

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
15 November 2018
BOARD MEETING**

Presiding: Dr. Dagmar Vitek, Vice-Chair & Carlton Christensen, Chair

Time: 12:30 p.m.

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

Trustees Present: Carlton Christensen, Chair 2018 (joined in person at 12:40 pm, Item #4)
Dr. Dagmar Vitek, Vice-Chair
La Vone Liddle
Karen Okabe (arrived at 12:34 pm, Item #3)
Maureen M. Wilson

Others Present: Gregory White, Ph.D., Assistant Director

1. Roll Call:

Because Trustee Christensen initially attended the meeting via his phone, Trustee Vitek called the meeting to order at 12:31 p.m. It was confirmed that the voice recorder was turned on, and no conflicts of interest were declared. However, even though no conflict of interest could be identified, Trustee Christensen wanted to declare that he is now the Chairman of the Utah Transit Authority Board.

2. Public Comment:

There were no public comments.

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

The minutes of the 2018 October Board Meeting had been reviewed previously by the Board Members, and no modifications were necessary. Trustee Liddle made a motion to approve the 18 October 2018 Board Meeting Minutes as presented; the motion was seconded by Trustee Okabe and passed with a unanimous vote.

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

The Board Members had received a copy of the financials prior to the Board Meeting, and only one question was raised about the bird leg bands when Assistant Director White discussed the financials. (The District has four doves, and leg bands have been attached in order to identify each dove.) The balance sheets, the credit card receipts for the credit card statements having a balance over \$1,000, and the General Fund's reconciled bank statement were circulated. Trustee Wilson made a motion to approve the October 2018 Financial Statements and October's bills for payment; Trustee Christensen seconded the motion, and it carried unanimously.

5. Discussion and Approval of Contract with Public Relations Firm:

Trustee Christensen took over as Board Chairman at this point. The District has some concerns that Wilkinson Ferrari & Company may be too busy to give our project the attention that we desire. Their responses have been slow, and appointments have been delayed or canceled. Fabian VanCott has reviewed their contract, but nothing has been signed at the present, pending Board approval. Trustee Christensen suggested that he will contact Wilkinson Ferrari & Company to ascertain their level of interest in providing services to the District. Because the District is a member of UASD, and because lobbyists would be available to us through that organization, we are wondering if that would be a better route for us to pursue. Perhaps an interlocal agreement could be established with Utah Association of Special Districts to have LeGrand Bitter and Heather Anderson perform the lobbying. However, questions remain regarding our current negotiations, potential conflicts of interest, and an RFP process that may need to be implemented once again.

The Board unanimously approved tabling the discussion and approval of the contract with Wilkinson Ferrari & Company through a motion made by Trustee Liddle and seconded by Trustee Okabe. A final decision will not be made at this time because more information needs to be collected.

6. Discussion and Approval to Surplus a 2009 Western Recreation Trailer (-5374), 2008 Western Recreation Trailer (-5121), 2014 Honda Foreman ATV (-3441), 2014 Honda Foreman ATV (-3440), 2015 Honda Foreman ATV (-0124), 2007 Ford Ranger (-6648), 2007 Ford Ranger (-6647), 2012 Chevy Colorado (-4122), and 5 Specialized Hybrid Bicycles.

After a short discussion, Trustee Okabe made a motion to surplus the 2009 and 2008 Western Recreation Trailers, the two 2014 Honda Foreman ATVs, the 2015 Honda Foreman ATV, the two 2007 Ford Rangers, the 2012 Chevy Colorado, and five Specialized Hybrid Bicycles. The motion carried after being seconded by Trustee Wilson.

7. Construction Project Update:

Assistant Director White informed the Board that the majority of the masonry has been completed at the new facility's site. As a general rule, the construction has been moving forward very well.

The problem with the location of the large garage doors in Vehicle Storage 1 and the trench drains has not been resolved yet. The District has decided to purchase furniture from CCG Furniture; it has been Trustee Christensen's experience that it takes at least four weeks to receive furniture once it is ordered. Also, Harper Construction feels certain that the depths of the retention ponds were signed off by the Civil Engineer, and we are waiting to receive this documentation.

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

- **UMAA, 28-30 October 2018, Ogden, UT**

Along with the entire full-time staff, Trustees Wilson, Vitek, Liddle, and Christensen attended the UMAA conference. Although several complaints were received concerning the luncheon, the conference as a whole was very informative. The Board Members agreed that the presentations given by employees from our District were extremely professional and enjoyable.

- **UASD, 7-9 November 2018, Layton, UT**

CFO Fairbanks was the only person representing the District at the Utah Association of Special District's annual conference this year. She was specifically interested in the HR class, for the legislature has mandated that at least one person in each entity be assigned to provide human resource management and support.

- **AMCA IBM, 8-10 November 2018, Orlando, FL**

Executive Director Faraji assisted other AMCA board members in planning and making preliminary decisions for the 2019 AMCA conference at the Interim Board Meeting in Orlando, Florida.

- **ESA, 11-15 November 2018, Vancouver, BC**

Executive Director Faraji was unable to be at today's board meeting because he is attending the Entomological Society of America meetings in Vancouver. He has been elected to be on the Editorial Board of the Journal of Medical Entomology, and he will also be moderating the student competition session. He has reported that he has been enjoying the conference because of the great scientific data that is being presented. There is a good chance that Assistant Director White and Biologist Mayerle will be asked to also attend the ESA conference next year.

9. Executive Director's Report:

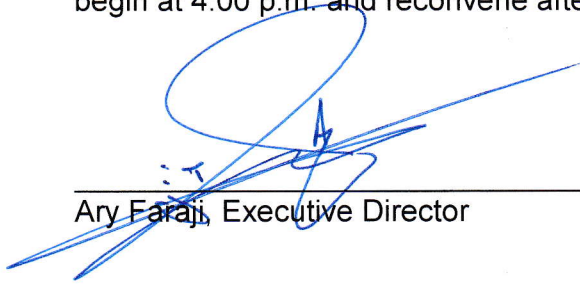
The Executive Director's Report had been previously distributed to the Board Members; it contained the regular monthly data, and no questions about the report were raised.

10. Probable Agenda Items for 13 December 2018 Monthly Board Meeting, 4:00 p.m.:

- Construction Updates
- Update on Public Relations/Strategic Planning
- Executive Director's Report
- Budgets

11. Adjournment:

Trustee Okabe made a motion to adjourn the meeting at 1:50 p.m. A boxed lunch will be available before the 13 December 2018 regular monthly board meeting, which will begin at 4:00 p.m. and reconvene after the 6:00 p.m. Public Hearing.



Ary Faraji, Executive Director

13 DEC 18
Date



Carlton Christensen, Chair

12/13/18
Date