

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
April 21, 2016
BOARD MEETING**

1. Roll Call:

Presiding: Karen Okabe, Chair 2016

Time: 12:33 PM

Place: 2020 North Redwood Road, Salt Lake City, Utah 84116

Trustees Present: Karen Okabe, Chair 2016
La Vone Liddle, Vice-Chair
Carlton Christensen
Todd Erskine (arrived at 12:50, item # 5)
Dr. Dagmar Vitek
Maureen M. Wilson

Staff Present: Sammie Lee Dickson, Ph.D., Manager
Ary Faraji, Ph.D., Assistant Manager / Entomologist
Aleta Fairbanks, CFO

Manager Dickson confirmed that the voice recorder was turned on; there were no conflicts of interest declared.

2. Board Member Change / Update:

Manager Dickson informed the Board that Carlton Christensen's appointment to the District Board of Trustees was on Salt Lake City Council's 4/12/16 Consent Agenda. Even though the City's 4/12/16 meeting minutes have not been posted on the web yet, Carlton Christensen has most likely been duly appointed as a SLCMAD trustee representing District 1. The Board expressed appreciation for the dedicated way Trustee Erskine served the District for eight years, and his support will be missed. All of the Trustees took an Oath of Office and pledged to support, obey and defend the Constitution of the United States, as well as, the Utah State Constitution, and each swore to discharge their duties with fidelity.

3. Approval of the March 17, 2016, Monthly Board Meeting Minutes:

The Board Members had been given an opportunity to review the pending Minutes of the March 17, 2016, Board Meeting prior to this meeting. Trustee

Liddle made a motion to approve the March 17, 2016 Board Meeting Minutes as presented. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

4. Presentation of the March 2016 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the March financial statements with the Board. All expenditures were reviewed with special attention paid to those in excess of \$1,000, as requested by the Board. A review was also made of any budget line items that were over the expected percentage of spending for this time of the budget year.

Expenses for March totaled \$137,547.25 from the General Fund and \$6,300.00 from the Capital Projects Fund. Manager Dickson noted that the following line item expenditures were unexpectedly greater than 25% of the budget year that has elapsed (excluding items that are not paid proportionately over the year): Interest Earnings, Sale of Fixed Assets, Workers compensation, Public Notices, Legal Services, Interest Expense, and Garbage Removal.

Trustee Christensen made a motion to approve the March financial statements and payment of bills. The motion was seconded by Trustee Vitek and passed unanimously.

5. Approval to Purchase Surveillance Traps:

Assistant Manager Faraji discussed the need for 8 new Clarke CO₂ adult mosquito surveillance traps. The District has been collecting data using 20 CO₂ baited traps operating three nights each week, and 20 gravid surveillance traps operating 2 nights each week. The traps are needed in the ongoing aerial spray research. Every effort has been made to keep the cost of the traps at a minimum. They will be shipped without batteries, as batteries can be purchased locally at a much lower cost. Trustee Liddle made a motion approving the purchase of 8 traps for \$4,857.00. Trustee Christensen seconded the motion; the motion carried with a unanimous vote.

6. Five-Year Plan Update:

- Trustees Okabe and Liddle, Assistant Manager Faraji, and Manager Dickson conducted the four Skype interviews of the finalists for the Assistant Manager position. One applicant, Greg White, was head and shoulders above the rest. He is well-versed in mosquito research and control; he has vector surveillance experience as well as personnel and management skills. His broad background, providing experience and expertise, will bring great value to the District. Greg White has accepted a job offer, has put his home up for sale, and is hopeful that he will be able to begin work in Salt Lake City around the end of May. However, this is a quick turnaround; he has been encouraged

to take a little longer, should it be necessary, to settle loose ends prior to moving to Utah.

- Manager Dickson presented JRCA's estimated costs of retrofitting the District's current facility to meet anticipated future needs, as well as, Design West's estimated costs of relocating the facility. The Board had a lengthy discussion about the pros and cons of each option; an official decision will be made at May's Board Meeting. Trustee Okabe remarked that she has been very impressed with the number of due diligence items that have been conducted concerning this issue. Trustee Liddle commented that, should it be necessary to relocate, the timing is good because the bond rates are low. Trustee Christensen suggested operational costs are often overlooked. Having a non-efficient facility could result in additional operational costs due to wasted time waiting in lines, etc. He also pointed out that, should it be decided to purchase land, it may be wise to buy double the acreage. This would provide a buffer zone and help with the unknowns, such as neighbor attitudes, pesticide issues, further expansion, etc. To not have enough land is a costly mistake; the land will appreciate and can always be sold in the future if it proves to be unnecessary.
- Trustees Erskine and Liddle, Manager Dickson, and Assistant Manager Faraji interviewed the realtors who responded to the RFP. Manager Dickson and Assistant Manager Faraji discussed the strengths of each realtor: Coldwell Banker Commercial has about 75% of the market share, and they can aggressively market the sale of this facility nationally; Windermere has established strong personal relationships with property owners of the northwest quadrant, which could facilitate a land purchase. Both are highly-qualified firms. After further discussion, Trustee Liddle made a motion that management should enter into contract negotiations hiring Coldwell Banker Commercial as the selling agent and Windermere as the purchasing agent for the District. The motion was seconded by Trustee Christensen, and it passed with a unanimous vote.
- Trustees Vitek and Liddle, Manager Dickson, and Assistant Manager Faraji interviewed the attorneys who responded to the RFQ. Manager Dickson and Assistant Faraji discussed the strengths of each firm; it was difficult deciding between the qualifications and expertise of Smith Hartvigsen and Fabian VanCott. It was recommended that the District begin negotiations with Fabian VanCott. As an update, Ryan Lusty, the Manager of Magna's MAD, had a conversation with Assistant Manager Faraji earlier this week. He indicated that he has been thinking about the boundary issue, and he understands why SLCMAD desires to align its boundaries with those of Salt Lake City. He is interested in finding the best resolution possible. His board will most likely be unhappy, but he wondered if SLCMAD might be in agreement with annexing the area north of I-80. Trustee Vitek made a motion that agreement and fee negotiations begin with Fabian VanCott to represent SLCMAD's legal issues. Trustee Liddle seconded the motion, and it carried unanimously.

- Only two firms responded to the RFQ for financial advisor services, and they were interviewed by Trustees Liddle and Erskine, Manager Dickson, and Assistant Manager Faraji. The committee recommended selecting Zions Public Finance. Trustee Christensen made a motion that SLCMAD utilize Zions Public Finance's services. After being seconded by Trustee Wilson, the motion passed with a unanimous vote.

7. Declaration of a ULV Sprayer as Surplus Property – Donation to Daggett MAD:

The District has two Phoenix ULV machines that have been fully depreciated. They are not being utilized because their circuit boards have failed and they are unable to sync with the GPS that the District uses. Daggett MAD has a very small budget. Manager Dickson requested permission to declare one of these two foggers as surplus property. And, as a service to our industry, the District would like to donate this fogger to the Daggett MAD. Trustee Vitek made a motion that the Phoenix ULV fogger be declared as surplus property and donated to the Daggett MAD. This motion was seconded by Trustee Wilson, and it passed with a unanimous vote. The other Phoenix ULV machine will be placed on May's agenda for declaration of surplus property and possible donation to the Tooele Valley MAD.

8. Property Tax Settlement:

The District has received its final tax settlement for 2015. \$2,058,307 was received, \$2,062,070 was distributed (after deducting the \$296,910 redevelopment monies); this leaves the District with \$3,762.66 that needs to be reimbursed to the Salt Lake County Treasurer for 2015. The District budgeted \$3,033,420 and hoped to receive \$2,064,500.00 in property tax and fee-in-lieu. The District received \$6,193 less than is budgeted.

9. Ogden Hinckley Airport New Rules & Regulations:

Ogden Hinckley Airport has hired a consulting firm to draft new rules and regulations for the airport. Proposed rule Chapter II, Section 7, titled "Agricultural/Mosquito Abatement Aircraft" states that mosquito abatement aircraft cannot take off without the airport manager's permission. The deadline for comment was April 5, 2016. Both DSLASA and Weber MAD submitted comments. Assistant Manager Faraji and Manager Dickson, along with Managers Hatch (MAD-Davis) and Arkoudous (Weber MAD), will meet with Tom Christopoulos, Ogden City CED Director, on April 27th to clarify everyone's positions.

10. Report on Attended and Reminder / Approval of Upcoming Training / Meetings:

- Zika Action Plan Meeting, Canon Building. State Health Dept., March 31, 2016:

The State is ahead of the curve on Zika; it is working on response plans. Assistant Manager Faraji has a seat on the committee. The group is putting together a proposal to purchase traps. It also appears that the Federal Government wants to shift money from funding Ebola studies to Zika.

- Climate Variability and Health Symposium, Viridian Center, West Jordan, UT, April 6-7, 2016:

Assistant Manager Faraji did a presentation and was involved in a panel discussion. He was also able to talk with a SLC employee, Tyler Paulsen, about some regulations for SLC environmental efficiencies such as in fleet management, hybrid/electric parking stalls, and LEED building certification. These are issues to keep in mind as the District moves forward with either remodeling or relocation.

- UMAA Spring Workshop, North Salt Lake, ULGT Offices, April 16, 2016:

The Utah Mosquito Abatement Association held its Annual Spring Workshop at the offices of the Utah Local Government's Trust on Saturday, April 16, 2016. All but three of the District's employees received training at this workshop; 214 persons registered for the event.

- AMCA Washington Conference, Georgetown Melrose Hotel, Washington, DC, May 9 – 11, 2016:

Assistant Manager Faraji and Trustee Liddle will be attending the AMCA Washington Conference in Washington, DC. CFO Fairbanks will be attending this meeting as a Trustee of the South Salt Lake Valley MAD.

- Entomological Society of America, International Congress of Entomology, Orlando, FL, September 25-30, 2016:

Assistant Manager Faraji is creating a symposium on mosquito control for this meeting. It is a larger gathering than the AMCA meetings, involving international attendance and sharing of best practices.

11. Manager's Report:

Manager Dickson provided the Board with a copy of the Manager's Report for review earlier this week. This report was for informational purposes this month, and it was not discussed with the Board. However, the difficulty of hiring good help for the summer based on a wage of \$11.00 per hour is becoming more and more of a problem. Several applicants seeking an intern position fortunately agreed to work in the field. The Board suggested that it may be a good idea to budget for higher wages in 2017.

12. Probable Agenda Items for the May 19, 2016, Monthly Board Meeting:

Probable items on the agenda for the May 19, 2016, monthly Board Meeting to be held at 12:30 PM include, but are not limited to:

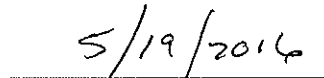
- Start of Mosquito Season
- Contract Negotiations with Attorney, Realtor, and Financial Advisor
- Facility Relocation vs. Remodeling Decision
- Declaring ULV Sprayer as Surplus Property – Donation to Tooele Valley MAD

A boxed lunch will be available at noon for the Board members prior to the May Board Meeting.

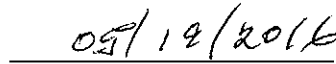
13. Adjournment:

Trustee Erskine was thanked again for his exceptional service and support to the SLCMAD. He commented that this opportunity to serve on the Board has provided him with some cherished moments in his lifetime, as well as, some good friendships. He will be missed; he was invited to join the District for future meetings whenever he would like. At 2:55 PM, Trustee Liddle made a motion to adjourn the April 2016 Board Meeting.


Sammie Lee Dickson, District Manager


Date


La Vone Liddle, Board Vice-Chair


Date