

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
15 December 2016
BOARD MEETING**

1. Roll Call:

Presiding: Karen Okabe, Chair

Time: 7:34 PM

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

Trustees Present: Karen Okabe, Chair 2016
La Vone Liddle, Vice-Chair
Carlton Christensen
Dr. Dagmar Vitek
Maureen M. Wilson

Others Present: Ary Faraji, PhD, Manager
Aleta Fairbanks, CPA, CFO
Brian Baker, Zions Public Finance (left at 8:18 PM)

Manager Faraji affirmed that the voice recorder was turned on; no conflicts of interest were declared.

2. Five Year Plan Update:

• **Real Estate:**

Agenda item number six was moved to the top of the agenda so that Brian Baker could bring the Board up-to-date concerning the bond sale. It is necessary for the Board to make a decision between selling Parish-Discount Coupons (a competitive sale) or 5% Coupons (a negotiated sale). The 5% scenario mandates that the underwriter market bonds that carry a 5% coupon on them. The Parish-Discount option estimates what the market would provide if a competitive bid process were followed, which would be compiled of a mix of par coupons around 4% and some discount coupons that would be in the 3 or 3.5% range. The bonds are priced differently for the investor versus the District. This means that the investor calculates the worst possible yield they could receive, which is a lower number, and the District calculates the worst possible yield it might pay, which is a higher number if the District does not call the bonds at any point. Most likely, the winning bidder in any competitive scenario would use lower coupons to provide the District with a lower estimated rate. Even though a negotiated sale may pay the bond-holder a higher yield, it is often more

desirable when more influence on the outcome of the sale is desired. Estimated costs required to bring utilities to the new location and to prepare the land for construction are higher than initially anticipated. The higher coupon rate will result in the District initially receiving nearly an extra \$500,000 more money up front.

After a long discussion, the Trustees chose to meet again in one week to make an official decision concerning the desired method of selling the bonds.

The Phase I Environmental Study has been conducted: in Sage Environmental's opinion, no recognizable environmental issues are likely to exist on the new property. The Land and Title Survey has been completed. And, per Trustee Liddle's and Trustee Christensen's request, an official appraisal has also been ordered. The Geotechnical Survey of the site indicated that ground water was detected at a level of 4 – 5 feet. This will have a bearing on how much landfill will be required. These reports were passed around for the Board to browse.

Manager Faraji recapped a meeting he had with the Salt Lake City Development Review Team. The committee was very receptive to the District's construction plans, and they also plan to work with us when designing retention/detention basins. Manager Faraji has also been requested to provide a presentation to the Public Works and Engineering Departments on the District's routing mosquito control activities.

- **Annexation:**

Phil Lanouette, the Chief Deputy with the Salt Lake County Surveyor's office, indicated that their personnel may be able to provide the service that the District desires. He will be speaking to the County Surveyor, Reid Demman, and setting up an appointment with Manager Faraji in the near future.

- **Prison Relocation:**

At 4:00 PM on Thursday, 22 December 2016, Senator Jerry Stevenson and Representative Brian King will be visiting the District for a brief presentation on how the prison relocation will affect our operations and to tour the facility. Senator Stevenson is the Chair of the Executive Appropriations Committee, the Co-Chair of the Prison Relocation Committee, and the Chair of the Prison Development Committee. Representative King is the Minority Leader and also on the Executive Appropriations Committee. The Board decided to hold the next Board Meeting at 3:30 PM next Thursday, the 22nd of December, prior to meeting with Senator Stevenson and Representative King at 4:00 PM.

3. Discussion and Approval of the 2016 Amended Budget:

Manager Faraji covered all of the modifications to the 2016 Budget during the Budget Hearing held prior to this meeting. Trustee Liddle made a motion to approve the 2016 Amended Budget, the motion was seconded by Trustee Vitek, and it passed unanimously.

4. Discussion and Approval of the 2017 Proposed Budget:

Manager Faraji had presented the 2017 Budget during the Budget Hearing held prior to the Board Meeting. The Board discussed the proposed 2017 budget and salary recommendations after Manager Faraji and CFO Fairbanks left the room. Upon returning, Trustee Liddle made a motion that the 2017 Proposed Budget be approved. The motion carried unanimously after being seconded by Trustee Christensen. Trustee Christensen also made a motion that a consultant be hired to conduct a salary study and analysis of the District's pay structure in the future. The survey is to be completed and the results reported to the Board during 2017. The proposal was seconded by Trustee Vitek and carried through a unanimous vote.

5. Approval of the 17 November 2016 Minutes of the November Monthly Board Meeting:

A motion to approve the 17 November 2016 Minutes passed unanimously after the motion was made by Trustee Liddle and seconded by Trustee Wilson.

6. Presentation of the November 2016 Financial Statements and Approval of Bills for Payment:

Trustee Liddle indicated that the financials had been disseminated to the Board prior to the Board Meeting, and she asked if the Board had any questions. There were no questions, but Manager Faraji wanted to discuss two minor items. First, the majority of the anticipated property taxes were received during November and early December. The sum of the property taxes the District has received so far is close to the projected amount.

Second, in November the District sold two 2013 Honda Foreman ATVs, a 2005 Chevy Colorado, and a 2008 Ford Ranger utilizing a different method. Manager Faraji explained the procedure and what transpired. Then, Trustee Christensen made a motion to approve the November financial statements and payment of bills. After being seconded by Trustee Vitek, the motion passed unanimously.

7. Discussion and Approval of Changes to the Bylaws of the Board of Trustees of Salt Lake City Mosquito Abatement District:

Trustee Vitek's current term is completed at the end of December 2016. Because Trustee Vitek's immense medical expertise and her connection with the Health Department is such an asset to the District, Manager Faraji contacted Salt Lake City to see if she could be appointed to another term once our Bylaws were modified. The City had no problem with this and will honor our Bylaws. Our legal counsel, Mark Anderson, was asked to review the Bylaws, and he made some recommendations. (In fact, he indicated that a few items in the Bylaws did not comply with Utah Code.) Manager Faraji and CFO Fairbanks revised the Bylaws by incorporating Mark Anderson's recommendations in addition to making a few grammatical and punctuation modifications. After discussing the issues, Trustee Liddle made a motion that the

revised Bylaws be approved. The motion was seconded by Trustee Vitek, and it carried unanimously. A letter recommending Trustee Vitek for reappointment will be prepared and sent to Mayor Biskupski.

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

- Utah Association of Special Districts, 2-4 November 2016, Ogden, UT:

Manager Faraji, Assistant Manager White, CFO Fairbanks, and Trustees Liddle, Wilson, and Okabe attended all or a portion of this instructive meeting. One of the favorite presentations was given by Ryan Nelson covering the new FLSA Regulations. Another favorite portion of this extremely interesting and informative meeting was the legislative updates.

- Florida Mosquito Control Association, 13-16 November 2016, Miramar, FL:

The FMCA invited Manager Faraji to attend their annual conference; he delivered a presentation on his findings with control measures against container-inhabiting mosquitoes, such as the vectors for Zika virus.

- CDC, 21 November to 2 December 2016, Kosrae, Micronesia:

Manager Faraji reported on his CDC deployment to the island of Kosrae as an emergency responder for a Zika virus outbreak. He has also put together a report for the CDC on this surveillance and control mission. This was an extremely demanding deployment, which incorporated a complete integrated approach for training, education, surveillance, and insecticide control measures. Manager Faraji was able to train about a dozen Kosraean environmental health workers on appropriate mosquito control applications and techniques against container-inhabiting mosquitoes.

- Florida Control Programs with Architects, 4-7 December 2016, Anastasia, Gainesville, Indian River, Vero Beach, Volusia, Jacksonville, FL:

Manager Faraji briefly reported on the visit Assistant Manager White, Scott Olcott (District Architect), and he made to Florida. They were able to visit six different facilities over three days, including Anastasia Mosquito Control Program, USDA ARS Center for Medical, Agricultural, and Veterinary Entomology (Mosquito and Fly Research), Indian River Mosquito Control Program, University of Florida's Medical Entomology Laboratories, Volusia Mosquito Control Program, and US Navy's Entomology Center of Excellence. They took a lot of pictures of inventive, excellent, efficient, and also terrible architectural or operational designs. This acquired knowledge will translate into designing a better facility.

- AMCA Annual Meeting, 12-17 February 2017, San Diego, CA:

The Board has been invited to attend the AMCA Annual Meeting in February. Sam Dickson will be receiving special recognition, and it will be good to show our appreciation

for all of the work that he has done to promote the Salt Lake City Mosquito Abatement District as well as the industry. All of the Trustees will be in attendance except for Trustee Okabe. Manager Faraji, Assistant Manager White, CFO Fairbanks, and Greg Jensen will also be in attendance.

9. Manager's Report:

Manager Faraji had previously provided the Board with a copy of the Manager's Report for review. The District currently has only one seasonal individual whom we will keep through January or possibly into February. Manager Faraji also briefly discussed an article included in the Manager's Report that he put together discussing growing mosquito populations linked to urbanization and DDT's slow decay.

10. Probable Agenda Items for 19 January 2017 Board Meeting, 12:30 PM:

- Manager's Report
- Five-Year Plan Update
- Personnel Policies Update
- Bond Update

11. Adjournment:

The Trustees scheduled an additional Board Meeting to be held at 3:30 PM on 22 December 2016. A decision concerning competitive or negotiated bond sales will be discussed and approved at this meeting.

The meeting was adjourned at 9:17 PM. A boxed meal will be available at 12:00 PM for the Board Members prior to the January Board Meeting.



Ary Faraji, District Manager

19 JAN 2017
Date



La Vone Liddle, Vice-Chair

01/19/2017
Date