



## **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:** May 14, 2025
2. **Call to Order – 4:00 PM Roll Call**
3. **Persons Wishing to Address the Board on Items Not on the Agenda (limit to 5 minutes):**
4. **Approval of Minutes of the Meeting of:** April 9, 2025
5. **Persons Wishing to Address the Board Pertaining to Closed Session Matters:**
6. **Closed Session Announcement (District Legal Counsel Present):** N/A
7. **Public Hearing:** Pursuant to AB 2561, Government Code 3502.3. (a) (1) A public agency shall present the status of vacancies and recruitment and retention efforts during a public hearing before the governing board at least once per fiscal year. (2) If the governing board will be adopting an annual or multiyear budget during the fiscal year, the presentation shall be made prior to the adoption of the final budget. (3) During the hearing, the public agency shall identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process.
  - a. Open the public hearing.
  - b. Close the public hearing.
8. **Reports: (8.1 – 8.2)**
  - 8.1 **District Manager's Report**

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

## **8.2 District Departments Report**

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

## **9. Policy Matters: (9.1 – 9.3)**

### **9.1 Consider Reviewing the Hamilton City Benefit Assessment**

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

### **9.2 Consider Approving Transfer from Salaries and Benefits to Services and Supplies**

The Board will be asked to consider approving a transfer of \$275,000.00 from Salaries & Benefits to Services and Supplies to cover unanticipated expenses this fiscal year, 2024/2025.

### **9.3 Consider Declaring Various Pieces of Equipment Surplus to Need**

The Board will be asked to declare various items on the District's asset list surplus to need and authorize the pieces to be disposed of.

## **10. Topic of the Month:**

The Board will watch a presentation on dengue fever.

## **11. 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.

## **12. Personnel: N/A**

## **13. Correspondence:**

The Board will review a letter from Butte LAFCo Executive Director Steve Lucas.

## **14. Other Business: N/A**

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

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

## **17. Adjournment: (Next Regular Meeting of the BCMVCD Board of Trustees is June 11, 2025)**

***Regular Minutes of the Board of Trustees of the Butte County Mosquito and Vector Control District Meeting held April 9, 2025***

**Members Present:** Darlene Fredericks, Andy Haymond, Assistant Secretary Bruce Johnson, Philip LaRocca, Vice President Dr. Larry Kirk, Steve Ostling, President Bo Sheppard, Melissa Schuster, Eric Smith, 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 April 9, 2025, at 444 Otterson Drive, Chico, CA 95928.
2. The April 9, 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 Ostling, and passed unanimously with a vote of 10 ayes and 0 nays to approve the minutes of the Board of Trustees meeting held March 12, 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 - 7.3)
- 7.1 Under item 7.1 of reports, District Manager's Report, the District Manager reported that on March 13, 2025, the District completed the monthly management meeting, staff meeting, and all vehicle inspections. The District's Safety Committee held their monthly meeting as well as management.

On March 24, 2025, the District Manager attended the MVCAC Disaster Response conference to discuss and review MVCDs responding to disasters such as the Camp Fire, Park Fire, Palisades Fire, and Lake Tulare. MVCDs continue to work in collaboration with FEMA, OES, and other disaster response agencies to become recognized as members of consideration during emergencies and disasters.

On March 25, 2025, District management met with a representative of Aflac. This representative is the new regional representative for the area and will visit the District during next staff meeting to provide updates and plans Aflac offers. Also on this date, the District Manager attended the MVCAC Working Group conference to gain insight into the working groups actions.

On March 26, 2025, the District Manager attended the MVCAC Spring Quarterly meeting via Zoom. The MVCAC committees met, reviewed their committees 2025 standing charges, and provided updates on the projects and tasks that were currently being worked on by those committees. Also on this date, District management met with Leading Edge and Associates to discuss the MapVision 3.0 project. Leading Edge and Associates backed out of the contract, stating that the team could not deliver the product quality to match and/or best MapVision 3.0, agreed to reimburse the District the balance paid on the MapVision 3.0 contract, and to provide valuable enhancements to MapVision 2.0 free of charge. The District Manager informed the Board that the District had just received reimbursement checks from Leading Edge and Associates.

On March 27, 2025, the District Manager met with a representative of Central Life Sciences to discuss products, product availability, product pricing, and reviewed projections for the upcoming mosquito season.

On March 28, 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.

The District Manager reminded the Board that the District was closed on March 31, 2025, in observance of Ceasar Chavez Day.

On April 8, 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 various other items.

- 7.2 Under item 7.2 of reports, 2024/2025 3rd Quarter Fiscal Reports, the Administrative Manager reported that current revenues received are at 77.1%, salaries and benefits category is 67.6% expended, services and supplies category is 87.3% expended, capital outlay category is 67.1%. It was then stated that overall expenditures are currently at 72.1% expended.
- 7.3 Under item 7.3 of reports, the Assistant Manager reviewed the District's 2025 1st quarter newsletter. The Board was pleased with the newsletter.

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

8. Policy matters (8.1 – 8.4)

- 8.1 Under item 8.1 of policy matters, the Board was asked to consider receiving, reviewing, and ordering posted for 30 days the 2025/2026 preliminary budgets. The District Manager reviewed and explained the proposed budgets. After some discussion it was then moved by Member Schuster, seconded by Member Kirk, and passed unanimously with a vote of 10 ayes and 0 nays to receive and order posted for 30 days the 2025/2026 preliminary budgets with the District's Prop 218 Benefit Assessment being increased.
- 8.2 Under item 8.2 of policy matters, the Board was asked to review and consider the draft copies of the organic rice letter and Memorandum of Understanding (MOU), the aggressive mosquito control on lands in excess of three acres (new owner/manager) letter and MOU, the aggressive mosquito control on lands in excess of three acres (reminder) letter, and the post-harvest rice re-flooding letter. The Board was also asked to authorize the mailing of the aforementioned letters and MOUs when appropriate. It was then moved by Member Johnson, seconded by Member Kirk, and passed unanimously with a vote of 10 ayes and 0 nays to approve the letters and MOUs and authorized staff to send when appropriate.
- 8.3 Under item 8.3 of policy matters, the Board was asked to a consider capital expenditure for \$51,804.70 plus applicable taxes, fees, freight, and shipping for a Hamilton Standard Propeller Overhaul. It was then moved by Member Starkey, seconded by Member Smith, and passed unanimously with a vote of 10 ayes and 0 nays to approve a capital expenditure from Hamilton Standard Propeller Overhaul for \$51,804.70 plus applicable taxes, fees, freight, shipping, and a not to exceed 20% of overall costs for unforeseeable rebuild costs.
- 8.4 Under item 8.4 of policy matters, the Board was asked to vote for a Butte Local Agency Formation Commissioner (Butte LAFCo) and alternate. It was then moved by Member Sheppard, seconded by Member Schuster, and passed unanimously with a vote of 10 ayes and 0 nays to vote for Al McGreehan of Paradise Recreation and Park District for Regular Non Enterprise Member and Larry Bradley of Durham Recreation and Park District for Alternate Enterprise/Non-Enterprise Member.

9. Under topic of the month, the District's Vector Ecologist/ Fish Biologist gave a presentation on the biology of *Aedes sierrensis*.

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 55224 through 55346 be signed and distributed. Expenditures for the month totaled \$457,259.52.

11. No other business to report.

12. No correspondence to report.

13. No other business to report.

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

15. Closed Session Matters (District Legal Counsel Not Present): (15.1-15.2)

15.1 Under closed session matters 15.1, President Sheppard announced closed session, Government Code 54957, for a conference with District Manager Ball for an annual public employee performance evaluation and went into closed session and off the record at 5:23 PM and returned on the record / back in session at 5:50 PM. President Sheppard announced that the Board had discussed the District Manager's performance and progress. The consensus of the Board was

that the District Manager's performance was deemed to be exceeding expectations in all performance criteria. President Sheppard stated that a letter would be submitted to the District Manager for inclusion into the District Manager's personnel file. No action was taken nor needed.

- 15.2 Under closed session matters 15.2, the Board of Trustees and District Manager agreed that there was no need to go into closed session for labor negotiations, Government Code 54957.6, employment agreement extension. Currently both parties are satisfied with the terms of the employment agreement. It was then moved by Member Starkey, seconded by Member Johnson, and passed unanimously to approve a one-year contract extension. President Sheppard announced that the contract extension revalidates the terms of the five-year contract and this approval will be executed by both parties. The executed amendment will be attached to the agreement and identified as Amendment No. 5.
16. President Sheppard announced adjournment at 5:50 PM and concluded by stating that the next regular meeting of the BCMVCD Board of Trustees would meet at 4:00 PM on May 14, 2025, at the Chico Substation's Board Room at 444 Otterson Drive, Chico, CA 95928.

Respectfully submitted,

Melissa Schuster,  
Secretary

On April 10, 2025, the District completed the monthly management meeting, staff meeting, and all vehicle inspections. The District's Safety Committee held their monthly meeting as well as management. Also on this date, District staff attended a presentation by a representative of Aflac, reviewing gap insurance options for District employees.

On April 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 various other items.

On April 16, 2025, the District Manager attended the spring Sac Valley Regional (Region) meeting. The Region discussed MVCAC Board action items, MVCAC annual fiscal budget, reviewed MVCAC treasury summary, and heard reports from MVCAC committees, Sac Valley Region districts, CDPH, AMCA, UC Davis, and industry.

On April 17, 2025, the District Manager attended the MVCAC budget review meeting where the budget was presented and reviewed in depth. The budget is within the black.

On April 22, 2025, the District Manager attended a follow up MVCAC Regulatory Affairs Committee meeting. Topics discussed were cannabis, Pollinator Protection Act, storm water recapture, the Monarch butterfly, and various other items.

On April 23, 2025, the District Manager attended the MVCAC spring Board meeting. The MVCAC Board conducted Board action items, approved the MVCAC annual fiscal budget, reviewed MVCAC treasury summary, and heard reports from MVCAC committees, regions, CDPH, AMCA, UC Davis, and industry.

On April 29, 2025, District management met with representatives of Bird Haven Ranch and UC Davis to review the ongoing wetland best management practices to reduce mosquitoes, increase mosquito predators, and increase wetland wet grass seed production.

On April 30, 2025, District management attended a webinar presented by CSDA on policy and procedure drafting and writing.

On May 1, 2025, District management attended day two of a webinar presented by CSDA on policy and procedure drafting and writing. Also on this date, the District management attended a webinar presented by Sunlife Insurance on how Trump policies and executive orders will impact the administration of employee benefits.

On May 7, 2025, the District management met for their biannual management meeting. District management reviewed the past off-season projects that were completed, reviewed employee performance, strategized operations, surveillance, and workflows for the upcoming season, discussed expenses and expenditures, and discussed staffing with seasonal employees.

On May 8, 2025, District management met with Liebert Cassidy and Whitmore Legal to review some of the District's personnel policies that will need updating based on recent legislation and regulations that have made the policies out of date.

On May 12, 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 (if any), discussed the roles of both agencies, and discussed public education and outreach.

2024-2025  
Items surplus to need/broken/obsolete

	Acquisition Date	Useful Life		Description	Purchase Price	Reason
<b>Oroville Buildings and Improvements</b>						
	2/28/1998	10	years	Security System	\$ 2,618.43	Security system equipment upgrade
<b>Aircraft</b>						
	3/31/2002	20	years	Turbo Cat Airplane N6633K	\$ 664,332.95	Aircraft totalled on Aug.13, 2024 aircraft crash
	5/10/2002	10	years	Granual spreader N6633K	\$ 2,500.00	Aircraft totalled on Aug.13, 2024 aircraft crash
	3/11/2009	5	years	Fiberglass Hopper- N6633K	\$ 4,500.00	Aircraft totalled on Aug.13, 2024 aircraft crash
	3/21/2017	7	years	Engine monitor - N6633K	\$ 9,331.92	Aircraft totalled on Aug.13, 2024 aircraft crash
	9/15/2023	5	years	Falcon Pro 9" Screens (Satlock)- N6633K	\$ 25,659.47	Aircraft totalled on Aug.13, 2024 aircraft crash
<b>Communications</b>						
	6/9/2023	10	years	Leading Edge- MapVision 3.0 deposit	\$ 90,000.00	MapVision 3.0 project terminated, refunded.
	6/1/2024	10	years	Leading Edge- MapVision 3.0 progress payment	\$ 36,000.00	MapVision 3.0 project terminated, refunded.



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## BUTTE LOCAL AGENCY FORMATION COMMISSION

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April 2, 2025

Board of Trustees  
Butte County Mosquito and Vector Control Board  
5117 Larkin Road.  
Oroville, CA 95965

RE: Acknowledgment

Dear President Sheppard and Trustees:

Some of you know me well and know that I care very much about public service. My career has afforded me the rare opportunity to interact with every local agency in Butte County and meet the people who deliver the public services our communities need, but who are often overlooked.

For some 30 years now, it has been my professional purpose to observe, interact with and measure the state of local public agencies. It has also been my personal goal to build relationships with the very people, that like you, I've shared every working day with for three decades.

I will retire from public service having watched our local agencies evolve, adapt and transition through new generations of civil servants, each with a fresh view of public service.

Each of these new recruits will look to their agency's leadership and culture for guidance as to their professional purpose, this is how humans learn. And people are always watching and learning. What they see matters.

It took me a paragraph to reach my point...Matt Ball matters. Your general manager, my colleague and the guy who answers the angry calls and gets the job done, matters.

Matt matters to me because I see an agency that mirrors his integrity, his desire to serve and his grit (forget this reference if under 60!). I admire Matt's calm strength through diversity and his ability to speak with, not at, the public he serves...that we all serve.

I cannot explain what inspired me to share these thoughts with the you, the Trustees. Perhaps I recognize my opportunities to praise one of the most impactful leaders I've known are few and the words just needed to be written.

Thank you all for your service, your friendship and keeping us safe.

Sincerely,

*Steve Lucas*

Stephen Lucas  
Executive Officer