

**MINUTES OF THE  
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT  
22 February 2018  
BOARD MEETING**

Presiding: Carlton Christensen, Chair

Time: 12:59 P.M.

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

Trustees Present: Carlton Christensen, Chair 2018  
Dr. Dagmar Vitek, Vice-Chair  
La Vone Liddle  
Maureen M. Wilson

Trustees Absent: Karen Okabe

Others Present: Ary Faraji, Ph.D., Executive Director  
Gregory White, Ph.D., Assistant Director  
Aleta Fairbanks, CFO  
Brian Baker, Zions Public Finance (Left the meeting at 1:13 p.m.)  
Randall Larsen, Gilmore Bell (Left the meeting at 1:13 p.m.)  
Aaron Wade, Gilmore Bell (Left the meeting at 1:13 p.m.)

**1. Roll Call:**

The meeting was called to order at 12:31 p.m.; it was confirmed that the voice recorder was turned on, and no conflicts of interest were declared.

**2. Consideration for Adoption of a Resolution of the Board of Trustees of Salt Lake City Mosquito Abatement District, Utah, Authorizing and Approving the Execution and Delivery of a First Amendment to Master Lease Agreement; Authorizing the Issuance and Sale of Lease Revenue Bonds in the Amount of Not More than \$8,500,000; and Related Matters:**

Imperative discussions previously occurred during the Local Building Authority's meeting, and Randall Larsen indicated that the Board now needed to approve the

companion resolution from the District's side. This resolution also approves the lease documentation, caps the interest rate at no more than 6%, and authorizes the Local Building Authority to issue bonds. There were no further questions, and Trustee Liddle made a motion to approve the Adoption of a Resolution of the Board of Trustees of Salt Lake City Mosquito Abatement District, Utah, Authorizing and Approving the Execution and Delivery of a First Amendment to Master Lease Agreement; Authorizing the Issuance and Sale of Lease Revenue Bonds in the Amount of Not More than \$8,500,000; and Related Matters. The motion was seconded by Trustee Wilson, and it passed unanimously.

Brian Baker previously had individual conversations with the three entities that are willing to buy 20-year bonds at a fixed rate, and he distributed a summary of their best offers to the Board. Bank of Utah's proposal provided a lower interest rate, the best flexibility, and bonds that are callable at any time. The Board felt comfortable with moving forward and putting together documents with Bank of Utah so that the transaction can be closed after the 30-day contest period. The Trustees have passed the Resolution authorizing the sale of the bonds, Gilmore Bell will take care of advertising the public hearing in the newspaper, and the District will post the public hearing on the Public Notice Website two weeks prior to the meeting.

**3. Approval of the 18 January 2018 Minutes of the January Monthly Board Meeting:**

The minutes of January's Board Meeting had been sent to the Board Members previously, and they required no corrections. Trustee Wilson made a motion to approve the 18 January 2018 Monthly Board Meeting Minutes. The motion carried unanimously after being seconded by Trustee Liddle.

**4. Presentation of the January 2018 Financial Statements and Approval of Bills for Payment:**

The Board Members had an opportunity to examine the financials prior to the Board Meeting. The reconciled bank statement, balance sheets, and credit card receipts for each credit card statement with a balance over \$1,000 were circulated for the Board to examine. CFO Fairbanks reviewed the account balances, revenue, and expenses of the General Fund, Capital Projects Fund, and the Local Building Authority. Trustee Liddle made a motion to approve January's bills for payment and the January 2018 Financial Statements; Trustee Wilson seconded the motion, and it unanimously passed.

**5. Construction and Architect Updates:**

Trustee Christensen, a representative from Design West, Executive Director Faraji, Assistant Director White, and Kris Larson of Construction Control Corporation reviewed the submitted general contractor proposals and selected a smaller group of six

on the 12<sup>th</sup> of February. Invitations to bid have been given to the smaller group, and their bids are due the 8<sup>th</sup> of March. We hope to be able to select a construction company by the end of March and begin construction in April.

We were originally planning on four car washes in the new facility. It came to our attention that 14' – 15' will not allow sufficient space to maneuver around the vehicles. We have, therefore increased the depth of each car wash and reduced the number to three. The plans have been submitted to Salt Lake City, and we are waiting for their comments/changes; the contractors will be provided with the amendments so all changes can be included in their final bids.

**6. Selection of Contract for Auditor Services:**

RFPs for audit services were requested from a list of accounting firms that have been approved by Utah's State Auditor. The submitted cost for audit services was fairly close for all but one company. Only three of the received proposals had previous mosquito abatement experience; and, of these three, Child / Richards had the lowest bid. Trustee Wilson made a motion to approve contracting with Child / Richards for audit services; the motion was seconded by Trustee Vitek, and the motion carried unanimously.

**7. Zions Bank Credit Card Interest Rate Update:**

Executive Director Faraji informed the Board that the District's current credit card agreement proffers the lowest interest rate rather than a rebate. The District charges a considerable amount each year, and it would be more advantageous to receive a rebate because the statements are paid in full each month. The Board agreed with taking advantage of the 1% rebate, and the paperwork allowing a rebate was signed. It may be desirable to charge payments whenever no processing fee is assessed.

**8. Re-signing of the Joint Resolution of the Salt Lake City Mosquito Abatement District and of Salt Lake City Approving an Adjustment to the Boundary of the District to include More of the City:**

The Board previously signed the Resolution annexing areas within Salt Lake City, and the paperwork was submitted to the Lieutenant Governor. Unfortunately, we missed the 30-day requirement by four days because we did not receive the county surveyor's final local entity plat in time. The Lieutenant Governor has asked the Resolution to be re-signed. A motion to re-sign the Joint Resolution of the Salt Lake City Mosquito Abatement District and of Salt Lake City Approving an Adjustment to the Boundary of the District to include More of the City was made by Trustee Vitek, seconded by Trustee Liddle, and passed unanimously. Salt Lake City has also re-signed the Resolution, so everything should now be in compliance with the Lieutenant Governor's Office.

**9. Emigration Metro Township Annexation Updates:**

Executive Director Faraji and our Attorney, Mark Anderson, attended Emigration Metro Township's monthly board meeting in February. After Executive Director Faraji presented some background information on the Abatement and some discussion, Emigration's Attorney, David Church, guided them towards drafting a joint resolution to actually pursue annexation at their next meeting. If they, indeed, pass this joint resolution, it will initiate the sixty-day public comment period. However, there is no binding obligation on Emigration to pursue annexation, should they change their mind after the public comment period. Executive Director Faraji wants to ensure that mosquito abatement services are available to Emigration and to also ensure ongoing surveillance and control measures. We have also communicated to Emigration that we would still respond and assist on an as-needed basis even if they do not formally join our service area. However, Manager Faraji is hoping that the Emigration Council understands the long-term benefit and public health protection that our services could provide to their residents. We should have more information on their intentions by the end of March 2018.

**10. Legislative Updates:**

House Bill 59, Unmanned Aircraft Revisions, was the one bill that affected the District's ability to conduct mosquito abatement by forbidding the use of drones around the new prison site. CFO Fairbanks asked Utah Association of Special Districts to lobby to have mosquito abatement districts explicitly allowed to fly drones around the prison, which was accomplished. This bill has passed both the House and the Senate and is waiting for the governor's signature. CFO Fairbanks also quickly reviewed the status of several other house and senate bills that were moderately relevant to the District.

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

- **MVCAC, 29-31 January 2018, Monterey, CA**

Manager Faraji and Assistant Manager presented talks at the MVCAC meetings on several of the studies and projects our District has conducted during the past year. A lot of interest was cultivated by our new trap conversions (saving hundreds of dollars over the commercial traps), our videos, our drone, and our 3-D printer designs. Trustee Liddle was also able to attend these meetings, and she gave a glowing report on the presentations provided by the District's Executive and Assistant Directors. The District is fortunate to have access to such great talent!

- **WMMA, 12-14 February 2018, Torrington, WY**

Manager Faraji has been the West Central Representative for AMCA for three years, so he offered to give a presentation at their meetings this year. He represented AMCA by giving a talk on its activities, and he also did a presentation on

the research that SLCMAD has been conducting recently. The WMMA involved a small group of about 50 people who are primarily operational folks at the local level.

- **AMCA Annual Conference, 26 February-2 March 2018, Kansas City, MO**

Executive Director Faraji and Assistant Director White will both provide presentations on some of the research/studies/accomplishments of our District over the past year. Staff member Nadja Mayerle, last year's seasonal Lab Director, earned a scholarship to shadow Central Life Sciences at the conference and will be submitting a poster. Rural Field Supervisor Keith Lawson and Assistant Mechanic Quinten Salt will also attend the AMCA meetings in Kansas City, Missouri.

- **WCMVCA, 13-15 March 2018, Loveland, CO**

Manager Faraji and Assistant Manager White will be running a Train-the-Trainer Workshop on invasive *Aedes* control on the 13<sup>th</sup> on behalf of the AMCA and CDC. Most of the staff will also be attending the WCMVCA meetings the remainder of the week, and we will be driving out together.

- **AMCA Washington Days, 14-16 May 2018, Washington, D.C.**

Executive Director Faraji, Assistant Director White, CFO Fairbanks, Trustee Liddle, and Trustee Christensen will be attending the AMCA Washington Days meetings in 2018.

## **12. Executive Director's Report:**

Prior to this meeting, the Board received a copy of the Manager's Report containing the regular monthly data. The CDC has asked Assistant Director White to present a talk at their April meeting about his laboratory experience employing the California Surveillance System (Cal Surv) in Utah. SLCMAD has been working to get our own version of this database (U Surv) functioning in Utah, and the CDC is interested in developing a cross-state collaboration and sharing of resources. The State will fund his participation with some available ELC (Epidemiology and Laboratory Capacity) funding. Executive Director Faraji also mentioned that the crew has been requesting to update our logos and business cards; however, because of the rapid growth of the District and potential future impacts from other vectors, it was decided to delay development of a new logo for a future date. Executive Director Faraji will order new business cards for all employees, which will also reflect the employee job title changes that the Board approved during the December 2017 Board Meeting (Executive Director, Assistant Director, Chief Financial Officer, Operations Supervisor, IT/GIS Specialist, Rural Field Supervisor, Urban Field Supervisor, Maintenance Supervisor, and Vector Control Technician/Assistant Mechanic).

**13. Probable Agenda Items for 22 March 2018 Monthly Board Meeting at 6:00 p.m.:**

- Bond Updates
- Construction Updates
- Annexation Updates
- Manager's Report

**14. Adjournment:**

Trustee Liddle made a motion to adjourn the meeting at 2:22 P.M. Trustee Vitek seconded the motion, and the meeting was unanimously adjourned. A light meal will be available at 5:30 P.M. for the Board Members prior to the 22 March 2018 LBA Public Hearing (which is scheduled to begin at 6:00 P.M.) and Board Meeting (which will follow the Public Hearing).

  
Ary Faraji, Executive Director

22 MAR 2018  
Date

  
Carlton Christensen, Chair

3/22/18  
Date