

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
June 20, 2013
BOARD MEETING**

1. Roll Call:

Presiding: La Vone Liddle, Chair 2013

Time: 6:30 PM

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

Trustees Present: La Vone Liddle, Board Chair
Maureen M. Wilson, Vice Chair
Todd Erskine
G.E. 'Deac' Thomas
Dr. Dagmar Vitek

Trustees Excused: None

Others Present: Sammie Lee Dickson, Ph.D., Manager
Banugopan Kesavaraju, Ph.D., Assistant Manager/Biologist
Cody Cardon, Wood Richards & Associates
No other members of the public were present

2. 2012 Financial Audit – Presentations and Approval:

Cody Cardon, of Wood Richards & Associates, passed out the completed financial audit for the District for the year ended December 31, 2012. The audit states, *'In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Salt Lake City Mosquito Abatement District as of December 31, 2012, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.'*

Mr. Cardon stated that Clerk Fairbanks and Manager Dickson have done a great job in handling the taxpayer's money and recording the appropriate transactions. He had two suggestions. The District can only have up to 100% of the value of its property tax collections at the end of the year. The District had just \$16,083 under that limit. The District should consider transferring money from the General Fund to the Capital Projects Fund prior to the end of the year if it appears that it may exceed the 100% limit. The second suggestion is to move the Extra Ordinary Control and Vacation, Sick Leave money out of committed funds and into the Capital Projects Fund.

Trustee Erskine made a motion to accept the 2012 Financial Audit as presented. Trustee Thomas seconded the motion which passed with a unanimous vote.

3. 2013 Certified Tax Rate Adoption & Resolution:

The Board had discussed amendments to the 2013 Budget, a proposed 2014 Budget and the information provided by the Salt Lake County Auditor in a hearing held for that purpose earlier in the evening. Trustee Wilson made the following motion: "the governing body of the Salt Lake City Mosquito Abatement District approves a Certified Tax Rate of 0.000132 that will generate approximately \$1,826,000 in property tax revenue for the 2013 Budget year." The motion was seconded by Trustee Vitek and passed with a unanimous vote.

The approval of a Certified Tax Rate of 0.000132 is allowed without going through any additional Truth in Taxation hearings.

4. Approval of an Amended 2013 Budget:

In a previous hearing the Board had reviewed proposed changes to the 2013 Budget. The proposed changes do not affect the General Budget total budget of \$2,033,000, but the Capital Projects Fund Budget is increased to \$244,500. Trustee Erskine made a motion to approve the amendments to the 2013 Budget as presented by Manager Dickson. The motion was seconded by Trustee Wilson and passed with a unanimous vote.

5. Approval of the May 16, 2013, Minutes of the May Monthly Board Meeting:

Trustee Thomas proposed the following correction to the May 16, 2013, Minutes of the May Monthly Board Meeting: in item #2, in the second paragraph, in the first sentence, delete the word 'this.' Trustee Vitek made a motion to accept the May 16, 2013, Minutes of the May Board Meeting with his proposed correction. Trustee Vitek seconded the motion, which passed with a unanimous vote.

6. Presentation May 2013 Financial Statements and Approval of Bills for Payment:

Manager Dickson reviewed the May financial statements with the Board. All expenditures were reviewed with special attention paid to those in excess of \$500. 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 May totaled \$159,486.31 with \$154,726.68 from the General Fund and \$4,759.63 from the Capital Projects Fund. Trustee Erskine made a motion to accept the May financial statement and to pay the bills as presented. The motion was seconded by Trustee Wilson and passed with a unanimous vote.

7. Davis Salt Lake Aerial Spray Authority:

The DSLASA Board met at the MAD-Davis office on June 13, 2013. Cody Cardon, of Wood Richards & Associates, presented the 2013 financial audit. He gave a clean opinion of the financial statements. He did find that the authority had failed to secure a fidelity bond for the treasurer.

The Board approved for the advertisement of an independent contractor to handle the responsibilities of bookkeeping and clerk. The Board approved up to \$500 per month for these services. Because of his accounting experience, Trustee Erskine will be involved in the process.

The Board approved the rotation of Assistant Executive Director Dickson to the position of DSLASA Executive Director for a two year period following the reissuance of the bond on June 20, 2013. Executive Director Hatch will now assume the position of Assistant Executive Director and Treasurer for the Authority.

The By-laws were changed to make the Assistant Executive Director the Treasurer instead of having the Executive Director do both jobs.

8. New Policies – Discussion and Adoption:

Manager Dickson presented two new policies: Return to Work and Driver Qualification. Both policies are suggested by the Utah Local government Trust.

The Return to Work Policy states that employees that are injured during their work with the District will be encouraged to return to work under light duty that would comply with any prescribed medical conditions. The Driver Qualification Policy would set guidelines on who is allowed to operate District vehicles based on their driving record of moving violations and at-fault accidents. Trustee Erskine made a motion to approve both the Driver Qualification, with grammatical corrections, and Return to Work policies as presented by Manager Dickson. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

9. Facility Maintenance:

Manager Dickson learned today that the addition to the pesticide storage building will cost approximately \$220,000. The District currently only has \$100,000 budgeted for that project. Manager Dickson said he will continue to work with Harper Engineering on the plans until they are complete and, then, shelve the project until funds are available.

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

District Secretary Beagley has reserved rooms for all staff and Board Members for the UMAA Annual Meeting to be held October 6-8, 2013, at Ruby's

Inn, Bryce, Utah. Trustee Thomas stated that he will not be attending that meeting.

Trustees Liddle, Thomas and Wilson stated that they are interested in attending the Utah Association of Special Districts Annual Meeting to be held in Provo, November 6-8, 2013.

11. Manager's Report:

The summer crew was fully staffed by June 10, when two school teachers were finally available for summer work.

May turned out to be a lot colder and a lot drier than normal. The lack of precipitation has not decreased the production of mosquitoes. However, the number of mosquitoes collected in the traps was much lower than last year. It has been a challenge trying to get aerial spraying accomplished with high winds almost every day during the month.

The West Nile Virus season has begun early in Utah. Washington County found a positive mosquito pool on May 28, nearly a month earlier than last year. Nationally, there have been five human WNV cases with one death in California.

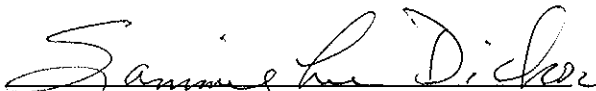
12. Probable Agenda Items for the July 18, 2013, Board Meeting:

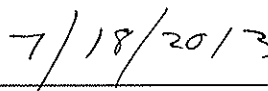
The July Board Meeting will be held on July 18, 2013, at the District office, beginning at 12:30 PM. Box lunches will be available for Trustees beginning at noon.

Probable items on the agenda will be a report on West Nile Virus, control activities and the normal business issues. Trustee Erskine stated that he will not be able to attend the July meeting.

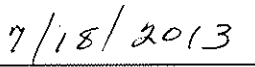
13. Adjournment:

Trustee Erskine made a motion to adjourn the June Board Meeting. The motion was seconded by Trustee Vitek and passed with a unanimous vote. The meeting was adjourned at 7:47 PM.


Sammie Lee Dickson, District Manager


Date


La Vone Liddle, Board Chair


Date