



FOUR RIVERS VECTOR CONTROL DISTRICT

56478 SOLAR DRIVE, BEND, OR 97707

Deschutes County, Oregon

www.fourriversmosquito.org

**FINANCIAL STATEMENTS
AND SUPPLEMENTARY INFORMATION
FOR THE YEAR ENDED JUNE 30, 2024**

APPOINTED OFFICIALS

President

Rodney Diekhoff

Bend, Oregon

Secretary/Treasurer

Lawrie Diekhoff

Bend, Oregon

Director

Duncan Atwood

Bend, Oregon

Director

Eva Wild Crain

Bend, Oregon

Director

Amy Varner

Bend, Oregon

Agent(s) / Employees at reporting time

Sierra Dieckhoff

La Pine, Oregon

Myles Bowlin

Redmond, Oregon

Agent for Filing

Edward S Horvath

Klamath Falls, Oregon

Since October 22, 2025

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07/09/26
Cash Basis

Four Rivers Vector Control District
Balance Sheet
As of June 30, 2024

	Jun 30, 24
ASSETS	
Current Assets	
Checking/Savings	
First Interstate Bank	29,096.00
LGI Pool Fund	208,409.74
Total Checking/Savings	237,505.74
Accounts Receivable	
Accounts Receivable	-34,650.00
Total Accounts Receivable	-34,650.00
Other Current Assets	
Deposits	20,000.00
Inventory Asset	41,896.67
Total Other Current Assets	61,896.67
Total Current Assets	264,752.41
Fixed Assets	
Fixed Assets	
Capital Outlay	
Field Equipment	116,891.06
Real Property	15,500.00
Office & Lab Equipment	284,056.92
Capital Outlay - Other	229.99
Total Capital Outlay	416,677.97
Accumulated Depreciation	-340,230.00
Fixed Assets - Other	67,314.78
Total Fixed Assets	143,762.75
Total Fixed Assets	143,762.75
Other Assets	
Prepaid Insurance	4,087.00
Property Tax Receivable	3,673.41
Total Other Assets	7,760.41
TOTAL ASSETS	416,275.57

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Cash Basis

Four Rivers Vector Control District
Balance Sheet
As of June 30, 2024

	Jun 30, 24
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	-72.00
Total Accounts Payable	-72.00
Other Current Liabilities	
Deferred Comp Payable	3,600.00
Payroll Liabilities	16,281.58
Total Other Current Liabilities	19,881.58
Total Current Liabilities	19,809.58
Total Liabilities	19,809.58
Equity	
Prior Period Adjustments	29,987.48
Opening Bal Equity	-238,091.76
Retained Earnings	588,066.99
Net Income	16,503.28
Total Equity	396,465.99
TOTAL LIABILITIES & EQUITY	416,275.57

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Cash Basis

Four Rivers Vector Control District
Profit & Loss
July 2023 through June 2024

	Jul '23 - Jun 24
Income	
Property Taxes	272,639.04
Sunriver Homeowners	72,765.00
Interest Income	10,368.96
Total Income	355,773.00
Gross Profit	355,773.00
Expense	
Reconciliation Discrepancies	233.89
Uncategorized Expenses	1,507.75
Personnel Services	
Salaried Employees	113,066.93
Part Time Employees	43,859.00
Personnel Overhead Cost	
Payroll Expenses	27,928.62
Personnel Overhead Cost - Other	57,683.71
Total Personnel Overhead Cost	85,612.33
Total Personnel Services	242,538.26
Material Services & Supplies	
Aerial Application	5,073.00
Supplies, Equipment, Repairs	5,106.79
Office Expense	
Postage	25.68
Miscellaneous	1,124.19
Supplies	2,895.35
Bank Service Charges	180.68
Utilities	
Telephone	3,859.83
Deschutes County Solid	24.00
Utilities - Other	1,885.05
Total Utilities	5,768.88
Office Expense - Other	48.85
Total Office Expense	10,043.63
Pesticides & Source Reduction	20,811.55
Transportation	
Miscellaneous	215.17
Fuel	10,684.03
Parts & Repairs	3,482.11
Total Transportation	14,381.31

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Cash Basis

Four Rivers Vector Control District
Profit & Loss
July 2023 through June 2024

	Jul '23 - Jun 24
Training	
Fees	1,209.83
Lodging	1,846.66
Meals	94.61
Travel	545.00
Total Training	3,696.10
Professional Services	
Legal Fees	270.00
Professional Services - Other	7,500.00
Total Professional Services	7,770.00
Insurance & Bonds	16,093.64
Ads, Dues, Licence	10,296.00
Rent & Leasing	82.45
WNV surveillance	326.32
Material Services & Supplies - Other	1,309.03
Total Material Services & Supplies	94,989.82
Total Expense	339,269.72
Net Income	16,503.28

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Four Rivers Vector Control District
Statement of Cash Flows
 July 2023 through June 2024

	<u>Jul '23 - Jun 24</u>
OPERATING ACTIVITIES	
Net Income	15,933.29
Adjustments to reconcile Net Income to net cash provided by operations:	
Accounts Payable	497.99
Payroll Liabilities	-6,529.59
Net cash provided by Operating Activities	<u>9,901.69</u>
INVESTING ACTIVITIES	
Fixed Assets:Capital Outlay:Field Equipment	-32,020.72
Fixed Assets:Capital Outlay:Office & Lab Equipment	-792.97
Net cash provided by Investing Activities	<u>-32,813.69</u>
FINANCING ACTIVITIES	
Prior Period Adjustments	<u>29,987.48</u>
Net cash provided by Financing Activities	<u>29,987.48</u>
Net cash increase for period	7,075.48
Cash at beginning of period	<u>230,430.26</u>
Cash at end of period	<u><u>237,505.74</u></u>



FOUR RIVERS VECTOR CONTROL DISTRICT

56478 SOLAR DRIVE, BEND, OR 97707
WWW.FOURRIVERSVECTORCONTROLDISTRICT.COM

Management Representation of Fiscal Affairs Required by Oregon Regulation

The Four Rivers Vector Control District is subject to, and responsible for, compliance with various laws, rules, and regulations relating to its operations and finances. Among such laws, rules, and regulations are the requirements prescribed in Municipal Audit Law (ORS Chapter 297) and the Minimum Standards for Review of Oregon Municipal Corporations (OAR 162, Division 40) including, but not limited to:

- (a) Deposit of public funds with financial institutions (ORS Chapter 295).
- (b) Indebtedness limitations, restrictions and repayment.
- (c) Budgets legally required (ORS Chapter 294).
- (d) Insurance and fidelity bonds in force or required by law.
- (e) Programs funded from outside sources.
- (f) Highway revenues used for public highways, roads, and streets (ORS Chapter 294, 368 & 373).
- (g) Authorized investment of surplus funds (ORS Chapter 294).
- (h) Public contracts, purchasing, and improvements (ORS Chapters 279A, 279B, 279C).

The management of Four Rivers Vector Control District is aware of the requirements of Oregon laws and administrative rules concerning each of the above requirements and has complied, in all material respects, with such requirements. Further, we are not aware of any violations or possible violations of laws, rules, or regulations, whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency.

Statement Required by ORS 297.435 (3)(c)

The Board Members and the Four Rivers Vector Control District were covered the entire year ended June 30, 2024, by a \$10,000 bond.

Signature

Eva Wild Crain
Printed Name

Chair of the Board
Title

07/15/226
Date



Certified Public Accountants
And Business Advisors

Independent Accountant's Report

Board of Directors
Four Rivers Vector Control District
Bend, Oregon

We have performed the procedures enumerated in the attached appendix on financial schedules, operations and controls, and compliance with certain requirements for Four Rivers Vector Control District ("the District") as of and for the year ended June 30, 2024 ("the subject matter"). The District is responsible for the subject matter.

The District has agreed to and acknowledged that the procedures performed are less in scope than required to meet the intended purpose of compliance with the Minimum Standards for Agreed-Upon Procedures of Oregon Municipal Corporations during the year ended June 30, 2024. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

The procedures and the associated findings are in the attached appendix.

We were engaged by the District to perform this agreed-upon procedures engagement and conducted our engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the subject matter. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of Board of Directors and management of District and the Oregon Secretary of State, and is not intended to be, and should not be, used by anyone other than these specified parties.

Isler Medford, LLC

Isler Medford, LLC
Medford, Oregon
June 17, 2026

FOUR RIVERS VECTOR CONTROL DISTRICT
FOR THE YEAR ENDING JUNE 30, 2024

APPENDIX TO AGREED-UPON PROCEDURES REPORT

PROCEDURE	FINDINGS
FINANCIAL REPORT (3)	
a. Obtain a copy of the entity's financial report	District provided schedules printed from their QuickBooks. Financial report was not available.
Threshold Calculation:	
b. For the purposes of performing these procedures and reporting findings, calculate the following threshold: Total expenses x 5% =	\$339,840 x 5% = \$16,992
c. Compare amounts reported on the financial report to the entity's general ledger/trail balance. Inspect any differences greater than the calculated threshold and inquire of management about the reasons for difference(s). Does the financial report include the names and addresses of officers of the municipal corporation and members of its governing body? If a special district, does the financial report include the name and address of the registered agent or the fact that one has not been designated? (OAR 162-040-0095)	Schedules from the QuickBooks match the District's general ledger. No - Complete Financial reports not provided.
e. Does the financial report include the statements and schedules required by GAAP as dictated by GASB and considering the basis of accounting used?	N/A
f. Does the financial report include a budget to actual schedule for each fund for which budgets are legally required? (OAR 162-040-0060)	No.
g. Does the financial report include management's representations regarding compliance required by rule (OAR 162-040-0096)	No.
OPERATIONS, POLICIES & PROCEDURES (4)	
a. Obtain and inspect the entity's written policies and procedures and determine whether they address each of the following categories listed in subsection b:	The District has written policies that were adopted January 1, 1993
b.	
A. A. Budgeting	Y
B. B. Purchasing	Y
C. C. Disbursements	N/A
D. D. Receipts/collections	N/A
E. E. Payroll/personnel	Y
F. F. Contracting & procurement	Y
G. G. Travel and expense reimbursement	Y
H. H. Credit cards (debit, fuel cards, P-cards)	N/A
I. I. Ethics	Y
J. J. Debt service	N/A The District has no debt
c. Report Y or N next to each category; or report N/A if the entity does not have a written policy or procedure.	
PUBLIC MEETINGS (5)	
a. Public meetings are generally governed by ORS 192.610 to 192.695.	
b. Obtain access to (or copies of) board meeting minutes. Haphazardly select two meetings held during the reporting period and perform the following:	Copies of the Board meeting minutes were obtained for the entire year.
c. Was required notice given?	Meetings of April 17, 2024 and June 20, 2024 were selected.
A. Was there an agenda?	N - unable to determine as documents are not available
B. Was there a process for public comment?	Y
C. If a portion of the meeting was closed to the public, determine: before the meeting was closed, the reason for holding the closed meeting was documented in the meeting minutes and a roll call vote was taken,	N - unable to determine as documents are not available
D. the reason for closing the meeting was permitted under statute	N/A
ACCOUNTING RECORDS (6)	
<u>General:</u>	
a. Inquire of management regarding whether the policies and procedures are current and reflect the operations in place during	Management's response to the stated inquiry: No. The Policies and Procedures Manual is dated January 1, 1993. The District is in

**FOUR RIVERS VECTOR CONTROL DISTRICT
FOR THE YEAR ENDING JUNE 30, 2024**

APPENDIX TO AGREED-UPON PROCEDURES REPORT

PROCEDURE	FINDINGS
the reporting period. Report management's response. b. Inquire of the governing body chairperson whether the governing body, or certain members of the governing body, approves payments and contracts. c. Inquire of the governing body chairperson whether they receive periodic financial information updating them on budgeted vs. actual spending.	the process of updating the Policies and Procedures Manual. Chairperson's response to the stated inquiry: <i>The Chairperson for the year 2023-2024 has been removed from office. The individual is unavailable for questions.</i> Chairperson's response to the stated inquiry: <i>The Chairperson for the year 2023-2024 has been removed from office. The individual is unavailable for questions.</i> <i>The new Chairperson is now receiving periodic financial information.</i>
RELATED PARTIES (7)	
a. Obtain a list of related parties (as defined in standards) from management. b. Obtain a list of payments during the reporting period by vendor. c. Determine whether any vendors on the payment listing are related parties, per management's list. d. Recalculate payments to related parties and report the total paid to each, and the nature of the payment (i.e. goods or services).	The Board President Rodney Dieckhoff, is the spouse to the board treasurer Lawrie Dieckhoff, and both are in-laws to an employee who works as the office manager, Sierra Dieckhoff. Sierra receives salary from the District. We obtained records of all payments Payroll for Sierra Dieckhoff. N/A
PAYMENT CARDS (8)	
a. Obtain from management a complete listing of all active payment cards for the fiscal period, including the name(s) of the person(s) who maintained possession of the cards. b. Haphazardly select one month and request the monthly statement from each active card (but not more than 5 cards) and observe whether: A. The card had been assessed finance charges or late fees. Report amounts if applicable. The monthly statement was reviewed and approved for payment, in writing by someone other than the cardholder (for example: initials and date, or electronically approved, approved as noted in the governing body meeting minutes).	The District has two payment cards, which were in the possession of District Operations Manager, Myles Bowlin and District Office Manager, Sierra Dieckhoff. We selected the September, 2023 statements. No finance charges or late fees were assessed. No indication of approval for payment or authorization of charges was found indicated in any form. No initials, no electronic signatures, and no approval from the board was indicated.
PROPERTY TAXES (9)	
a. If the municipality receives property tax revenue perform the following: b. Obtain a property tax revenue schedule or turnover report from the municipality. c. Report the property tax revenue received by type (for example: permanent rate tax, local option tax). d. Trace amounts to the financial records, such as the trial balance or general ledger.	We obtained the tax revenue schedule. Total property tax revenue of \$271,751 permanent rate tax was received. The amounts in the general ledger agreed without exception.
ACCOUNTS RECEIVABLE (10)	
For municipal corporations reporting on an accrual basis of accounting perform the following: a. Obtain an accounts receivable aging report as of the last day of the fiscal year and agree to accounting records (trial balance). b. For all accounts greater than 90 days, inquire of management whether amount is collectable. c. Report the balance that is considered by management to be uncollectable, if any. If unable to agree the aging report to the accounting records, report the reason(s) why, if known.	No accounts receivable are recorded by the District N/A None N/A
ACCOUNTS PAYABLE (11)	
For municipal corporations reporting on an accrual basis of accounting perform the following: a. Obtain an accounts payable listing and agree to the accounting records (trial balance). b. Obtain a listing of disbursements subsequent to fiscal year end and haphazardly select a sample of five transactions (or transactions totaling the calculated threshold, whichever is less).	We obtained the accounts payable listing and it agreed with the trial balance. We selected five disbursements from July, 2024 totaling \$ 9,990.05.

**FOUR RIVERS VECTOR CONTROL DISTRICT
FOR THE YEAR ENDING JUNE 30, 2024**

APPENDIX TO AGREED-UPON PROCEDURES REPORT

PROCEDURE	FINDINGS
d. Inspect supporting documentation (invoice, purchase order, contract, etc.) for each sample transaction and confirm it was reported in the correct period.	We inspected the invoices and determined that all were posted to the correct period.
FUND BALANCE / NET POSITION (12)	
a. Agree beginning fund balance to prior year ending fund balance and reconcile any differences.	Beginning fund balance agreed to prior year ending fund balance after acquisition and posting of prior year proposed adjusting entries from prior Auditor with the exception of the bookkeeper of the District using an equity account to adjust payroll liabilities. N/A
b. If there are changes to beginning fund balance, confirm the financial reports disclose the changes to fund balance and the reason for the difference (error, implementation of new accounting policy, etc.)	
REVENUE - CHARGES FOR SERVICES (13)	
a. If the municipal corporation reports charges for services perform the following:	
b. Obtain the fee schedule(s). Haphazardly select a sample of 10 transactions (or transactions totaling the calculated threshold, whichever is less).	The District has a contract with Sunriver Owners Association
c. Based on the fee schedule(s), recalculate the charges for services.	Agreed the contract price to the recorded revenue. N/A
PAYROLL (14)	
a. If the municipal corporation has employees, perform the following:	
b. Calculate the amount of payroll expenditures compared to total operating costs. If payroll expenditures are greater than 20% of operating cost, perform the following:	Payroll expenditures are 71.37 % of operating costs.
A. Obtain all payroll checks, but not more than 5, for one haphazardly selected month during the reporting period. Compare the names and payrates to current employee records.	Obtained the payroll summary and paycheck details for 5 of 8 employees for the pay period of August 1, 2023. Names and payrates for all 5 employees were requested. NO DOCUMENTS WERE AVAILABLE. Per Edward Horvath, Interim District Manager: No employee files were found. Prior staff did not keep proper records, destroyed records, and took hard drives when terminated/quit. 5 of the 5 selected employees had out of date or non-existent personnel files. No paid salaries documentation provided. 3 of the 5 employees are seasonal workers that only work during the summer months. The other 2 of the 5 employees were full-time employees. 1 of the 5 selected employees have the ability to enter and approve payroll. N/A - Unable to agree due to missing files.
B. Obtain a listing of employees and officials employed during the fiscal period. Haphazardly select 5 employees or officials (or all, if fewer than 5) and obtain related paid salaries or payrates and personnel files. Person(s) with the ability to enter payroll or who approves payroll related payments must be included in the sample selected.	
I. Agree paid salaries and bonuses to authorized salaries/pay rates in the personnel files.	
II. Observe that all individuals receiving pay have a corresponding personnel file and are current employees or officers.	N/A - No personnel files located. Employees receiving pay are consistent throughout the year.
CASH (15)	
a. Obtain a listing of all bank accounts from management.	List acquired from Interim General Manager.
b. Obtain year-end statements and trace ending balances to the year-end bank reconciliations. If possible, the year-end statement should be viewed via online account access as confirmation.	Account balances from year-end statements, viewed via paper statements, agreed to year-end bank reconciliations for all bank accounts. Traced from bank reconciliations to bank statements.
c. If the independent accountant can view bank accounts online, vouch that each account listed online was included in the list of accounts provided by management.	N/A
d. For each depository account, obtain the year-end bank reconciliation and one additional month's reconciliation, haphazardly selected from a different quarter, and observe whether:	The 6/30/2024 and 11/30/2023 bank reconciliations were obtained for each account. Y = Each reconciliation meets the following criteria:
A. Reconciliations were prepared and reviewed within 2 months of the related statement's closing date. If not, report the date prepared and reason given by management for why the reconciliation was	Y

**FOUR RIVERS VECTOR CONTROL DISTRICT
FOR THE YEAR ENDING JUNE 30, 2024**

APPENDIX TO AGREED-UPON PROCEDURES REPORT

PROCEDURE	FINDINGS
prepared after 2 months.	
B. The statement balance traces to the reconciliation	Y
The reconciled book balance traces to the general ledger and	
C. the trial balance or summary schedule.	Y
D. Mathematically, the reconciliation and detailed supporting	Y
schedules are accurate.	
e. Obtain a check register for the fiscal year and confirm if there are	
any gaps in check numbers issued during the year. Account for all	
voided checks by obtaining supporting documentation (i.e. voided	A check register was obtained and two gaps in check numbers
check).	were present. Voided checks could not be located by the
f. Inquire of the entity whether they are required to maintain any	
separate bank accounts for a particular fund, program, loan, grant,	
or other purpose; observe whether the entity maintains a separate	Management's response: There are no required separate
bank account.	accounts.
g. If account(s) were opened or closed during the year (determined	
by comparing the current listing to prior years), inspect the minutes	
of the governing body and observe that the decision(s) are	
included.	No accounts were opened or closed during the year.
h. Determine whether deposits are covered by FDIC or NCUA	
insurance (under \$250,000) or deposited with institutions	
participating in the public funds collateralization pool. ORS 295 –	
Depositories of Public Funds and Securities.	All deposits are held in institutions participating in the public
	funds collateralization pool. Deposits are under the \$250,000
	threshold.
DEBT (16)	
Obtain a complete list of debt (loans, mortgages, bonds, notes, or other debt	
instruments) issued during the fiscal period and management's representations	
that the listing is complete.	N/A The District has no debt.
a. Obtain supporting documentation for all newly issued debt and carried forward	
debt.	N/A
b. Reconcile new debt to the list of debt, and the list of debt to the reported	
amount(s) on the financial report, as applicable.	N/A
c. Inquire of management about any debt covenants, such as a required cash	
reserve or coverage ratio. If such covenants exist, report the requirement(s) and	
report management's response on:	N/A
d. how the entity monitors the requirement(s) and	N/A
A. whether the municipal corporation met the requirement(s) throughout the year.	N/A
B.	

**FOUR RIVERS VECTOR CONTROL DISTRICT
FOR THE YEAR ENDING JUNE 30, 2024**

APPENDIX TO AGREED-UPON PROCEDURES REPORT

PROCEDURE	FINDINGS
Compare the dates of published notice to the meeting dates and conclude whether notices were published timely. (ORS 294.426) B. Budget Hearing A. Obtain a copy of the notice of budget hearing (LB-1, ED-1, UR-1 or CC-1). Observe each statement to ensure the notices of budget hearing are complete and published timely. (ORS 294.438) f. Resolution Transfer or Supplemental Budget A. Obtain a copy of any resolution transfer or supplemental budget. Determine whether the transfer or changes were made prior to overspending appropriation authority. (ORS 294.463 and ORS 294.471)	Notices were published timely. N/A. No notice available. N/A. Not available. N/A There were no appropriation transfers or supplemental budgets
FIDELITY BOND + INSURANCE (18)	
a. Obtain from management a copy of the fidelity or faithful performance bond covering the principal responsible official (those responsible for receiving and disbursing moneys on behalf of the municipality). b. Observe that the bond was in force during the fiscal period. c. Observe that the bond was in an amount sufficient as required by ORS 297.435(3).	Management provided a copy of the fidelity bond which was in force and did not meet the 10% of revenue test. The bond was a Board coverage policy that originated in 1986. No employee Fidelity or Faithful Performance Bond in place. N/A. None in place. N/A. None in place.
CONTRACTING + PROCUREMENT (19)	
Obtain, from management, a list of contracts and agreements for professional services, materials and supplies, leases, and construction activities that were initiated or renewed during the fiscal period. a. For contracts or agreements over \$10,000, obtain the procurement documentation and observe whether there is evidence of obtaining multiple quotes (or bids if required due to the total contract amount) or documentation as to why sole source selection was reasonable in the circumstance. (Y/N) If No, document the goods or services purchased and the total amount of the purchase or contract. b.	N/A The District had no contracts that could be provided. N/A. None.
PROGRAMS FUNDED FROM OUTSIDE SOURCES (20)	
a. Inquire of entity management and obtain a listing of any grant or similar funding, to identify any sources of funding and whether there are requirements restricting the use or related to the timing of spending the funding. b. Report on the source(s) and amount(s) received during the year reported for any source that exceeds 5%	N/A The District has no programs funded from outside sources. Sunriver Owner's Association Vector Control Agreement. Contract is 20.45% of total revenues reported. \$72,765.