

**MINUTES OF THE  
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT  
19 January 2017  
BOARD MEETING**

**1. Roll Call:**

Presiding: La Vone Liddle, Chair 2017

Time: 11:35 AM

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

Trustees Present: La Vone Liddle, Chair 2017  
Carlton Christensen, Vice Chair  
Dr. Dagmar Vitek  
Maureen M. Wilson

Trustees Excused: Karen Okabe

Others Present: Ary Faraji, PhD, Manager  
Gregory White, PhD, Assistant Manager  
Aleta Fairbanks, CPA, CFO  
Brian Baker, Financial Advisor, Zions Public Finance  
Eric Pehrson, Financial Advisor, Zions Public Finance  
Johnathan Ward, Financial Advisor, Zions Public Finance (via conference line)  
Randall Larsen, Bond Counsel, Gilmore & Bell  
David Waldron, Civil Engineer, Forsgren Associates  
John Peterson, Underwriter, Piper Jaffray & Co. (via conference line)  
Mark Anderson, General Counsel, Fabian VanCott (via conference line)  
Tyler Parrish, Windermere Real Estate (arrived at 12:22 PM)

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

**2. Review and Approval of the Preliminary Official Statement of the Local Building Authority of Salt Lake City Mosquito Abatement District's Proposed Issuance of \$8.5 Million Lease Revenue Bonds, Series 2017:**

Brian Baker discussed the timing of selling the bonds with Piper Jaffray & Co. and the Trustees. It was noted that Randall Larsen was now employed by Gilmore & Bell. Randall Larsen took a few minutes to explain that nationally, Ballard Spahr LLP had decided to

focus on litigation and no longer had any public finance partners. Most of his public finance team had relocated to Gilmore & Bell, bringing their expertise along with them. The Board had no problem with retaining Randall Larsen's services as bond counsel despite the fact that he had changed firms; Mark Anderson of Fabian VanCott had reviewed the bond counsel paperwork; because the Local Building Authority was the issuing authority and not the District, he felt very comfortable with making sure that all documents were transferred over to Gilmore & Bell.

Eric Pehrson reviewed the Preliminary Official Statement in detail, and John Peterson conducted Piper Jaffray & Co.'s due diligence questions. All of the preliminary environmental tests on the land for the new facility have not indicated any concerns, and we plan to change the closing date for purchasing this property to 10 March 2017. Manager Faraji agreed to provide Piper Jaffray & Co. with a copy of the appraisal and all of the other testing performed on the property. A timeline estimating the time required to complete the architectural design and construction was discussed. John Peterson asked Randall Larsen if there was a possibility of having an equity contribution problem with the project. An equity contribution problem would be highly unlikely because it would only occur if 50% or more of the new facility's cost were financed with funds not originating from the bond. Randall Larsen also indicated that, because bond money will be utilized to purchase the land, the Deed of Trust will be fee simple and the investors will have complete ownership of the land. All of the funds that have been expended by the District towards constructing the new facility will be reimbursed with bond proceeds and will be capitalized costs.

Eric Pehrson reiterated that the District's Board of Directors must budget the funds and approve leasing the new facility on an annual basis. Mark Anderson indicated that the District is not involved in any litigation; Randall Larsen agreed to prepare a certificate for Mark Anderson to sign verifying there is no litigation. Management and the Trustees confirmed that they had read the Preliminary Official Statement Dated 16 January 2017, and they indicated where the details needed to be updated (Trustee Karen Okabe was not present; she may or may not have read the POS). John Peterson completed the due diligence questions. Zions Public Finance will be engaged to prepare and submit the bond's required annual report.

Trustee Christensen made a motion to approve the Preliminary Official Statement of the Local Building Authority of Salt Lake City Mosquito Abatement District's Proposed Issuance of \$8.5 million Lease Revenue Bonds, Series 2017 once the discussed corrections were completed. Trustee Vitek seconded the motion, and it carried through a unanimous vote.

Everyone except for staff, the Board Members, and Tyler Parrish left the meeting at 1:45 PM. A short break was taken at that time, and the meeting reconvened at 1:52 PM.

### **3. Five-Year Plan Update:**

- **Real Estate:**

A motion to go into a closed session to discuss the real estate transaction was made at 1:53 PM by Trustee Wilson; it was unanimously approved after being seconded by Trustee Vitek. At 2:16 PM, Trustee Wilson made a motion to end the closed session. The motion was seconded by Trustee Christensen, and it passed unanimously.

- **Prison Relocation — Meeting with Senator Jerry Stevenson and Representative Brian King:**

On 22 December 2016, Senator Jerry Stevenson and Representative Brian King visited the District for a tour of the facility and a brief presentation on how the prison relocation will affect our operations. 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 meeting was very positive, and they indicated a willingness to be supportive. They thought that mosquito control would have to be rolled into the construction costs this year, and it could become a budgeted item down the road.

John Russel, who is overseeing the prison construction process, contacted Manager Faraji to let him know that he had a little money that could offset some of the District's cost to decrease the number of mosquitoes at the prison site for the 2017 season. He was surprised to learn that it will take approximately \$20,000 for a one-time aerial treatment of 10,000 acres.

Manager Faraji also met with Senator Jim Dabakis on 18 January 2017. He provided no avenue of resolution, but he was very engaged and it was a positive meeting.

**4. Approval of the 15 December 2016 Minutes of the 2016 Budget Amendments and 2017 Budget Public Hearing:**

The Board Members had previously reviewed these minutes; Trustee Wilson made a motion to approve the 15 December 2016 Minutes of the 2016 Budget Amendments and 2017 Budget Public Hearing. The motion was seconded by Trustee Christensen, and it passed unanimously.

**5. Approval of the 15 December 2016 Minutes of the December Monthly Board Meeting:**

There were no changes or modifications to these minutes. Trustee Wilson made a motion that the 15 December 2016 Minutes of the December Monthly Board Meeting be approved. The motion carried unanimously after being seconded by Trustee Christensen.

**6. Approval of the 22 December 2016 Minutes of the December Special Board Meeting:**

A motion to approve the 22 December 2016 Minutes of the December Special Board Meeting passed unanimously after the motion was made by Trustee Wilson and seconded by Trustee Christensen. Trustee Wilson indicated that it had been difficult to hear everyone's comments when she called in via phone conferencing to this Board Meeting. It was decided that the placement of the District's phone microphones could help alleviate the problem.

**7. Presentation of the December 2016 Financial Statements and Approval of Bills for Payment:**

Trustee Liddle stated that the financials had been distributed to the Board prior the Board Meeting, and she indicated that, rather than going through the data item by item, only the unusual or important transactions needed to be addressed. Presenting the financial statements was delegated to CFO Fairbanks. As requested, balance sheets, the bank statement and its reconciliation, and the credit card statements having a balance greater than \$1,000 were passed around for the Board to review. She pointed out that there were three issues that warranted an explanation:

Check #9066 -- Manager Faraji had purchased airfare to visit facilities in Florida for Scott Olcott, Assistant Manager White, and himself on his personal credit card. All of the documentation for this reimbursement was passed around for the Board's scrutiny.

Check #9070 -- This check paid for publishing the "Anthropogenic Impacts on Mosquito Populations in North America" in the Journal Nature Communications; this interesting DDT article was sent to the Board on 8 December 2016 and also included in November's Manager's Report. Manager Faraji explained that the nearly \$5,700 publication fee was unusually high, so the different entities split the cost.

Account 41220, Public Notices -- \$1,510.78 was expended, but the budget was only \$1,000.00. We received a statement from Utah Media Group at the end of December that listed a prior balance of \$982.76. We made an inquiry, and we were sent a copy of the public notice for the Bond Hearing. All notices for the bond hearing had been ordered by Ballard Spahr LLP, we had not received a copy of this invoice previously, and we were unaware that this invoice had not been paid. Fortunately, even though we went over budget on this line item, the District's bottom line percentage of the 2016 budget utilized is well under 90%.

The Board had no further questions, and Trustee Vitek made a motion to approve December's bills for payment and the December 2016 Financial Statements. Trustee Wilson seconded the motion, and it carried unanimously.

**8. Discussion and Approval of Travel Reimbursements for Manager Faraji on CDC Deployment:**

During his deployment, Manager Faraji put all of the CDC expenses on his personal credit card, and he used his personal vacation/comp time when he was out of the office on this assignment. The CDC's contract is with the District, so the District will be reimbursed for Manager Faraji's deployment expenses. Trustee Vitek made a motion that, when the District receives the reimbursement check from the CDC, these funds will be turned over to Manager Faraji for his time and expenses. The motion was seconded by Trustee Christensen, and it passed unanimously.

**9. Approval of District Manager Faraji to Serve as a Member appointed to the UASD Board of Representatives and CFO Fairbanks to Serve as the Alternate Member:**

Approval to appoint Manager Faraji to serve as a Member of the UASD Board of Representatives and CFO Fairbanks as the Alternate Member was made through a motion made by Trustee Christensen, seconded by Trustee Vitek, and a unanimous vote.

**10. Update on Dr. Dagmar Vitek's Reappointment to the Board:**

We have not heard back from the Mayor's office. However, we do not anticipate a problem re-appointing Trustee Vitek as one of the District's Board Members, and she is authorized to serve on the Board until a final appointment is made.

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

- **CAMVCP's with Architects, 15-16 December 2016, Coachella, CA:**

Assistant Manager White and Scott Olcott took several photos when they continued collecting architectural and operational "dos and don'ts" as they visited facilities in California. Facilities visited include Coachella Valley Mosquito and Vector Control District, Northwest MVCD, West Valley MVCD, Orange County MVCD, and Greater Los Angeles MVCD.

- **Florida Fly-In and Chatham County MCP, 9-13 January 2017, Ft. Myers, FL & Savannah, GA:**

Manager Faraji and Assistant Manager White continued their architectural due diligence when they attended the Florida Fly-In meeting in Florida. They visited facilities one day before and also one day after the conference. Facilities visited include University of Southern Florida, Manatee Mosquito Control District, Lee County Mosquito Control District, and Chatham County Mosquito Control District. While at the meeting, they spoke to several pilots and learned a lot of good reasons to utilize a helicopter when conducting mosquito control.

- **AMCA, 13-17 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.

• **WCMVCA, 20-24 February 2017, Laramie, WY:**

Due to timing issues, no one from our District will be attending the WCMVCA meeting in Laramie, Wyoming this year. The regular monthly Board Meeting was pushed back a week because of the AMCA convention, and it interferes with the WCMVCA conference.

**12. 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 who will continue to be employed until the end of January. Assistant Manager White brought back some mosquito colonies from California; he will use these colonies for resistance testing and bioassays.

**13. Probable Agenda Items for 23 February 2017 Board Meeting, 12:30 PM:**

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

**14. Adjournment:**

The meeting was adjourned at 2:52 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

23 FEB 17  
Date

  
La Vone Liddle, Chair

02/23/2017  
Date