

**MINUTES OF THE  
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT  
18 January 2018  
BOARD MEETING**

1. Presiding: Carlton Christensen, Chair 2018
- Time: 12:30 p.m.
- Place: 2020 North Redwood Rd., Salt Lake City, UT 84116
- Trustees Present: Carlton Christensen, Chair (Arrived at 12:48 p.m.)  
La Vone Liddle, Trustee  
Karen Okabe, Trustee  
Maureen Wilson, Trustee
- Excused: Dr. Dagmar Vitek, Vice Chair
- Others Present: Ary Faraji, Ph.D., Executive Director  
Aleta Fairbanks, CFO  
Brian Baker, Zions Public Finance (Left after Item 4)  
Gary Bowen, Emigration Metro Township Council Member  
David Whitney, Construction Control Corporation (Left after Item 4)

Executive Director Faraji indicated that the voice recorder was turned on. Trustee Liddle, 2017's Chair, called the meeting to order at 12:32 p.m., and there were no conflicts of interest declared.

Upon request, a portion of the Manager's Report regarding Emigration Township was moved to the beginning of the meeting. Councilman Bowen officially took office on 1 January 2018, but he has actively served on various boards throughout the years. He was in attendance to learn more about the District, for his Township is considering having SLCMAD provide mosquito abatement services. Executive Director Faraji is scheduled to give a presentation at Emigration's Board Meeting on 1 February 2018, and Emigration Metro Township's Council Members would like to be better informed prior to making the decision to forgo or pursue annexation with SLCMAD.

**2. Passing of the Gavel and Board Elections:**

Trustee Christensen, who has served in 2017 as the Board Vice-Chair, officially became the Board Chair for 2018. Trustee Liddle made a motion that Trustee Vitek

serve as Board Vice-Chair during 2018. The motion was seconded by Trustee Okabe, and it passed unanimously.

**3. Construction Control Corporation Update and Cost Estimating:**

Approximately 85% of the schematic designs have been completed by our architects. Construction costs have escalated 20% to 30% during the past year, and consulting with Construction Control Corporation has made us aware of several previously unforeseen / required expenses. After making considerable modifications in order to cut expenses, David Whitney presented the Board with his company's more accurate cost estimate of \$15,991,896. This significant increase takes into consideration other costs that were not originally estimated with the initial bond. Construction Control Corporation has approached several general contractors about our project, and at least ten companies have expressed considerable interest. The hope is to begin construction the first week of April.

**4. Zions Public Finance Update and Approval to Pursue Additional Funding for Construction:**

Brian Baker presented pros and cons of two 20-year options for obtaining additional funding for the construction of our new facility. The recent tax reform has caused market interest rates to increase, and the one-time call sooner than 10 years is no longer available. Even though market underwriting would provide the lowest borrowing rate possible, there is absolutely no flexibility in how the bonds are to be repaid. Fixed interest rates for a direct purchase will be higher, but there is a lot of flexibility for loan repayment. Once our current property is sold, call provisions are available that will allow us to use the proceeds to reduce the debt more quickly. Restructuring of the loan is also a possibility.

Trustee Liddle made the motion to extend the debt and recommended the direct purchase option because of the flexibility it afforded. The motion carried unanimously after being seconded by Trustee Okabe. Our bond counsel, Randall Larsen, will be invited to February's Board Meeting; the appropriate paperwork will also be prepared prior to February's meeting.

**5. Approval of the 21 December 2017 Minutes of the 2017 Budgets Amendments, 2018 Proposed Budgets, and 2017 Joint Notice of Proposed Boundary Adjustment for the Salt Lake City Mosquito Abatement District and the South Salt Lake Valley Mosquito Abatement District Public Hearings:**

The minutes of December's Public Hearing Meeting and December's Monthly Board Meeting had been sent to the Board Members previously, and they required no further corrections. Trustee Liddle made a motion to approve the 21 December 2017

Public Hearing Meeting Minutes; the motion was seconded by Trustee Wilson, and it passed unanimously.

**6. Approval of the 21 December 2017 Minutes of the December Monthly Board Meeting:**

Trustee Wilson made a motion to approve the 21 December 2017 Monthly Board Meeting Minutes; the motion was seconded by Trustee Okabe and carried unanimously.

**7. Presentation of the December 2017 Financial Statements and Approval of Bills for Payment:**

The monthly financial statements had been distributed to the Board prior to the Board Meeting. The reconciled bank statement, balance sheets, and credit card receipts for each statement over \$1,000 were circulated for the Board to review. 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 December's bills for payment and the December 2017 Financial Statements; Trustee Okabe seconded the motion, and it passed unanimously.

**8. Discussion and Approval to Pursue a Tax Increase for Fiscal Year 2019:**

The new annexations and the prison relocation will result in a considerable increase in abatement services required in 2018 and future years. Additional funding will also be required to finance the construction of our new facility. However, because supplementary tax dollars will be collected from the newly-annexed areas, in addition to new growth revenues that may be captured, it was decided to postpone seeking a tax increase for one year in order to better ascertain new revenue amounts and to determine what percentage of an increase should be requested.

**9. Discussion and Approval to Publish a Request for Proposals for Auditor Services:**

The State of Utah recommends governmental entities seek proposals for auditor services about every five years. Trustee Okabe made a motion to go forward with publishing a Request for Proposals for auditor services. The motion was seconded by Trustee Wilson, and it carried unanimously.

**10. Discussion and Approval of Changes to Board Bylaws:**

The Board had reviewed the Board Bylaws prior to this meeting, and modifications were made. The legislature has mandated new travel regulations for board members. New legislation modifying these regulations may be introduced this year; however, it is

the intent of the Board to follow these new regulations until new legislation is passed. Trustee Liddle made a motion to approve the Board Bylaws with all of the modifications that had been requested. After being seconded by Trustee Okabe, the motion carried unanimously.

**11. Discussion and Approval to Purchase ArcGIS and Associated Software Annual Contract:**

Trustee Wilson made a motion approving ESRI's \$12,881.67 annual invoice for payment. Trustee Liddle seconded the motion, and it passed unanimously.

**12. Update on Board Calendar for SLCMAD and DSLASA:**

Executive Director Faraji brought the Board's attention to the meetings that will not be held on the 3<sup>rd</sup> Thursday of the month in 2018. The February, March, and May Board Meetings will be held on the 4<sup>th</sup> Thursday of the month. November's meeting will be held a week earlier on the 2<sup>nd</sup> Thursday of the month. Along with the 6:00 public hearings during July and December, a public hearing for the bond will most likely be held on 22 March 2018.

**13. Discussion and Approval for Executive Director to Attend the Annual Conference of the Mosquito Control Association of Australia:**

The Mosquito Control Association of Australia has invited Executive Director Faraji to attend and present at their conference this year. Registration, travel, and lodging will be covered, so only the per diem and the time out of the office would need to be covered by the District. Trustee Okabe made a motion to support Executive Director Faraji's participation in Australia's conference; Trustee Liddle seconded the motion, and it carried unanimously.

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

- **Florida Fly-In, 9-11 January 2018, Lee County, FL**

Urban Supervisor Sorensen conducted a well-received presentation on UAVs at the Florida Fly-In's annual meeting. Having a helicopter license has allowed him to negotiate with the FAA from a better position. We are hoping that he will become a national leader in developing drone programs. Executive Director Faraji also attended the Florida Fly-In conference.

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

Executive Director Faraji and Assistant Manager are scheduled to give talks at the MVCAC meetings. Trustee Liddle will also be attending the meetings.

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

Executive Director Faraji has been the West Central Representative for AMCA for three years, and this is the first time he has been invited to attend the Wyoming Mosquito Management Association. He will represent AMCA by giving a talk on its activities, and he will also do a presentation on the research that SLCMAD has been conducting recently.

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

Executive Director Faraji, Assistant Director White, Rural Field Supervisor Lawson, Assistant Mechanic Salt, and possibly a board member will be attending these meetings in Kansas City. Executive Director Faraji and Assistant Director White are both scheduled to present at this meeting, and Executive Director Faraji will also be officially sworn in as Vice President for the AMCA. Additionally, our seasonal employee, Nadja Mayerle, has received an industry-sponsored stipend and will be attending this meeting as well. She will present a poster on research studies that were conducted at the District in 2017.

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

Executive Director Faraji and Assistant Director White will be running a Train-the-Trainer Workshop on invasive *Aedes* control on the 13<sup>th</sup> of March on behalf of AMCA and CDC. The entire staff will be attending these meetings, and we will be driving out together. Members of the staff will also be presenting on various aspects of our operations during the remainder of this meeting.

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

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

## **15. Manager's Report:**

The Board had time to review the Manager's Report prior to this meeting. The RFQ for construction services has been published on the District's website, the Public Notice Website, and also the new State procurement system, SciQuest. Construction Control Corporation will also discuss the RFQ with about 15 general contractors. About 5 or 6 contractors will be invited to submit bids for the project. Interviews will be conducted on the 8<sup>th</sup> and 9<sup>th</sup> of February, if necessary; we would like to be in position to begin construction the first week in April.

The annexation of Magna's area has been completed. All of the paperwork for the annexation of the Salt Lake City pockets and the South Salt Lake Valley MAD annexation has been submitted to the Lieutenant Governor's Office. Once we receive their official approval, we can take the final local entity plats to the recorder.

The UASD weekly legislative meetings begin 23 January 2018 and will continue until 8 March 2018. CFO Fairbanks and Executive Director Faraji, whenever available, will be attending these meetings.

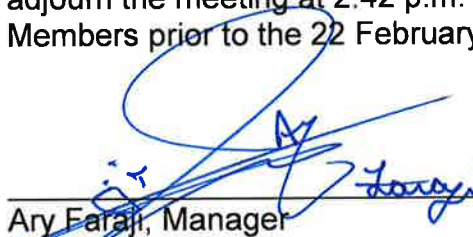
Executive Director Faraji is an adjunct professor for the University of Utah. He will be speaking at the U of U Public Health Department on 23 January 2018 from 5:30 p.m. to 6:30 p.m., and he invited the trustees to attend if their schedules will allow it.

**16. Probable Agenda Items for 22 February 2018 Monthly Board Meeting, 12:30 p.m.:**

- Construction/Architect/Annexation Updates
- Zions Public Finance / Bond Counsel Updates
- Manager's Report

**17. Adjournment:**

The Board expressed its appreciation for Trustee Liddle's excellent leadership during 2017; it was a very eventful year, and the Board deeply appreciated all of the hard work, knowledge, and skill that she devoted to help make it an extremely successful and productive year. Trustee Christensen also spent many hours helping the District during 2017, and he was warmly welcomed as the new Board Chair. Gary Bowen was also thanked for attending the entire Board Meeting. Trustee Liddle made the motion to adjourn the meeting at 2:42 p.m. A boxed meal will be available at noon for the Board Members prior to the 22 February 2018 Board Meeting to be held at 12:30 p.m.

  
Ary Faraji, Manager

22 Feb 18  
Date

  
Carlton Christensen, Chair

22 Feb 2018  
Date