



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

5117 Larkin Road • Oroville, CA 95965-9250  
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**Matthew C. Ball**  
Manager

### **AGENDA**

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

(BCMVCD) Board Room, 5117 Larkin Road, Oroville, CA 95965-9250. 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:** October 9, 2019
2. **Call to Order** – 4:00 PM in the Board Room, 5117 Larkin Road, Oroville, CA 95965-9250.
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:** September 11, 2019
5. **Closed Session Announcement (District Legal Counsel Present):** N/A
6. **Reports: (6.1 - 6.5)**
- 6.1 **District Manager's Report**

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

#### **6.2 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.

#### **6.3 Board of Trustees Terms**

Board of Trustees, Member Johnson and past Member Vickery have terms expiring December 31, 2019, and will be asked if reappointment is desired. District staff have sent reminder letters to the Butte County Board of Supervisors and Glenn County Board of Supervisors to remind each respective Board of open Trustee positions.

#### **6.4 Review and Report on the 2019/2020 First Quarter Fiscal Report**

At the Board Meeting, staff will have the 2019/2020 1st quarter fiscal report available for review. The District Manager and Office Manager will provide a brief report regarding expenditures and revenues.

**6.5 Review and Report on the Third Quarter Newsletter**

The Assistant Manager will provide the Board with a brief report on and review the 3rd quarter newsletter.

**7. Policy Matters: (7.1 – 7.4)**

**7.1 Consider Amendments and Additions to Operations Policy, Policy #3050**

The Board will be asked to consider amendments and additions to Operations Policy, Policy #3050.

**7.2 Consider a Capital Expenditure for a Generac Standby Generator and Installation**

The Board will be asked to consider a capital expenditure to not exceed \$35,000.00 for a Generac Standby generator, model QT100, a Generac RTS Series Automatic Transfer Switch, and installation. The cost of the generator is \$25,097.00 plus tax and shipping, the cost of the transfer switch is \$1,204.00 plus tax and shipping, and installation would be around \$3,000.00. The District Manager will explain the need and reasons for the request.

**7.3 Consider a Transfer of Appropriations of Contingencies to Capital Outlay**

Should the Board approve item 7.2, the Board will be asked to consider a transfer of appropriations from Appropriation for Contingencies to Capital Outlay, Buildings and Improvements in the amount of \$35,000.00 to cover the anticipated costs of the new capital items and installation.

**7.4 Consider Sending Employees and Trustee(s) to the AMCA Annual Conference in Portland, Oregon**

The Board will be asked to consider authorizing staff and Trustee(s) to attend the AMCA Annual Conference in Portland, Oregon, March 16, 2020, through March 20, 2020.

**8. Topic of the Month:**

The District Manager will provide a summarizing report on West Nile virus activity throughout the District's Service Area.

**9. 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.

**10. Personnel:**

One seasonal employee voluntarily separated from the District on September 12, 2019. Nine of the District's seasonal employees were laid off on September 26, 2019. The remaining seasonal employee will be laid off on October 10, 2019.

**11. Correspondence:** Letters sent to appointing officials of terms ending at the end of 2019.

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

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

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

**15. Adjournment:** (Next Regular Meeting of the BCMVCD Board of Trustees November 13, 2019, in Chico, Ca.)