded fields/managed wetlands) with deep water, high organic material, poor water quality, large amounts of emerging vegetation, lots of over story (canopy coverage), and high populations of mosquito larva requires higher application rates. Fields with little to no emergent and/or floating vegetation, shallow, clear waters, and lower mosquito larvae counts will result in a lower application rate. The determined rate and formulation used is on a site by site and case by case basis.

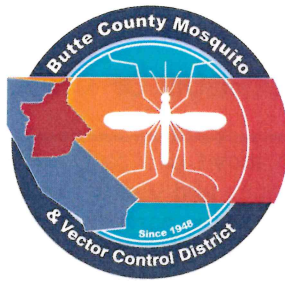
Since the arrival of WNV in 2004, 253 Butte County residents have been infected and 9 of those have died. It is more important than ever that we continue to work together to reduce this serious public health threat that could materialize on your property, and to reduce the populations of these nuisance pests.

If you have any questions or would like recommendations on best management practices to reduce mosquito-breeding please call 530-533-6038 or 530-342-7350.

Respectfully,

Matthew C. Ball  
District Manager

# AGGRESSIVE MOSQUITO CONTROL PROGRAM



Return by Hand, or Mail to:

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

## 2021 MEMORANDUM OF UNDERSTANDING

Land Owner Name: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Land Owner Mailing Address: \_\_\_\_\_

Property Name (if applicable): \_\_\_\_\_

Parcel Number(s) (if applicable): \_\_\_\_\_

Description of the location of the land: \_\_\_\_\_

**This Memorandum of Understanding (MOU) is valid for 2021.**

The purpose of this MOU is to promote a mutually beneficial and cooperative working relationship between Butte County Mosquito and Vector Control District and \_\_\_\_\_  
(property owner name)

**Terms of MOU:**

1. I/we understand that properties of three acres or larger in size and that holds water for longer than 72 hours is subject to mosquito-breeding;
2. I/we agree to allow the Butte County Mosquito and Vector Control District access to the property identified above, to conduct mosquito surveillance;
3. I/we understand that failing to notify the District at least twenty-four (24) hours prior to an irrigation and/or flood event, that I/we will be charged \$3.00 per flooded acre for surveillance (which will be added to application invoice);
4. I/we understand that the cost for control products and application expenses will be capped at \$42.05 per flooded acre for each irrigation/flood event for 2021 (if Term #3 is failed, an additional \$3.00 per acre will be added).
5. I/we agree to reimburse the District within thirty (30) days of the invoicing for control and any applicable surveillance costs.
6. I/we understand that if the District receives no response confirming agreement with this MOU for the 2021 year, and a public nuisance is found to exist (mosquito larvae and/or pupae), the District will proceed with formal abatement action for those lands where a public nuisance has been identified.

## 2021 MEMORANDUM OF UNDERSTANDING

The undersigned, Owner(s) of the land referred to above, or a party authorized to execute this MOU on behalf of the Owner, hereby consents to the Butte County Mosquito and Vector Control District (District) undertaking necessary mosquito larvae surveillance and control measures on the parcel(s) referenced above during the 2021 mosquito season, and I/we agree to reimburse the District within thirty (30) days of the invoicing for surveillance and control costs, under the terms set forth above. I/we understand that this voluntary agreement (MOU) is in lieu of the District's undertaking of formal abatement proceedings for control of a public nuisance and public health threat on the parcel(s) referenced above.

Signed: \_\_\_\_\_  
*Owner*

Signed: \_\_\_\_\_  
*Owner*

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

### District Application Rates and Costs for 2021

<p><b>Application Rate</b></p> <p>6lbs/acre</p> <p>7lbs/acre</p> <p>8lbs/acre</p> <p>9lbs/acre</p> <p>10lbs/acre</p> <p>11lbs/acre</p> <p>12lbs/acre</p> <p>13lbs/acre</p>	<p><b>Cost Per Acre Vectobac G</b></p> <p>\$24.88</p> <p>\$26.71</p> <p>\$28.54</p> <p>\$30.36</p> <p>\$32.19</p> <p>\$34.02</p> <p>\$35.85</p> <p>\$37.68</p>	<p><b>Application Rate</b></p> <p>5lbs/acre</p> <p>6lbs/acre</p> <p>7lbs/acre</p> <p>8lbs/acre</p>	<p><b>Cost Per Acre Altosid SBG II</b></p> <p>\$31.49</p> <p>\$35.01</p> <p>\$38.53</p> <p>Capped amount \$42.05</p>
<p><b>Application Rate</b></p> <p>5lbs/acre</p> <p>6lbs/acre</p> <p>7lbs/acre</p> <p>8lbs/acre</p>	<p><b>Cost Per Acre VectoPrime FG</b></p> <p>\$30.90</p> <p>\$34.29</p> <p>\$37.70</p> <p>\$41.10</p>	<p><b>Application Rate</b></p> <p>8lbs/acre</p> <p>9lbs/acre</p> <p>10lbs/acre</p> <p>11lbs/acres</p>	<p><b>Cost Per Acre Aquabac 200G</b></p> <p>\$26.72</p> <p>\$28.32</p> <p>\$29.92</p> <p>\$31.52</p>

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# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** Military Leave

**POLICY NUMBER:** 7030

**7030.1 Uniformed Service; National Guard;** Military leave shall be granted in accordance with applicable state and federal law to employees performing military duties on a voluntary or involuntary basis in a uniformed service, including active duty, active duty for training, inactive duty training, full-time National Guard duty, examination to determine fitness for duty, and performance of funeral honors duty. A Notice of Rights under the Uniformed Services Employment and Reemployment Rights Act (USERRA) is placed where the District customarily posts employee notices.

**7030.2 State Military Reserve;** A member of the State Military Reserve is entitled to a temporary military leave of absence without pay while engaged in military duty for purposes of military training, drills, unit training assemblies, or similar inactive duty training for not to exceed 15 calendar days annually, including time involved in going to and returning from that duty.

**7030.3 Notice to employer;** An employee who needs to be absent from the District to fulfill his/her military service shall provide timely, advance notice to the District Manager, unless the giving of such notice is precluded by military necessity or is impracticable.

**7030.4 Salary/Wages;** An employee having not less than one year of service with the District immediately prior to the onset of the leave shall receive his or her salary or wages as required by state law for the days he or she would have worked during the first 30 calendar days of his or her military leave, in any fiscal year, except that an employee on inactive duty training shall not receive any payment of salary or wages while he or she is on military leave. Time spent in the military service during the one year immediately prior to the onset of the leave shall be counted toward the one year prior District service condition of payment.

**7030.5** Inactive duty training is defined as follows:

**7030.5.1** Inactive-duty training includes, but is not limited to, drills and other types of training performed periodically by reserve and National Guard members whose status is inactive and does not change to active during the time of their participation.

**7030.5.2** During the period of military leave, an employee may, upon his/her own request, use any vacation or similar paid leave accrued before the commencement of the military leave. The District shall not require that the employee use such leave.

**7030.6 Health benefits;** An employee may elect to continue his/her health plan coverage during the military leave, for the lesser of 24 months from the beginning of the leave or until the day after the employee is eligible for reinstatement but fails to apply for or return to employment. For leaves of less than 31 days, an employee may not be required to pay more than the employee share, if any, for such coverage. For leaves of 31 or more days, an employee who elects to continue health-plan coverage under this paragraph may be required to pay not more than 102 percent of the full premium under the plan provided for the District's other employees

**7030.7 Vacation and sick leave accrual;** District employees shall not forfeit accrued vacation, sick leave, and holiday benefits while on military leave, and shall have the same rights and privileges to promotion, continuance in office, employment, reappointment to office, or reemployment that the employee would have received had he or she not been absent there from, except that an incomplete probationary period must be completed upon reinstatement, in accordance with District policy. Non compensated District employees shall not accrue vacation, sick leave, or holiday benefits while on military leave. Time spent on military leave under this policy shall be considered time spent in the District employ, so as to determine future benefits, to the extent relevant. For example, an employee with two years of service to the District and one year of military leave after the onset of the employees employment would be treated as an employee with three years of service to the District for the purpose of calculating future vacation benefits.

**7030.8 Pension plan service credit;** Pension plan service and vesting credit shall continue to accrue during an employee's military leave as though no break in service had occurred. Employees shall be allowed to make pension plan contributions in accordance with applicable laws and CalPERS regulations~~upon return to work.~~

**7030.9 Reinstatement rights;** At the conclusion of the military leave, and upon timely notification for reinstatement, an employee shall be promptly reinstated in the position held at the beginning of the leave, except as provided by state and federal law.



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# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** Pregnancy Disability Leave

**POLICY NUMBER:** 7035

**7035.1** Pregnancy Disability Leave may be taken by an employee disabled by pregnancy, childbirth, or related medical conditions, as set forth below, and as required by law.

**7035.2** Notice of the employee's right to request Pregnancy Disability Leave shall be posted in a place customarily used for the posting of employee notices.

**7035.3** This section does not alter the District's obligation under law to provide reasonable accommodation for disability related to pregnancy, childbirth, or related medical conditions, or to engage in a timely, good faith interactive process to determine a reasonable accommodation, if any, under state and federal law.

**7035.4 Eligibility:** In order to be eligible for Pregnancy Disability Leave:

**7035.4.1** The employee must be actually disabled due to pregnancy, childbirth, or related medical condition.

**7035.4.2** The employee's qualified, duly licensed health care provider must certify that the employee is disabled due to pregnancy, childbirth or a related medical condition. The certification indicating disability and the need for leave shall contain (a) the date on which the employee became disabled due to pregnancy, childbirth, or related medical condition; (b) the probable duration of the period or periods of disability; and (c) an explanatory statement that, due to the disability, the employee is unable to work at all or is unable to perform one or more of the essential functions of her position without undue risk to herself, the successful completion of her pregnancy, or to other persons.

**7035.4.3** The employee shall notify the District of the need for Pregnancy Disability Leave and the anticipated timing and duration of the leave. Notice shall be provided at least thirty days in advance of the need for the Pregnancy Disability Leave, unless impracticable, in which case notice shall be provided as soon as practicable.

**7035.5 Duration:** Pregnancy Disability Leave may extend for the duration of the disability, up to four months (88 days for a regular full-time employee), for each pregnancy. The leave may be taken on an intermittent basis. Updated medical verifications shall be promptly provided upon request by the District.

**7035.6 Salary:** Pregnancy Disability Leave shall be without pay. An employee on Pregnancy Disability Leave is not eligible to receive holiday pay.

**7035.6.1** An employee who is disabled by pregnancy may qualify for State Disability Insurance wage replacement while the employee is unable to work. Employees are encouraged to contact the California Employment Development Department (EDD) to apply for benefits. The EDD determines eligibility and the payment amount.

**7035.6.2** If the employee is eligible for SDI, she may elect to use available sick leave during the waiting period for SDI payments to start if the State requires a waiting period. Employee must present documentation requesting the use of sick leave to Office Manager.

**7035.6.3** When the employee is receiving SDI wage replacement benefits, the employee may elect to use available sick leave, vacation, or CTO to supplement the benefits received up to the employee's usual compensation.

**7035.6.3.1** Employee must provide Office Manager documentation of wage replacement to include period of payment and amount.

**7035.6.3.2** The use of any paid leave will not extend the duration of your PDL.

**7035.7 Insurance Benefits:** An employee on Pregnancy Disability Leave may continue to participate in the District provided health, life, and other insurance plans. As provided by state law, the District will continue to make its contributions toward group health coverage at the level and under the conditions that coverage would have been provided if the employee had continued in employment for the duration of the leave, but not to exceed four (4) months in a twelve (12) month period. District may seek reimbursement should the employee not return to work, as provided by law. Employee contributions toward health premiums, if any, must be delivered to the District Office no later than 15th of each month.

**7035.8 Sick Leave/Vacation:** Neither Sick Leave, Vacation, nor other paid time off will accrue while on Pregnancy Disability Leave.

**7035.9 Retirement Benefits:** Upon return from the Disability Leave of absence the CalPERS member may elect to purchase service credit for the time the employee was on non-paid leave up to one year at the employees own expense as stated in the District contract with CalPERS. Costs of the service credit will be based on the CalPERS valuation.

**7035.10 Longevity:** Time spent on Pregnancy Disability Leave shall not be counted towards years of District employment.

**7035.11 Return to Work:** The District shall reinstate the employee to the same position, or unless (1) the employee would not otherwise have been employed in her same position at the time reinstatement is requested for legitimate business reason unrelated to the employee taking Pregnancy Disability Leave (such as lay-off) or (2) means of preserving the job or duties for the employee would substantially undermine the District's ability to operate safely and efficiently. In either of such cases the employee shall be reinstated to a comparable position, unless there is no comparable position available or, although a comparable position is available, the filling of such with the returning employee would substantially undermine the District's ability to operate safely and efficiently. The failure to return to work the next regular workday following the conclusion of Pregnancy Disability Leave shall be grounds for termination of employment, unless the employee's absence is otherwise authorized under these Personnel Policies.

**7035.12** As a condition of the employee's reinstatement from leave, the employee shall obtain a release to "return to work" from a qualified, duly licensed health care provider, stating that she is able to resume her original job duties. Note that in some cases leave may end before exhaustion of the maximum allowable days; in others there may be a second allowable leave that is available at the conclusion of the first.

**7035.13 Note:** Pregnancy Disability Leave and California Family Right Act Leave, if otherwise eligible, may be taken consecutively.

## Butte County Mosquito and Vector Control District

### POLICY MANUAL

**POLICY TITLE:** Pregnancy Disability Leave

**POLICY NUMBER:** 7035

**7035.1** Pregnancy Disability Leave may be taken by an employee disabled by pregnancy, childbirth, or related medical conditions, as set forth below, and as required by law.

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**7035.3** This section does not alter the District's obligation under law to provide reasonable accommodation for disability related to pregnancy, childbirth, or related medical conditions, or to engage in a timely, good faith interactive process to determine a reasonable accommodation, if any, under state and federal law.

**7035.4 Eligibility:** In order to be eligible for Pregnancy Disability Leave:

**7035.4.1** The employee must be actually disabled due to pregnancy, childbirth, or related medical condition.

**7035.4.2** The employee's qualified, duly licensed health care provider must certify that the employee is disabled due to pregnancy, childbirth or a related medical condition. The certification indicating disability and the need for leave shall contain (a) the date on which the employee became disabled due to pregnancy, childbirth, or related medical condition; (b) the probable duration of the period or periods of disability; and (c) an explanatory statement that, due to the disability, the employee is unable to work at all or is unable to perform one or more of the essential functions of her position without undue risk to herself, the successful completion of her pregnancy, or to other persons.

**7035.4.3** The employee shall notify the District of the need for Pregnancy Disability Leave and the anticipated timing and duration of the leave. Notice shall be provided at least thirty days in advance of the need for the Pregnancy Disability Leave, unless impracticable, in which case notice shall be provided as soon as practicable.

**7035.4.4** The employee shall first exhaust all accrued Sick Leave. She may elect to use Vacation or other paid time off.

**7035.5 Duration:** Pregnancy Disability Leave may extend for the duration of the disability, up to four months (88 days for a regular full-time employee), for each pregnancy. The leave may be taken on an intermittent basis. Updated medical verifications shall be promptly provided upon request by the District.

**7035.6 Salary:** Pregnancy Disability Leave shall be without pay. An employee on Pregnancy Disability Leave is not eligible to receive holiday pay or compensatory time-off.

**7035.7 Insurance Benefits:** An employee on Pregnancy Disability Leave may continue to participate in the District provided health, life, and other insurance plans. As provided by state law, the District will continue to make its contributions toward group health coverage at the level and under the conditions that coverage would have been provided if the employee had continued in employment for the duration of the leave, but not to exceed four (4) months in a twelve (12) month period. District may seek reimbursement should the employee not return to work, as provided by law. Employee contributions toward health premiums, if any, must be delivered to the District Office no later than 15th of each month.

**7035.8 Sick Leave/Vacation:** Neither Sick Leave, Vacation, nor other paid time off will accrue while on Pregnancy Disability Leave.

**7035.9 Retirement Benefits:** Upon return from the Disability Leave of absence the CalPers member may elect to purchase service credit for the time the employee was on non-paid leave up to one year at the employees own expense as stated in the District contract with CalPers. Costs of the service credit will be based on the CalPers valuation.

**7035.10 Longevity:** Time spent on Pregnancy Disability Leave shall not be counted towards years of District employment.

**7035.11 Return to Work:** The District shall reinstate the employee to the same position, or unless (1) the employee would not otherwise have been employed in her same position at the time reinstatement is requested for legitimate business reason unrelated to the employee taking Pregnancy Disability Leave (such as lay-off) or (2) means of preserving the job or duties for the employee would substantially undermine the District's ability to operate safely and efficiently. In either of such cases the employee shall be reinstated to a comparable position, unless there is no comparable position available or, although a comparable position is available, the filling of such with the returning employee would substantially undermine the District's ability to operate safely and efficiently. The failure to return to work the next regular workday following the conclusion of Pregnancy Disability Leave shall be grounds for termination of employment, unless the employee's absence is otherwise authorized under these Personnel Policies.

**7035.12** As a condition of the employee's reinstatement from leave, the employee shall obtain a release to "return to work" from a qualified, duly licensed health care provider, stating that she is able to resume her original job duties. Note that in some cases leave may end before exhaustion of the maximum allowable days; in others there may be a second allowable leave that is available at the conclusion of the first.

**7035.13 Note:** Pregnancy Disability Leave and Family Care Leave, if otherwise available, may be taken consecutively.

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# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** Sick Leave  
**POLICY NUMBER:** 7040

**7040.1** Sick leave is defined as absence from work due to illness, non-industrial injury, and quarantine due to exposure to a contagious disease. In addition dental, eye, and/or other physical or medical examinations or treatments by a licensed practitioner for the employee or a person in the employee's immediate family as defined by Section 7040.9. Sick leave used for dental, eye, and/or other physical or medical examinations or treatments by a licensed practitioner for the employee or a person in the employee's immediate family as defined by Section 7040.9 may only be used for travel time to and from the licensed practitioner, time to pick up a prescription if needed, and the duration of the visit, examination, or treatment.

**7040.2** Sick leave is not like vacation or compensated time off (CTO) where the employees are encouraged to use available time. Sick leave should be used on an as-needed basis only.

**7040.3 . Full Time Employees.** Each full-time employee shall be entitled to sick leave with pay. Time to be allowed shall be computed and accumulated at the rate of 3.75 hours per bi-weekly pay period. Unused sick leave may be accumulated without limit. Sick leave does not accrue while on unpaid leave of absence.

**7040.4 Part Time and Seasonal Employees.** Each part-time or seasonal employee who works for the District for 30 or more days within a year from the commencement of employment is entitled to sick leave with pay. Time to be allowed shall be computed and accumulated at the rate of 3.75 hours per bi-weekly pay period. Sick leave does not accrue while on unpaid leave of absence or when not employed with the District.

**7040.4.1** Sick leave can be accrued to a maximum of 60 hours.

**7040.4.2** An employee covered under this section shall be entitled to use accrued paid sick leave beginning on the 90th day of employment, after which the employee may use paid sick leave as it is accrued.

**7040.4.3** Accrued sick leave shall carry over to the following year of employment as long that employee is rehired within one calendar year from the date of separation. However, an employee's use of paid sick leave shall be limited to 30 hours in each year of employment.

**7040.5** Sick leave may not be used in less than .25 hour increments.

**7040.6** An employee who is absent on sick leave shall notify the District management as early as practicable on each day of such absence, unless a previous understanding is agreed upon by the District management.

**7040.7** The District Manager may require evidence in the form of a physician's certificate or other evidence to substantiate the adequacy of the reason for an employee's absence during the time which sick leave is requested or used. Such request will be made at the time of notification by the employee. The circumstances under which a doctor's note will be required are committed to the District Manager's

discretion. Failure to provide evidence after requested by the District Manager may lead to disciplinary actions (Section 7260.2.20) and/or termination of employment.

**7040.8** An employee who is injured or who becomes ill while on vacation may be paid sick leave in lieu of vacation provided that the employee:

**7040.8.1** Was hospitalized during the period for which sick leave is claimed, or

**7040.8.2** Received medical treatment or diagnosis of such a nature that it would have qualified for the use of sick leave while on the job and the employee presents his/her own signed statement of facts in addition to a statement indicating illness or disability signed by a physician covering the period for which sick leave is claimed. The statement by the employee, shall be similar to the statement required for reporting on the job injuries.

**7040.9** Each full-time employee may use accrued sick leave, up to 40 hours, for family sick leave, per calendar quarter. For this policy, a calendar quarter be will as follows; January 1 to March 31; April 1 to June 30; July 1 to September 30; October 1 to Dec 31. Sick leave may be used for the diagnosis, care, or treatment of a health condition of, or preventative care for immediate-family members as defined below. Employees should notify District management to the extent feasible in order to avoid disruptions in work schedule as a result of use of family sick leave time. Employees are required to signify family sick leave on their request for time off forms as well as on their time card. Family members covered include parents, children, spouses, and siblings and are defined as follows:

**7040.9.1** A “child” means a biological, adopted or foster child, a stepchild, a legal ward, or a child to whom the employee stands in loco parentis. This definition of a child is applicable regardless of age or dependency status.

**7040.9.2** A “parent” means a biological, foster or adoptive parent, a stepparent, legal guardian of an employee or the employee’s spouse or registered domestic partner, or other person who stood in loco parentis to the employee when the employee was a child.

**7040.9.3** A spouse.

**7040.9.4** A registered domestic partner

**7040.9.5** A grandparent

**7040.9.6** A grandchild

**7040.9.7** A sibling

**7040.10** At termination or retirement, a qualifying, full-time employee may elect to take one of the following options for credit of unused sick leave:

**7040.10.1** An employee with more than 240 hours of accrued sick leave may be compensated for that portion of time in excess of 240 hours at the normal rate of pay for that employee, up to a maximum of \$2,500, or

**7040.10.2** At the time of retirement, accumulated sick leave shall be determined. Hours of sick leave shall be multiplied by the employees then existing straight time wage rate and the balance, net of withheld taxes, will represent a fund to be held by but paid out by the District to the retired employee in equal annual installments, with a maximum annual fee payment of no

more than \$5,000 per year, until the calculated amount is paid or the employee becomes eligible for Medicare, whichever comes sooner.

**7040.10.3** Sick leave not exchanged for cash credit under this program may be used under section 7040.10.4 of the Policy Manual.

**7040.10.4** In accordance with PERS regulations, an employee may upon retirement from the District under PERS use any sick leave accumulation as service time credit, in accordance with the current PERS formula at the time of retirement.

**7040.11** Employees that use sick leave in a manner that presents a pattern, uses excessive sick leave, or appears to be abusing sick leave, shall be counseled by a supervisor or manager about the sick leave usage. In making a determination that the sick leave usage has assumed a pattern or appears to be excessive or abusive, the supervisor or manager will use his or her discretion based on all the relevant circumstances. For purposes of this policy, the terms are defined as follows:

**7040.11.1 Excessive sick leave:** Deliberate or habitual absenteeism; when sick leave use is beyond what is usual and customary in the District.

**7040.11.2 Sick leave abuse:** Sick leave used for purposes other than legitimate illness or injury of an employee or (where appropriate) an immediate family member.

**7040.11.3 Pattern:** One or more days of sick leave usage prior to or after a holiday, or the usage of sick leave on the first or last day of a workweek.

**7040.12** Subsections (7040.11.1 - 7040.11.3) are intended to be illustrative only. The District reserves the right to address all instances of apparent inappropriate use of sick leave, even if sick leave usage does not fall within any of the subsections addressed above. Regular and punctual attendance is an essential function of the job and in fulfilling the District's mission. If an employee, after counseling/notice, fails to modify the behavior relating to sick leave usage, the employee may be subject to discipline in accordance with the District's disciplinary policy Section 7260.

**7040.13** When an employee is absent by reason of injury or illness which qualifies for State Disability Insurance, he/she shall be eligible for prorated sick leave for the duration of temporary disability. The amount of sick leave payable for each full day of absence shall be one hundred percent (100%) of an employee's basic wage rate less the sum of any payments to which he may be entitled under State Disability Insurance. For a partial day's absence, the employee will be allowed to use sick leave only to the extent that the amount received from SDI plus compensation for hours worked is less than a day's compensation at the employee's basic wage rate. Prorated sick leave is payable from and only insofar as an employee has accrued sick leave. Employee shall provide satisfactory proof of the amount of SDI payments received, such as a copy of the SDI check. Approved by Board on June 13, 2001.

**7040.14** If, at the conclusion of the disability, SDI payments, plus compensation from allowed sick leave, exceeds the employee's regular compensation, the employee may remit the amount of such exceedance to the District which shall then restore the excess sick leave to the employee's sick leave accrual. Remittance may be by personal check, or at employee's request, a reduction of wages equivalent to the amount restored to accrued sick leave. A purchase of sick leave will not be allowed in any other circumstances. Approved by Board on June 13, 2001.

## Butte County Mosquito and Vector Control District

### POLICY MANUAL

**POLICY TITLE:** Sick Leave  
**POLICY NUMBER:** 7040

**7040.1** Sick leave is defined as absence from work due to illness, non-industrial injury, and quarantine due to exposure to a contagious disease. In addition dental, eye, and/or other physical or medical examinations or treatments by a licensed practitioner for the employee or a person in the employee's immediate family as defined by Section 7040.9. Sick leave used for dental, eye, and/or other physical or medical examinations or treatments by a licensed practitioner for the employee or a person in the employee's immediate family as defined by Section 7040.9 may only be used for travel time to and from the licensed practitioner, time to pick up a prescription if needed, and the duration of the visit, examination, or treatment.

**7040.2** Sick leave is not like vacation or compensated time off (CTO) where the employees are encouraged to use available time. Sick leave should be used on an as-needed basis only.

**7040.3 . Full Time Employees.** Each full-time employee shall be entitled to sick leave with pay. Time to be allowed shall be computed and accumulated at the rate of 3.75 hours per bi-weekly pay period. Unused sick leave may be accumulated without limit. Sick leave does not accrue while on unpaid leave of absence.

**7040.4 Part Time and Seasonal Employees.** Each part-time or seasonal employee who works for the District for 30 or more days within a year from the commencement of employment is entitled to sick leave with pay. Time to be allowed shall be computed and accumulated at the rate of 3.75 hours per bi-weekly pay period. Sick leave does not accrue while on unpaid leave of absence or when not employed with the District.

**7040.4.1** Sick leave can be accrued to a maximum of 60 hours.

**7040.4.2** An employee covered under this section shall be entitled to use accrued paid sick leave beginning on the 90th day of employment, after which the employee may use paid sick leave as it is accrued.

**7040.4.3** Accrued sick leave shall carry over to the following year of employment as long that employee is rehired within one calendar year from the date of separation. However, an employee's use of paid sick leave shall be limited to 30 hours in each year of employment.

**7040.5** Sick leave may not be used in less than .25 hour increments.

**7040.6** An employee who is absent on sick leave shall notify the District management as early as practicable on each day of such absence, unless a previous understanding is agreed upon by the District management.

**7040.7** The District Manager may require evidence in the form of a physician's certificate or other evidence to substantiate the adequacy of the reason for an employee's absence during the time which sick leave is requested or used. Such request will be made at the time of notification by the employee. The circumstances under which a doctor's note will be required are committed to the District Manager's



discretion. Failure to provide evidence after requested by the District Manager may lead to disciplinary actions (Section 7260.2.20) and/or termination of employment.

**7040.8** An employee who is injured or who becomes ill while on vacation may be paid sick leave in lieu of vacation provided that the employee:

**7040.8.1** Was hospitalized during the period for which sick leave is claimed, or

**7040.8.2** Received medical treatment or diagnosis of such a nature that it would have qualified for the use of sick leave while on the job and the employee presents his/her own signed statement of facts in addition to a statement indicating illness or disability signed by a physician covering the period for which sick leave is claimed. The statement by the employee, shall be similar to the statement required for reporting on the job injuries.

**7040.9** Each full-time employee may use accrued sick leave, up to 40 hours, for family sick leave, per calendar quarter. For this policy, a calendar quarter be will as follows; January 1 to March 31; April 1 to June 30; July 1 to September 30; October 1 to Dec 31. Sick leave may be used for the diagnosis, care, or treatment of a health condition of, or preventative care for immediate-family members as defined below. Employees should notify District management to the extent feasible in order to avoid disruptions in work schedule as a result of use of family sick leave time. Employees are required to signify family sick leave on their request for time off forms as well as on their time card. Family members covered include parents, children, spouses, and siblings and are defined as follows:

**7040.9.1** A "child" means a biological, adopted or foster child, a stepchild, a child by law (in-law), a legal ward, or a grandchild.

**7040.9.2** A "parent" means a biological, foster or adoptive parent, a stepparent or legal guardian. Mothers-in-law, fathers-in-law and grandparents are also considered "parents for purposes of this division.

**7040.9.3** The term "spouse" is not defined in the legislation mandating kin care, but presumably applies to an individual to whom the employee is legally married or is legally registered domestic partner.

**7040.9.4** A "sibling" means a brother, sister, step brother, step sister, brother-in-law, and sister-in-law.

**7040.10** At termination or retirement, a qualifying, full-time employee may elect to take one of the following options for credit of unused sick leave:

**7040.10.1** An employee with more than 240 hours of accrued sick leave may be compensated for that portion of time in excess of 240 hours at the normal rate of pay for that employee, up to a maximum of \$2,500, or

**7040.10.2** At the time of retirement, accumulated sick leave shall be determined. Hours of sick leave shall be multiplied by the employees then existing straight time wage rate and the balance, net of withheld taxes, will represent a fund to be held by but paid out by the District to the retired employee in equal annual installments, with a maximum annual fee payment of no more than \$5,000 per year, until the calculated amount is paid or the employee becomes eligible for Medicare, whichever comes sooner.

**7040.10.3** Sick leave not exchanged for cash credit under this program may be used under

section 7040.10.4 of the Policy Manual.

**7040.10.4** In accordance with PERS regulations, an employee may upon retirement from the District under PERS use any sick leave accumulation as service time credit, in accordance with the current PERS formula at the time of retirement.

**7040.11** Employees that use sick leave in a manner that presents a pattern, uses excessive sick leave, or appears to be abusing sick leave, shall be counseled by a supervisor or manager about the sick leave usage. In making a determination that the sick leave usage has assumed a pattern or appears to be excessive or abusive, the supervisor or manager will use his or her discretion based on all the relevant circumstances. For purposes of this policy, the terms are defined as follows:

**7040.11.1 Excessive sick leave:** Deliberate or habitual absenteeism; when sick leave use is beyond what is usual and customary in the District.

**7040.11.2 Sick leave abuse:** Sick leave used for purposes other than legitimate illness or injury of an employee or (where appropriate) an immediate family member.

**7040.11.3 Pattern:** One or more days of sick leave usage prior to or after a holiday, or the usage of sick leave on the first or last day of a workweek.

**7040.12** Subsections (7040.11.1 - 7040.11.3) are intended to be illustrative only. The District reserves the right to address all instances of apparent inappropriate use of sick leave, even if sick leave usage does not fall within any of the subsections addressed above. Regular and punctual attendance is an essential function of the job and in fulfilling the District's mission. If an employee, after counseling/notice, fails to modify the behavior relating to sick leave usage, the employee may be subject to discipline in accordance with the District's disciplinary policy Section 7260.

**7040.13** When an employee is absent by reason of injury or illness which qualifies for State Disability Insurance, he/she shall be eligible for prorated sick leave for the duration of temporary disability. The amount of sick leave payable for each full day of absence shall be one hundred percent (100%) of an employee's basic wage rate less the sum of any payments to which he may be entitled under State Disability Insurance. For a partial day's absence, the employee will be allowed to use sick leave only to the extent that the amount received from SDI plus compensation for hours worked is less than a day's compensation at the employee's basic wage rate. Prorated sick leave is payable from and only insofar as an employee has accrued sick leave. Employee shall provide satisfactory proof of the amount of SDI payments received, such as a copy of the SDI check. Approved by Board on June 13, 2001.

**7040.14** If, at the conclusion of the disability, SDI payments, plus compensation from allowed sick leave, exceeds the employee's regular compensation, the employee may remit the amount of such exceedance to the District which shall then restore the excess sick leave to the employee's sick leave accrual. Remittance may be by personal check, or at employee's request, a reduction of wages equivalent to the amount restored to accrued sick leave. A purchase of sick leave will not be allowed in any other circumstances. Approved by Board on June 13, 2001.

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# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** California Family Rights Act (CFRA) Leave

**POLICY NUMBER:** 7045

**7045.1** The CFRA provides up to 12 workweeks of unpaid leave for certain family and medical reasons during a 12-month period for eligible employees. Leave may be taken for any one, or for a combination, of the following reasons provided below.

**7045.2 Eligibility:** In order to be eligible for this leave:

**7045.2.1** Employee must have been employed by the District for at least 12 months and have worked for at least 1250 hours during the 12-month period immediately preceding the commencement of the leave.

**7045.3** CFRA leave may be taken for any of the following reasons:

**7045.3.1** For the employee's own serious health condition (excluding pregnancy/childbirth).

**7045.3.2** To care for the employee's immediate family member, spouse, registered domestic partner, child, child of registered domestic partner, parent (but not in-law), grandparent, grandchild, or sibling with a serious health condition.

**7045.3.3** Definitions:

**7045.3.3.1** A 'serious health condition' is an illness, injury, impairment, or physical or mental condition that involves (a) either (1) inpatient care in a hospital, hospice, or residential health care facility, or any subsequent treatment in connection with such inpatient care, and either (2) any period of incapacity or (3) a continuing treatment by a health care provider, including but not limited to treatment for substance abuse.

**7045.3.3.2** "Child" means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis who is either under 18 years of age or an adult dependent child.

**7045.3.4** To bond and/or care for the employee's newborn child, new child by adoption, or foster care placement with the employee.

**7045.3.5** Because of a qualifying exigency related to the covered call to order to covered active duty status of an employee's spouse, domestic partner, child, or parent of the Armed Forces of the United States, as specified in Section 3302.2 of the Unemployment Insurance Code, for deployment to a foreign country in support of a contingency operation or Regular Armed Forces for deployment to a foreign country.

**7045.4 Notice:** Employees must provide at least 30 days' advance notice before CFRA leave is to begin if the need for the leave is foreseeable based on an expected birth, placement for adoption or foster care, or planned medical treatment for a serious health condition of the employee or a family member. If 30 days' notice is not practicable, such as because of a lack of knowledge of approximately when leave will be required to begin, a change in circumstances, or a medical emergency, notice must be given as soon as practicable.

**7045.5 Certification:**

**7045.5.1** Employees requesting leave because of their own, or a covered family member's serious health condition, must supply medical certification supporting the need for such leave from their health care provider or, if applicable, the health care provider of their covered family. If employees provide at least 30 days' notice of medical leave, they should submit the medical certification before leave begins.

**7045.5.2** The District may require employees to provide recertification of the medical conditions giving rise to the need for leave. If such recertification is required, the District will give the employee no less than 15 calendar days to provide medical recertification.

**7045.5.3** For qualifying exigencies arising out of the covered active duty or call to covered active duty status of a military member, the employee must provide: 1) a copy of the military member's active duty orders or other documentation issued by the military indicating the military member is on covered active duty or call to active duty status and the dates of the military member's covered active duty service, and 2) a certification from the employee setting forth information concerning the nature of the qualifying exigency for which leave is requested. Employees shall provide a copy of new active duty orders or other documentation issued by the military for leaves arising out of qualifying exigencies arising out of a different covered active duty or call to covered active duty status of the same or a different military member.

**7045.6 Duration:**

**7045.6.1** Qualifying leave may extend for the duration of up to 12 weeks during a 12-month period.

**7045.6.2** Leave can be taken for a period of consecutive days, weeks, or months.

**7045.6.3** Leave can be taken intermittently or on a reduced leave schedule when medically necessary due to a serious health condition of the employee, a serious health condition of a covered family member. Intermittent leave can also be taken for any qualifying exigency.

**7045.6.3.1** Employees must consult with the District Manager prior to the scheduling of treatment in order to work out a treatment schedule that best suits the needs of both the District and the employees, subject to the approval of the applicable health care provider.

**7045.6.4** Employees are also eligible for intermittent leave for bonding with a child following birth or placement. Intermittent leave for bonding purposes must be taken in two-week increments. Agreement with District Manager must be set if leave is taken in intermittent increments of two-weeks.

**7045.6.4.1** Leave for bonding must be completed within one year of the birth or placement.

**7045.6.5** If an employee's anticipated return to work date changes and it becomes necessary for the employee to take more or less leave than originally anticipated, the employee must provide the District with two business days' notice of the employee's changed circumstances and new return to work date. If employee gives the District unequivocal notice of their intent not to return to work, they will be considered to have voluntarily resigned and the District's obligation to maintain health benefits and to restore their positions will cease.

**7045.7 Salary:** CFRA leave shall be without pay. An employee on CFRA leave is not eligible to receive holiday pay or compensatory time-off.

**7045.7.1** When the employee is receiving any wage replacement benefits, the employee may use available sick leave, vacation, or CTO to supplement the benefits received up to the employee's usual compensation.

**7045.7.1.1** Employee must provide Office Manager documentation of wage replacement to include period of payment and amount.

**7045.7.1.2** The use of sick leave, vacation, or CTO paid time off during CFRA leave time does not extend the length of any CFRA leave and the paid time off runs concurrently with any CFRA entitlement.

**7045.7.2** Employees can request to substitute or use accrued paid time off while taking an unpaid CFRA leave as follows:

**7045.7.2.1** If an employee requests CFRA leave because of their own serious health condition, the employee can use any accrued paid vacation or sick leave during unpaid leave.

**7045.7.2.2** If an employee requests CFRA leave to care for a covered family member with a serious health condition or to bond with a new child by birth or placement, the employee can use any accrued paid vacation and/or CTO during the unpaid family/medical leave. Once vacation is exhausted, upon request of the employee, the employee can decide to use paid sick leave during unpaid CFRA leave to care for a covered family member with a serious health condition but not to bond with the new child by birth or placement.

**7045.7.2.3** If the employee requests military exigency leave, the employee must use vacation or CTO during the unpaid CFRA leave.

**7045.7.2.4** If the employee requests CFRA leave to care for a servicemember, the employee may elect to use vacation or CTO during the unpaid CFRA leave.

**7045.7.3** When leave is paid because the employee is receiving wage replacement benefits, the employee is not required to substitute/use vacation, sick leave, or CTO paid time off during the leave.

**7045.8 Insurance Benefits:** The District shall maintain and pay for an employee's health coverage at the same level and under the same conditions as coverage would have been provided if the employee had not taken CFRA leave. Employee's contribution toward premiums must be delivered to the District Office no later than the 15th of each month.

**7045.9 Sick Leave/Vacation:** Neither sick leave, vacation, nor other paid time off will accrue while on CFRA.

**7045.10 Retirement Benefits:** Upon return from leave, the CalPERS member may elect to purchase service credit for the time the employee was on non-paid leave up to one year at the employees' own expense consistent with applicable law and CalPERS regulations. Costs of the service credit will be based on the CalPERS valuation.

**7045.11 Longevity:** CFRA leave shall not constitute a break in service or cause the employee to lose seniority.

**7045.12 Return to Work:** The District shall reinstate the employee to the same position, or unless (1) the employee would not otherwise have been employed in the same position at the time reinstatement is requested for legitimate business reason unrelated to the employee taking CFRA leave (such as lay-off) or (2) means of preserving the job or duties for the employee would substantially undermine the District's ability to operate safely and efficiently. In either of such cases the employee shall be reinstated to a comparable position, unless there is no comparable position available or, although a comparable position is available, the filling of such with the returning employee would substantially undermine the District's ability to operate safely and efficiently. The failure to return to work the next regular workday following the conclusion of CFRA leave shall be grounds for termination of employment, unless the employee's absence is otherwise authorized under these Personnel Policies.

**7045.13** If business conditions require a reduction in force, an employee on CFRA leave will be considered for layoff and treated as active employee for purpose of the layoff process.

**7045.6.6** If an employee's anticipated return to work date changes and it becomes necessary for the employee to take more or less leave than originally anticipated, the employee must provide the District with 2 business days' notice of the employee's changed circumstances and new return to work date. If employee does not give the District unequivocal notice of their intent not to return to work, they will be considered to have voluntarily resigned and the District's obligation to maintain health benefits and to restore their positions will cease.

**7045.7 Salary:** CFRA Leave shall be without pay. An employee on CFRA Leave is not eligible to receive holiday pay. ~~or compensatory time-off.~~

**7045.7.1** When the employee is receiving any wage replacement benefits, the employee may use available sick leave, vacation, or CTO to supplement the benefits received up to the employee's usual compensation.

**7045.7.1.1** Employee must provide Office Manager documentation of wage replacement to include period of payment and amount.

**7045.7.1.2** The use of sick leave, vacation, or CTO paid time off during CFRA leave time does not extend the length of any CFRA leave and the paid time off runs concurrently with any CFRA entitlement.

**7045.7.2** Employees can request to substitute or use accrued paid time off while taking an unpaid CFRA leave as follows:

**7045.7.2.1** If an employee requests CFRA leave because of their own serious health condition, the employee **may** use any accrued paid vacation, CTO, or sick leave during unpaid leave.

**7045.7.2.2** If an employee requests CFRA leave to care for a covered family member with a serious health condition or to bond with a new child by birth or placement, the employee can use any accrued paid vacation and/or CTO during the unpaid family/medical leave. Once vacation is exhausted, upon request of an employee, the employee can decide to use paid sick leave during unpaid CFRA leave to care for a covered family member with a serious health condition but not to bond with the new child by birth or placement.

**7045.7.2.3** If the employee requests military exigency leave, the employee **may** use vacation **and/or CTO** during the unpaid CFRA leave.

~~**7045.7.2.4** If the employee requests CFRA leave due to care for a servicemember, the employee may elect to use vacation or CTO during the unpaid CFRA leave.~~

**7045.7.3** When leave is paid because the employee is receiving wage replacement benefits, the employee is not required to substitute/use vacation, sick leave, or CTO paid time off during the leave.

**7045.8 Insurance Benefits:** The District shall maintain and pay for an employee's health coverage at the same level and under the same conditions as coverage would have been provided if the employee had not taken CFRA leave. Employee's contribution toward premiums must be delivered to the District Office no later than the 15th of each month.

## Butte County Mosquito and Vector Control District

### POLICY MANUAL

**POLICY TITLE:** Family Care Leave of Absence

**POLICY NUMBER:** 7045

**7045.1** Family Care Leave is available to an eligible employee to (a) care for an employee's child, spouse, parent, or legally registered domestic partner with a serious health condition; or (b) in connection with the birth of a child of the employee or the employee's spouse, or the placement of a child with the employee through adoption or foster care, as provided below.

**7045.2 Eligibility:** In order to be eligible for this leave:

**7045.2.1** The employee must be employed full time by the District and have been so employed by the District for at least one year prior to the onset of the condition or event justifying the Family Care Leave.

**7045.2.2** The serious health condition, birth of child, or adoption or foster care placement, shall be verified in writing by a duly qualified, licensed medical professional or other appropriate professional. "Serious health condition" is defined as an illness, injury, impairment, or physical or mental condition that entails (a) inpatient care in a hospital, hospice, or residential medical care facility or (b) continuing treatment by a licensed healthcare provider.

**7045.2.3** The employee must first exhaust all earned Sick Leave, Personal Holidays, Vacation, and other paid time off.

**7045.3 Duration:** Family Care Leave may extend for the duration of the qualifying condition or event, up to 12 weeks of a normal 40 hours work week (480 hours) per calendar year, [per qualifying condition or event] [irrespective of the number of qualifying conditions or events experienced by the employee]. The leave shall be taken in full day increments. Updated medical verifications shall be promptly provided upon request by the District.

**7045.4** Leave taken for the birth or adoption or foster care placement of a child of the employee or the employee's spouse must be completed within one year of the birth or placement.

**7045.5 Salary:** Family Care Leave shall be without pay. An employee on Family Care Leave is not eligible to receive holiday pay or other paid time off.

**7045.6 Insurance Benefits:** An employee on Family Care Leave may continue to participate in the District provided health, life and other insurance plans, provided, however, that (a) the employee pays the total premium for such coverage and (b) such continuation of coverage is allowed under the terms of the plan. If the leave is for less than an entire premium period, the employee shall pay his or her prorata share of the premium for that period. Premium payments must be delivered to the District Office no later than 15th of the month.



**7045.7 Sick Leave/Vacation:** Neither Sick Leave, Vacation, nor other paid time off will accrue while on Family Care Leave.

**7045.8 Retirement Benefits:** Upon return from the Disability Leave of absence the CalPers member may elect to purchase service credit for the time the employee was on non-paid leave up to one year at the employees own expense as stated in the District contract with CalPers. Costs of the service credit will be based on the CalPers valuation.

**7045.9 Longevity:** Time spent on Family Care Leave shall not be counted towards years of District employment.

**7045.10 Return to Work:** At the end of the Family Care Leave, the District will return the employee to the position previously held, or a comparable position for which the employee is qualified, as determined by the District. The failure to return to work the next regular workday following the conclusion of Pregnancy Disability Leave shall be grounds for termination of employment, unless the employee's absence is otherwise authorized under these Personnel Policies.

**7045.11** The employee shall provide the District with at least 30 days advance written notice of the date the employee intends to return to work. Note that in some cases leave may end before exhaustion of the maximum allowable days; in others there may be a second allowable leave that is available at the conclusion of the first.

**7045.12** If business conditions require a reduction in force, an employee on Family Care Leave will be considered for layoff and treated as active employee for purpose of the layoff process.

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# **Butte County Mosquito and Vector Control District**

## **POLICY MANUAL**

**POLICY TITLE:** Disability Leave  
**POLICY NUMBER:** 7055

**7055.1** A disability leave of absence (“Disability Leave”) is available to an eligible employee who becomes unable to perform the duties of his/her position due to physical or mental disability, as provided below.

**7055.2** This section does not alter the District’s obligation to engage in a timely, good faith interactive process to determine a reasonable accommodation, if any, under state or federal law.

**7055.3** This section does not apply to a disability covered under workers compensation or to a disability resulting from pregnancy, childbirth, or related condition.

**7055.4 Eligibility:** In order to be eligible for Disability Leave:

**7055.4.1** The employee must be employed by the District on a full time basis and have been so employed by the District for at least one year prior to the onset of the disability.

**7055.4.2** The employee must be unable due to physical or mental disability to perform the duties of employees position. The disability and inability to perform shall be verified in writing by a duly qualified, licensed medical professional.

**7055.4.3** The employee must first exhaust all earned Sick Leave, Floating Holidays, Vacation, and other paid time off.

**7055.5 Duration:** Disability Leave may extend for the duration of the disability, up to 12 standard 40 hour work weeks (480 hours) per calendar year [per disability irrespective of the number of disabilities experienced by the employee]. The leave shall be taken in full day increments. Updated medical verifications shall be promptly provided, upon request by the District.

**7055.6 Salary:** Disability Leave shall be without pay. An employee on Disability Leave is not eligible to receive holiday pay or other paid time off.

**7055.7 Insurance Benefits:** An employee on Disability Leave may continue to participate in the District provided health, life and other insurance plans, provided, however, that (a) the employee pays the total premium for such coverage and (b) such continuation of coverage is allowed under the terms of the plan. If the leave is for less than an entire premium period, the employee shall pay his or her prorata share of the premium for that period. Premium payments must be delivered to the District Office no later than 15th of the month.

**7055.8 Sick Leave/Vacation:** Neither Sick Leave, Vacation, nor other paid time off will accrue while on Disability Leave.

**7055.9 Retirement Benefits:** Upon return from the Disability Leave of absence the CalPers member may elect to purchase service credit for the time the employee was on non-paid leave up to one year at the employees own expense as stated in the District contract with CalPers. Costs of the service credit will be based on the CalPers valuation.

**7055.10 Longevity:** Time spent on Disability Leave shall not be counted towards years of District employment.

**7055.11 Return to Work:** At the end of the Disability Leave, the District will return the employee to the position previously held, or a comparable position for which the employee is qualified, as determined by the District. The failure to return to work the next regular workday following the conclusion of Pregnancy Disability Leave shall be grounds for termination of employment, unless the employee's absence is otherwise authorized under these Personnel Policies.

**7055.12** The employee shall provide the District with at least 30-day advance written notice (where applicable) of the date he/she intends to return to work. Upon request by the District, an employee's return to work from a disability shall be supported by a written release from a duly qualified, licensed medical professional. Note that in some cases leave may end before exhaustion of the maximum allowable days; in others there may be a second allowable leave that is available at the conclusion of the first.

**7055.13** If business conditions require a reduction in force, an employee on Disability Leave will be considered for layoff and treated as active employee for purpose of the layoff process.

RESOLUTION NO. 21-04

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

RESOLUTION TO CHANGE THE REGULAR MEETING OF THE BOARD OF TRUSTEES  
MEETING LOCATION TO CHICO SUBSTATION

**WHEREAS**, the Board of Trustees desires to hold the Regular Meeting of the Board of Trustees on the 2<sup>nd</sup> Wednesday of each month; and

**WHEREAS**, the Board of Trustees agrees to change the location of the Regular Meeting of the Board of Trustees meeting location to the Chico substation;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of the Butte County Mosquito and Vector Control District hereby declares:

1. That the Regular Meeting of the Board of Trustees will continue to meet on the 2<sup>nd</sup> Wednesday of each month;
2. That the Regular Meeting of the Board of Trustees will continue to meet at 4:00 PM;
3. That the Regular Meetings of the Board of Trustees shall be held at the Chico substation, from this day forward.

**PASSED AND ADOPTED** by the Board of Trustees of the Butte County Mosquito and Vector Control District at a regular meeting thereof held on the 12th day of May 2021, by the following vote:

AYES:  
NOES:  
ABSENT:

\_\_\_\_\_  
Dr. Albert Beck, President

\_\_\_\_\_  
Matthew C. Ball, District Manager

**Attest:**

\_\_\_\_\_  
James "Bo" Sheppard, Secretary

Butte County Mosquito & Vector Control District  
Since 1948

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# 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 ~~principal District Office and /or 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.

REVISED 05/2021

**REVISION 1**

Bid Date: 4/23/2021

Time: 5:00PM

**Proposal for:  
Mosquito Abatement And Vector Control-PCO Request 2**

from

**Franklin Construction, Inc.**

217 Flume Street, Suite 200, Chico, CA 959285427

(530) 343-9600

License: 567469 Type: A



**Butte County Mosquito And Vector Control District**

Project No. 92123

Item	Description	Quantity	Unit	Unit Price	Total Price
01	Install Storm Drain System	1.00	LS	15,100.0000	15,100.00
				Total:	<u>15,100.00</u>

Attachment Enclosed

Estimator: Rod Winkle

**Franklin Construction, Inc.**  
**Job Conditions - Attachment 'A'**

Mosquito Abatement And Vector Control-PCO Request 2

**General Conditions:**

1. Payment to be made as follows: As per the existing contract between Butte County Mosquito and Vector Control and Franklin Construction Inc. for the Parking lot Rehabilitation at 5117 Larkin Road, Oroville Ca.
2. All material is guaranteed to be as specified.
3. All work to be completed in a professional manner according to standard practices.
4. Any alteration or deviation from the plans, specifications, and proposal conditions involving extra costs will become an extra charge over and above the estimate.
5. All agreements contingent upon strikes, accidents or delays beyond our control.
6. Our workers are fully covered by Worker's Compensation Insurance and Waiver of Subrogation for Workers Compensation.
7. This proposal may be withdrawn by us if not accepted within 30 days.
8. This proposal must be included in all contracts between the owner and Franklin Construction, Inc.
9. All reasonable attorney's fees shall be paid for by the owner, should an attorney be employed to collect payment.
10. Franklin Construction will provide and list owner/customer as additional insured endorsement with certificate of insurance.

**Special Conditions:**

1. This proposal only includes working under favorable conditions where soil and/or aggregate moisture contents are at or below optimum moisture content for compaction. This bid does not include dewatering, mechanically or chemically processing soil or aggregates to dry them, or working under wet conditions that do not allow earthwork, soil compaction, placement of aggregates, or placement of asphalt paving to be done using normal practices.
2. Escalation: Does not apply to the proposal.
3. This bid is based on the availability of construction water. Increased fees, charges, or other costs resulting from drought conditions may result in additional cost to the owner or general contractor.

**Scope of Work:**

1. Item #2 includes furnishing and installing a larger storm drain system to replace the existing system. This item includes furnishing and installing two 18" by 18" pre-cast flat top traffic rated drop inlets that will be installed in approximately the same location as the two existing drain inlets. This item also includes up to 200' of 8" HDPE double wall storm drain pipe. The pipe will begin at the westerly drop inlet, connect to the most easterly drop inlet, and then run out to the drainage ditch east of the site. The system will be placed in the the same approximate location as the existing storm drain system and follow the same drainage pattern.

Anything not specifically included in the above scope of work is excluded.

**Franklin Construction, Inc.**

By: Rod Winkle  
Rod Winkle, Sr. Vice President

**Acceptance of Proposal:**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date: \_\_\_\_\_ By: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ By: \_\_\_\_\_ Title: \_\_\_\_\_



# Butte County Mosquito and Vector Control District

Recap for the month ending:

April 2021

	Fund 2270 General Fund		Fund 2272 Hamilton City	
<b>Beginning Cash Balance</b>	\$ 5,568,322.01	\$	22,341.83	\$ 5,590,663.84
Current Year Revenue Received	\$ 33,138.01	\$	-	
Credit Memo	\$ 953.06	\$	-	
Cash balance	\$ 5,602,413.08		22,341.83	
Prior Month Payables paid	\$ 192.53			
Salaries & Benefits	\$ 150,132.54	\$	178.10	
Services & Supplies	\$ 160,164.97	\$	120.12	
Capital Outlay	\$ -	\$	-	
Expenses chargeable to month	\$ 310,297.51	\$	298.22	\$ 310,595.73
Payables	\$ 6,238.36			
<b>Cash Balance</b>	\$ 5,298,161.40	\$	22,043.61	\$ 5,320,205.01
Revolving Fund				\$ 2,500.00
				<u>\$ 5,322,705.01</u>
				<b>End of Month Combined Cash Balance \$5,322,705.01</b>
<b>Less:</b>				
Restricted - UST Trust Fund F-2279	\$ 5,000.00	\$	-	
Committed - Accumulated Capital Outlay	\$ 2,000,000.00	\$	-	
Committed - Aircraft Engine Reserve	\$ 580,000.00	\$	-	
Assigned - Research Reserve	\$ 100,000.00	\$	-	
Assigned - Vector Borne Disease Reserved	\$ 342,500.00	\$	7,500.00	
Committed - General Reserve	\$ 200,000.00	\$	-	
	\$ 3,227,500.00	\$	7,500.00	

Voided Fund 2270 Check Numbers:

Voided Revolving Fund Check Numbers:

The before mentioned list of claims is a true and correct listing of bills which have been allowed by the Board of Trustees.

\_\_\_\_\_  
Signature of Board President or Secretary

\_\_\_\_\_  
Signature of District Manager

**Butte County Mosquito and Vector Control District**  
**End of Month Check Register**  
**As of April 30, 2021**

Type	Date	Num	Name	Memo	Amount
<b>1010 - Cash in County Treasury</b>					
General Jour...	04/26/21	JE#20-08	Butte County Auditor-Treasurer	Q3 3/31/2021 Interest posted	17,443.55
General Jour...	04/26/21	JE#20-08	Butte County Auditor-Treasurer	Q3 3/31/2021 Interest posted	62.72
Payment	04/26/21	2533	Jason Markstein		1,792.43
Payment	04/20/21	5228	Pipers Patch Farms		3,943.22
Paycheck	04/07/21	49212	ARMSTRONG, KENNETH J		-1,387.52
Paycheck	04/07/21	49213	BALL, MATTHEW C		-3,302.95
Paycheck	04/07/21	49214	BOYD, DELBERT L		-2,336.27
Paycheck	04/07/21	49215	CASSITY, SHANE M		-1,610.73
Paycheck	04/07/21	49216	DELRIO CARRIEDO, EDITH		-1,577.23
Paycheck	04/07/21	49217	DILLARD, ERIC L		-1,635.48
Paycheck	04/07/21	49218	FAVILLA, CHARLES L		-1,449.14
Paycheck	04/07/21	49219	GOFF, AARON P		-1,382.64
Paycheck	04/07/21	49220	LARSON, KELLEN L		-1,387.52
Paycheck	04/07/21	49221	LASIK, DONALD A		-1,480.11
Paycheck	04/07/21	49222	LUMSDEN, AARON L		-1,902.70
Paycheck	04/07/21	49223	MATTIA, MICHAEL P		-984.81
Paycheck	04/07/21	49224	ROBERTSON, SHANE E		-20.38
Paycheck	04/07/21	49225	ROTHENWANDER, RYAN R		-1,880.73
Paycheck	04/07/21	49226	SANDOVAL-SORIA, MARITZA L		-1,860.95
Paycheck	04/07/21	49227	SCRIBNER, RACHELLE M		-309.91
Paycheck	04/07/21	49228	VICE, ELIZABETH L		-1,764.70
Paycheck	04/07/21	49229	WESEMAN, DOUGLAS E		-2,006.78
Paycheck	04/07/21	49230	WILLIAMS, GLEN L		-1,892.17
Paycheck	04/05/21	49231	LARSON, KELLEN L		-967.52
Liability Check	04/07/21	49232	KENNETH ARMSTRONG		-1,166.60
Liability Check	04/07/21	49233	ICMA RETIREMENT CORPORATI...	304296	-2,347.94
Liability Check	04/07/21	49234	VALIC	53871	-1,050.00
Liability Check	04/07/21	49235	MECHANICS BANK		-594.23
Paycheck	04/07/21	49236	DELRIO CARRIEDO, EDITH		-496.03
Bill Pmt -Che...	04/15/21	49237	COMCAST BUSINESS	8155600281514342 4/6-5/5/...	-376.17
Bill Pmt -Che...	04/15/21	49238	PACIFIC GAS AND ELECTRIC		-637.27
Bill Pmt -Che...	04/15/21	49239	RECOLOGY BUTTTE COLUSA C...	020039727 March 2021 ser...	-157.54
Bill Pmt -Che...	04/15/21	49240	SOCIETY FOR VECTOR ECOLOGY		-210.00
Bill Pmt -Che...	04/15/21	49241	VERIZON WIRELESS	3/1-3/28/2021 District cellph...	-947.31
Bill Pmt -Che...	04/15/21	49242	ALBERT BECK	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49243	BRUCE JOHNSON	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49244	JAMES BO SHEPPARD	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49245	LARRY KIRK	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49246	MELISSA SCHUSTER	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49247	MICHAEL BARTH	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49248	PHILIP LAROCCA	Meeting allowance April 2021	-100.00
Bill Pmt -Che...	04/15/21	49249	STEVE OSTLING	Meeting allowance April 2021	-100.00
Paycheck	04/21/21	49250	ARMSTRONG, KENNETH J		-1,387.52
Paycheck	04/21/21	49251	BALL, MATTHEW C		-3,302.92
Paycheck	04/21/21	49252	BOYD, DELBERT L		-2,336.27
Paycheck	04/21/21	49253	CASSITY, SHANE M		-1,610.73
Paycheck	04/21/21	49254	DILLARD, ERIC L		-1,635.49
Paycheck	04/21/21	49255	FAVILLA, CHARLES L		-1,449.13
Paycheck	04/21/21	49256	GOFF, AARON P		-1,382.63
Paycheck	04/21/21	49257	LARSON, KELLEN L		-1,387.52
Paycheck	04/21/21	49258	LASIK, DONALD A		-1,480.10
Paycheck	04/21/21	49259	LUMSDEN, AARON L		-1,902.68
Paycheck	04/21/21	49260	MATTIA, MICHAEL P		-1,111.28
Paycheck	04/21/21	49261	ROBERTSON, SHANE E		-20.37
Paycheck	04/21/21	49262	ROTHENWANDER, RYAN R		-1,880.76
Paycheck	04/21/21	49263	SANDOVAL-SORIA, MARITZA L		-1,860.93
Paycheck	04/21/21	49264	SCRIBNER, RACHELLE M		-592.53
Paycheck	04/21/21	49265	VICE, ELIZABETH L		-1,764.70
Paycheck	04/21/21	49266	WESEMAN, DOUGLAS E		-2,006.78
Paycheck	04/21/21	49267	WILLIAMS, GLEN L		-1,892.19
Liability Check	04/21/21	49268	ICMA RETIREMENT CORPORATI...	304296	-2,347.94
Liability Check	04/21/21	49269	VALIC	53871	-1,050.00
Liability Check	04/21/21	49270	MECHANICS BANK		-594.23
Bill Pmt -Che...	04/21/21	49271	GOLDEN STATE RISK MANAGEM...	May 2021 Health Insurance	-29,913.00
Bill Pmt -Che...	04/21/21	49272	MEDICAL EYE SERVICES	May 2021	-294.69
Bill Pmt -Che...	04/21/21	49273	SUN LIFE FINANCIAL	May 2021	-2,394.77
Bill Pmt -Che...	04/27/21	49274	ADVANCED DOCUMENT CONCE...		-98.65

## Butte County Mosquito and Vector Control District

05/05/21

## End of Month Check Register

As of April 30, 2021

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Che...	04/27/21	49275	AIRCRAFT SPRUCE & SPECIALTY	403369	-20.78
Bill Pmt -Che...	04/27/21	49276	ALHAMBRA & SIERRA SPRINGS	water and cooler rental	-433.87
Bill Pmt -Che...	04/27/21	49277	ALL METALS SUPPLY INC	Steel	-86.07
Bill Pmt -Che...	04/27/21	49278	BATTERIES PLUS	31 6V SLAA6-12F Duracell ...	-962.52
Bill Pmt -Che...	04/27/21	49279	BETTER DEAL EXCHANGE		-39.14
Bill Pmt -Che...	04/27/21	49280	BL GRIFFIN COMPANY	2nd Quarter monthly inspect...	-285.00
Bill Pmt -Che...	04/27/21	49281	CA NEWSPAPER DBA ENTERPRI...	Feb 2021 Public Notice publ...	-233.89
Bill Pmt -Che...	04/27/21	49282	CALIFORNIA WATER SERVICE	3/18-4/16/2021 Water servic...	-144.43
Bill Pmt -Che...	04/27/21	49283	CERTIFIED FORTRESS SECURIT...	4/19/21 repair at 444 Otters...	-140.00
Bill Pmt -Che...	04/27/21	49284	CLARKE MOSQUITO CONTROL ...	1, 275 gallon Duet Tote	-46,024.58
Bill Pmt -Che...	04/27/21	49285	COMCAST BUSINESS	8155600190502305 4/20-5/...	-401.74
Bill Pmt -Che...	04/27/21	49286	COMP INC	Seasonal pre-employment p...	-639.00
Bill Pmt -Che...	04/27/21	49287	ESPLANADE OFFICE		-14,571.74
Bill Pmt -Che...	04/27/21	49288	FEDAK & BROWN LLP	March 2021 seviles towards...	-373.00
Bill Pmt -Che...	04/27/21	49289	HELUNA HEALTH.	2021 Chicken Sero testing	-4,410.00
Bill Pmt -Che...	04/27/21	49290	HOME DEPOT	6035 322 0 0746 7677	-2,423.86
Bill Pmt -Che...	04/27/21	49291	MATSON & ISOM TECHNOLOGY ...	00BUTTCO9	-2,341.50
Bill Pmt -Che...	04/27/21	49292	MINASIAN MEITH SOARES SEXT...	March 2021 Camp Fire and ...	-9,632.00
Bill Pmt -Che...	04/27/21	49293	NORTHGATE PETROLEUM CO	21080	-205.11
Bill Pmt -Che...	04/27/21	49294	O'REILLY	Oil filter and motor oil	-45.76
Bill Pmt -Che...	04/27/21	49295	PARADISE RECREATION AND P...	June 12, 2021 Gold Nugger ...	-40.00
Bill Pmt -Che...	04/27/21	49296	PLACER COMMUNICATIONS CO	4 new truck radio installation...	-1,046.72
Bill Pmt -Che...	04/27/21	49297	PRINTWORX	2021 1st quarter newsletter	-269.61
Bill Pmt -Che...	04/27/21	49298	QUILL CORPORATION		-212.58
Bill Pmt -Che...	04/27/21	49299	RABCO PAYROLL SERVICES INC	April 2021 timekeeping	-150.00
Bill Pmt -Che...	04/27/21	49300	RALEYS	Dry ice	-75.36
Bill Pmt -Che...	04/27/21	49301	RIEBES AUTO PARTS		-544.52
Bill Pmt -Che...	04/27/21	49302	SLAG FACTORY WELDING & OF...	Tank truck tube bending & ...	-870.00
Bill Pmt -Che...	04/27/21	49303	SPARK CREATIVE DESIGN	Preventing Mosquito Bites b...	-1,128.63
Bill Pmt -Che...	04/27/21	49304	STOTT OUTDOOR ADVERTISING	45 Junior poster production ...	-1,362.60
Bill Pmt -Che...	04/27/21	49305	TARGET SPECIALTY PRODUCTS	26, 1300 lb Aquabac 200G	-54,150.98
Bill Pmt -Che...	04/27/21	49306	TOUCH OF GLASS & SCREEN		-774.10
Bill Pmt -Che...	04/27/21	49307	UNIFIRST CORPORATION		-594.26
Bill Pmt -Che...	04/27/21	49308	UPS	4/7/2021 shipment	-139.22
Bill Pmt -Che...	04/27/21	49309	US BANK CORP PAYMENT SYST...	3/23-4/20/21 various credit c...	-3,746.81
Bill Pmt -Che...	04/27/21	49310	VECTORBORNE DISEASE ACCO...	08-5422-22201 2021/2022 ...	-1,812.00
Bill Pmt -Che...	04/27/21	49311	WALMART COMMUNITY	6032 2020 0092 1859	-95.66
Bill Pmt -Che...	04/27/21	49312	WASTE MANAGEMENT	3/1-3/31/21 Chico services	-28.62
Bill Pmt -Che...	04/27/21	49313	WILBURS FEED N SEED		-1,069.25
Bill Pmt -Che...	04/29/21	49314	GRIDLEY CHAMBER OF COMME...	Red Suspenders Days, boot...	-40.00
Liability Check	04/07/21	2270-900900	BUTTE COUNTY TREASURER F...	94-6000141	-180.20
Liability Check	04/07/21	2270-900900	BUTTE COUNTY TREASURER F...	94-6000141	-252.46
Liability Check	04/07/21	2270-900900	BUTTE COUNTY TREASURER F...	94-6000141	-12,388.90
Liability Check	04/07/21	2270-900901	EMPLOYMENT DEVELOPMENT ...	499-0413-9	-12.33
Liability Check	04/07/21	2270-900901	EMPLOYMENT DEVELOPMENT ...	499-0413-9	-108.17
Liability Check	04/07/21	2270-900901	EMPLOYMENT DEVELOPMENT ...	499-0413-9	-2,794.92
Liability Check	04/07/21	2270-900902	PUBLIC EMPLOYEES RETIREME...	0665	-8,793.66
Liability Check	04/09/21	2270-900903	BUTTE COUNTY TREASURER F...	94-6000141	-88.66
Liability Check	04/09/21	2270-900904	EMPLOYMENT DEVELOPMENT ...	499-0413-9	-6.95
Liability Check	04/09/21	2270-900905	PUBLIC EMPLOYEES RETIREME...	0665	-69.23
Liability Check	04/21/21	2270-900906	BUTTE COUNTY TREASURER F...		-12,179.50
Liability Check	04/21/21	2270-900907	EMPLOYMENT DEVELOPMENT ...	499-0413-9	-2,770.11
Liability Check	04/21/21	2270-900908	PUBLIC EMPLOYEES RETIREME...	0665	-8,516.76

Total 1010 · Cash in County Treasury

-282,105.98

**TOTAL****-282,105.98**

## Butte County Mosquito and Vector Control District

05/05/21

## Month to Date Register

As of May 5, 2021

Type	Date	Num	Name	Memo	Amount
<b>1010 · Cash in County Treasury</b>					
Paycheck	05/05/21	49315	ARMSTRONG, KENNETH J		-1,387.53
Paycheck	05/05/21	49316	BALL, MATTHEW C		-3,453.52
Paycheck	05/05/21	49317	BOYD, DELBERT L		-2,336.27
Paycheck	05/05/21	49318	CASSITY, SHANE M		-1,610.74
Paycheck	05/05/21	49319	DILLARD, ERIC L		-1,635.48
Paycheck	05/05/21	49320	FAVILLA, CHARLES L		-1,449.11
Paycheck	05/05/21	49321	GOFF, AARON P		-1,382.64
Paycheck	05/05/21	49322	LARSON, KELLEN L		-1,387.52
Paycheck	05/05/21	49323	LASIK, DONALD A		-1,480.10
Paycheck	05/05/21	49324	LUMSDEN, AARON L		-1,902.70
Paycheck	05/05/21	49325	MATTIA, MICHAEL P		-1,111.28
Paycheck	05/05/21	49326	ROBERTSON, SHANE E		-20.37
Paycheck	05/05/21	49327	ROTHENWANDER, RYAN R		-1,880.73
Paycheck	05/05/21	49328	SANDOVAL-SORIA, MARITZA L		-1,744.29
Paycheck	05/05/21	49329	SCRIBNER, RACHELLE M		-592.53
Paycheck	05/05/21	49330	VICE, ELIZABETH L		-1,780.73
Paycheck	05/05/21	49331	WESEMAN, DOUGLAS E		-2,006.78
Paycheck	05/05/21	49332	WILLIAMS, GLEN L		-1,892.17
Paycheck	05/05/21	49333	KUNDE, WILLIAM O		-3,457.13
Liability Check	05/05/21	49334	ICMA RETIREMENT CORPORATI...	304296	-2,497.94
Liability Check	05/05/21	49335	VALIC	53871	-1,050.00
Liability Check	05/05/21	49336	MECHANICS BANK		-594.23
Liability Check	05/05/21	49337	AFLAC	J1P16	-745.12
Bill Pmt -Check	05/05/21	49338	AIRCRAFT SPRUCE & SPECIALTY	403369	-3,995.06
Bill Pmt -Check	05/05/21	49339	BETTER DEAL EXCHANGE	17 1/4" compression sleeve	-3.50
Bill Pmt -Check	05/05/21	49340	HOME DEPOT	6035 322 0 0746 7677	-9.85
Bill Pmt -Check	05/05/21	49341	QUILL CORPORATION	Stock paper and label make...	-111.88
Bill Pmt -Check	05/05/21	49342	RALEYS		-225.09
Bill Pmt -Check	05/05/21	49343	TENNESSEE AIRCRAFT CO INC	Jaws, nozzles overhaul & flo...	-821.59
Bill Pmt -Check	05/05/21	49344	UNIFIRST CORPORATION		-156.01
Bill Pmt -Check	05/05/21	49345	WALMART COMMUNITY	6032 2020 0092 1859	-95.18
Bill Pmt -Check	05/05/21	49346	DANS ELECTRICAL SUPPLY CO	Ballast	-75.08
Liability Check	05/05/21	2270-900909	BUTTE COUNTY TREASURER F...		-13,948.00
Liability Check	05/05/21	2270-900910	EMPLOYMENT DEVELOPMENT ...	499-0413-9	-3,196.66
Liability Check	05/05/21	2270-900911	PUBLIC EMPLOYEES RETIREME...	0665	-8,575.36
Total 1010 · Cash in County Treasury					-68,612.17
<b>TOTAL</b>					<b>-68,612.17</b>

7:53 AM

## Butte County Mosquito and Vector Control District

## Income by Customer Detail

April 2021

05/05/21

Cash Basis

Type	Date	Num	Memo	Account	Original Amount	Paid Amount
<b>Butte County Auditor-Treasurer</b>						
Deposit	04/15/21		TX51-C Feb-Mar 2021...	4117 · RDA - Pa...	546.29	546.29
Deposit	04/15/21		TX52-C Feb-Mar 2021...	4117 · RDA - Pa...	2,105.90	2,105.90
Deposit	04/15/21		TX55-Y Prior Unsecur...	4113 · Prior Uns...	88.45	88.45
Deposit	04/15/21		TX55-Y Prior Unsecur...	4114 · Supplem...	13.19	13.19
Deposit	04/15/21		TX55-Y Prior Unsecur...	4117 · RDA - Pa...	0.11	0.11
Deposit	04/15/21		TX50-C Supp Appor F...	4114 · Supplem...	6,029.17	6,029.17
Deposit	04/15/21		TX50-C Supp Appor F...	4117 · RDA - Pa...	214.05	214.05
Deposit	04/15/21		TX53-U Curr Unsecure...	4111 · Current U...	1,851.99	1,851.99
General Jo...	04/26/21	JE#2...	Q3 3/31/2021 Interest ...	4410 · Interest I...	17,443.55	17,443.55
General Jo...	04/26/21	JE#2...	Q3 3/31/2021 Interest ...	4410 · Interest I...	62.72	62.72
Total Butte County Auditor-Treasurer						28,355.42
<b>Jason Markstein</b>						
Invoice	04/26/21	BU-2...	Aquabac 200 G 8.5 ae...	4625 · Charges f...	1,792.43	1,792.43
Total Jason Markstein						1,792.43
<b>Pipers Patch Farms</b>						
Invoice	04/20/21	BU-2...	August 2020 services	4625 · Charges f...	3,534.91	2,990.16
Total Pipers Patch Farms						2,990.16
<b>TOTAL</b>						<b>33,138.01</b>

8:34 AM

05/05/21

Accrual Basis

Little County Mosquito and Vector Control District  
**Transactions by Account**

As of April 30, 2021

Type	Date	Num	Name	Memo	Class	Clr	Split	Amount	Balance
<b>1100 - Accounts Receivable</b>									
Payment	04/20/21	5228	Pipers Patch Farms				1010 - Cash in ...	-3,943.22	4,782.59
Payment	04/26/21	2533	Jason Markstein				1010 - Cash in ...	-839.37	839.37
Total 1100 - Accounts Receivable								-5,735.65	-953.06
<b>TOTAL</b>								<b>-5,735.65</b>	<b>-953.06</b>

Butte County Mosquito and Vector Control District  
End of Month Check Register  
As of April 30, 2021

1010 - Cash in County Treasury

Type	Date	Num	Name	Memo	Amount
General Journal	04/26/2021	JE#20-08	Butte County Auditor-Treasurer	Q3 3/31/2021 Interest posted	17,443.55
General Journal	04/26/2021	JE#20-08	Butte County Auditor-Treasurer	Q3 3/31/2021 Interest posted	62.72
Payment	04/26/2021	2533	Jason Markstein	Payment received	1,792.43
Payment	04/20/2021	5228	Pipers Patch Farms	Payment received	3,943.22
Paycheck	04/07/2021	49212	ARMSTRONG, KENNETH J	Paycheck	-1,387.52
Paycheck	04/07/2021	49213	BALL, MATTHEW C	Paycheck	-3,302.95
Paycheck	04/07/2021	49214	BOYD, DELBERT L	Paycheck	-2,336.27
Paycheck	04/07/2021	49215	CASSITY, SHANE M	Paycheck	-1,610.73
Paycheck	04/07/2021	49216	DELRIO CARRIEDO, EDITH	Paycheck	-1,577.23
Paycheck	04/07/2021	49217	DILLARD, ERIC L	Paycheck	-1,635.48
Paycheck	04/07/2021	49218	FAVILLA, CHARLES L	Paycheck	-1,449.14
Paycheck	04/07/2021	49219	GOFF, AARON P	Paycheck	-1,382.64
Paycheck	04/07/2021	49220	LARSON, KELLEN L	Paycheck	-1,387.52
Paycheck	04/07/2021	49221	LASIK, DONALD A	Paycheck	-1,480.11
Paycheck	04/07/2021	49222	LUMSDEN, AARON L	Paycheck	-1,902.70
Paycheck	04/07/2021	49223	MATTIA, MICHAEL P	Paycheck	-984.81
Paycheck	04/07/2021	49224	ROBERTSON, SHANE E	Paycheck	-20.38
Paycheck	04/07/2021	49225	ROTHENWANDER, RYAN R	Paycheck	-1,880.73
Paycheck	04/07/2021	49226	SANDOVAL-SORIA, MARITZA L	Paycheck	-1,860.95
Paycheck	04/07/2021	49227	SCRIBNER, RACHELLE M	Paycheck	-309.91
Paycheck	04/07/2021	49228	VICE, ELIZABETH L	Paycheck	-1,764.70
Paycheck	04/07/2021	49229	WESEMAN, DOUGLAS E	Paycheck	-2,006.78
Paycheck	04/07/2021	49230	WILLIAMS, GLEN L	Paycheck	-1,892.17
Paycheck	04/05/2021	49231	LARSON, KELLEN L	Paycheck	-967.52
Liability Check	04/07/2021	49232	KENNETH ARMSTRONG	Paycheck	-1,166.60
Liability Check	04/07/2021	49233	ICMA RETIREMENT CORPORATION	Deferred comp employee contributions	-2,347.94
Liability Check	04/07/2021	49234	VALIC	Deferred comp employee contributions	-1,050.00
Liability Check	04/07/2021	49235	MECHANICS BANK	4 employee HSA contributions	-594.23
Paycheck	04/07/2021	49236	DELRIO CARRIEDO, EDITH	Paycheck	-496.03
Bill Pmt -Check	04/15/2021	49237	COMCAST BUSINESS	4/6-5/5/2021	-376.17
Bill Pmt -Check	04/15/2021	49238	PACIFIC GAS AND ELECTRIC	Chico & Oroville monthly charges	-637.27
Bill Pmt -Check	04/15/2021	49239	RECOLOGY BUTTLE COLUSA COUNTIES	March 2021 services	-157.54
Bill Pmt -Check	04/15/2021	49240	SOCIETY FOR VECTOR ECOLOGY	Ball,Bradford,Rothenwander annual dues 2021/2022	-210.00
Bill Pmt -Check	04/15/2021	49241	VERIZON WIRELESS	3/1-3/28/2021 District cellphone plans	-947.31
Bill Pmt -Check	04/15/2021	49242	ALBERT BECK	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49243	BRUCE JOHNSON	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49244	JAMES BO SHEPPARD	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49245	LARRY KIRK	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49246	MELISSA SCHUSTER	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49247	MICHAEL BARTH	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49248	PHILIP LAROCCA	Meeting allowance April 2021	-100.00
Bill Pmt -Check	04/15/2021	49249	STEVE OSTLING	Meeting allowance April 2021	-100.00
Paycheck	04/21/2021	49250	ARMSTRONG, KENNETH J	Paycheck	-1,387.52
Paycheck	04/21/2021	49251	BALL, MATTHEW C	Paycheck	-3,302.92
Paycheck	04/21/2021	49252	BOYD, DELBERT L	Paycheck	-2,336.27
Paycheck	04/21/2021	49253	CASSITY, SHANE M	Paycheck	-1,610.73
Paycheck	04/21/2021	49254	DILLARD, ERIC L	Paycheck	-1,635.49
Paycheck	04/21/2021	49255	FAVILLA, CHARLES L	Paycheck	-1,449.13
Paycheck	04/21/2021	49256	GOFF, AARON P	Paycheck	-1,382.63
Paycheck	04/21/2021	49257	LARSON, KELLEN L	Paycheck	-1,387.52
Paycheck	04/21/2021	49258	LASIK, DONALD A	Paycheck	-1,480.10
Paycheck	04/21/2021	49259	LUMSDEN, AARON L	Paycheck	-1,902.68
Paycheck	04/21/2021	49260	MATTIA, MICHAEL P	Paycheck	-1,111.28
Paycheck	04/21/2021	49261	ROBERTSON, SHANE E	Paycheck	-20.37
Paycheck	04/21/2021	49262	ROTHENWANDER, RYAN R	Paycheck	-1,880.76
Paycheck	04/21/2021	49263	SANDOVAL-SORIA, MARITZA L	Paycheck	-1,860.93
Paycheck	04/21/2021	49264	SCRIBNER, RACHELLE M	Paycheck	-592.53
Paycheck	04/21/2021	49265	VICE, ELIZABETH L	Paycheck	-1,764.70
Paycheck	04/21/2021	49266	WESEMAN, DOUGLAS E	Paycheck	-2,006.78
Paycheck	04/21/2021	49267	WILLIAMS, GLEN L	Paycheck	-1,892.19
Liability Check	04/21/2021	49268	ICMA RETIREMENT CORPORATION	Deferred comp employee contributions	-2,347.94
Liability Check	04/21/2021	49269	VALIC	Deferred comp employee contributions	-1,050.00
Liability Check	04/21/2021	49270	MECHANICS BANK	4 employee HSA contributions	-594.23
Bill Pmt -Check	04/21/2021	49271	GOLDEN STATE RISK MANAGEMENT AUTHORITY	May 2021 Health Insurance	-29,913.00
Bill Pmt -Check	04/21/2021	49272	MEDICAL EYE SERVICES	May 2021	-294.69
Bill Pmt -Check	04/21/2021	49273	SUN LIFE FINANCIAL	May 2021	-2,394.77
Bill Pmt -Check	04/27/2021	49274	ADVANCED DOCUMENT CONCEPTS	March 2021 print fees	-98.65
Bill Pmt -Check	04/27/2021	49275	AIRCRAFT SPRUCE & SPECIALTY	Bolts for 3 aircrafts	-20.78
Bill Pmt -Check	04/27/2021	49276	ALHAMBRA & SIERRA SPRINGS	Cooler rental and 40 5 gallon bottles of water	-433.87
Bill Pmt -Check	04/27/2021	49277	ALL METALS SUPPLY INC	Steel	-86.07
Bill Pmt -Check	04/27/2021	49278	BATTERIES PLUS	31 6V SLAA6-12F Duracell batteries	-962.52
Bill Pmt -Check	04/27/2021	49279	BETTER DEAL EXCHANGE	Plastic adhesive, sanding disk, and misc.	-39.14
Bill Pmt -Check	04/27/2021	49280	BL GRIFFIN COMPANY	2nd Quarter monthly inspections	-285.00
Bill Pmt -Check	04/27/2021	49281	CA NEWSPAPER DBA ENTERPRISE RECORD	Feb 2021 Public Notice publication	-233.89
Bill Pmt -Check	04/27/2021	49282	CALIFORNIA WATER SERVICE	3/18-4/16/2021 Water service for Chico	-144.43
Bill Pmt -Check	04/27/2021	49283	CERTIFIED FORTRESS SECURITY & FIRE SYSTEM	4/19/21 repair at 444 Otterson Dr	-140.00
Bill Pmt -Check	04/27/2021	49284	CLARKE MOSQUITO CONTROL PRODUCTS INC	1, 275 gallon Duet Tote	-46,024.58
Bill Pmt -Check	04/27/2021	49285	COMCAST BUSINESS	4/20-5/19/21	-401.74
Bill Pmt -Check	04/27/2021	49286	COMP INC	Seasonal pre-employment physicals, spirometry, and drug tests & Spiro test for fulltime staff	-639.00
Bill Pmt -Check	04/27/2021	49287	ESPLANADE OFFICE	Briefing room operator desks, desk panels, tables, and chairs.	-14,571.74

Butte County Mosquito and Vector Control District  
End of Month Check Register  
As of April 30, 2021

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	04/27/2021	49288	FEDAK & BROWN LLP	March 2021 services towards 6/30/2021 audit	-373.00
Bill Pmt -Check	04/27/2021	49289	HELLUNA HEALTH.	2021 Chicken Sero testing	-4,410.00
Bill Pmt -Check	04/27/2021	49290	HOME DEPOT	Admin building kitchen cabinets, countertop, sink, and misc. parts.	-2,423.86
Bill Pmt -Check	04/27/2021	49291	MATSON & ISOM TECHNOLOGY CONSULTING	April 2021 ClearIT services, phase I & phase II of Cloud migration contract	-2,341.50
Bill Pmt -Check	04/27/2021	49292	MINASIAN MEITH SOARES SEXTON & COOPER LLP	March 2021 Camp Fire and General services	-9,632.00
Bill Pmt -Check	04/27/2021	49293	NORTHGATE PETROLEUM CO	March 2021 Chico fuel	-205.11
Bill Pmt -Check	04/27/2021	49294	OREILLY	Oil filter and motor oil	-45.76
Bill Pmt -Check	04/27/2021	49295	PARADISE RECREATION AND PARK DISTRICT	June 12, 2021 Gold Nugger Craft Faire	-40.00
Bill Pmt -Check	04/27/2021	49296	PLACER COMMUNICATIONS CO	4 new truck radio installations and parts	-1,046.72
Bill Pmt -Check	04/27/2021	49297	PRINTWORX	2021 1st quarter newsletter	-269.61
Bill Pmt -Check	04/27/2021	49298	QUILL CORPORATION	Copy paper, label maker ribbon, and misc.	-212.58
Bill Pmt -Check	04/27/2021	49299	RABCO PAYROLL SERVICES INC	April 2021 timekeeping	-150.00
Bill Pmt -Check	04/27/2021	49300	RALEYS	Dry Ice	-75.36
Bill Pmt -Check	04/27/2021	49301	RIEBES AUTO PARTS	Filters, vehicle work lights, and engine paint.	-544.52
Bill Pmt -Check	04/27/2021	49302	SLAG FACTORY WELDING & OFFROAD	Tank truck tube bending & welding	-870.00
Bill Pmt -Check	04/27/2021	49303	SPARK CREATIVE DESIGN	Preventing Mosquito Bites brochures	-1,128.63
Bill Pmt -Check	04/27/2021	49304	STOTT OUTDOOR ADVERTISING	45 Junior poster production and shipping	-1,362.60
Bill Pmt -Check	04/27/2021	49305	TARGET SPECIALTY PRODUCTS	26, 1300 lb Aquabac 200G	-54,150.98
Bill Pmt -Check	04/27/2021	49306	TOUCH OF GLASS & SCREEN	Two windshield repairs	-774.10
Bill Pmt -Check	04/27/2021	49307	UNIFIRST CORPORATION	Uniform rentals for staff	-594.26
Bill Pmt -Check	04/27/2021	49308	UPS	4/7/2021 shipment	-139.22
Bill Pmt -Check	04/27/2021	49309	US BANK CORP PAYMENT SYSTEMS	3/23-4/20/21 various credit card purchases; Zoom/Adobe/Squarespace annual fees, pallet racks & jack, fish room exhaust fan, & misc.	-3,746.81
Bill Pmt -Check	04/27/2021	49310	VECTORBORNE DISEASE ACCOUNT	2021/2022 Certification renewal	-1,812.00
Bill Pmt -Check	04/27/2021	49311	WALMART COMMUNITY	Clorox wipes, swiffer and refills, disinfectant spray, highlighters, and misc.	-95.66
Bill Pmt -Check	04/27/2021	49312	WASTE MANAGEMENT	3/1-3/31/21 Chico services	-28.62
Bill Pmt -Check	04/27/2021	49313	WILBURS FEED N SEED	3 x 70 gallon tanks, lay crumble, lay pellets, and shavings.	-1,069.25
Bill Pmt -Check	04/29/2021	49314	GRIDLEY CHAMBER OF COMMERCE	Red Suspenders Days, booth rental 2021	-40.00
Liability Check	04/07/2021	2270-900900	BUTTE COUNTY TREASURER FORM 8109B	Federal Taxes	-12,821.56
Liability Check	04/07/2021	2270-900901	EMPLOYMENT DEVELOPMENT DEPT	State taxes	-2,915.42
Liability Check	04/07/2021	2270-900902	PUBLIC EMPLOYEES RETIREMENT	PERS	-8,793.66
Liability Check	04/09/2021	2270-900903	BUTTE COUNTY TREASURER FORM 8109B	Federal Taxes	-88.66
Liability Check	04/09/2021	2270-900904	EMPLOYMENT DEVELOPMENT DEPT	State taxes	-6.95
Liability Check	04/09/2021	2270-900905	PUBLIC EMPLOYEES RETIREMENT	PERS	-69.23
Liability Check	04/21/2021	2270-900906	BUTTE COUNTY TREASURER FORM 8109B	Federal Taxes	-12,179.50
Liability Check	04/21/2021	2270-900907	EMPLOYMENT DEVELOPMENT DEPT	State taxes	-2,770.11
Liability Check	04/21/2021	2270-900908	PUBLIC EMPLOYEES RETIREMENT	PERS	-8,516.76
Total 1010 - Cash in County Treasury					-282,105.98
TOTAL					<u>-282,105.98</u>