



## **FOUR RIVERS VECTOR CONTROL DISTRICT**

56478 SOLAR DRIVE, BEND, OR 97707

WWW.FOURRIVERSVECTORCONTROLDISTRICT.COM

# **Agenda**

**Board of Trustees – Regular Meeting**

**February 18, 2026 – 6:00 PM**

- 1) Call to Order**
- 2) Roll Call**
- 3) Approval of Agenda**
- 4) Approve of Minutes**
  - a) 01/21/2026 - Action
- 5) Board Composition**
  - a) Resignations(s)/Vacancies - Action
  - b) Interviews of Board Candidates
    - i) Recommendation to BOCC - Action
- 6) Treasurer's / Financial Reports - Action**
  - a) District Financial Balance Sheet - Action
  - b) Monthly Itemized Expenses – Action
    - i) Bills to Approve/Pay
    - ii) Bills paid since last meeting
- 7) Committee Reports**
  - a) Policy Committee
  - b) Budget Committee
- 8) Managers Report/ Requests/ Consent - Action**
- 9) Old Business**
  - a) Contract with TRMVC-Action (Possible Executive Session)
- 10) New Business**
- 11) Other Items**
- 12) Future Agenda Items**
- 13) Public Comment**
- 14) Executive Session (As needed)**
- 15) Adjourn Meeting**



## FOUR RIVERS VECTOR CONTROL DISTRICT

56478 SOLAR DRIVE, BEND, OR 97707

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# Minutes

## Board of Trustees – Regular Meeting

January 21, 2026 – 6:00 PM

The District records the meetings and are posted on the District's YouTube channel in addition to these minutes <https://youtu.be/wPhPum9vbSE?si=tvsvzUyAvU2IQJQ3n>

### 1) Call to Order

Meeting called to Order by Eva Wild Crain at 6:12PM.

### 2) Roll Call

- a) Board Present: Steven Emerson, Amy Varner, Eva Wild Crain and Rich Parker (online).
- b) Staff: Edward Horvath.
- c) Visitors: (2)

### 3) Approval of Agenda

- a) **Motion** to approve the Agenda by Amy Varner and Seconded by Rich Parker. Approved unanimously.

### 4) Approve of Minutes

- a) Meeting is recorded We will be producing minutes now that we are catching up with.

### 5) Board Vacancy

**Discussion** about needing another Board Member. Everyone has been asking around.

- a) Officer Nominations and elections

**Motioned** by Varner to appoint the following members to these positions after discussion. Seconded by Emerson. Approved Unanimously.

- i) Chair – Eva Wild Crain
- ii) Vice Chair – Rich Parker
- iii) Treasurer – Steven Emerson
- iv) Secretary – Amy Varner

### 6) Treasurer's / Financial Reports

- a) District Financial Balance Sheet
  - i) **Discussion** about the Financial Statements and cleaning up the line items.

b) Monthly Itemized Expenses

i) Bills to Approve/Pay

(1) Attached to the Agenda. Discussion by the Board.

ii) Bills paid since last meeting

(1) **Motion** to approve the Treasurer, Financial Report and pay bills by Varner. Seconded by Emerson. Approved Unanimously.

c) Payroll Tax Updates

i) **Discussion** about the Bookkeeper being able to get a refund from the Oregon State Department of Revenue/ Horvath gave an update about a refund we are expecting from overpayment by prior staff. With thousands spend in penalties, we will not receive a refund of these, however there was excess payment made when payments were made, which now should be refunded.

d) Budget Review

i) **Discussion** about budget amendments. Emerson stated we should move forward with the current budget and make changes in the FY 2026-27 budget. The entire Board agreed.

7) **Committee Reports**

a) Policy Committee

i) Report and Recommendation(s)

(1) Resolution adopting District Policies

(a) **Motion** to approve the District Policies as presented by the Policy Committee and adopt Resolution 2026-01-001 by Parker. Seconded by Wild Crain. Approved unanimously.

b) Budget Committee

i) Appointing Budget Committee

(1) Resolution appointing Budget Committee Members

(a) **Motion** to approve Resolution 2026-01-002 appointing the Board and Megan Tucker to the Budget Committee, allowing additional members to be added at any time until we have a full committee, not preventing members from being added, by Parker and Second by Varner. Approved unanimously.

ii) Budget Meeting dates

(1) Budget Committee dates will be two weeks prior to the next Board Meetings. March 4<sup>th</sup> will be the next meeting. Horvath will publish the meeting in the Paper and on the website. A second meeting would be April 1<sup>st</sup>. And a potential 3<sup>rd</sup> on May 6<sup>th</sup>.

## 8) Managers Report/ Requests/ Consent

Horvath presented a written report (Attached). Updated verbally the following.

### a) ADA

- i) **Discussion** between the Board and the public about the legalities of the RFP. Some local, small businesses are afraid of bidding on government projects. Discussion about concrete vs a deck. Emerson stated that we should take the advice of a contractor, as they are the expert.

### b) Windows/AC Unit

- i) Horvath discussed the need for windows and to replace the current window AC unit. Asked for board approval to search for quotes. Discussion about whether we needed it or not. There are funds available in office upgrades. There is air flowing through the window that does not close. Our power bill is over \$200/month. Approved for Horvath to look for quotes to bring to the Board.

### c) Audit update

- i) Audit is on track. A little behind where Horvath had hoped it would be at this time, but the prep by the Bookkeeper was substantially more than expected. We should have an update in February. Then we will be caught up. This will reduce the need for such a high budget line in future years.

### d) Vehicle and fuel Tracking and Branding Update

- i) Horvath stated that 4 of 5 planned trackers were installed. The 4<sup>th</sup> could not be installed due to maintenance issues with the vehicle. (Would not start). Installer requires the vehicle to be checked out and signed off by a maintenance shop before re-attempt.

### e) USFS Permit Update- Edward

- i) Horvath has a meeting with the Contract administrator of our USFS permit next week. He is hopeful that he can straighten out the previous issues and get the District's permit back on track. He is concerned about the cost of the Macroinvertebrate sampling costs. Could be an additional cost of more than \$6,000 this year, mostly needed for the SROA contract.

### f) Pesticide Tracking and ULV replacement Purchase Approval- Edward

- i) **Discussion** about the purchase of new fogger, trackers and upgrade the existing London Fogger.
- ii) **Motioned** by Emerson and seconded by Varner to purchase the upgrade kit and buy a new London Fogger and tracking system as proposed by Horvath. Approved unanimously.

### g) Annual Report to the BOCC-Edward

- i) Horvath presented the annual report to the Board. After talks with the BOCC, they had never received a written report as required by ORS 452. Emerson agreed to turn it in to the BOCC later this week.

**9) Old Business**

a) Strategic Planning Prep – Edward

- i) Horvath stated the importance of us pulling together a strategic plan. He has been busy trying to get the district caught up from past due projects. We may want to phase in portions of the strategic plan and implement smaller projects as we go.

**10) New Business**

a) Hiring-Varner

- i) Discussion was brought forward by Varner the need to hire a Manger to oversee the district. Expressed that there isn't enough money to pay a full time manager. Discussion between the Board and Horvath developed. The Board expressed the desire to make a deal with Horvath and TRMVC to manage the District and make a plan for the District to move forward. Wild Crain asked for Horvath to put together a quote for managing the District. Horvath and Varner agreed to meet in the next few days to work on a contract.

**11) Other Items**

- a) No Other Items

**12) Future Agenda and Meeting Schedule**

- a) Next Board Meeting is February 18<sup>th</sup>, 2026

**13) Public Comment**

- a) Public brought up the need for an onsite manager

**14) Executive Session (As needed)**

- a) No Executive Session needed

**15) Adjourn Meeting**

- a) Meeting adjourned at 7:42PM by Wild Crain.

The undersigned hereby certify that the foregoing Board Meeting Minutes constitute a true and correct record of the meeting proceedings.

**This 22<sup>nd</sup> day of October 2025**

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Eva Crain Wild  
Board Chairperson


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Edward Horvath  
Clerk of the Board

# Committee Application

Submission Time  
Feb 03, 2026, 11:36 PM

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First name	Mitch
Last name	Elstun
Phone	<a href="tel:+15039301997">+1 503 930 1997</a>
Email	<a href="mailto:mdelstun@gmail.com">mdelstun@gmail.com</a>
Address	52812 Timber Lane Loop La Pine, OR
Do you reside within the Four Rivers Vector Control District boundaries?	Yes
Are you a current voter within the Four Rivers Vector Control District?	Yes
Committee you wish to serve on	Board Member
Occupation	Retired
Educational Background	Some College Chemeketa Community College, Oregon State University
Related Experience	Store Director Retail VP Homeowners Association
Interests	Outdoor activities, home remodeling/landscaping  Improve service levels to residents exceeding expectations
Availability	Open availability
Is there any additional	9 years in current location Unable to fully enjoy our property. Mosquito presence has gotten worse over the last several years
Signature	 Signed

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# Committee Application

Submission Time  
Feb 05, 2026, 01:18 AM

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First name	Shawn
Last name	Hill
Phone	<a href="tel:+15414107181">+1 541 410 7181</a>
Email	<a href="mailto:hillsch@msn.com">hillsch@msn.com</a>
Address	53223 Riverview dr
Do you reside within the Four Rivers Vector Control District boundaries?	Yes
Are you a current voter within the Four Rivers Vector Control District?	Yes
Committee you wish to serve on	Board Member
Occupation	Business owner
Educational Background	Associate degree
Related Experience	Business accounting
Interests	To help improve coverage and and prevention
Availability	Yes
Is there any additional	Lapine from 2008 , central Oregon for 46 years
Signature	 Signed

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# Committee Application

Submission Time  
Feb 11, 2026, 09:05 PM

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First name	Joe
Last name	Tucker
Phone	<a href="tel:+15412803383">+1 541 280 3383</a>
Email	<a href="mailto:joe.tucker@att.net">joe.tucker@att.net</a>
Address	54770 Wolf St. Bend Or 97707
Do you reside within the Four Rivers Vector Control District boundaries?	Yes
Are you a current voter within the Four Rivers Vector Control District?	Yes
Committee you wish to serve on	Board Member
Occupation	Owner of Water Works Pump Systems
Educational Background	Engineman in the Navy & some college
Related Experience	I have extensive knowledge in how government boards work, the budgeting process, how committees function and feel like I'd be a good asset to the district.
Interests	I'd help persevere the future of the vector control district.
Availability	Since I'm self employed, I am flexible and will be able to attend meetings.
Is there any additional	I have lived in the community for 9 years and have personally been paying another company to spray the mosquitoes for the past 3 years because I feel the vector district hasn't been doing their job. I have been regularly attending board meetings along with my wife and we have seen how past board members and employees have failed at their duties. I'd like to help get the district on track and feel like I can do that with professionalism and without a personal agenda. I want what is best for our taxpayers.
Signature	 Signed

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**February 18, 2026**

## Bills to Pay

<b>Date</b>	<b>Vender</b>	<b>Item</b>	<b>Due</b>	<b>Check #</b>	<b>Amount</b>
2/18/2026	Oregon DEQ	NPDES Permit	2/28/2026		\$919.36
2/18/2026	TRMVC	Contracted Services	2/18/2026		\$2,000.00
2/18/2026	TRMVC	Reimbursement	2/18/2026		\$983.23
2/18/2026	Special Districts	Insurance	3/1/2026		\$14,112

## Bills Paid since last meeting -Checking

2/5/2026	Oregon Ethics Commission Ethics		2/21/2026	16795	\$561.47
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# Four Rivers VCD

## Budget vs. Actuals: FY\_2025\_2026 - FY26 P&L

July 1, 2025 - February 13, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
Interest Income	7,662.66	9,500.00	-1,837.34	80.66 %
Local Option Levy-Past	0.11		0.11	
Miscellaneous Income	443.88	0.00	443.88	
Other Tax Dist	66.10		66.10	
Previously Levied Taxes	3,901.94		3,901.94	
Property Taxes	384,869.77	384,930.00	-60.23	99.98 %
PTNL REFUND CRT	-1,547.65		-1,547.65	
Sunriver Homeowners	40,021.00	80,042.00	-40,021.00	50.00 %
Uncategorized Income	3,944.18		3,944.18	
Uncategorized Income {65}		5,000.00	-5,000.00	
<b>Total Revenue</b>	<b>\$439,361.99</b>	<b>\$479,472.00</b>	<b>\$ -40,110.01</b>	<b>91.63 %</b>
<b>GROSS PROFIT</b>	<b>\$439,361.99</b>	<b>\$479,472.00</b>	<b>\$ -40,110.01</b>	<b>91.63 %</b>
<b>Expenditures</b>				
General Operating Contingency		10,000.00	-10,000.00	
Material Services & Supplies	794.15	0.00	794.15	
Ads, Dues, Licence	1,410.47	10,000.00	-8,589.53	14.10 %
Aerial Application		50,000.00	-50,000.00	
Deschutes County Solid	16.00	0.00	16.00	
Insurance & Bonds	168.34	20,000.00	-19,831.66	0.84 %
Interest & Finance Charges		1,000.00	-1,000.00	
Office Expense	260.64	18,000.00	-17,739.36	1.45 %
Bank Service Charges	87.65		87.65	
Miscellaneous	414.01		414.01	
Postage	55.44		55.44	
Software	2,423.21		2,423.21	
Supplies	1,446.36		1,446.36	
Telephone	1,223.41		1,223.41	
Utilities	1,333.71		1,333.71	
Internet	291.88		291.88	
<b>Total Utilities</b>	<b>1,625.59</b>		<b>1,625.59</b>	
<b>Total Office Expense</b>	<b>7,536.31</b>	<b>18,000.00</b>	<b>-10,463.69</b>	<b>41.87 %</b>
Permits, Fees & Subscriptions	193.06		193.06	
Pesticides & Source Reduction	8,662.50	50,000.00	-41,337.50	17.33 %
Professional Services		25,000.00	-25,000.00	
Accounting	24,740.00		24,740.00	
Bookkeeping	1,260.00		1,260.00	
Legal Fees	6,513.00		6,513.00	
<b>Total Professional Services</b>	<b>32,513.00</b>	<b>25,000.00</b>	<b>7,513.00</b>	<b>130.05 %</b>
Rent & Leasing	85.00	1,000.00	-915.00	8.50 %
Supplies, Equipment, Repairs	490.54	10,000.00	-9,509.46	4.91 %
Training		10,772.00	-10,772.00	

# Four Rivers VCD

## Budget vs. Actuals: FY\_2025\_2026 - FY26 P&L

July 1, 2025 - February 13, 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Meals	315.00		315.00	
<b>Total Training</b>	<b>315.00</b>	<b>10,772.00</b>	<b>-10,457.00</b>	<b>2.92 %</b>
Transportation		25,000.00	-25,000.00	
Fuel	3,649.12		3,649.12	
Miscellaneous	32.00		32.00	
Parts & Repairs	553.86		553.86	
<b>Total Transportation</b>	<b>4,234.98</b>	<b>25,000.00</b>	<b>-20,765.02</b>	<b>16.94 %</b>
WNV surveillance		5,000.00	-5,000.00	
<b>Total Material Services &amp; Supplies</b>	<b>56,419.35</b>	<b>225,772.00</b>	<b>-169,352.65</b>	<b>24.99 %</b>
Payroll Tax Penalties & Interest	4,921.88		4,921.88	
Personnel Services		0.00	0.00	
Part Time Employees	19,961.61	115,000.00	-95,038.39	17.36 %
Personnel Overhead Cost		137,800.00	-137,800.00	
Employer Def Comp Contribution	108.00		108.00	
Health Ins Benefit	19,162.34		19,162.34	
Payroll Expenses	12,746.85	0.00	12,746.85	
Penalties-Tax	4,921.88		4,921.88	
<b>Total Payroll Expenses</b>	<b>17,668.73</b>	<b>0.00</b>	<b>17,668.73</b>	
Workers Comp	1,036.67		1,036.67	
<b>Total Personnel Overhead Cost</b>	<b>37,975.74</b>	<b>137,800.00</b>	<b>-99,824.26</b>	<b>27.56 %</b>
Salaried Employees	52,683.64	133,900.00	-81,216.36	39.35 %
<b>Total Personnel Services</b>	<b>110,620.99</b>	<b>386,700.00</b>	<b>-276,079.01</b>	<b>28.61 %</b>
Unapplied Cash Bill Payment Expense	0.00		0.00	
<b>Total Expenditures</b>	<b>\$171,962.22</b>	<b>\$622,472.00</b>	<b>\$ -450,509.78</b>	<b>27.63 %</b>
NET OPERATING REVENUE	<b>\$267,399.77</b>	<b>\$ -143,000.00</b>	<b>\$410,399.77</b>	<b>-186.99 %</b>
NET REVENUE	<b>\$267,399.77</b>	<b>\$ -143,000.00</b>	<b>\$410,399.77</b>	<b>-186.99 %</b>

To: Board of Trustees, Four Rivers Vector Control District  
From: Edward Horvath, TRMVC  
Date: February 2026

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## **Monthly Management Report**

**Edward Horvath, TRMVC**

### **Four Rivers Vector Control District (FRVCD)**

This monthly report provides an update on operational progress, equipment status, permitting, and upcoming action items. As work continues, it has become increasingly clear that **vehicles, equipment, and facilities have not been maintained to an acceptable standard in prior years**, requiring immediate attention to strengthen the District's foundation and prevent recurring emergencies.

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### **Operational & Equipment Status Overview**

District readiness depends on having reliable infrastructure in place. To support long-term stability, focus areas include:

- A strong and supported Board
- Properly maintained vehicles and field equipment
- Safe and functional facilities
- Reliable computer systems and communications
- Professional public-facing services, including the District website

Without these core elements, operational disruptions will continue. The goal is to move ahead of problems rather than constantly reacting to them.

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## **1. Vehicle Maintenance & Repair Updates**

### **2011 Chevrolet – Major Safety & Mechanical Concerns**

The District's 2011 Chevrolet has multiple unresolved issues:

- Multiple warning/sensor lights were active upon inspection

- TPS sensors have been replaced
- Airbag and engine maintenance lights remain on

Further evaluation identified serious safety and mechanical problems:

- **Airbag light cause:** wiring harness has been chewed, likely by rodents
  - Wires are shorting out
  - This creates a risk of **unintentional airbag deployment**
- **Exhaust manifold failure:**
  - Manifold is warped and not fully attached to the engine head
  - Broken bolts are embedded in the head

**Estimated repair cost exceeds \$2,500**, which is above the management approval threshold.

Repairs are pending **Board authorization**.

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### **Ford Rangers – Oil Leak Concerns**

Both newer Ford Rangers have been found to have active oil leaks. These will require diagnostic work and repair planning to avoid more significant engine damage.

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### **Boat & Trailer**

- Boat appears to have a faulty plug and is expected to be operational this month
  - Trailer lighting will be installed immediately
  - A suspected leak is also being addressed as soon as possible
- 

## **2. ULV Equipment & Pesticide Program Updates**

### **ULV Fogger Replacement and Conversion**

- New ULV fogger is on order
- Conversion kit for the existing London Fog unit is also on order

- ULV tracking system has been ordered and is expected to arrive by the time of the upcoming meeting

These upgrades will standardize equipment, improve tracking, and strengthen operational reliability.

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## **Adulticide & Spring Chemical Orders**

### **Board Approval Requested**

Adulticide orders will be placed shortly to take advantage of a vendor-provided **free mixing station** with the spring order.

The pesticide purchase will exceed the \$2,500 spending limit.

I am requesting Board approval for these necessary pesticide purchases.

- Orders will remain within the approved budget
  - Invoices and checks will be routed through the Board for signature
- 

## **3. USFS / USGS Permit Update**

### **Permit Reinstatement and Compliance**

The District's USFS/USGS use permit has been fully reinstated and approved.

- Met directly with the permit manager
- All required documentation was submitted and accepted
- Requirements have been approved by the District office

### **Water Sampling Requirement**

The required environmental sampling **cannot be waived**.

Initial approved agency: University of Utah

- Estimated cost: **\$4,000**

Private contractor alternative: approximately double that cost

To reduce expense, I have secured OIT Natural Resources to perform the work for:

- **~\$2,800 plus supplies**

Sampling is scheduled for the **first week of March**, and required supplies have been ordered.

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#### **4. Technology & Field Data Systems**

##### **Mesa Handheld PCs**

The Mesa handheld units are still being evaluated:

- New batteries have been ordered for three units
  - The fourth unit is currently in the PC repair shop
  - Manufacturer reports the device is too old to support repair
  - We are attempting to revive it if possible to avoid replacement costs
- 

#### **5. Website & ADA Compliance**

The District website remains a work in progress. It has now been confirmed that:

- The current site is **not ADA compliant**

This presents both legal risk and a public service issue. I recommend budgeting for a complete website rebuild in the **FY 2026–27 budget**. Once expenses are stabilized, this would be a valuable investment in professionalism and accessibility.

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#### **6. Facilities & Security Improvements**

##### **Board Approval Requested**

To improve safety and security at the District office, I recommend adding exterior lighting and cameras.

Proposed system: Ring camera/spotlight units

- Estimated cost: ~\$125 each
  - Requesting authorization to purchase and install **up to six (6)** units
- 

#### **7. Facilities Projects (Pending Quotes)**

Quotes are still pending for:

- ADA ramp installation
- Window replacement (leaking windows)

No responses were received to the initial bid request, so we are now pursuing alternate vendor options.

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## **8. Audit Status**

The audit is still in progress with **Isler CPA (Medford)**. Work continues as documentation is finalized.

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## **9. Outreach & Upcoming Events**

- Next week: attending the Sunriver / La Pine Chamber Breakfast
    - Valuable opportunity for public education and community presence
  - Following weekend: working with OIT professor and students during river sampling for the USFS permit
- 

## **10. Budget Committee & FY Planning**

- Budget Committee notice was posted in the Bend Bulletin this week
- Notice was also posted on the District website
- With both postings complete, only one newspaper publication is required

A draft budget will be delivered to the Budget Committee by **March 1st**.

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## **Requested Items for Board Approval**

The following items require Board authorization due to cost thresholds or policy requirements:

1. **2011 Chevrolet Repairs**
  - Airbag wiring hazard and exhaust manifold failure

- Estimated cost: > \$2,500

## **2. Spring Pesticide / Adulicide Purchase**

- Order will exceed \$2,500 limit
- Within budget, invoices routed through Board

## **3. Security Camera & Lighting Installation**

- Up to six Ring spotlight/camera units
- Estimated ~\$125 each

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### **Closing Summary**

Significant progress continues across compliance, permitting, operational readiness, and infrastructure stabilization. However, vehicle and equipment conditions reflect deferred maintenance that must be addressed promptly to ensure the District can meet its mission safely and effectively.

Respectfully submitted,

**Edward Horvath**

TRMVC

Four Rivers Vector Control District Management Support