

# Chiloquin Vector Control District

## Klamath County, Oregon

JB Brown Dennis Jefcoat Tim McDermott Theresa Shelby Albert Wilder  
140 S 1<sup>st</sup> Street, Chiloquin Community Center Conference Room  
Mailing address PO Box 860, Chiloquin, Oregon 97624 541 274 0132  
Email: [cvcdistrict@gmail.com](mailto:cvcdistrict@gmail.com) Web page: [www.chiloquinmosquito.org](http://www.chiloquinmosquito.org)

## CVCD Board of Trustee Meeting Agenda

Meetings called to order at 6:30PM

February 26, 2025

**Public meeting notices given.** Meeting notices are posted on the Chiloquin Community Center public notice board, announced in the Chiloquin News at [chiloquinnews.com](http://chiloquinnews.com), Notice on CVCD web page: [chiloquinmosquito.org](http://chiloquinmosquito.org), printed in the Friends of the Library Community Calendar and occasionally printed in the Herald & News.

**Meeting Rules and Regulations.** The public is invited to address the Board at the end of the meeting unless the Presiding Officer asks for or accepts public discussion on any agenda item. Time limit shall be 3 minutes per speaker or 30 minutes total for all public comments. Legal issues cannot be discussed unless our legal council is present. Meeting minutes are maintained by sound recording per ORS 192.650(1). USB thumb drive MP3 format copy of individual meetings available upon request when accompanied by a payment of \$25.00 payable to the CVCD and completion of the CVCD Freedom of Information Act request form available on our web page. The district does not provide written minutes for meetings.

### Roll call of Trustees

### Treasurer's Monthly Report

Financial statement balances as of January 2025

Original documents on file with Treasurer & available to Board members

1 <sup>st</sup> Interstate Bank checking .....	\$ 1,428.71
State LG money market account .....	\$157,390.76
Total amount of funds available in all district's bank accounts .....	\$158,819.27

.....  
Current financial information update

Deposits to 1 <sup>st</sup> Interstate Bank	\$879.38	Property tax
Deposits to State Account	\$641.26	Interest income (4.73%)
Other Income	\$None	
Debit card usage	\$45.59	
Select tel monthly cellphone charge	\$33.09	
Microsoft 365 business program	\$12.50	

**Bills to be paid.**

Three Rivers Mosquito & Vector Control mosquito Control Services 4 of 7	\$NA
DEQ Annual permit fee	\$859.00
<b>Total amount of this month's payments to vendors</b>	<b>\$859.00</b>

Discussion and vote to approve Treasurers report, bill paying and transfers of money.

**New and Old Business**

Banking Resolution 25-01; Authorization to LG Fund & 1<sup>st</sup> Interstate Bank to Add Teresa Shelby to the CVCD banking accounts.

Discussion of updated budget director's proposal with 3RMC invoice for FY 2025 -2026  
Suggestion by 3RMC for adding \$2,000 to travel by board members to the annual Portland Or mosquito convention

**Contractors Report**

Report by Edward Horvath TRMVC

**Public Comments**

**Next scheduled Meeting**

4<sup>th</sup> Wednesday, March 26, 2025

About this s

View Charts >>

Select "Notes" cells

Select "Amount" cells

More Income rows

Category Name	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
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<b>Income</b>	1,352	1,133	-	-	-	-	123,958	682	662	542	53,361
LB 20-01 Carry Over							123,000				
LB 20-04 Interest income	473	630				534		528	505	453	445
LB 20-07 Miscellaneous											
LB 20-30 Property Taxes	879	503				424		154	157	89	52,916

[Help](#)

For more rows, click "More income rows" then select "Unhide rows" under "Format" menu

<b>Spending</b>	377	48	6,878	6,878	6,878	6,878	7,361	7,788	7,211	910	193
Form LB 31 FY 23-24	377	48	6,878	6,878	6,878	6,878	7,361	7,788	7,211	910	193

LB 31-02 Insurance	90										
LB 31-03 Advertising						80					
LB 31-04 Accounting								830			
LB 31-05 Property rentals											
LB 31-06 Attorney Fees											
LB 31-07 Telephone	33	33	33	33	33	33	33	85	33	33	33
LB 31-08 Office & Meeting	100	13	13	13	13	342	43	45	649	58	
LB 31-09 Travel						75		303			
LB 31-10 Miscellaneous											100
LB 31-11 Contracting			6,830	6,830	6,830	6,830	6,830	6,830	6,830		
LB 31-12 Bank Fees	2	2	2	2	2	1				228	2
LB 31-13 Dues											
LB 31-14 Permits	152										
LB 31-18 Grants											
LB 31-20 Reserves											

[Help](#)

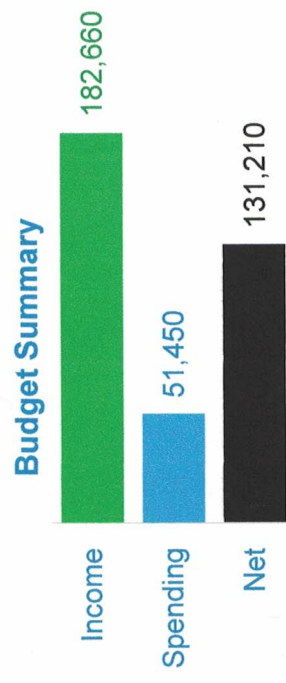
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Required by Oregon law											
LB 31-17 Contingencies											
LB 31- 26 Unappropriated											

heet

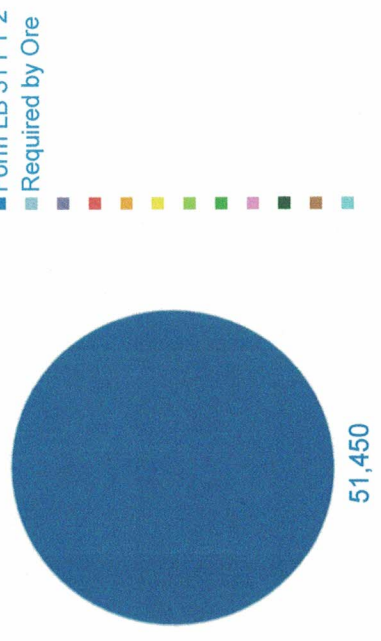
Dec	Full Year	Notes
970	182,660	
	123,000	Left over from proceeding year
473	4,040	LGIF Interest income
	-	Any other sources of income
497	55,619	Property taxes collected
	-	<a href="#">Help</a>

Yearly ▼



50	51,450	
50	51,450	
	-	SDAO/SDI Insurance
	90	Advertising; H&N & local events
	80	Software & Sec of State cost
	830	Community Center & FS#2
	-	As needed
33	448	Office cell telephone cost
13	1,315	Office supplies & meeting cost
	378	Milage & Travel
	100	Equipment repairs & upgrades
	47,810	7 Equal payments for each FY
4	247	Bank fees & LGIP cost
	-	SDAO Annual Fee
	152	DEQ & Ethics Commission
	-	Grants to outside organizations
	-	May be used up to \$5,000.
	-	<a href="#">Help</a>
	-	
	-	Cannot use this fund by law
	-	Cannot use this fund by law

### Spending Summary



### Spending by Month

About this sheet

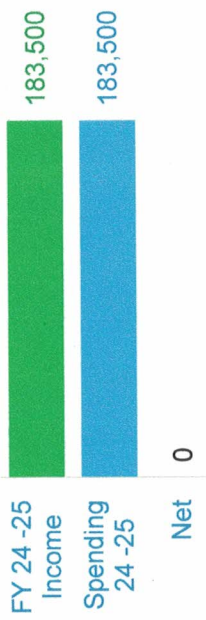
More Spending rows More income rows

Select "Amount" cells Select "Notes" cells

Yearly

Category Name	Frequency	Amount	Monthly	Yearly	Notes
<b>FY 24 -25 Income</b>					
LB 20-01 Carry Over	Yearly	123,000	15,292	183,500	Last years budget
LB 20-04 Interest income	Yearly	4,500	10,250	123,000	5.4% July 24 LGIF
LB 20-07 Misc Income	Yearly	-	375	4,500	Anticipated
LB 20-30 Property taxes	Yearly	56,000	4,667	56,000	Anticipated

**Budget Summary**

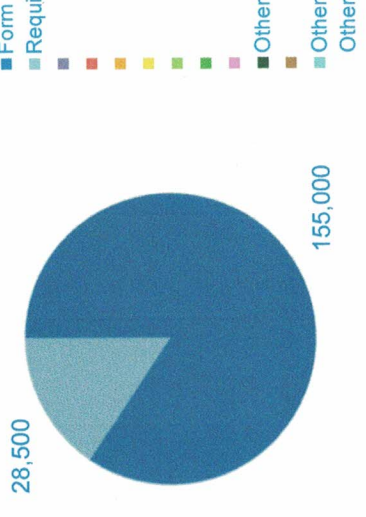


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<b>Spending 24 -25</b>		15,292	183,500
Form LB 31 FY 23-24		12,917	155,000
LB 31-02 Insurance	Yearly	183	2,200
LB 31-03 Advertising	Yearly	167	2,000
LB 31-04 Accounting	Yearly	25	300
LB 31-05 Property Rentals	Yearly	75	900
LB 31-06 Legal	Yearly	8	100
LB 31-07 Telephone	Yearly	25	300
LB 31-08 Office & meeting	Yearly	208	2,500
LB 31-09 Travel	Yearly	83	1,000
LB 31-10 Miscellaneous	Yearly	279	3,350
LB 31-11 Contracting	Yearly	4,250	51,000
LB 31-12 Bank Fees	Yearly	4	50
LB 31-13 Dues	Yearly	17	200
LB 31-14 Permits	Yearly	92	1,100
LB 31-18 Grants	Yearly	-	-
LB 31 -20 Reserves	Yearly	7,500	90,000
<b>Required by law items</b>		<b>2,375</b>	<b>28,500</b>
LB 31-17 Contingency	Yearly	167	2,000
LB 31-26 Unappropriated	Yearly	2,208	26,500

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**Spending 24 -25 Summary**





**RESOLUTION APPROVED BY THE  
BOARD OF TRUSTEES OF THE CHILOQUIN VECTOR CONTROL DISTRICT  
DATED February 26, 2025, Resolution number 25 - 01**

*A resolution by the CVCD Board of Trustees to approve the appointment of the following named CVCD Board of Trustee Members who are authorized by this resolution to perform required banking business with First Interstate Bank and the State of Oregon Local Government Investment accounts.*

**Whereas by the rules of the Chiloquin Vector Control District, a vote is taken in January of each calendar year to appoint a Chairman, Vice Chairman, and Treasurer to represent the Board in all business and financial matters coming before the Board.**

**Whereas all Board members of the CVCD have a \$250,000 insurance policy through SDIS that insures the district taxpayers for theft & fraud protection.**

**Now therefore the Board of Trustees of the CVCD hereby votes to name the following individuals to administer the financial affairs of the district:**

<b>Chairman</b>	<b>Dennis N Jefcoat</b>
<b>Vice Chairman</b>	<b>Teresa Shelby</b>
<b>Treasurer</b>	<b>J.B. Brown</b>
<b>Board member</b>	<b>Tim McDermott</b>

**and declares that the above-named individuals shall be the named as persons authorized to endorse checks, transfer money between accounts, and perform all required banking task for the CVCD Board of Trustees.**

**Adopted February 26, 2025, in a public meeting of the Chiloquin Vector Control District by majority vote of the Board of Trustees.**

*Attested to by;*

*Dennis N Jefcoat  
Chairman of the Board of Trustees  
Of the Chiloquin Vector Control District*

# DETAILED REQUIREMENTS

FISCAL YEAR 2025 - 2026

CHILOQUIN VECTOR CONTROL DISTRICT

FORM  
LB-31

Historical Data		Adopted Budget This Year FY 2024 - 2025		FINANCIAL REQUIREMENTS FOR THE GENERAL FUND		BUDGET FOR FY 2025 -2026			1	
						Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body		1
1				1						
2	\$1,813.00	\$2,073.00	\$2,200.00	2	Insurance	SDIS Insurance & Bonding	\$2,400.00		2	
3	\$1,473.00	\$1,782.00	\$2,000.00	3	Advertising	Public Notices & Local Advertising	\$1,500.00		3	
4	\$40.00	\$40.00	\$300.00	4	Accounting	Software & Annual S.O.S. Expense	\$300.00		4	
5	\$898.00	\$830.00	\$900.00	5	Rentals	Rental FS#2, Community Center, POB	\$900.00		5	
6	\$0.00	\$0.00	\$100.00	6	Attorney legal	Attorney fees	\$100.00		6	
7	\$275.00	\$0.00	\$300.00	7	Telephone services	Cellular telephone monthly & repairs	\$400.00		7	
8	\$1,121.00	\$1,388.00	\$3,000.00	8	Office	Office supplies & computer repairs	\$3,000.00		8	
9	\$713.00	\$234.00	\$1,000.00	9	Travel	Mileage & travel cost CVCD business	\$1,000.00		9	
10	\$795.00	\$2,504.00	\$3,350.00	10	Miscellaneous	Repairs, Replacement Equipment.	\$3,000.00		10	
11	\$46,900.00	\$49,700.00	\$51,000.00	11	Contracting	TRMVC contracting services	\$49,000.00		11	
12	\$1.00	\$1.00	\$50.00	12	Bank fees	Fees charge by banks	\$50.00		12	
13	\$140.00	\$140.00	\$200.00	13	Dues	Government & Private organizations	\$200.00		13	
14	\$854.00	\$985.00	\$1,100.00	14	Permits	DEQ permit & Ethics Commission	\$1,200.00		14	
15				15					15	
##	\$55,023.00	\$59,677.00	\$65,000.00		Total budget needs	TOTAL BUDGET REQUIREMENTS	\$63,050.00		##	
16				16					16	
17	\$0.00	\$0.00	\$2,000.00	17	Contingency	State Required Budget Item	\$2,000.00		17	
18	\$0.00	\$2,650.00	\$0.00	18	Grants	Special projects, Drones, Midgets Etc	\$0.00		18	
19	na	na	\$67,000.00	19	TOTAL	TOTAL BUDGET REQUIREMENTS	\$65,050.00		19	
20		\$90,000.00	\$90,000.00	20	Reserve funding	Reserved for Future Expenditures	\$96,082.00		20	
21				21		<i>Includes transferred money from</i>			21	
22				22		<i>equipment reserve fund of \$83,000.</i>			22	
23				23		<i>from FY 23-24 &amp; unspent budgeted</i>			23	
24				24		<i>funds from previous budget years</i>			24	
25				25		Ending balance (prior years)			25	
26			\$26,500.00	26		UNAPPROPRIATED ENDING FUND BALANCE	\$26,500.00		26	
27	\$55,023.00	**152,327.00	\$183,500.00	27		REQUIREMENTS	\$187,632.00		27	

**Three Rivers Mosquito and Vector Control**  
 651 Market St  
 Klamath Falls, OR 97601  
 5412382272

# PROPOSAL



Chiloquin Vector Control District  
 P.O. Box 862  
 Chiloquin, OR 97624

**Service Address**  
 P.O. Box 862  
 Chiloquin Vector Control District  
 P.O. Box 862  
 Chiloquin, OR 97624

Proposal # 20240026  
 Proposal Date 02/01/2024  
**Proposal Total \$47807.41**

Item	Cost	Quantity	Total
<b>IPM Program Management</b>	\$6829.63	7	\$47807.41
Estimated charges for FY 2024-2025 using 86% of the FY 2022-2023 budget revenue of \$55,590.			

**Terms**

This is the estimated costs for services to be provided in FY 2024-2025 portions of the 2024 and 2025 seasons. In accordance with the contract between CVCD and TRMVC, Section 4, dated September 23, 2023.

**Subtotal \$47807.41**  
**Tax \$0.00**  
**Proposal Total \$47807.41**

**Notes**

Contract amendment # 2024-001

Environmentally Responsible Vector Control

\*\*Payment is due 30 days from invoice. Past due balances will incur a 15% late fee\*\*





Chiloquin Vector Control District &lt;cvcdistrict@gmail.com&gt;

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## Chiloquin Vector Control Board Meeting

1 message

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**Chiloquin Vector Control District** <cvcdistrict@gmail.com>

Mon, Feb 17, 2025 at 10:04 AM

To: Joan Rowe <chiloquinnews@gmail.com>

The Chiloquin Vector Control Districts board of trustees will meet on Wednesday February 26, 2025 at 6:30PM in the conference room of the Chiloquin Community Center, 140 S. 1st Street in Chiloquin to discuss and vote on board business to include but not limited to bill paying, banking authorizations, and general mosquito control. The public is always welcome to attend and address the board members. Additional information available at 541 274 0132 or by web page [www.chiloquinmosquito.org](http://www.chiloquinmosquito.org). The meeting may be viewed or attended through our web page.