



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

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

1. **Regular Board of Trustees Meeting Time:** 4:00 PM **Date:** December 10, 2025
2. **Call to Order** – 4:00 PM (Call Roll)
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:** November 12, 2025
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 **BCMVCD Annual Audit Report by C.J. Brown & Company, CPAs**

A representative from C.J. Brown & Company CPAs will present a comprehensive summary and evaluation of the District's annual audit for the Board.
- 7.2 **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.
8. **Policy Matters: (8.1)**
- 8.1 **Consider Amendments to Personnel Policy, Policy No. 7210, Anti-Discrimination, Harassment, and Retaliation and the Deletion of Personnel Policy, Policy No. 7215, Harassment**

The Board will be asked to consider amending Personnel Policy, Policy No. 7210, Anti-Discrimination, Harassment, and Retaliation and the deletion of Personnel Policy, Policy No. 7215, Harassment. The amendments to the policy

were strongly recommended by legal counsel and the reason for deletion of Policy No. 7215, Harassment as it now has been combined in Policy 7210.

**9. *Topic of the Month:***

The Board will hear a report from the District's Entomologist II on the ticks-borne diseases of Butte County.

**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:* N/A**

**12. *Correspondence:* N/A**

**13. *Other Business:***

The District offices will be closed the week of December 22<sup>nd</sup> and December 29<sup>th</sup>. The District will reopen on January 5<sup>th</sup>.

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

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

**16. *Adjournment:* (Next Regular Meeting of the BCMVCD Board of Trustees is January 14, 2026)**

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held November 12, 2025***

**Members Present:** Darlene Fredericks, Andy Haymond, Assistant Secretary Bruce Johnson, Vice President Dr. Larry Kirk, Philip LaRocca, Steve Ostling, Secretary Melissa Schuster, Eric Smith, President Bo Sheppard, and Carl Starkey.

**Members Excused:** None.

**Members Absent:** None.

**Also Present:** District Manager Matt Ball, Assistant Manager Aaron Lumsden, Administrative Manager Maritza Sandoval, and Vector Ecologist/ Fish Biologist Ryan Rothenwander.

1. The Regular Meeting of the Board of Trustees of the Butte County Mosquito and Vector Control District held on November 12, 2025, at 444 Otterson Drive, Chico, CA 95928.
2. The November 12, 2025, Butte County Mosquito and Vector Control District regular meeting of the Board of Trustees was called to order at 4:00 PM by President Sheppard.
3. Seeing and hearing no persons wishing to address the Board on items not on the agenda, President Sheppard proceeded to request approval of the minutes.
4. After review, it was then moved by Member Johnson, seconded by Member Kirk and passed unanimously with a vote of 8 ayes and 0 nays with Member LaRocca and Member Starkey abstaining due to their excused absence to approve the minutes of the Board of Trustees regular meeting held October 8, 2025, as written.
5. No persons wishing to address the Board on closed session matters.
6. No closed session matters needing legal counsel.
7. Reports (7.1 – 7.2)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported that on October 9, 2025, the District completed the monthly management meeting, staff meeting, and all vehicle inspections.

On October 10, 2025, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

On October 13, 2025, District management hosted the monthly West Nile virus (WNV) task force meeting with Butte County Public Health attending. The two agencies reviewed mosquito abundance, WNV activity, discussed the roles of both agencies, and discussed public education and outreach.

On October 14, 2025, the District Manager attended the monthly MVCAC Regulatory Affairs Committee meeting. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and the new draft of the NPDES Permit. The District Manager provided the Board with an update and the District's history of the NPDES Permit.

On October 15, 2025, the District had its annual compliance inspection. The inspection is conducted by the California Dept. of Public Health and reported that the District passed the inspection. Also on this date, District management attended a training workshop presented by Sunlife Insurance on Employee Leaves and Accommodations.

On October 21, 2025, the District management team met for their biannual meeting to discuss and evaluate the past season, review projects for the upcoming off season, plan for the future, and review and discuss policies.

On October 22, 2025, District management attended informational webinars by Sage and MIP Accounting to review time keeping and payroll systems. Also on this date, District management met with representatives of Central Life Sciences to hear a report on where MapVision is heading.

On October 23, 2025, the District Manager previewed an informational webinar of the services and products Verkada Security provides. The District Manager also met with this company on November 5, 2025, to receive more information.

On October 24, 2025, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

On October 28, 2025, District management attended the Sac Valley Region meeting. Topics discussed and covered were MVCAC action items, reports from the MVCAC committees, report from the MVCAC treasury, reports from CDPH, industry, VCJPA, and member districts.

On November 11, 2025, the District Manager attended the monthly MVCAC Regulatory Affairs Committee meeting. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and the new draft of the NPDES Permit.

- 7.2 Under item 7.2 of reports, the Assistant Manager reported that this will be the last Department Report for the year. The New Jersey light traps have continued catching mosquitoes. All mosquito populations have dropped towards the conclusion of the mosquito season and are on par for previous years. Sentinel chickens sera samples have continued to be taken biweekly with the last samples taken yesterday, November 11th. With the weather change and the massive drop in mosquito abundance, all traps were pulled from the field on November 3rd.

West Nile virus (WNV) activity within the District's service area has remained with 3 positive humans, 28 positive pools, and 14 positive chickens. As of 10/31/25, WNV has been identified in 85 humans, 151 dead birds, 2,730 mosquito pools, 61 chickens, and 5 horses in California.

The District's four indoor fish tanks are fully operational and continue to produce fry. Fry numbers decreased as the tanks and fish adjust. The District's outdoor fish ponds have continued to produce high amounts of fish as they begin to slow down for fall and winter.

Mosquito and Vector Control Specialists have continued with mosquito surveillance and treatments in rock pits, dredger pits, flood water areas, agricultural, ditches, drains and urban sources.

As of November 3rd, the District has treated 14,532 acres of wetlands; compared to 13,940 acres this time last year. The District has treated 84,355 acres of rice this year, compared to 47,966 acres this time last year. The District has made 9 ULV adulticide treatments thus far, compared to 24 ULV adulticide treatments at this time last year. The Assistant Manager reported that Thursday, November 6, 2025, was the last aerial treatment for the season on rice refloods.

The District's Public Relations (PR) Department is reviewing and updating the District's website, brochures, photo and video files, and other informational documents as needed. All public events for 2025 have ended as well as all advertising and public service announcements.

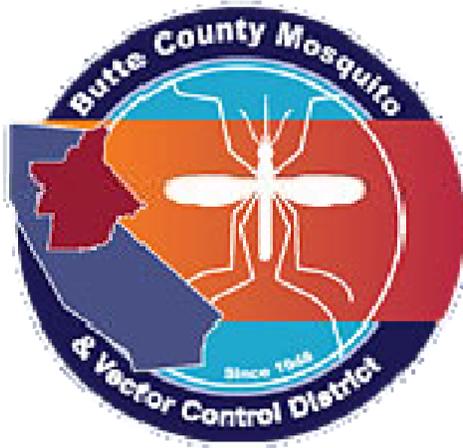
8. Policy matters (8.1 – 8.2)

- 8.1 Under item 8.1 of policy matters, the Board was asked to consider renewing membership with the California Special Districts Association (CSDA). CSDA's dues structure is based on an agencies/district's operating revenue. The dues for operating revenue between \$2.0 million and \$5.0 million are \$9,665.00 annually. The District rejoined the CSDA in April of 2017. It was moved by Member Schuster, and seconded by Member Starkey, and passed unanimously with a vote of 10 ayes and 0 nays to renew membership with CSDA in the amount of \$9,665.00.
- 8.2 Under item 8.2 of policy matters, the Board was asked to consider a capital expenditure for a new dump trailer in the amount of \$8,708.22 plus any and all applicable fees and licensing from Truck Tops USA. The District Manager provided the Board with the need for the new dump trailer that will be housed at the Chico Substation. After some discussion, it was moved by Member Starkey, and seconded by Member Ostling, and passed unanimously with a vote of 10 ayes and 0 nays to purchase a dump trailer in the amount of \$8,708.22, with an allowance not to exceed 10%, plus all applicable fees and licensing from Truck Tops USA.
9. Under topic of the month, the District's Vector Ecologist / Fish Biologist gave a presentation on the ticks of Butte County.
10. After reviewing the demands made upon the District for the past month, it was then moved by Member Starkey, seconded by Member Johnson, and passed unanimously with a vote of 10 ayes 0 nays to authorize checks numbered 56183 through 56346 be signed and distributed. Expenditures for the month totaled \$584,946.83.
11. No other personnel to report.
12. No items of correspondence to report.

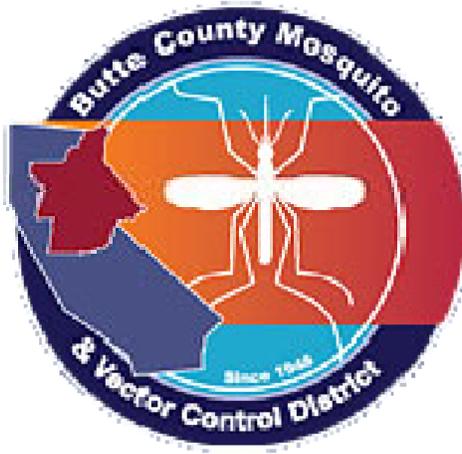
13. Under other business, the District Manager reported that Member Kirk was reappointed to a four-year term beginning January 1, 2025. Member Haymond and Member Fredericks will be on the Butte County Board of Supervisor's Board meeting on December 9, 2025, seeking reappointments and Member Smith is working with the City of Oroville to seek reappointment. The District Manager also reported that the 2026 District Holiday schedule was distributed to the Board.
14. No persons wishing to address the Board pertaining to closed session matters.
15. No closed session matters warranting legal counsel.
16. President Sheppard announced adjournment at 4:41 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on December 10, 2025, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,  
Secretary



**Butte County Mosquito and  
Vector Control District  
Annual Financial Report  
For the Fiscal Year Ended June 30, 2025**



## *Protecting the Public Health Since 1948*

Board of Trustees as of June 30, 2025

<u>Name</u>	<u>Area Represented</u>	<u>Title</u>	<u>Term Expiration</u>
James Bo Sheppard	City of Biggs	President	12/31/2026
Dr. Larry Kirk	City of Chico	Vice President	12/31/2025
Melissa Schuster	Town of Paradise	Secretary	12/31/2026
Bruce Johnson	City of Gridley	Assistant Secretary	12/31/2027
Andrew Haymond	County at Large	Trustee	12/31/2025
Carl Starkey	County at Large	Trustee	12/31/2028
Phil LaRocca	County at Large	Trustee	12/31/2026
Darlene Fredericks	County at Large	Trustee	12/31/2025
Steve Ostling	County at Large	Trustee	12/31/2027
Eric Smith	City of Oroville	Trustee	12/31/2025

Butte County Mosquito and Vector Control District  
 Matthew C. Ball, District Manager  
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**Butte County Mosquito and Vector Control District**

**Annual Financial Report**

**For the Fiscal Year Ended June 30, 2025**

**Butte County Mosquito and Vector Control District  
Annual Financial Report  
For the Fiscal Year Ended June 30, 2025**

**Table of Contents**

	<b><u>Page No.</u></b>
Table of Contents	i
<b>Financial Section</b>	
Independent Auditor’s Report	1-3
Management’s Discussion and Analysis	4-8
Basic Financial Statements:	
Government-wide Financial Statements:	
Statements of Net Position	9
Statements of Activities	10
Fund Financial Statements:	
Governmental funds:	
Balance Sheet	11
Reconciliation of the Balance Sheet of Governmental Type Funds to the Statements of Net Position	12
Statement of Revenues, Expenditures, and Changes in Fund Balance	13
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance of Governmental Type Funds to the Statements of Activities	14
Fiduciary funds:	
Statements of Fiduciary Net Position	15
Statements of Changes in Fiduciary Net Position	16
Notes to the Basic Financial Statements	17-35
<b>Required Supplementary Information Section</b>	
Budgetary Comparison Schedule – General Fund	36
Notes to Required Supplementary Information	36
Schedules of the District’s Proportionate Share of the Net Pension Liability	37-38
Schedules of Pension Plan Contributions	39
<b>Report on Internal Controls and Compliance</b>	
Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on An Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	40-41

## **Financial Section**



## **Independent Auditor's Report**

Board of Trustees  
Butte County Mosquito and Vector Control District  
Oroville, California

### **Report on the Audit of the Financial Statements**

#### ***Opinions***

We have audited the financial statements of the governmental activities and each major fund of the Butte County Mosquito and Vector Control District (District), as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District, as of June 30, 2025, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

#### ***Basis for Opinion***

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### ***Responsibilities of Management for the Financial Statements***

The District's management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Independent Auditor's Report, continued**

### ***Auditor's Responsibilities for the Audit of the Financial Statements***

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 8 and the required supplementary information on pages 36 through 39 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

## **Independent Auditor's Report, continued**

### **Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 10, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance. That report can be found on pages 40 and 41.

**C.J. Brown & Company, CPAs**

Cypress, California

December 10, 2025

**Butte County Mosquito and Vector Control District**  
*Management's Discussion and Analysis*  
**For the Fiscal Years Ended June 30, 2025 and 2024**

The following Management's Discussion and Analysis (MD&A) of activities and financial performance of the Butte County Mosquito and Vector Control District (District), provides an introduction to the financial statements of the District for the fiscal year ended June 30, 2025. We encourage readers to consider the information presented here with additional information that we have furnished in the accompanying basic financial statements and related notes, which follow this section.

**Financial Highlights**

- In 2025, the District's net position increased 4.97% or \$541,569 to \$11,448,561.
- In 2025, total revenues from all sources increased 1.90% or \$126,478 to \$6,787,265.
- In 2025, total expenses increased 8.00% or \$462,661 to \$6,245,696.

**Using This Financial Report**

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities and performance of the District using accounting methods similar to those used by private sector companies.

The Statement of Net Position includes all of the District's investments in resources (assets), deferred outflows of resources, the obligations to creditors (liabilities), and deferred inflows of resources. They also provide the basis for computing a rate of return, evaluating the capital structure of the District, and assessing the liquidity and financial flexibility of the District. All of the year's revenues and expenses are accounted for in the Statement of Activities. This statement measures the success of the District's operations over the past year and can be used to determine the District's net operating reserves and credit worthiness.

**District Activities**

The District was organized in June 1948, as the Butte County Mosquito Abatement District. The District covers 1,600 square miles, and includes all of Butte County, except for small area served by the Durham Mosquito Abatement District, which was formed earlier. The District also includes the Hamilton City area of Glenn County. In April of 1994, "Vector Control" was added to the District name to reflect the additional disease surveillance and information provided. The District utilizes an Integrated Vector Management approach consisting of vector surveillance, source reduction and/or elimination, public education, biological control, and chemical control. The District also provides public education as an important part in the success of combating diseases such as West Nile virus and Lyme disease. The District's education program consists of, but is not limited to, public appearances at local city and county fairs, participation in the state Mosquito and Vector Awareness week, and presentations to schools and local civic groups.

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

**Butte County Mosquito and Vector Control District**  
*Management's Discussion and Analysis, continued*  
**For the Fiscal Years Ended June 30, 2025 and 2024**

**Government-wide Financial Statements**

**Statement of Net Position and Statement of Activities**

One of the most important questions asked about the District's finances is, "Is the District better off or worse off as a result of this year's activities?" The Statement of Net Position and the Statement of Activities report information about the District in a way that helps answer this question. These statements include all assets, deferred outflows of resources, liabilities, and deferred inflows of resources using the *accrual basis of accounting*, which is similar to the accounting used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when the cash is received or paid.

These two statements report the District's *net position* and changes in it. Think of the District's net position – assets and deferred outflows of resources, less liabilities and deferred inflows of resources – as one way to measure the District's financial health, or *financial position*. Over time, *increases or decreases* in the District's net position are one indicator of whether its *financial health* is improving or deteriorating. You will need to consider other non-financial factors, such as changes in the District's property tax and assessment base to assess the *overall health* of the District.

**Governmental Fund Financial Statements**

**Balance Sheet and Statement of Revenues, Expenditures, and Changes in Fund Balance**

*Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to facilitate this comparison between *governmental funds* and *governmental activities*.

**Fiduciary Fund Financial Statements**

**Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position**

The District is the trustee, or fiduciary, for its Underground Storage Tank Trust Account Fund (Fiduciary Fund). The Fiduciary Fund is to be used solely for the purpose of paying for corrective action and for compensating third parties for bodily injury and property damage caused by accidental release of rising petroleum from District owned underground storage tanks.

All of the District's fiduciary activities are reported in the separate Statement of Fiduciary Net Position and Statement of Changes in Fiduciary Net Position on pages 15 and 16. The District excludes these activities from its other financial statements because the District cannot use these assets to finance its operations. The District is responsible for ensuring that the assets reported in these funds are used for their intended purpose.

**Butte County Mosquito and Vector Control District**  
**Management's Discussion and Analysis, continued**  
**For the Fiscal Years Ended June 30, 2025 and 2024**

**Notes to the Basic Financial Statements**

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 17 through 35.

**Government-wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by as of June 30, 2025.

A large portion of the District's net position (51.77% or \$5,927,486), reflects its investment in capital assets (net of accumulated depreciation) less any debt used to acquire those assets that are still outstanding. The District uses these capital assets for operations; consequently, these assets are *not* available for future spending. At the end of fiscal year 2025, the District reflected a positive balance in its unrestricted net position of \$4,796,918 that may be utilized in future years. (See note 9 for further information)

**Condensed Statements of Net Position**

	<b>2025</b>	<b>2024</b>	<b>Change</b>
<b>Assets:</b>			
Current assets	\$ 8,156,792	9,897,838	(1,741,046)
Non-current assets	5,991,887	3,659,018	2,332,869
<b>Total assets</b>	<b>14,148,679</b>	<b>13,556,856</b>	<b>591,823</b>
<b>Deferred outflows of resources</b>	<b>1,864,447</b>	<b>2,343,108</b>	<b>(478,661)</b>
<b>Liabilities:</b>			
Current liabilities	398,389	305,062	93,327
Non-current liabilities	3,620,346	4,044,928	(424,582)
<b>Total liabilities</b>	<b>4,018,735</b>	<b>4,349,990</b>	<b>(331,255)</b>
<b>Deferred inflows of resources</b>	<b>545,830</b>	<b>642,982</b>	<b>(97,152)</b>
<b>Net position:</b>			
Net investment in capital assets	5,927,486	3,592,127	2,335,359
Restricted	724,157	471,359	252,798
Unrestricted	4,796,918	6,843,506	(2,046,588)
<b>Total net position</b>	<b>\$ 11,448,561</b>	<b>10,906,992</b>	<b>541,569</b>

The statement of activities (see next page) shows how the District's net position changed during the fiscal year. In the case of the District, net position increased 4.97% or \$541,569 to \$11,448,561, as a result of ongoing operations.

The District's total revenues from all sources increased 1.90% or \$126,478 to \$6,787,265. Program revenues increased \$103,874 primarily due to an increases of \$94,951 in charge for services, and \$8,923 in property benefit assessments. General revenues increased \$22,604 primarily due to increases of \$108,992 in property taxes, and \$327,228 in other revenue; which were offset by a decrease of \$413,616 in investment returns.

**Butte County Mosquito and Vector Control District**  
**Management's Discussion and Analysis, continued**  
**For the Fiscal Years Ended June 30, 2025 and 2024**

**Government-wide Financial Analysis, continued**

The District's total expenses increased 8.00% or \$462,661 to \$6,245,696, primarily due to increases of \$384,256 in salaries and benefits, \$93,649 in materials and supplies; which were offset by a decrease of \$15,181 in depreciation.

**Condensed Statements of Activities**

	2025	2024	Change
<b>Expenses:</b>			
Mosquito and vector control	\$ 6,245,696	5,783,035	462,661
<b>Total expenses</b>	6,245,696	5,783,035	462,661
<b>Program revenues</b>	1,562,934	1,459,060	103,874
<b>General revenues</b>	5,224,331	5,201,727	22,604
<b>Total revenues</b>	6,787,265	6,660,787	126,478
<b>Changes in net position</b>	541,569	877,752	(336,183)
<b>Net position, beginning of year</b>	10,906,992	10,029,240	877,752
<b>Net position, end of year</b>	\$ 11,448,561	10,906,992	541,569

**Governmental Funds Financial Analysis**

The focus of the District's *governmental funds* is to provide information on near-term inflows, outflows, and balance of *spendable* resources. Such information is useful in assessing the District's financing requirements. In particular, the *unreserved fund balance* may serve as a useful measure of the government's net resource for spending at the end of the fiscal year.

As of June 30, 2025, the District's General Fund reported a fund balance of \$7,760,959. An amount of has been assigned for District operations. The amount of \$4,956,106 constitutes unassigned fund balance which is available for future District operations. The remaining fund balance of is not available for future spending because it has already been used to pay for chemical and supplies inventory, and prepaid expenses.

**General Fund Budgetary Highlights**

The final actual expenditures for the General Fund at year-end were \$1,308,862 less than budgeted. The variance is due primarily to capital outlay of \$1,142,326, salaries and benefits of \$112,733, materials and supplies of \$48,503 being less than the anticipated budget. Actual revenues were greater than the anticipated budget by \$1,271,778. The variance is primarily due to property taxes of \$345,564, other revenues of \$374,533, investment income of \$223,347, and charges for services of \$299,597 being more than anticipated budget. (See Budgetary Comparison Schedule – General Fund under Required Supplementary Information section on page 36)

**Butte County Mosquito and Vector Control District**  
**Management's Discussion and Analysis, continued**  
**For the Fiscal Years Ended June 30, 2025 and 2024**

**Capital Asset Administration**

	<u>Balance 2024</u>	<u>Additions</u>	<u>Deletions/ Transfers</u>	<u>Balance 2025</u>
Non-depreciable assets	\$ 615,403	-	-	615,403
Depreciable assets	6,869,634	3,046,846	(832,442)	9,084,038
Accumulated depreciation	<u>(3,826,019)</u>	<u>(399,805)</u>	<u>518,270</u>	<u>(3,707,554)</u>
Total capital assets, net	<u>\$ 3,659,018</u>	<u>2,647,041</u>	<u>(314,172)</u>	<u>5,991,887</u>

At the end of fiscal year 2025, the District's investment in capital assets (net of accumulated depreciation) amounted to \$5,991,887. This investment in capital assets includes buildings and improvements, vehicles, equipment, machinery, and furniture and fixtures. Capital asset additions during the year included District equipment and vehicle purchases totaling \$3,046,846. See note 3 to the basic financial statements for further information.

**Lease Obligation**

	<u>2024</u>	<u>Additions</u>	<u>Principal Payment</u>	<u>2025</u>
Lease obligation	\$ <u>66,891</u>	<u>-</u>	<u>(2,490)</u>	<u>64,401</u>

At the end of fiscal year 2025, the District's lease obligation amounted to \$64,401. This lease obligation includes the District's lease to use and occupy property from the City of Oroville. See note 6 to the basic financial statements for more information.

**Conditions Affecting Current Financial Position**

Management is unaware of any other conditions, which could have a significant impact on the District's current financial position, net position, or operating results in terms of past, present, and future.

**Requests for Information**

The financial report is designed to provide the District's present users with a general overview of the District's basic finances and to demonstrate the District's accountability with an overview of the District's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional information, please contact the Administrative Manager, Maritza Sandoval, at the Butte County Mosquito and Vector Control District, 5117 Larkin Road, Oroville, California 95965 or (530) 533-6038.

# **Basic Financial Statements**

**Butte County Mosquito and Vector Control District**  
**Statements of Net Position**  
**June 30, 2025**  
*With comparative amounts for June 30, 2024*

	<b>2025</b>	<b>2024</b>
<b>Current assets:</b>		
Cash and investments (note 2)	\$ 6,317,963	8,315,783
Cash and investments – restricted (note 2)	724,157	471,359
Accounts receivable – charges for services	117,241	102,723
Materials and supplies inventory	997,431	954,813
Prepaid expenses	-	53,160
<b>Total current assets</b>	<b>8,156,792</b>	<b>9,897,838</b>
<b>Non-current assets:</b>		
Capital assets, not being depreciated (note 3)	615,403	615,403
Capital assets, being depreciated (note 3)	5,376,484	3,043,615
<b>Total non-current assets</b>	<b>5,991,887</b>	<b>3,659,018</b>
<b>Total assets</b>	<b>14,148,679</b>	<b>13,556,856</b>
<b>Deferred outflows of resources:</b>		
Deferred pension outflows (note 7)	1,864,447	2,343,108
<b>Total deferred outflows of resources</b>	<b>1,864,447</b>	<b>2,343,108</b>
<b>Current liabilities:</b>		
Accounts payable and accrued expenses	90,490	64,422
Long-term liabilities – due within one year:		
Compensated absences (note 4)	305,343	231,898
Termination benefits (note 5)	-	6,252
Lease obligation (note 6)	2,556	2,490
<b>Total current liabilities</b>	<b>398,389</b>	<b>305,062</b>
<b>Non-current liabilities:</b>		
Long-term liabilities – due in more than one year:		
Termination benefits (note 5)	-	-
Lease obligation (note 6)	61,845	64,401
Net pension liability (note 7)	3,558,501	3,980,527
<b>Total non-current liabilities</b>	<b>3,620,346</b>	<b>4,044,928</b>
<b>Total liabilities</b>	<b>4,018,735</b>	<b>4,349,990</b>
<b>Deferred inflows of resources:</b>		
Deferred pension inflows (note 7)	545,830	642,982
<b>Total deferred inflows of resources</b>	<b>545,830</b>	<b>642,982</b>
<b>Net position: (note 9)</b>		
Net investment in capital assets	5,927,486	3,592,127
Restricted	724,157	471,359
Unrestricted	4,796,918	6,843,506
<b>Total net position</b>	<b>\$ 11,448,561</b>	<b>10,906,992</b>

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Statements of Activities**  
**For the Fiscal Year Ended June 30, 2025**  
*With comparative amounts for June 30, 2024*

	<b>2025</b>	<b>2024</b>
<b>Expenses:</b>		
Mosquito and vector control:		
Salaries and benefits	\$ 3,259,536	2,875,280
Materials and supplies	2,584,645	2,490,996
Interest expense	1,710	1,773
Depreciation	399,805	414,986
<b>Total expenses</b>	<b>6,245,696</b>	<b>5,783,035</b>
<b>Program revenues:</b>		
Charge for services – property benefit assessments	1,038,337	1,029,414
Charge for services	524,597	429,646
<b>Total program revenues</b>	<b>1,562,934</b>	<b>1,459,060</b>
<b>Net program expense</b>	<b>(4,682,762)</b>	<b>(4,323,975)</b>
<b>General revenues:</b>		
Property taxes	4,606,451	4,497,459
Investment return	223,347	636,963
Other	394,533	67,305
<b>Total general revenues</b>	<b>5,224,331</b>	<b>5,201,727</b>
<b>Changes in net position</b>	<b>541,569</b>	<b>877,752</b>
<b>Net position, beginning of year</b>	<b>10,906,992</b>	<b>10,029,240</b>
<b>Net position, end of year</b>	<b>\$ 11,448,561</b>	<b>10,906,992</b>

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Balance Sheet**  
**June 30, 2025**

	<b>General Fund</b>	<b>Reclassifications &amp; Eliminations</b>	<b>Statements of Net Position</b>
<b>Current assets:</b>			
Cash and investments	\$ 6,317,963	-	6,317,963
Cash and investments - restricted	724,157	-	724,157
Accrued interest receivable	-	-	-
Accounts receivable – charge for services	117,241	-	117,241
Materials and supplies inventory	997,431	-	997,431
<b>Total current assets</b>	<b>8,156,792</b>	<b>-</b>	<b>8,156,792</b>
<b>Non-current assets:</b>			
Capital assets, not being depreciated	-	615,403	615,403
Capital assets, being depreciated	-	5,376,484	5,376,484
<b>Total non-current assets</b>	<b>-</b>	<b>5,991,887</b>	<b>5,991,887</b>
<b>Total assets</b>	<b>8,156,792</b>	<b>5,991,887</b>	<b>14,148,679</b>
<b>Deferred outflows of resources:</b>			
Deferred pension outflows	-	1,864,447	1,864,447
<b>Total deferred outflows of resources</b>	<b>-</b>	<b>1,864,447</b>	<b>1,864,447</b>
<b>Current liabilities:</b>			
Accounts payable and accrued expenses	90,490	-	90,490
Long-term liabilities – due within one year:			
Compensated absences	305,343	-	305,343
Lease obligation	-	2,556	2,556
<b>Total current liabilities</b>	<b>395,833</b>	<b>2,556</b>	<b>398,389</b>
<b>Non-current liabilities:</b>			
Long-term liabilities – due in more than one year:			
Compensated absences	-	-	-
Lease obligation	-	61,845	61,845
Net pension liability	-	3,558,501	3,558,501
<b>Total non-current liabilities</b>	<b>-</b>	<b>3,620,346</b>	<b>3,620,346</b>
<b>Total liabilities</b>	<b>395,833</b>	<b>3,622,902</b>	<b>4,018,735</b>
<b>Deferred inflows of resources:</b>			
Deferred pension inflows	-	545,830	545,830
<b>Total deferred inflows of resources</b>	<b>-</b>	<b>545,830</b>	<b>545,830</b>
<b>Fund balance: (note 8)</b>			
Restricted	724,157	(724,157)	-
Non-spendable	997,431	(997,431)	-
Assigned	1,083,265	(1,083,265)	-
Unassigned	4,956,106	(4,956,106)	-
<b>Total fund balance</b>	<b>7,760,959</b>	<b>(7,760,959)</b>	<b>-</b>
<b>Total liabilities and fund balance</b>	<b>\$ 8,156,792</b>		
<b>Net position:</b>			
Net investment in capital assets		5,927,486	5,927,486
Restricted		724,157	724,157
Unrestricted		4,796,918	4,796,918
<b>Total net position</b>		<b>11,448,561</b>	<b>11,448,561</b>

Continued on next page

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Reconciliation of the Balance Sheet of Governmental Type Funds**  
**to the Statements of Net Position**  
**June 30, 2025**

**Reconciliation:**

<b>Fund balance of governmental funds</b>	\$	7,760,959
Amounts reported for governmental activities in the statements of net position are different because:		
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the governmental fund balance sheet.		
Capital assets, net		5,991,887
Deferred outflows of resources		1,864,447
Long-term liabilities applicable to the District are not due and payable in the current period and, accordingly, are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statements of net position as follows:		
Termination benefits		-
Lease obligation		(64,401)
Net pension liability		(3,558,501)
Deferred inflows of resources		<u>(545,830)</u>
<b>Net position of governmental activities</b>	<b>\$</b>	<b><u>11,448,561</u></b>

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For the Fiscal Year Ended June 30, 2025**

	<b>General Fund</b>	<b>Reclassifications &amp; Eliminations</b>	<b>Statements of Activities</b>
<b>Expenditures/Expenses:</b>			
Mosquito and vector control operations:			
Salaries and benefits	\$ 3,306,305	(46,769)	3,259,536
Materials and supplies	2,584,645	-	2,584,645
Capital outlay	2,732,674	(2,732,674)	-
Depreciation expense	-	399,805	399,805
Lease obligations:			
Lease rent	2,490	(2,490)	-
Interest expense	1,710	-	1,710
<b>Total expenditures/expenses</b>	<b>8,627,824</b>	<b>(2,382,128)</b>	<b>6,245,696</b>
<b>Program revenues:</b>			
Charge for services – property assessments	1,038,337	-	1,038,337
Charge for services	524,597	-	524,597
<b>Total program revenues</b>	<b>1,562,934</b>	<b>-</b>	<b>1,562,934</b>
<b>Net program expense</b>			<b>4,682,762</b>
<b>General revenues:</b>			
Property taxes	4,606,451	-	4,606,451
Interest return	223,347	-	223,347
Other	394,533	-	394,533
<b>Total general revenues</b>	<b>5,224,331</b>	<b>-</b>	<b>5,224,331</b>
<b>Total revenues</b>	<b>6,787,265</b>	<b>-</b>	<b>6,787,265</b>
<b>Excess of revenues over expenditures</b>	<b>(1,840,559)</b>	<b>2,382,128</b>	<b>-</b>
<b>Changes in net position</b>	<b>-</b>	<b>(2,382,128)</b>	<b>541,569</b>
<b>Fund balance/Net position, beginning of period,</b>	<b>9,601,518</b>	<b>-</b>	<b>10,906,992</b>
<b>Fund balance/Net position, end of period</b>	<b>\$ 7,760,959</b>	<b>(2,382,128)</b>	<b>11,448,561</b>

Continued on next page

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District  
 Reconciliation of the Statement of Revenues, Expenditures, and Changes in  
 Fund Balance of Governmental Type Funds to the Statements of Activities  
 For the Fiscal Year Ended June 30, 2025**

**Reconciliation:**

Net change in fund balance of governmental fund \$ (1,840,559)

Amounts reported for governmental activities in the statements of activities  
 is different because:

Governmental funds report capital outlay as expenditures. However, in the  
 statements of activities, the cost of those assets are included as capital assets and  
 allocated over their estimated useful lives as depreciation expense; and gain and  
 losses resulting from the disposal of the capital assets are recognized. The effects  
 of capital assets to the governmental funds are as follows:

Capital outlay	2,732,674
Depreciation expense	(399,805)

Some expenses reported in the statements of activities do not require the use of  
 current financial resources and, therefore, are not reported as expenses in the  
 governmental funds as follows:

Lease rent payment	8,742
Change in net pension liability	<u>40,517</u>

Changes in net position of governmental activities \$ 541,569

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Statements of Fiduciary Net Position**  
**June 30, 2025**  
*With comparative amounts for June 30, 2024*

	2025	2024
<b>Current assets:</b>		
Cash and cash equivalents (note 2)	\$ <u>5,000</u>	<u>5,000</u>
<b>Total assets</b>	<u>5,000</u>	<u>5,000</u>
<b>Net position:</b>		
Held in trust for underground storage tank facility	<u>5,000</u>	<u>5,000</u>
<b>Total net position</b>	<u><u>\$ 5,000</u></u>	<u><u>5,000</u></u>

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Statements of Changes in Fiduciary Net Position**  
**June 30, 2025**  
*With comparative amounts for June 30, 2024*

	<b>2025</b>	<b>2024</b>
<b>Additions:</b>		
Total additions	\$ -	-
<b>Deductions:</b>		
Total deductions	-	-
<b>Changes in net position</b>	-	-
<b>Net position, beginning of period</b>	5,000	5,000
<b>Net position, end of period</b>	\$ 5,000	5,000

See accompanying notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies**

**A. Organization and Operations of the Reporting Entity**

The Butte County Mosquito and Vector Control District (District) was formed by Resolution on May 7, 1948, and provides pest abatement for Butte County and Hamilton City in Glenn County, except for areas covered by Durham Mosquito Abatement District.

The District is an autonomous Special District of the State of California, formed in accordance with the Health and Safety Codes, Chapter 5, Article 2, Division 3, and is governed by an 11 member Board of Trustees. The Board of Trustees is comprised of five trustees representing Butte County, one trustee from each of the five incorporated Butte County cities, and one trustee representing the Hamilton City area of Glenn County. The trustees are appointed by the agency they represent.

The District's financial statements include all transactions for which the District is financially accountable. Financial accountability is defined as appointment of a majority of a component unit's Board and either the ability to impose the will of the District or the possibility that the component unit will provide a financial benefit to or impose a financial burden on the District. Based on these criteria, the District has determined that there are no component units that come under the criteria for inclusion. The District is not a component unit of any other government entity.

The Oroville Mosquito Abatement District (OMAD) was organized in 1917. On August 17, 2021, OMAD was dissolved and annexed with the District. Pursuant to Government Code Section 57200, a certificate is issued by the Executive Officer of the Local Agency Formation Commission (LAFCO) of Butte County, California to complete the reorganization between OMAD and the District. The reorganization between OMAD and the District was approved by the Local Agency Formation Commission (LAFCO) on August 2020, under LAFCO Resolution No. 01 2020/21. Please see note 13 for a detailed discussion of the transfer of operations between OMAD and the District.

The criteria used in determining the transfer of operations is based on the provisions of Governmental Accounting Statements No. 69 (GASB 69), *Government Combinations and Disposals of Government Operations*. The effective transfer date of operations is August 17, 2021, which is the date the District obtains 12 square miles, or 8,142 parcels, of service area to the District and thus transferred the responsibility of mosquito abatement services in that area to the District. The transfer received or assumed by the District should be reported as a special item in the statement of revenues, expenditures and changes in fund balances in the period in which the transfer occurs.

**B. Basis of Accounting and Measurement Focus**

The *basic financial statements* of the District are comprised of the following:

- Government-wide financial statements
- Governmental Fund financial statements
- Fiduciary Fund financial statements
- Notes to the basic financial statements

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**B. Basis of Accounting and Measurement Focus, continued**

***Government-wide Financial Statements***

These statements are presented on an *economic resources* measurement focus and the accrual basis of accounting. Accordingly, all of the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources, including capital assets, are included in the accompanying Statements of Net Position. The Statements of Activities present changes in net position. Under the accrual basis of accounting, revenues are recognized in the period in which the liability is incurred. The Statements of Activities demonstrate the degree to which direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. The types of transactions reported as program revenues for the District are to be reported in three categories, if applicable: 1) charge for services, 2) operating grants and contributions, and 3) capital grants and contributions. Charge for services include revenues from customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function. Grants and contributions include revenues restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

***Governmental Fund Financial Statements***

These statements include the Balance Sheet and the Statement of Revenues, Expenditures, and Changes in Fund Balance for all major governmental funds. Incorporated into these statements is a schedule to reconcile and explain the difference in fund balance as presented in these statements to the net position presented in the Government-wide Financial Statements. The District has presented its General Fund as its major fund in these statements to meet the qualifications of GASB Statement No. 34.

Governmental funds are accounted for on a spending or *current financial resources* measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and liabilities are included on the Balance Sheet. The Statement of Revenues, Expenditures, and Changes in Fund Balance presents increases (revenues and other financing sources) and decreases (expenditures and other financing uses) of net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current period. Accordingly, revenues are recorded when received in cash, except those revenues subject to accrual (generally 60-days after year-end) are recognized when due. The primary sources susceptible to accrual for the District are property taxes and assessments, interest earnings, investment revenue, and operating and capital grant revenues. Under the modified accrual basis of accounting, expenditures are generally recognized when the related fund liability is incurred. However, exceptions to this rule include principal and interest on debt, which are recognized when due.

The District reports the following major governmental fund:

**General Fund** – is a government's primary operating fund. It accounts for all financial resources of the District, except those required to be accounted for in another fund when necessary.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

***Fiduciary Fund Financial Statements***

These statements include the Statements of Fiduciary Net Position and the Statements of Changes in Fiduciary Net Position for all funds held by a governmental unit in a trustee or agent capacity for others. Fiduciary funds should be used to report assets held in a trustee or agency capacity for others and, therefore, cannot be used to support the government's own programs. Fiduciary activities, whose resources are not available to finance the government's programs, should be excluded from the Government-wide Financial Statements. The District has presented its Trust Fund, as its major fund to account for resources legally held in trust by the District in a trustee capacity, in these statements to meet the qualifications of GASB Statement No. 34. The District's trust fund was established to account for the underground tank facility pursuant to 40 CFR 280.93.

Fiduciary funds are accounted for on an *economic resources* measurement focus and the accrual basis of accounting. *Fiduciary fund* reporting focuses on net position and changes in net position. Fiduciary fund financial statements should include information of all fiduciary funds of the primary government, as well as component units that are fiduciary in nature.

**C. Financial Reporting**

The District's basic financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (GAAP). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The District has adopted the following GASB pronouncements in the current year:

In June 2022, the GASB issued Statement No. 101 – *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending certain previously required disclosures.

This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used but not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. Leave is attributable to services already rendered when an employee has performed the services required to earn the leave.

Leave that accumulates is carried forward from the reporting period in which it is earned to a future reporting period during which it may be used for time off or otherwise paid or settled. In estimating the leave that is more likely than not to be used or otherwise paid or settled, a government should consider relevant factors such as employment policies related to compensated absences and historical information about the use or payment of compensated absences. However, leave that is more likely than not to be settled through conversion to defined benefit postemployment benefits should not be included in a liability for compensated absences.

In December 2023, the GASB issued Statement No. 102 – *Certain Risk Disclosures*. The primary objective of this Statement requires a government to assess whether a concentration or constraint makes the primary government reporting unit or other reporting units that report a liability for revenue debt vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact to have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position/Fund Balance**

**1. Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets, deferred outflows of resources, liabilities, and deferred inflows of resources, and disclosures of contingent assets, deferred outflows of resources, liabilities, and deferred inflows of resources at the date of the financial statements and the reported changes in District net position during the reporting period. Actual results could differ from those estimates.

**2. Cash and Cash Equivalents**

Substantially all of the District's cash is invested in interest bearing cash accounts. The District considers all highly liquid investments, with initial maturities of three months or less, to be cash equivalents.

**3. Investments and Investment Policy**

The District has adopted a formal investment policy as required by Section 53600, et al. seq., of the California Government Code. The District's investments are as follows:

- Checking and savings account held with financial institutions
- Butte County Treasurer investment pool
- CalPERS 115 Trust

Changes in fair value that occur during a fiscal year are recognized as unrealized gains or losses and reported for that fiscal year. Investment income comprises interest earnings, changes in fair value, and any gains or losses realized upon the liquidation or sale of investments.

**4. Property Taxes and Assessments**

The Butte County Assessor's Office assesses all real and personal property within the County each year. The Butte County Tax Collector's Office bills and collects the District's share of property taxes and assessments. The Butte County Treasurer's Office remits current and delinquent property tax collections to the District throughout the year. Property tax in California is levied in accordance with Article 13A of the State Constitution at one percent (1%) of countywide assessed valuations.

Property taxes and special assessments receivable at year-end are related to property taxes collected by Butte County which have not been credited to the District's cash balance as of June 30<sup>th</sup>. The property tax calendar is as follows:

Lien date	January 1
Levy date	July 1
Due dates	November 1 and March 1
Collection dates	December 10 and April 10

**5. Materials and Supplies Inventory**

Materials and supplies inventory consists primarily of pesticides and chemicals used to eradicate certain vectors. Inventory is valued at cost using the first-in, first-out (FIFO) cost method. Inventory items are charged to expense at the time that individual items are withdrawn from inventory or consumed.

**6. Prepaid Expenses**

Certain payments to vendors reflect costs or deposits applicable to future accounting periods and are recorded as prepaid items in both the government-wide and fund financial statements.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position/Fund Balance, continued**

**7. Capital Assets**

Capital assets are recorded in the government-wide financial statements. Included in capital assets are land, structures, improvements, equipment, and vehicles. District policy has set the capitalization threshold for reporting capital assets at \$5,000. Donated assets are recorded at estimated fair market value at the date of donation. Capital outlay is recorded as expenditures of the General Fund and as assets in the government-wide financial statements to the extent the District's capitalization threshold is met. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining useful lives of the related capital assets, as applicable.

Depreciation is recorded on a straight-line basis over the estimated useful lives of the assets as follows:

- Structures and improvements – 30 years
- Equipment and vehicles – 5 to 20 years

**8. Deferred Outflows of Resources**

Deferred outflows of resources represent the consumption of resources that is applicable to future periods.

**9. Compensated Absences**

The District's compensated leave policy allow full-time employees to accumulate vacation and sick leave. Vacation leave may be accumulated to a maximum of 400 hours. Vacation is accrued at varying rates depending on the employee's years of service. At termination, an employee shall only be paid for that portion of accumulated vacation time which the employee has not been given an opportunity to use. Payment for unused vacation will be based on salary rate at the time of the employee's termination. The outstanding liability for compensated absences is reported as a long-term liability in the statements of net position. Sick leave, for full-time employees, may be accumulated on an unlimited basis. Upon termination of employment, full-time employees with more than 240 hours of accrued sick leave may be compensated for the portion of time in excess of 240 hours at the current rate of pay, up to a maximum of \$3,000. At the time of retirement, accumulated sick leave in excess of 240 hours shall be determined and the hours of sick leave shall be multiplied by the employees' then existing straight-time wage rate. The balance, net of withheld taxes, will represent a fund to be held and paid out by the District to the retired employee, in equal annual installments with a maximum annual payment of no more than \$25,000, until the calculated amount is paid or the employee becomes eligible for Medicare, whichever comes sooner. Sick leave not exchanged for cash credit under this option, may be used under the final option, in which employees may convert any remaining sick leave into PERS service time credit according to a PERS formula.

**10. Lease Obligations**

The District's lease obligation is measured at the present value of payments expected to be paid during the lease term.

**11. Deferred Inflows of Resources**

Deferred inflows of resources represent the acquisition of resources that is applicable to future periods.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position/Fund Balance, continued**

**12. Pension**

For the purpose of measuring net pension liability and deferred outflows/inflows of resources related to pension and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans (Plans) and addition to/deduction from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

GASB 68 requires that the reported results must pertain to the liability and asset information within certain defined timeframes. For this report, the following timeframes are used:

- Valuation date: June 30, 2023
- Measurement date: June 30, 2024
- Measurement period: July 1, 2023 to June 30, 2024

**13. Net Position**

The government-wide financial statements utilize a net position presentation. Net position is categorized as follows:

- **Net investment in capital assets** – consists of capital assets, net of accumulated depreciation and reduced by any debt outstanding against the acquisition, construction, or improvement of those assets.
- **Restricted** – consists of external constraints placed on net position use imposed by creditors, grantors, contributors, laws or regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted** – consists of the net amount of assets and deferred outflows of resources, less liabilities and deferred inflows of resources that are not included in the determination of the *net investment in capital assets* or *restricted* components of net position.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, and then unrestricted resources as they are needed.

**14. Fund Balance**

The governmental fund financial statements report fund balance as non-spendable, restricted, committed, assigned, or unassigned, based primarily on the extent to which the District is bound to honor constraints on how specific amounts can be spent. In the fund financial statements, the District has implemented the requirements of *GASB No. 54 – Fund Balance Reporting and Governmental Fund Type Definitions*.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(1) Reporting Entity and Summary of Significant Accounting Policies, continued**

**D. Assets, Deferred Outflows, Liabilities, Deferred Inflows, and Net Position/Fund Balance, continued**

**14. Fund Balance, continued**

The Board of Trustees formally adopted the following fund balance classifications:

- **Non-spendable** – amounts that cannot be spent because they are either (a) not spendable in form or (b) legally or contractually required to be maintained intact.
- **Restricted** – amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
- **Committed** – amounts that can only be used for specific purposes determined by formal action of the District’s highest level of decision-making authority (the Board of Trustees) and that remain binding unless removed in the same manner. The underlying action that imposed the limitation needs to occur no later than the close of the reporting period.
- **Assigned** – amounts that are constrained by the District’s intent to be used for specific purposes. The intent can be established at either the highest level of decision-making, or by a body or an official designated for that purpose. This is also the classification for residual funds in the District’s special revenue funds.
- **Unassigned** – the residual classification for the District’s general fund that includes amounts not contained in the other classifications. In other funds, the unassigned classification is used only if expenditures incurred for specific purposes exceed the amounts restricted, committed, or assigned to those purposes.

***Fund Balance Policy***

The Board of Trustees establishes, modifies, or rescinds fund balance commitments and assignments by passage of an ordinance or resolution. This is done through adoption of the budget and subsequent budget amendments that occur throughout the year. When both restricted and unrestricted resources are available for use, it is the District’s policy to use restricted resources first, followed by the unrestricted, committed, assigned, and unassigned resources as they are needed.

The District believes that sound financial management principles require sufficient funds to be retained by the District, to provide a stable financial base at all time. To retain this stable financial base, the District needs to maintain an unrestricted fund balance sufficient to fund cash flows of the District and to provide financial reserves for unanticipated expenditures and/or revenue shortfalls of an emergency nature. Committed, assigned, and unassigned fund balance classifications are considered unrestricted.

The purpose of the District’s fund balance policy is to maintain a prudent level of financial resources to protect against reducing service levels or raising taxes and fees because of temporary revenue shortfalls or unpredicted one-time expenditures.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(2) Cash and Investments**

Cash and investments as of June 30, are classified in the accompanying financial statements as follows:

	<b>2025</b>
Statements of Net Position:	
Cash and investments	\$ 6,317,963
Cash and investments - restricted	724,157
Statements of Fiduciary Net Position:	
Cash and investments	5,000
Total cash and investments	\$ 7,047,120

Cash and investments as of June 30, consist of the following:

	<b>2025</b>
Statements of Net Position:	
Deposits held with financial institutions	\$ 2,500
Deposits held with Butte County Treasury	6,315,463
Deposits held with CalPERS 115 Trust	724,157
Statements of Net Position:	
Held in trust for underground storage tank facility	5,000
Total cash and cash equivalents	\$ 7,047,120

***Authorized Deposits and Investments***

Under the provision of the District’s investment policy, and in accordance with Section 53601 of the California Government Code, the District invests in certain types of investments as listed in Note 1(D)(4) to the financial statements.

***Custodial Credit Risk***

The custodial credit risk for *deposits* is the risk that, in the event of failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government’s indirect investment in securities through the use of mutual funds or government investment pools (such as LAIF).

The California Government Code and the District’s investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits, other than the following provision: The California Government Code requires that a financial institution secures deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by public agencies. Of the District’s bank balance, up to \$250,000 is federally insured and the remaining balance is collateralized in accordance with the Code; however, the collateralized securities are not held in the District’s name.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(2) Cash and Cash Equivalents, continued**

***Interest Rate Risk***

Interest rate risk is the risk that the change in market interest rates will adversely affect the fair value of an investment. The longer the maturity an investment has the greater its fair value has sensitivity to the change in market interest rates. The District's investment policy follows the Code as it relates to limits on investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates. The District's investment in the Butte County Treasurer investment pool had an average maturity of 546 days.

***Credit Risk***

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This risk is measured by an assignment of a rating by a nationally recognized statistical rating organization. The investments of the District do not have a rating provided by a nationally recognized statistical rating organization.

***Concentration of Credit Risk***

The District's investment policy contains no limitations on the amounts that can be invested in any one issuer beyond that stipulated by the California Government Code. There were no investments in any one issuer (other than U.S. Treasury securities, mutual funds, and/or external investment pools) that represent 5% or more of the District's total investments as of June 30, 2025.

**(3) Capital Assets**

	<b>Balance 2024</b>	<b>Additions</b>	<b>Deletions/ Transfers</b>	<b>Balance 2025</b>
Non-depreciable assets:				
Land	\$ 615,403	-	-	615,403
Total non-depreciable assets	615,403	-	-	615,403
Depreciable assets:				
Right-to-use asset	87,426	-	-	87,426
Structures and improvements	2,907,135	8,333	(2,621)	2,912,847
Equipment and vehicles	3,875,073	3,038,513	(829,821)	6,083,765
Total depreciable assets	6,869,634	3,046,846	(832,442)	9,084,038
Less accumulated depreciation:				
Right-to-use asset	(27,441)	(2,914)	-	(30,355)
Structures and improvements	(1,536,793)	(93,358)	2,621	(1,627,530)
Equipment and vehicles	(2,261,785)	(303,533)	515,649	(2,049,669)
Total accumulated depreciation	(3,826,019)	(399,805)	518,270	(3,707,554)
Total depreciable assets, net	3,043,615	2,647,041	(314,172)	5,376,484
Total capital assets, net	\$ 3,659,018			5,991,887

Major capital asset additions during the year include structures and improvements and equipment and vehicles.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(4) Compensated Absences**

The District recognizes liability for compensated absences in accordance with GASB Statement No. 101, “Compensated Absences”. Compensated absences include unpaid vacation leave, sick leave and compensating time off which is accrued as earned, which are expected to be settled through paid time off or cash payments upon termination or retirement.

As of June 30, 2025, the liability for compensated absences was calculated based on employees’ pay rates at the fiscal year-end and historical usage data, considering employment policies. The liability represents amounts that are more likely than not be used or paid out.

As of June 30, 2025, the total liability for compensated absences amounted to \$305,343.

The net change in the compensated absences liability for the fiscal year ended June 30, 2025 was \$73,445, reflecting a net increase due to changes in employee leave balances, pay rates, and usage patterns. The liability is reported in government-wide financial statements and business type fund financial statements.

**(5) Termination Benefits**

The change in termination benefits at June 30 was as follows:

<u>Balance</u> <u>2024</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>2025</u>	<u>Due Within</u> <u>One Year</u>	<u>Due in more</u> <u>than one year</u>
\$ 6,252	-	(6,252)	-	-	-

In November 2021, the District’s Board of Trustees passed a resolution to revise the District’s early retirement incentive program (Incentive Program) in order to affect cost savings to the District by encouraging the retirement of eligible employees. The Incentive Program provides continued health insurance for early retirees for a period of up to three years, or until the employee becomes eligible for Medicare, whichever comes first.

An employee becomes eligible for the Incentive Program when the employee is eligible for retirement for service under the District’s CalPERS retirement plan; at the time of retirement, be at least 55 years of age; must not be eligible for Medicare at the time of retirement; and there is cost savings to the District over the period of covered benefit. As of June 30, 2025, there are no employees participating in the Incentive Program. One of the employees ended in December 2024.

**(6) Operating Lease**

The change in operating lease obligation at June 30 was as follows:

<u>2024</u>	<u>Additions</u>	<u>Principal</u> <u>Payment</u>	<u>2025</u>	<u>Current</u>	<u>Non-current</u>
\$ 66,891	-	(2,490)	64,401	2,556	61,845

The District’s main headquarters and facilities are located on real property leased from the City of Oroville. The lease term and payment provisions of the original lease agreement were amended on February 17, 2015, as follows:

1. The term of the lease shall be for a period of thirty (30) years, commencing February 17, 2015, and ending February 17, 2045.
2. The District shall pay \$350 per month rent to the City with an annual Consumer Price Index adjustment.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(6) Operating Lease, continued**

During the fiscal year ended June 30, 2025, the District paid the City of Oroville rent totaling \$5,438.

Principal and interest requirements to maturity are as follows:

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2026	\$ 2,556	1,644	4,200
2027	2,623	1,577	4,200
2028	2,692	1,508	4,200
2029	2,763	1,437	4,200
2030	2,836	1,364	4,200
2031-2035	15,338	5,662	21,000
2036-2040	17,465	3,535	21,000
2041-2045	18,128	1,121	19,249
Total	64,401	17,848	82,249
Current	(2,556)		
Non-current	\$ 61,845		

**(7) Defined Benefit Pension Plan**

***Plan Description***

All qualified permanent and probationary employees are eligible to participate in the Public Agency Cost-Sharing Multiple-Employer Defined Pension Plan (Plan or PERF C) administered by the California Public Employees' Retirement System (CalPERS). The Plan consists of a miscellaneous risk pool and a safety risk pool, which are comprised of individual employer miscellaneous plan and safety plan, respectively. Benefit provisions under the Plan are established by State statute and the District's resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions, and membership information and can be found on the CalPERS website.

***Benefits Provided***

CalPERS provides service retirement and disability benefits, annual cost of living adjustments, and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: The Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. Cost of living adjustments for the Plan are applied as specified by the Public Employees' Retirement Law.

On September 12, 2012, the California Governor signed the California Public Employees' Pension Reform Act of 2013 (PEPRA) into law. PEPRA took effect January 1, 2013. The new legislation closed the District's CalPERS 2.5% at 55 Miscellaneous Risk Pool Retirement Plan to new employee entrants effective December 31, 2012. All employees hired after January 1, 2013, are eligible for the District's CalPERS 2.0% at 62 Miscellaneous Risk Pool Retirement Plan under PEPRA.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(7) Defined Benefit Pension Plan, continued**

***Benefits Provided, continued***

The District participates in the Plan’s miscellaneous risk pool. The Plan’s provision and benefits in effect at June 30, 2025, are summarized as follows:

	<b>Miscellaneous Pool</b>	
	<b>Classic</b>	<b>PEPRA</b>
	Prior to January 1, 2013	On or after January 1, 2013
Hire date	2013	2013
Benefit formula	2.5% @ 55	2.0% @ 62
Benefit vesting schedule	5 years of service	
Benefit payments	monthly for life	
Retirement age	50 - 55	52 - 67
Monthly benefits, as a % of eligible compensation	2.0% to 2.5%	1.0% to 2.5%
Required employee contribution rates	7.96%	7.75%
Required employer contribution rates	13.41%	7.87%

***Contributions***

Section 20814(c) of the California Public Employees’ Retirement Law requires that employer contribution rates for all public employers be determined on an annual basis by an actuary and shall be effective on July 1, following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30, by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year with an additional amount to finance any unfunded accrued liability. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

For the year ended June 30, 2025, contributions to the Plan were as follows:

	<b>2025</b>
Contributions – employer	\$ <u>685,782</u>

***Net Pension Liability***

As of the fiscal year ended June 30, 2025, the District reported net pension liabilities for its proportionate share of the net pension liability of the Plan as follows:

	<b>2025</b>
Proportionate share of net pension liability	\$ <u>3,558,501</u>

The District’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2024 (the measurement date), and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2023 (the valuation date), rolled forward to June 30, 2024, using standard update procedures. The District’s proportion of the fiduciary net position was based on a projection of the District’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(7) Defined Benefit Pension Plan, continued**

*Net Pension Liability, continued*

The District's proportionate share of the net pension liability for the Plan as of the measurement date June 30, 2024, was as follows:

	<b>Miscellaneous</b>
Proportion – June 30, 2023	0.03191%
Changes in proportion	-0.00256%
Proportion – June 30, 2024	0.02934%

*Deferred Pension Outflows(Inflows) of Resources*

For the fiscal year ended June 30, 2025, the District recognized pension credit of \$40,517.

At June 30, 2025, the District reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

<b>Description</b>	<b>Deferred Outflows of Resources</b>	<b>Deferred Inflows of Resources</b>
Pension contributions subsequent to measurement date	\$ 685,782	-
Differences between actual and expected experience	295,660	-
Change in assumptions	91,461	-
Net difference between projected and actual earnings on plan investments	204,859	-
Differences between actual contribution and proportionate share of contribution	586,685	-
Adjustment due to differences in proportions of net pension liability	-	(545,830)
Total	\$ 1,864,447	(545,830)

For the year ended June 30, 2025, the District's deferred outflows of resources related to contributions subsequent to the measurement date totaled \$685,782 and other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized as pension expense as follows:

<b>Fiscal Year Ending June 30,</b>	<b>Deferred Outflows/ (Inflows) of Resources</b>
2026	\$ 162,628
2027	517,114
2028	23,295
2029	(70,202)

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(7) Defined Benefit Pension Plan, continued**

***Actuarial Assumptions***

The total pension liabilities in the June 30, 2023, actuarial valuations were determined using the following actuarial assumptions and methods:

Valuation date	June 30, 2023
Measurement date	June 30, 2024
Actuarial cost method	Entry Age Normal in accordance with the requirements of GASB Statement No. 68
Actuarial assumptions	
Discount rate	6.90%
Inflation	2.30%
Salary increase	Varies by entry age and service
Mortality Table*	Derived using CalPERS membership data
Period upon which actuarial Experience survey assumptions were based	1997 – 2015
Post-retirement benefit increase	Contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on purchasing power applies

\* The mortality table was developed based on CalPERS specific data. The rates incorporate Generational Mortality to capture ongoing mortality improvement using 80% of Scale MP 2020 published by the Society of Actuaries. For more details, please refer to the 2021 experience study that can be found on the CalPERS website.

***Discount Rate***

The discount rate used to measure the total pension liability for PERF C was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated and, combined with risk estimates, are used to project compound (geometric) returns over the long term. The discount rate used to discount liabilities was informed by the long-term projected portfolio return.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(7) Defined Benefit Pension Plan, continued**

*Discount Rate, continued*

The table below reflects the expected real rates of return by asset class.

<u>Asset Class</u>	<u>Assumed Asset Classification</u>	<u>Real Return 1-10<sup>1,2</sup></u>
Global Equity - Cap-weighted	30.00%	4.54%
Global Equity Non-Cap-weighted	12.00%	3.84%
Private Equity	13.00%	7.28%
Treasury	5.00%	0.27%
Mortgage-backed Securities	5.00%	0.50%
Investment Grade Corporates	10.00%	1.56%
High Yield	5.00%	2.27%
Emerging Market Debt	5.00%	2.48%
Private Debt	5.00%	3.57%
Real Assets	15.00%	3.21%
Leverage	-5.00%	-0.59%

<sup>1</sup> An expected inflation of 2.30% used for this period.

<sup>2</sup> Figures are based on the 2021-22 Asset Liability Management Study.

***Sensitivity of the Proportionate Share of Net Pension Liability to Changes in the Discount Rate***

The following table presents the District's proportionate share of the net position liability for the Plan calculated using the discount rate for the Plan, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is one-percentage point lower or one-percentage point higher than the current rate.

As of June 30, 2025, the District's net pension liability at the current discount rate, using a discount rate that is one-percentage point lower, and using a discount rate that is one-percentage point higher, are as follows:

	<u>Discount Rate - 1%</u>	<u>Current Discount Rate</u>	<u>Discount Rate + 1%</u>
District's net pension liability	\$ <u>5,618,093</u>	<u>3,558,501</u>	<u>1,863,155</u>

***Pension Plan Fiduciary Net Position***

Detailed information about the Plan's fiduciary net position is available in separately issued CalPERS financial reports. See pages 37 through 39 for the Required Supplementary Information.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(8) Fund Balance**

Fund balance is presented in the following categories: nonspendable, restricted, committed, assigned, and unassigned.

A detailed schedule of fund balance and their funding composition at June 30 is as follows:

	<b>2025</b>
Restricted:	
Investment in CalPERS 115 Trust	\$ <u>724,157</u>
Non-spendable:	
Materials and supplies inventory	997,431
Prepaid expenses	<u>-</u>
Total non-spendable	<u>997,431</u>
Assigned:	
Compensated absences	305,343
Appropriation for Contingencies	<u>777,922</u>
Total assigned	<u>1,083,265</u>
Unassigned	<u>4,956,106</u>
Total fund balance	<u>\$ 7,760,959</u>

**(9) Net Position**

Calculation of net position as of June 30 was as follows:

	<b>2025</b>
Net investment in capital assets:	
Non-depreciable assets	615,403
Depreciable assets, net	5,376,484
Lease obligation	<u>(64,401)</u>
Total net investment in capital assets	<u>5,927,486</u>
Restricted:	
Investment in CalPERS 115 Trust	\$ <u>724,157</u>
Total restricted net position	<u>724,157</u>
Unrestricted:	
Non-spendable net position	
Materials and supplies inventory	997,431
Prepaid expenses	<u>-</u>
Total non-spendable net position	<u>997,431</u>
Spendable net position	
Unrestricted	<u>3,799,487</u>
Total spendable net position	<u>3,799,487</u>
Total unrestricted net position	<u>4,796,918</u>
Net position	<u>\$ 11,448,561</u>

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(10) Deferred Compensation Savings Plan**

For the benefit of its employees, the District participates in a 457 Deferred Compensation Program (Program). The purpose of this Program is to provide deferred compensation for public employees that elect to participate in the Program. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death, or unforeseeable emergency. Until the funds are paid or otherwise made available to employees, employees are not obligated to report the deferred salary for income tax purposes.

Federal law requires deferred compensation assets to be held in trust for the exclusive benefit of the participants. Accordingly, the District is in compliance with this legislation. Therefore, these assets are not the legal property of the District and are not subject to claims of the District's general creditors. Market value of all plan assets held in trust at June 30, 2025, was \$304,790.

The District has implemented GASB Statement No. 32 – *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. Since the District has little administrative involvement and does not perform the investing function for this plan, the assets and related liabilities are not shown on the statements of net position.

**(11) Section 115 Trust**

In fiscal year 2022, the District's Board approved the creation of a Section 115 Trust Agreement with CalPERS, the Trustee and Trust Administrator. The Section 115 Trust was established to set aside monies to fund the District's pension plan obligation. Contributions to the Section 115 Trust are irrevocable as the assets are dedicated to provide benefits to plan members and are protected from creditors of the District. The purpose of the Section 115 Trust was to address the District's pension obligations by accumulating assets in consideration of its defined benefit pension plan. However, in accordance with generally accepted accounting principles, the assets in the Section 115 Trust are not considered to have present service capacity as plan assets and are, therefore, considered restricted assets of the District rather than pension plan assets. Accordingly, the Section 115 Trust's assets are recorded as restricted for pension benefits in the District's net position and fund balance rather than assets of the pension plan during the measurement date of the net pension liability. The assets held in trust will be considered pension plan asset at the time they are transferred out of the Trust into the pension plan.

**(12) Risk Management**

The District is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District, as a member of the Vector Control Joint Powers Agency (VCJPA), has purchased various insurance policies to manage the potential liabilities that may occur from the previously named sources. The VCJPA was established in 1979, for the purpose of funding and developing programs to provide various insurance coverages for its member mosquito abatement and vector control districts in California. The VCJPA is a public entity risk pool operating a common risk management insurance program and organized pursuant to the provisions of the California Government Code for the purpose of providing insurance coverage for member districts. VCJPA is a Joint Powers Agency of 34 mosquito abatement and/or vector control districts in the State of California. At June 30, 2025, the District participated in programs of the VCJPA as follows:

- General and automobile liability; public officials errors and omissions; employment practices liability insurance
- Property, including cyber and boiler & machinery insurance
- Auto physical damage insurance
- Fidelity (crime) insurance
- Workers' compensation insurance
- Business travel accident

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(12) Risk Management, continued**

*General and Automobile Liability, Public Officials Errors and Omissions, and Employment Practices Liability Coverage:* Annual deposits are paid by member agencies and are adjusted retrospectively to cover costs. The District has a \$10,000 self-insured retention under this program. The first \$1 million in coverage is pooled in a risk sharing plan with other agencies in the VCJPA. Additional coverage purchased by the VCJPA includes an additional \$28.5 million in excess liability coverage and \$3 million in employment practice liability coverage.

*Property including Cyber, and Boiler and Machinery Insurance Coverage:* Property including cyber, and boiler & machinery coverage: The District has a \$500 deductible for all risk property insurance coverage up to \$25,000 through VCJPA. Excess property insurance is purchased through the Alliant Property Insurance Program, which provides limits up to \$400 million; some sublimits apply.

*Auto Physical Damage Insurance Coverage.* The District has a \$1,000 deductible for auto physical damage coverage provided through VCJPA with limits of up to \$75,000 per vehicle, trailer, watercraft and drones, unless additional limits are purchased for certain vehicles. The District purchases airplane liability and property coverage directly through an independent insurance agent. The District also purchases a difference in conditions, including earthquake, policy on a standalone basis.

*Fidelity (Crime) Insurance Coverage:* The District has a \$2,500 deductible and \$1 million limit for each loss for crime insurance, which includes coverage for loss of money, securities, or other property resulting from the dishonest acts of an employee or failure of an employee to perform duties as prescribed by law. Coverage for elected/appointed officials, treasurer/tax collector and other employees required to be bonded is also included.

*Worker's Compensation Insurance Coverage:* Annual deposits are paid by member agencies and are adjusted retrospectively to cover costs. The District has a \$25,000 self-insured retention in this program. The first \$500,000 in coverage is pooled under a risk sharing plan with other agencies in the VCJPA. Additional statutory coverage is purchased by the VCJPA.

*Business Travel Accident Insurance Coverage:* This is a benefit program providing accidental death, dismemberment, and paralysis coverage for key and designated employees and trustees for business related travel. There is no deductible and the policy has a \$150,000 limit and \$750,000 in the aggregate per accident, with a reduced scale for anyone age 70 and over.

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years and there were no reductions in the District's insurance coverage during the year ended June 30, 2025. Liabilities are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. Liabilities include an amount for claims that have been incurred but not reported (IBNR). There was no IBNR claims payable as of June 30, 2025.

**Butte County Mosquito and Vector Control District**  
**Notes to the Basic Financial Statements, continued**  
**For the Fiscal Year Ended June 30, 2025**

**(13) Governmental Accounting Standards Board Statements Issued, Not Yet Effective**

The Governmental Accounting Standards Board (GASB) has issued several pronouncements prior to the issue date, that have effective dates that may impact future financial presentations.

***Governmental Accounting Standards Board Statement No. 103***

In April 2024, the GASB issued Statement No. 103 – *Financial Reporting Model Improvements*. The primary objective of this Statement is to improve key components of the financial reporting model to enhance effectiveness in providing information that is essential for decision making and assessing a government’s accountability. Also, this Statement: (1) continues the requirement that the basic financial statements be preceded by management’s discussion and analysis (MD&A), which is presented as required supplementary information (RSI); (2) describes unusual or infrequent items as transactions and other events that are either unusual in nature or infrequent in occurrence; (3) requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses; (4) requires governments to present each major component unit separately in the reporting entity’s statement of net position and statement of activities if it does not reduce the readability of the statements; and (5) requires governments to present budgetary comparison information using a single method of communication—RSI.

The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.

***Governmental Accounting Standards Board Statement No. 104***

In September 2024, the GASB issued Statement No. 104 – *Disclosure of Certain Capital Assets*. The primary objective of this Statement is to provide users of government financial statements with essential information about certain types of capital assets. This Statement establishes requirements for certain types of capital assets to be disclosed separately in the capital assets note disclosures required by Statement No. 34, *Basic Financial Statements and Management Discussion and Analysis for State and Local Governments*. Also, this Statement establishes requirements for capital assets held for sale, including additional disclosures for those capital assets. The requirements of this Statement apply to the financial statements of all state and local governments.

The requirements of this Statement are effective for fiscal years beginning after June 15, 2025, and all reporting periods thereafter. Earlier application is encouraged.

**(14) Contingencies**

***Litigation***

The District accounts for material liability claims and judgments in accordance with GASB standards. When it is probable that a claim liability has been incurred at year end, and the amount of the loss can be reasonably estimated, the District records the estimated loss net of insurance coverage. The District had no material claims that would require loss provision in the financial statements during this reporting period.

In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

**(15) Subsequent Event**

Events occurring after June 30, 2025, have been evaluated for possible adjustment to the financial statements or disclosure as of December 10, 2025, which is the date the financial statements were available to be issued.

## **Required Supplementary Information**



**Butte County Mosquito and Vector Control District  
Budgetary Comparison Schedule – General Fund  
For the Year Ended June 30, 2025**

	<u>Adopted Original Budget</u>	<u>Board Approved Changes</u>	<u>Revised Budget</u>	<u>Actual Budgetary Basis</u>	<u>Variance Positive (Negative)</u>
<b>Expenditures/Expenses:</b>					
Mosquito and vector control operations:					
Salaries and benefits	\$ 3,419,038	-	3,419,038	3,306,305	112,733
Materials and supplies	2,633,148	-	2,633,148	2,584,645	48,503
Capital outlay	3,875,000	-	3,875,000	2,732,674	1,142,326
Lease obligations:					
Lease rent	9,500	-	9,500	2,490	7,010
Interest expense	-	-	-	1,710	(1,710)
<b>Total expenditures</b>	<u>9,936,686</u>	<u>-</u>	<u>9,936,686</u>	<u>8,627,824</u>	<u>1,308,862</u>
<b>Program revenues:</b>					
Charges for services – property assessments	1,009,600	-	1,009,600	1,038,337	28,737
Charge for services	225,000	-	225,000	524,597	299,597
<b>Total program revenues</b>	<u>1,234,600</u>	<u>-</u>	<u>1,234,600</u>	<u>1,562,934</u>	<u>328,334</u>
<b>General revenues:</b>					
Property taxes	4,260,887	-	4,260,887	4,606,451	345,564
Investment income	-	-	-	223,347	223,347
Other	20,000	-	20,000	394,533	374,533
<b>Total general revenues</b>	<u>4,280,887</u>	<u>-</u>	<u>4,280,887</u>	<u>5,224,331</u>	<u>943,444</u>
<b>Total revenues</b>	<u>5,515,487</u>	<u>-</u>	<u>5,515,487</u>	<u>6,787,265</u>	<u>1,271,778</u>
<b>Excess of revenues         over expenditures</b>	<u>(4,421,199)</u>	<u>-</u>	<u>(4,421,199)</u>	<u>(1,840,559)</u>	<u>2,580,640</u>
<b>Fund balance – beginning of year</b>	<u>9,601,518</u>		<u>9,601,518</u>	<u>9,601,518</u>	
<b>Fund balance – end of year</b>	<u>\$ 5,180,319</u>		<u>5,180,319</u>	<u>7,760,959</u>	

**Notes to Required Supplementary Information**

**(1) Budgets and Budgetary Data**

The District follows specific procedures in establishing the budgetary data reflected in the financial statements. Each year the District’s District Manager and Administrative Manager prepare and submit an operating budget to the Board of Trustees for the General Fund no later than June of each year. The basis used to prepare the budget does not differ substantially from the modified accrual basis of accounting. The adopted budget becomes operative on July 1. The Board of Trustees must approve all supplemental appropriations to the budget and transfers between major accounts. The District’s annual budget is presented as a balanced budget (inflows and reserves equal outflows and reserves) adopted for the General Fund at the detailed expenditure-type level.

The District presents a comparison of the annual budget to actual results for the General Fund at the functional expenditure-type major object level for financial reporting purposes. The budgeted expenditure amounts represent the adopted budget plus supplemental appropriations, if any.

**Butte County Mosquito and Vector Control District**  
**Schedules of the District's Proportionate Share of the Net Pension Liability**  
**As of June 30, 2025**  
**Last Ten Years**

Description	Measurement Dates									
	6/30/24	6/30/23	6/30/22	6/30/21	6/30/20	6/30/19	6/30/18	6/30/17	6/30/16	6/30/15
District's proportion of the net pension liability (asset)	0.02934%	0.03191%	0.03849%	0.04870%	0.03560%	0.03529%	0.03485%	0.03437%	0.03440%	0.03483%
District's proportionate share of the net pension liability (asset)	\$ 3,558,501	3,980,527	4,446,325	2,633,821	3,873,151	3,616,550	3,358,334	3,408,628	2,977,019	2,390,965
District's covered-employee payroll	\$ 1,572,331	1,405,367	1,323,382	1,317,158	1,264,768	1,223,709	1,238,109	1,132,447	1,079,612	1,004,604
District's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	226.32%	283.24%	335.98%	199.96%	306.23%	295.54%	271.25%	301.00%	275.75%	238.00%
Plan's fiduciary net position as a percentage of the total pension liability	78.08%	76.21%	76.68%	88.29%	75.10%	75.26%	75.26%	73.31%	74.06%	78.40%

**Notes to the Schedules of the District's Proportionate Share of the Net Pension Liability**

***Changes in Benefit Terms***

Public agencies can make changes to their plan provisions, and such changes occur on an ongoing basis. A summary of the plan provisions that were used for a specific plan can be found in the plan's annual valuation report.

***Change of Assumptions and Methods***

In fiscal year 2024 and 2023, there were no changes to actuarial assumptions or methods.

In fiscal year 2022, the accounting discount rate was reduced from 7.15% to 6.90%. In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. Projected returns for all asset classes are estimated, combined with risk estimates, and are used to project compound (geometric) returns over the long term.

The discount rate used to discount liabilities was informed by the long-term projected portfolio return. In addition, demographic assumptions and the inflation rate assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions.

In fiscal year 2021, there were no changes to actuarial assumptions or methods.

The CalPERS Board of Administration adopted a new amortization policy effective with the June 30, 2019, actuarial valuation. The new policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed as a level dollar amount. In addition, the new policy does not utilize a five-year ramp-up and ramp-down on UAL bases attributable to assumption changes and non-investment gains/losses. The new policy also does not utilize a five-year ramp-down on investment gains/losses.

**Butte County Mosquito and Vector Control District**  
**Schedules of the District's Proportionate Share of the Net Pension Liability, continued**  
**As of June 30, 2025**  
**Last Ten Years**

**Notes to the Schedules of the District's Proportionate Share of the Net Pension Liability, continued**

*Change of Assumptions and Methods, continued*

These changes will apply only to new UAL bases established on or after June 30, 2019. In fiscal year 2020, no changes have occurred to the actuarial assumptions in relation to financial reporting.

In fiscal year 2020, CalPERS implemented a new actuarial valuation software system for the June 30, 2018 valuation. This new system has refined and improved calculation methodology.

In December 2017, the CalPERS Board adopted new mortality assumptions for plans participating in the PERF. The new mortality table was developed from the December 2017 experience study and includes 15 years of projected ongoing mortality improvement using 90% of scale MP 2016 published by the Society of Actuaries. The inflation assumption is reduced from 2.75% to 2.50%.

The assumptions for individual salary increases and overall payroll growth are reduced from 3.00% to 2.75%. These changes will be implemented in two steps commencing in the June 30, 2017 funding valuation. However, for financial reporting purposes, these assumption changes are fully reflected in the results for fiscal year 2018.

In fiscal year 2017, the financial reporting discount rate for the PERF C was lowered from 7.65% to 7.15%. In December 2016, the CalPERS Board approved lowering the funding discount rate used in the PERF C from 7.50% to 7.00%, which is to be phased in over a three-year period (7.50% to 7.375%, 7.375% to 7.25%, and 7.25% to 7.00%) beginning with the June 30, 2016, valuation reports. The funding discount rate includes a 15 basis-point reduction for administrative expenses, and the remaining decrease is consistent with the change in the financial reporting discount rate.

In fiscal year 2015, the financial reporting discount rate was increased from 7.50% to 7.65% resulting from eliminating the 15 basis-point reduction for administrative expenses. The funding discount rate remained at 7.50% during this period, and remained adjusted for administrative expenses.

**Butte County Mosquito and Vector Control District**  
**Schedules of Pension Plan Contributions**  
**As of June 30, 2025**  
**Last Ten Years**

<b>Description</b>	<b>Fiscal Years Ended</b>									
	<b>6/30/25</b>	<b>6/30/24</b>	<b>6/30/23</b>	<b>6/30/22</b>	<b>6/30/21</b>	<b>6/30/20</b>	<b>6/30/19</b>	<b>6/30/18</b>	<b>6/30/17</b>	<b>6/30/16</b>
Actuarially determined contribution	\$ 685,782	813,375	1,152,993	419,164	384,422	345,724	302,194	272,334	239,072	210,560
Contributions in relation to the actuarially determined contribution	(685,782)	(813,375)	(1,152,993)	(419,164)	(384,422)	(345,724)	(302,194)	(272,334)	(240,340)	(154,620)
Contribution deficiency (excess)	\$ -	-	-	-	-	-	-	-	(1,268)	55,940
District's covered payroll	\$ 1,572,331	1,405,367	1,323,382	1,317,158	1,264,768	1,223,709	1,238,109	1,132,447	1,079,612	1,004,604
Contribution's as a percentage of covered payroll	43.62%	57.88%	87.12%	31.82%	30.39%	28.25%	24.41%	24.05%	22.26%	15.39%

# **Report on Internal Controls and Compliance**



**Independent Auditor’s Report on Internal Control over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards***

Board of Trustees  
Butte County Mosquito and Vector Control District  
Oroville, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the Butte County Mosquito and Vector Control (District) as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the District’s basic financial statements, and have issued our report thereon dated December 10, 2025.

**Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the District’s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District’s internal control. Accordingly, we do not express an opinion on the effectiveness of the District’s internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity’s financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the District’s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**Independent Auditor's Report on Internal Control over Financial Reporting  
and on Compliance and Other Matters Based on an Audit of Financial Statements  
Performed in Accordance with *Government Auditing Standards*, continued**

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

**C.J. Brown & Company, CPAs**  
Cypress, California  
December 10, 2025

**Butte County Mosquito and Vector Control District**

**Management Report**

**June 30, 2025**

# Butte County Mosquito and Vector Control District

## Management Report

### Table of Contents

<u>Item</u>	<u>Page No.</u>
General Introduction	1-2
<b>Appendix:</b>	
Audit/Finance Committee Letter	1-4
Schedule of Audit Adjusting and Reclassifying Journal Entries	5-6
Schedule of Client Adjusting Journal Entries	7

## **CONFIDENTIAL**

Board of Trustees  
Butte County Mosquito and Vector Control District  
Oroville, California

### **Dear Members of the Board:**

In planning and performing our audit of the basic financial statements of the Butte County Mosquito and Vector Control District (District) as of and for the year ended June 30, 2025, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, we considered District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we do not express an opinion on the effectiveness of District's internal control over financial reporting.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control over financial reporting, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A reasonable possibility exists when the likelihood of an event occurring is either reasonably possible or probable as defined as follows:

- *Reasonably possible.* The chance of the future event or events occurring is more than remote but less than likely.
- *Probable.* The future event or events are likely to occur.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Current Year Comment and Recommendation**

#### **Disclosure of Audit Adjustments and Reclassifications**

As your external auditor, we assume that the books and records of the District are properly adjusted before the start of the audit. In many cases, however, audit adjustments and reclassifications are made in the normal course of the audit process to present the District's financial statements in conformity with accounting principles generally accepted in the United States of America.

## **Current Year Comment and Recommendation, continued**

### Disclosure of Audit Adjustments and Reclassifications, continued

For the Board of Directors to gain a full and complete understanding and appreciation of the scope and extent of the audit process we have presented these audit adjustments and reclassifications as an attachment to this letter. There can be very reasonable explanations for situations of having numerous adjustments as well as having no adjustments at all. However, the issue is simply disclosure of the adjustments and reclassifications that were made and to provide the Board of Directors with a better understanding of the scope of the audit.

#### *Management's Response*

We have reviewed and approved all of the audit adjustment and reclassification entries provided by the auditor and have entered those entries into the District's accounting system as of June 30, 2025.

The purpose of this communication, which is an integral part of our audit, is to describe, for management and those charged with governance, the scope of our testing of internal control and the results of that testing. Accordingly, this communication is not intended to be and should not be used for any other purpose.

**C.J. Brown & Company, CPAs**  
Cypress, California  
December 10, 2025

**APPENDIX**

**Butte County Mosquito and Vector Control District**

**Audit/Finance Committee Letter**

**June 30, 2025**

Board of Trustees  
Butte County Mosquito and Vector Control District  
Oroville, California

We have audited the financial statements of the Butte County Mosquito and Vector Control District (District) as of and for the year ended June 30, 2025, and have issued our report thereon dated December 10, 2025. Professional standards require that we advise you of the following matters relating to our audit.

### **Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated May 8, 2025, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the District solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and material noncompliance, if any, and other matters noted during our audit in a separate letter to you dated December 10, 2025.

### **Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

### **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

An auditor that is not involved in the engagement performed an independent review of the financial statements that was prepared by us based on the information provided by management. This safeguard reduces the threat of self-review risk to an acceptable level.

### **Required Risk Assessment Procedures per Auditing Standards**

As auditors of the District, we are required per AU-C Section 240, "Consideration of Fraud in a Financial Statement Audit", to "ordinarily" presume and consider the following risks in designing our audit procedures:

- Management override of controls
- Revenue recognition

### **Qualitative Aspects of the Entity's Significant Accounting Practices**

#### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the District is included in Note 1 to the financial statements. There have been no initial selection of accounting policies and no other changes in significant accounting policies or their application during 2025. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

#### *Significant Accounting Estimates*

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments. The most sensitive accounting estimates affecting the financial statements are as follows:

- Management's estimate of the fair value of cash and investments which is based on information provided by financial institutions. We evaluated the key factors and assumptions used to develop the fair value of cash and investments in determining that it is reasonable in relation to the financial statements taken as a whole.
- Management's estimate of capital assets depreciation which is based on historical estimates of each capitalized item's useful life expectancy or cost recovery period. We evaluated the key factors and assumptions used to develop the capital asset depreciation calculation in determining that they are reasonable in relation to the financial statements taken as a whole.
- Management's estimate of the defined benefit pension plan's net pension liability, deferred outflows of resources, net and deferred inflows of resources, and pension expense which are based on an actuarial valuation conducted by a third-party actuary. We evaluated the basis, methods, and assumptions used by the actuary to calculate these amounts for the District to determine that they are reasonable in relation to the financial statements taken as a whole.

#### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the District's financial statements relate to:

- The disclosure of fair value of cash and investments in Note 2 to the basic financial statements which represents amounts susceptible to market fluctuations.
- The disclosure of capital assets, net of accumulated depreciation in Note 3 to the basic financial statements which is based on historical information which could differ from actual useful lives of each capitalized item.

## **Qualitative Aspects of the Entity's Significant Accounting Practices, continued**

### *Financial Statement Disclosures, continued*

- The disclosure of the District's defined benefit pension plan in Note 7 to the basic financial statements which is based on actuarial assumptions which could differ from actual costs.

### **Significant Unusual Transactions**

For purposes of this communication, professional standards require us to communicate to you significant unusual transactions identified during our audit. No significant unusual transactions were identified as a result of our audit procedures that were brought to the attention of management:

### **Identified or Suspected Fraud**

We have not identified or have not obtained information that indicates that fraud may have occurred.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no uncorrected misstatements whose effects in the current and prior periods, as determined by management, are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. The adjusting journal entries were to convert the District's governmental fund financial statements to the government-wide financial statements. Such adjusting journal entries were based on information provided by the District. The attached schedule on pages 5 and 6 discloses all such converting journal entries.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the District's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Circumstances that Affect the Form and Content of the Auditor's Report**

For purposes of this letter, professional standards require that we communicate any circumstances that affect the form and content of our auditor's report. There were no circumstances that affect the form and content of the auditor's report.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated December 10, 2025.

**Management’s Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

**Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the District, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the District’s auditors.

We appreciate the cooperation extended us by Matthew Ball, General Manager, and Maritza Sandoval, Administrative Manager in the performance of our audit testwork.

This report is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be and should not be used by anyone other than these specified parties.

**C.J. Brown & Company, CPAs**  
Cypress, California  
December 10, 2025

**Butte County Mosquito and Vector Control District  
Audit Adjusting and Reclassifying Journal Entries  
June 30, 2025**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries JE # 1</b>			
To adjust fair market value of 115 trust investments			
4411	FMV Adj-Unrealized Gain (Loss)	\$ 3,057.00	
5152	PERS- 115 Trust	450,000.00	
5199	PERS- 115 Trust (Audit)	74,157.00	
3199	Equity Accrual- Audit		450,000.00
4411	FMV Adj-Unrealized Gain (Loss)		77,214.00
<b>Adjusting Journal Entries JE # 2</b>			
To reconcile net position at year-end.			
1029	FMV Adjustment	142,942.96	
4411	FMV Adj-Unrealized Gain (Loss)	142,280.90	
3199	Equity Accrual- Audit		125,921.90
3199	Equity Accrual- Audit		142,280.90
4411	FMV Adj-Unrealized Gain (Loss)		17,021.06
<b>Adjusting Journal Entries JE # 3</b>			
To adjust for capital assets at year-end.			
1800	Depreciable Fixed Assets	8,333.00	
1800	Depreciable Fixed Assets	3,038,513.15	
1900	Accumulated Depreciation	2,621.43	
1900	Accumulated Depreciation	515,649.52	
4730	Miscellaneous Revenues	314,171.82	
5400	Depreciation Expense	93,358.00	
5400	Depreciation Expense	303,533.00	
5400	Depreciation Expense	2,914.19	
1800	Depreciable Fixed Assets		2,621.43
1800	Depreciable Fixed Assets		829,821.34
1900	Accumulated Depreciation		93,358.00
1900	Accumulated Depreciation		303,533.00
1900	Accumulated Depreciation		2,914.19
FB5399	Capitalized Capital Outlay		3,046,846.15
<b>Adjusting Journal Entries JE # 4</b>			
To record accrued payroll and related components at year-end.			
5110	Salaries & Wages	52,213.44	
5120	Payroll Expenses	4,730.12	
5151	PERS- ADP	4,019.94	
2170	Accrued Expenses- Audit	\$	60,963.50

**Butte County Mosquito and Vector Control District  
Audit Adjusting and Reclassifying Journal Entries, continued  
June 30, 2025**

Account	Description	Debit	Credit
<b>Adjusting Journal Entries JE # 5</b>			
To adjust lease obligation per GASB 87			
2775	Lease Obligation	\$ 2,490.36	
FB 5410	Interest Expense	1,709.64	
5255	Rent		4,200.00
<b>Adjusting Journal Entries JE # 6</b>			
To adjust net pension liability at year-end.			
2500	Deferred Pension Inflows	97,152.00	
2800	Net Pension Liability	422,026.00	
1500	Deferred Pension Outflows		478,661.00
5170	GASB 68 Pension Expense Contra Account		40,517.00
<b>Adjusting Journal Entries JE # 7</b>			
To adjust health benefit liability at year-end.			
2875	Health Benefit Liability	6,252.00	
5141	Health Insurance Reimbursement		6,252.00
<b>Adjusting Journal Entries JE # 8</b>			
To adjust compensated absences at year-end.			
5145	Compensated Absences	31,413.18	
2600	Compensated Absences Payable		31,413.18
<b>Adjusting Journal Entries JE # 9</b>			
To accrue legal services incurred in June 2025			
5260	Special Services	4,105.00	
2000	Accounts Payable	\$	4,105.00

**Butte County Mosquito and Vector Control District  
Client Adjusting Journal Entries  
June 30, 2025**

<u>Account</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
<b>Client Adjusting Journal Entries JE # 1</b>			
To recognize charges for services at year-end.			
1101	Accounts Receivable- Audit	\$ 96,056.71	
4625	Charges for Current Services		96,056.71
<b>Client Adjusting Journal Entries JE # 2</b>			
To accrue CalCard invoices at year-end.			
5299	Pesticides, Gas, Oil & Grease - Audit	1,697.62	
2000	Accounts Payable		1,697.62
<b>Client Adjusting Journal Entries JE # 3</b>			
To adjust inventory based on count sheet at year-end.			
1200	Inventory	11,226.05	
1200	Inventory	31,391.90	
5299	Pesticides, Gas, Oil & Grease - Audit		11,226.05
5299	Pesticides, Gas, Oil & Grease - Audit	\$	31,391.90

On November 13, 2025, the District completed the monthly management meeting, staff meeting, and all vehicle inspections. Also on this date, District management attended a webinar provided by the VCJPA on homeless encampments and the dangers arising from these areas. The District Manager hosted his 18<sup>th</sup> Annual Employee Appreciation Luncheon. This is of no cost to the taxpayers and expense is bore solely by the District Manager.

On November 18, 2025, the District Manager attended the monthly MVCAC Regulatory Affairs Committee meeting. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and the new draft of the NPDES Permit. Also on this date, District management attended a meeting with Tyler Technologies to learn about financial accounting software that includes but not limited to, time keeping, payroll, invoicing, and budgeting. The District Manager conducted an hour-long interview for Clarke Mosquito Control.

On November 19, 2025, all District employees attended the Sac Valley Region's Continuing Education Conference. All employees received informative and educational information ranging from pesticide laws to mosquito-borne disease. All attendees received the "live" requirement for CE hours for this training cycle.

On November 21, 2025, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

As a reminder, the District was closed for the week of November 24, 2025.

On December 1, 2025, the District Manager attended MVCAC Legislative Committee meeting where the committee and chair reviewed the items completed for the past year, the committee's charges, and planned for the 2026 legislative session. The District Manager continues to serve and it is believed that this will be year sixteen on the committee.

On December 2, 2025, District management hosted a tour to Gaynor Telecommunications and Verkada to review security at the Oroville facility. Verkada is hoping to propose a cost estimate and contract to the District for cameras and a security system.

On December 4, 2025, the District had it's annual UST compliance inspection. The inspection is conducted by the Griffin Certified with Butte County Environmental Health's oversight. The District passed the inspection. Also on this date, the District Manager attended the MVCAC Board meeting remotely via Zoom.

On December 5, 2025, the District Manager attended the biweekly Legislative Regulatory Committee call. MVCAC lobbyists and committee members reviewed legislation and current regulatory issues throughout the state.

On December 10, 2025, the District Manager attended the Butte County Weed Management Agency meeting to learn and discuss noxious and invasive species of weeds around and entering Butte County.

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# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** Anti-Discrimination, Harassment, and Retaliation  
**POLICY NUMBER:** 7210

**7210.1 PURPOSE.** Butte County Mosquito and Vector Control District (“District”) is committed to providing a work environment for its employees that is free of harassment, discrimination, and retaliation. The District has zero tolerance for any conduct that violates this policy. Conduct need not violate either federal or state law in order to constitute a violation of this policy. A single act by a District employee may constitute a violation of this policy and provide sufficient grounds for the District to discipline the employee.

This policy establishes a complaint procedure by which the District will investigate and resolve complaints of discrimination, harassment, and retaliation by and against covered individuals, as provided below. The District encourages all employees to report any conduct that they believe may violate this policy as soon as possible.

**7210.2 COVERED INDIVIDUALS AND SCOPE OF POLICY.** This policy applies to applicants for employment at the District, District employees regardless of rank or title, including elected or appointed officials, interns, volunteers, and contractors. This policy applies to all terms and conditions of employment, internships, and volunteer opportunities, including, but not limited to, selection, hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, compensation, and training.

**7210.3 PROTECTED CLASSIFICATIONS.** The District prohibits discrimination, harassment, and retaliation because of an individual’s protected classification. “Protected Classification” includes race, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, age (40 and over), sexual orientation, military and veteran status, or any other basis protected by federal, state or local law, ordinance or regulation.

**7210.4 PROTECTED ACTIVITY.** This policy prohibits discrimination, harassment, and retaliation because of an individual’s protected activity. Protected activity includes, but is not limited to, the following activity: (1) making a request for an accommodation for a disability; (2) making a request for accommodation for religious beliefs; (3) making a complaint under this policy; (4) opposing violations of this policy; or (5) participating in an investigation under this policy.

**7210.5 DISCRIMINATION.** This policy prohibits treating a covered individual differently and adversely because of the individual’s actual or perceived protected classification; because the individual associates with a person who is or is perceived to be a member of a protected classification; or because the individual participates in a protected activity as defined in this policy.

**7210.6 HARASSMENT.** This policy prohibits harassment of a covered individual because of the individual’s actual or perceived protected classification. Harassment includes, but is not limited to, the following behavior:

**7215.6.1** Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments. This includes, but is not limited to, comments, stories, and jokes about appearance, dress, physical features, gender identification, and race;

**7210.6.2** Visual conduct such as derogatory, offensive or inappropriate posters, photography, cartoons, or drawings related to a protected classification;

**7210.6.3** Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with work because of sex, race or any other protected basis. This includes, but is not limited to, pinching, grabbing, patting, or making explicit or implied job threats or promises in return for submission to physical acts; and,

**7210.6.4** Unwanted sexual advances, requests for sexual favors and other acts of a sexual nature, where submission is made a term or condition of employment, where submission to or rejection of the conduct is used as the basis for employment decisions, or where the conduct is intended to or actually does unreasonably interfere with an individual's work performance or create an intimidating, hostile, or offensive working environment.

**7210.6.5 OTHER EXAMPLES OF CONDUCT THAT MIGHT CONSTITUTE HARASSMENT.**

Other examples of harassment includes conduct that another individual who is a member of the protected classification would find unwelcome or unwanted. Harassment may include the following:

(a) Conduct that is not intended as to harass. Conduct may violate this policy if the conduct is directed at, or implicates a protected classification and the recipient finds the conduct to be offensive or inappropriate, even if its well-intentioned conduct (e.g., gifts, over-attention, endearing nicknames, hugs).

(b) Conduct to which the recipient appears to have consented. The District does not recognize as a defense that the recipient appeared to have consented to the conduct at issue by failing to protest about the conduct. A recipient may not protest offensive or inappropriate conduct for many legitimate reasons, including, but not limited to, the need to avoid being perceived as insubordinate or to avoid being ostracized or subjected to retaliation.

(c) Conduct about which no employees previously complained. The fact that no employee previously complained about the same or substantially similar conduct does not mean that the conduct is inoffensive or appropriate nor does that fact preclude an employee from complaining about such conduct if it is repeated.

(d) Conduct witnessed by a third party or about which a third party learns, even if they did not witness such conduct. Visual, verbal, or physical conduct between two (2) people who do not find such conduct to be offensive or inappropriate may constitute harassment of a third party witnesses such conduct or learns about the conduct later and finds the conduct to be offensive or inappropriate. Conduct can constitute harassment even if it is not explicitly or specifically directed at a particular individual.

(e) Conduct can constitute harassment even if the individual has no intention to harass. Conduct that may be well-intentioned conduct (e.g., gifts, over-attention, endearing nicknames, hugs) may nevertheless constitute harassment if the conduct is directed at, or implicates a protected classification, and if the individual finds such conduct inappropriate or offensive.

**7210.7 RETALIATION.** Retaliation occurs when an employer takes adverse action against a covered individual because of the individual's protected activity as defined in this policy. "Adverse action" may include, but is not limited to, the following actions: (1) disciplinary action; (2) counseling; (3) taking sides because an individual has reported harassment or discrimination; (4) spreading rumors about a complainant or about someone who supports or assists the complainant or who participates in the investigation; (5) shunning or avoiding an individual who reports harassment or discrimination; or (6) making real or implied threats of intimidation to prevent or deter an individual from reporting harassment or discrimination.

**7210.8 COMPLAINT PROCEDURE.** If any employee of the District or applicant for employment believes that they have been harassed, the employee or applicant should provide a written or verbal complaint to a supervisor, the Administrative Manager, the Assistant Manager, or the District Manager as soon as possible after the incident. The complaint should include details of the incident(s), name(s) of the individual(s) involved, together with the name(s) of any witness(es). Although filing a written complaint with the employee's immediate supervisor is preferred, an employee may file a verbal complaint with any supervisor or manager.

**7210.8.1** Staff receiving harassment complaints will refer them immediately to the District Manager or the President of the Board of Trustees (in the event the complaint involves the District Manager) who will undertake an immediate, thorough and objective investigation of the harassment allegation(s). Review the factual information gathered during the investigation to determine whether the alleged conduct violated the policy giving consideration to all factual information, the totality of the circumstances, including the nature of the conduct, and the context in which the alleged incidents occurred.

(c) Prepare a summary report of the determination as to whether the conduct violated this policy. If discipline or sanctions are imposed, the level of discipline or sanctions will not be communicated to the complainant.

(d) If conduct in violation of this policy occurred, take or recommend to the appointing authority prompt and effective remedial action. The remedial action will be commensurate with the severity of the offense. Any employee determined to be responsible for harassment, discrimination, or retaliation will be subjected to appropriate disciplinary action, up to and including termination.

(e) Take reasonable steps to protect the complainant from further harassment, discrimination or retaliation.

**7210.9 PROACTIVE APPROACH.** The District takes a proactive approach to potential policy violations and will conduct an investigation if its supervisory or management employees become aware that harassment, discrimination or retaliation occurred or may be occurring, regardless of whether the recipient or third party reports a potential violation. .

**7210.10 CONFIDENTIALITY.** The District will make every effort to assure the confidentiality of complaints made under this policy to the greatest extent allowed by law. However, complete confidentiality may not be possible because of the District's need to investigate the complaint and provide the subject of the complaint their due process rights, which include providing the subject of the investigation a copy of the complaint after the initial investigatory interview, if requested.

**7210.10.1** The District expressly prohibits an employee who is interviewed during the course of an investigation from attempting to influence other employees, including employees who may have witnessed the underlying conduct at issue, while the investigation is open and ongoing.

**7210.10.2** An employee may discuss their interview with a designated representative from the employee's employee organization and/or the employee's legal representative. The District will not disclose a completed investigation report except as it deems necessary to support a disciplinary action, to take remedial action, to defend itself in adversarial proceedings, or to comply with the law or court order.

**7210.11 RESPONSIBILITIES.** Every District employee is responsible for: treating all individuals in the workplace and on District worksites with respect and consideration; modeling behavior that conforms to this policy; participating in periodic trainings on personnel matters; cooperating with the District's investigations pursuant to this policy by responding fully and truthfully and in a timely manner to all

questions posed during the investigation; and taking no actions to influence the complainant or any potential witness while the District's investigation is ongoing.

**7210.11.1** In addition to the responsibilities listed above, each non-supervisor and non-manager is responsible for reporting any act they believe in good faith constitutes harassment, discrimination or retaliation as defined in this policy, to their immediate supervisor or manager, the District Manager, or any other supervisory employee.

**7210.11.2** In addition to the responsibilities listed above, each manager and supervisor is responsible for the following: informing employees under their supervision of this policy; taking all steps necessary to prevent harassment, discrimination and, retaliation from occurring, including, but not limited to, monitoring the work environment and taking immediate and appropriate action to stop violations (e.g., removing inappropriate pictures or correcting inappropriate language); receiving and responding to complaints in a uniformly fair and serious manner; documenting the steps taken to resolve such complaints; following up with those who have complained to ensure that the offensive conduct about which they complained has stopped and that there have been no reprisals or retaliation or threats of reprisals or retaliation.

Each manager and supervisor is also responsible for assisting and/or advising employees regarding this policy, assisting in the investigation of complaints involving subordinate employees, and assisting in the development of a recommendation concerning an appropriate corrective or disciplinary action in accordance with these policies when a complaint is substantiated.

The District also expects supervisors and managers to report potential violations of this policy to the District Manager (or Board President, where the potential violation involves the District Manager), regardless of whether an employee complained about such conduct.

**7210.12 RIGHT TO FILE REPORT WITH OUTSIDE ADMINISTRATIVE AGENCIES.** An individual possesses the right to report workplace harassment, discrimination or retaliation to the Equal Employment Opportunity Commission ("EEOC") and/or the California Civil Rights Department ("CRD"). These administrative agencies provide a complaint process as well as certain legal remedies where the applicable agency determined that a violation of the law occurred. The agency websites are located at <https://www.eeoc.gov/> and <https://calcivilrights.ca.gov/>. The nearest EEOC and CRD offices are listed on the internet and in the government section of the telephone book. Employees may also check the posters located on District bulletin boards for EEOC and CRD contact information.

**Employee Acceptance.** By signing this agreement, I hereby represent that I have read, understand, and agree to the Anti-Discrimination, Harassment, and Retaliation policy. This signed copy will be retained in the employees personnel file as receipt of acknowledgement of being informed of such policy.

Date \_\_\_\_\_ Signature \_\_\_\_\_

Print Name \_\_\_\_\_

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# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** Sexual Harassment  
**POLICY NUMBER:** 7210

~~7210.1—Acts of sexual harassment by employees, supervisors, or managers, are prohibited employment practices and are subject to sanctions and disciplinary measures, up to and including termination of employment.~~

~~7210.2—Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:~~

~~7210.2.1—Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment.~~

~~7210.2.2—Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual.~~

~~7210.2.3—Such conduct has the purpose or effect of substantially interfering with a person's work performance or creating an intimidating, hostile or offensive work environment.~~

~~7210.3—Prohibited acts of sexual harassment can take a variety of forms ranging from unwanted verbal or physical actions, subtle pressure for sexual activity to physical assault. Examples of the kinds of conduct included in the definition of sexual harassment are:~~

~~7210.3.1—Direct or indirect threats or suggestions of sexual relations or sexual contact which is not freely or mutually agreeable to both parties.~~

~~7210.3.2—Continual or repeated verbal abuses of a sexual nature including graphic commentaries on the person's body; sexually suggestive objects or pictures placed in the work area that may embarrass or offend the person; sexually degrading words to describe the person, or propositions of a sexual nature.~~

~~7210.4—Policy Publicizing. All employees shall be informed of the District's sexual harassment policy and complaint process at the time of hiring. Also, said policy and complaint process shall be readily available to all employees and members of the general public utilizing the District's facilities and services.~~

~~7210.4.1—All new employees shall be given a copy of the sexual harassment policy at the time of hiring and said policy's contents shall be discussed with said employee at that time by the employees immediate supervisor.~~

~~7210.4.2—An annual bulletin shall be prepared and distributed to all employees informing them of the District's sexual harassment policy.~~

~~7210.5—As soon as possible after any complaint has been filed in accordance with this policy, a~~

~~bulletin shall be prepared and distributed to all employees re-informing them of the District's sexual harassment policy.~~

~~**7210.6**— Complaint Process. Any employee who believes he/she is the victim of sexual harassment may file a confidential, to the extent possible, complaint without fear of reprisal or embarrassment.~~

~~**7210.6.1**— A complaint can be made verbally by the employee to the immediate supervisor. Although filing a written complaint with the immediate supervisor is preferred, the employee is free to file a verbal complaint with any supervisory employee.~~

~~**7210.6.2**— Complaints made in writing should be submitted by the employee to their immediate supervisor. Although submitting the complaint with the immediate supervisor is preferred, the employee is free to submit a complaint with any supervisory employee, or with the President of the Board of Trustees if the employee's immediate supervisor is the District Manager and the District Manager is unavailable or personally involved in said complaint.~~

~~**7210.7**— Complaint Response Process. Any supervisory employee who receives a sexual harassment complaint shall at all times maintain the confidentiality, to the extent possible, of the plaintiff and shall personally deliver said complaint immediately and directly to the District Manager or to the President of the Board of Trustees if the District Manager is unavailable or personally involved in said complaint.~~

~~**7210.7.1**— As soon as possible after the filing of a complaint, even if it is withdrawn, an investigation shall be conducted by the employee's immediate supervisor, in cooperation with the District Manager, within which the alleged harassment occurred.~~

~~**7210.7.2**— A written record of any investigation of an alleged sexual harassment shall be maintained. Findings will be sent to the District Manager. The District Manager shall immediately inform, in total confidentiality, to the extent possible, the Personnel Committee of the Board if one exists or the entire Board of Trustees.~~

~~**7210.7.3**— All discussions resulting from said investigation shall be kept confidential, to the extent possible, by all informed of said investigation.~~

~~**7210.7.4**— The person initiating the complaint has the right to be accompanied by an advocate(s) when discussing alleged incidents. Said person shall be advised of this right prior to the commencement of such discussions.~~

~~**7210.8**— Disciplinary Procedures and Sanctions. Upon conclusion of the investigation of an alleged sexual harassment, appropriate action shall be taken by the District Manager against the harasser where sexual harassment is found, including mandatory sexual harassment training to prevent future incidents.~~

~~**7210.9**— Employee Acceptance. By signing this agreement, I hereby represent that I have read, understand, and agree to the District's Sexual Harassment policy. This signed copy will be retained in the employee's personnel file as receipt of acknowledgement of being informed of such policy.~~

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
\_\_\_\_\_  
Print name here

\*Personnel Policy; Policy 7215, Harassment and Policy 7210, Sexual Harassment combined and renamed as Policy 7210 Anti-Discrimination, Harassment, and Retaliation. December 2025

# Butte County Mosquito and Vector Control District

## POLICY MANUAL

**POLICY TITLE:** **Harassment**

**POLICY NUMBER:** **7215**

**7215.1** Butte County Mosquito and Vector Control District is committed to providing a work environment for its employees that is free of harassment based on protected category. The District prohibits sexual harassment (see Policy #7210) as well as harassment because of race, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation or any other basis protected by federal, state or local law, ordinance or regulation. This policy applies to all persons involved in the operation of the District and prohibits harassment by any employee of the District—supervisors and co-workers.

**7215.2** Harassment because of race, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation or any other protected basis is prohibited, including, but not limited to the following behavior:

**7215.2.1** Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments;

**7215.2.2** Visual conduct such as derogatory and/or sexually oriented posters, photography, cartoons, drawings or gestures;

**7215.2.3** Physical conduct such as assault, unwanted touching, blocking normal movement or interfering with work because of sex, race or any other protected basis; and,

**7215.2.4** Retaliation for having reported or threatened to report harassment.

**7215.3** If any employee of the District believes that he/she has been harassed, the employee should provide a written or verbal complaint to a supervisor, the Assistant Manager, or the District Manager as soon as possible after the incident. The complaint should include details of the incident(s), name(s) of the individual(s) involved, together with the name(s) of any witness(es). Although filing a written complaint with the immediate supervisor is preferred, the employee is free to file a verbal complaint with any supervisory employee.

**7215.3.1** Staff receiving harassment complaints will refer them immediately to the District Manager or the President of the Board of Trustees (in the event the complaint involves the District Manager) who will undertake an immediate, thorough and objective investigation of the harassment allegation(s).

**7215.4** If it is determined that harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any employee determined to be responsible for harassment will be subjected to appropriate disciplinary action, up to and including termination. Retaliation against anyone filing a complaint or participating in an investigation will not be permitted or tolerated.

~~7215.5~~ Employees are encouraged to immediately report any incident of harassment so that complaints can be quickly and fairly resolved.

~~7215.6~~ Employee Acceptance. By signing this agreement, I hereby represent that I have read, understand, and agree to the District's Harassment policy. This signed copy will be retained in the employees personnel file as receipt of acknowledgement of being informed of such policy.

\_\_\_\_\_  
Date Signature

\_\_\_\_\_  
Print name here

\*Personnel Policy; Policy 7215, Harassment and Policy 7210, Sexual Harassment combined and renamed as Policy 7210 Anti-Discrimination, Harassment, and Retaliation. December 2025

DELETED