

BY-LAWS
of the
FOUR RIVERS VECTOR CONTROL DISTRICT

PREAMBLE

The District was lawfully created by the Deschutes County Board of Commissioners on August 21, 1985. The commission created the Four Rivers Vector Control District with Order number: 85-107 on September 11, 1985. Vector Control Districts are governed by Oregon Revised Statutes (ORS) Chapter 452 (Vector Control laws) and ORS Chapter 198 (Special Districts law).

ARTICLE I

Name and Authority

Section 1 – Name:

This organization shall be known as the Four Rivers Vector Control District (District).

Section 2 – Authority:

The District is established under the authority of Oregon Revised Statutes (ORS) Chapter 452, which authorizes the formation and operation of vector control districts for the purpose of controlling and abating vectors, including but not limited to mosquitoes and other disease-carrying organisms.

ARTICLE II

Purpose and Powers

Section 1 – Purpose:

The purpose of this organization is to manage and control the public health vector (mosquito) populations within the Four Rivers Vector Control District boundaries, ensuring public health and safety through various vector control measures and public health education.

Section 2 – Powers:

The District shall have the powers granted under ORS Chapter 452, including but not limited to:

- a) Conducting surveys and inspections for vector populations.

- b) Applying vector control measures including physical, chemical, and biological methods.
 - c) Acquiring and managing property and equipment necessary for operations.
 - d) Entering into contracts or intergovernmental agreements.
 - e) Levying and collecting taxes or assessments as permitted by law.
 - f) Hiring and supervising employees.
- Adopting rules and regulations for operation and vector control procedures.

ARTICLE III

Board of Trustees (Board)

Section 1 – Membership:

- 1) Board of Trustees of the District shall consist of five members serving four-year staggered terms. No person shall be eligible to be a Board member who is not at the time of election or appointment a resident or property owner in the District.
- 2) All Board members shall serve at large.

Section 2 – Election of Board Members:

The appointment of Board members shall be conducted as provided by ORS 452.090 and ORS Chapter 255.

Section 3 – Qualifications:

No person appointed to the Board shall be sworn in unless such person meets the qualifications for office set forth in ORS 452.080. If questions exist regarding the eligibility of any candidate, the Board shall obtain an opinion from legal counsel prior to swearing in such person.

Section 4 – Oath of Office:

Each newly appointed Board member shall take an oath of office at a Board meeting prior to assuming the duties of the position, as required by ORS 452.080.

Section 5 – Term of Office:

Except where the Board or the County Commission is filling a vacancy on the Board, terms of office shall start on 1 July.

Section 6 – Removal:

A member may be removed by the appointing authority (County Commissioners) for a change in elector status, missing board meetings, self-dealing, ineptitude, misappropriation of

funds, conduct which exposes the district to unreasonable risk of liability, or disruptive behavior at board meetings.

Section 7 – Vacancies:

Vacancies on the Board shall be filled by appointment by the County Commission. A majority of the remaining members of the Board will submit recommendations as they wish to the County Commission. If a person is appointed to fill a vacancy in mid-term, the appointment ends when the term being filled ends.

Section 8 – Meetings and Quorum:

Regular meetings shall be held monthly on the third Wednesday each month, at 6:00 p.m. Meetings may be more or less frequent at the discretion of the President of the Board. Three members shall constitute a quorum. Special meetings of the Board of Trustees may be held at the call of the President or upon call of any three members giving not less than three days' notice. Regular meetings of the Board of Trustees shall be held at the Four Rivers Vector Control office, 56478 Solar Drive Bend, OR 97707, unless otherwise determined by the Board of Trustees. All meetings must be held within the District boundaries.

Section 9 – Powers and Duties of Board of Trustees:

The Board shall have general supervision over all affairs of the organization subject to the will of the District expressed at any duly called meeting. The Board of Trustees shall hire the District Manager, who shall be an agent of the District. The Board of Trustees shall approve policies of this District subject to the expressed will of the District and shall direct the activities of the District Manager. The Board shall do all other things necessary to accomplish the purposes of this District.

ARTICLE IV

Officers and Executive Committee

Section 1 – Officers:

The officers of the District shall be the President, Vice President, Secretary and Treasurer. The officers shall comprise the Executive Committee. The Vice President shall serve as presiding officer in the President's absence.

Section 2 – Duties of Officers:

1) President:

- a. The President of the Board shall preside at Board meetings, consult with the Secretary and staff regarding meeting agendas, and have the same rights as other Board

members to discuss and vote on matters. The President may call Special Meetings as per Oregon Public Meetings Law and shall sign official District documents on behalf of the Board when authorized by a majority. The President shall also perform all duties prescribed by the Oregon Revised Statutes.

2) Vice-President:

- a. In the President's absence, or during any disability of the President, the Vice President shall have the powers and duties of the President of the Board. The Vice President shall have such other powers and duties as a majority of the Board may from time to time determine.

3) Secretary and Treasurer:

- a. The Secretary shall ensure accurate minutes of each Board meeting are taken, transcribed, distributed for review, and properly maintained in chronological order, with the option to delegate these tasks to staff. Minutes may be maintained written, audio or video recorded. The Treasurer shall ensure the District maintains accurate accounting and financial records.

ARTICLE V

Committees

Section 1 – Committees:

The Board of Trustees may appoint other such committees as may be necessary or desirable.

Section 2 – By-Laws Committee:

The Board shall annually appoint a By-Laws Committee, at least one member of whom shall be a member of the Board. The By-Laws Committee shall be responsible for reviewing the Association by-laws, and where appropriate, recommending amendments to the Board.

Section 3 – Executive Committee:

The officers shall comprise the Executive Committee. The officers of the District shall be the President, Vice President, Secretary and Treasurer.

Section 4 – Budget Committee:

Under ORS 294.336, the District's Budget Committee will include the Board of Trustees and an equal number of qualified electors. Any change in the Board's size will result in a proportional change in the Budget Committee. The Committee will elect a chairperson and secretary at its first meeting, review and approve the proposed budget, and adhere to Oregon's Public Meetings Law. Members serve three-year, staggered terms without compensation and are not considered District officers or employees.

ARTICLE VI

Finance

Section 1 – Fiscal Year:

The fiscal year for the district shall be July 1 to June 30.

Section 2 – Budget:

The Budget Committee and the Board shall annually prepare and adopt a budget in accordance with Oregon Local Budget Law for each fiscal year beginning July 1, which shall adequately provide for all activities of the District.

Section 3 – Audit:

The District is subject to Municipal Audit Law, ORS 297.405 to 297.555. The District will contract with an accountant licensed as a municipal auditor to perform an annual audit. The auditor will present the audit report to the Board of Trustees for approval and the District will submit the audit report to the Secretary of State's Office.

ARTICLE VII

Operations Manager – District Operations

Section 1 – Qualifications:

The Operations Manager of this District shall be a competent, qualified individual and experienced person. Educational and experience requirements shall be determined by the Board.

Section 2 – Salary:

The Operations Manager shall receive a salary which shall be fixed by the Board.

Section 3 – Duties: The duties of the Operations Manager shall be defined by the Board subject to the will of the District expressed at any duly called meeting. This manager will serve as a clerk to the Board of Trustees as the Board seems appropriate.

ARTICLE VIII

Amendment to By-Laws

Section 1 – Amendment:

The by-laws may be amended and new by-laws adopted, by majority vote of the board at any regular meeting or at any special meeting of the board called for that purpose, provided that notice of the proposed amendment has been given to all members at least seven (7) days prior to the meeting.

IN WITNESS WHEREOF, the undersigned hereby certify that these By-Laws of the Four Rivers Vector Control District were adopted at a duly constituted meeting of the Board of Trustees held on 05 November 2025

Signed,



Board President

Board Secretary