

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
30 November 2017
BOARD MEETING**

1. Presiding: La Vone Liddle, Chair 2017
- Time: 4:00 p.m. – recessed at 5:50 p.m.
6:05 p.m. – adjourned at 6:08 p.m.
- Place: 2020 North Redwood Rd., Salt Lake City, UT 84116
- Trustees Present: La Vone Liddle, Chair 2017
Carlton Christensen, Vice Chair
Karen Okabe, Trustee
Dr. Dagmar Vitek, Trustee
Maureen Wilson, Trustee
- Others Present: Ary Faraji, Ph.D., District Manager
Gregory White, Ph.D., Assistant Manager
Aleta Fairbanks, CFO
Diana Neelman, Compensation Resources, Inc. (Left at 4:48 p.m.)

Assistant Manager White indicated that the voice recorder was turned on; the meeting was called to order at 4:01 p.m., and there were no conflicts of interest declared.

2. Approval of the 19 October 2017 Minutes of the October Monthly Board Meeting:

The minutes had been sent to the Board Members previously, and they required no corrections. Trustee Carlson made a motion to approve the 19 October 2017 Board Meeting Minutes. The motion carried unanimously after being seconded by Trustee Okabe.

3. Presentation of the October 2017 Financial Statements and Approval of Bills for Payment:

The financials had also been distributed to the Board prior to the Board Meeting. The balance sheets and credit card receipts / statement for the one payment over \$1,000 were circulated for the Board to review. CFO Fairbanks briefly discussed the account balances, revenue, and expenses of the District. A final payment of \$55,311.00 was remitted to the Davis-Salt Lake Aerial Spray Authority (DSLASA) to replace the Dibrom

insecticide that was used this year. The balance remaining in the Construction Bond Account on 31 October 2017 was \$5,943,237.93. Trustee Okabe made a motion to approve October's bills for payment and the October 2017 Financial Statements; Trustee Vitek seconded the motion, and it passed unanimously.

4. Presentation and Discussion on Salary Survey from Compensation Resources:

Diana Neelman, Executive Vice President of Compensation Resources, presented her salary survey results and analysis. The values had been adjusted to reflect Utah dollars, and she had weighted the local districts four to one in comparison with the special districts (because of the much higher salaries provided to other special districts in Utah). She noted that her recommendations were simplistic, for they did not take into consideration the degree of each employee's work performance, personality and character, years of experience, or educational training. However, the survey does point out shortfalls within salary compensation for some job titles and highlights that some others are actually within expected ranges. Diana and the Board discussed the differences between local recruitment for some positions and national recruitment for others. The raw data will be provided to the District, but the individual business identities will remain anonymous.

Trustee Wilson commented that she has seen other surveys, and this survey is quite similar. It is good that it was conducted independently, which prevents biases. Salary adjustment considerations is one of the most important duties of a board of trustees, for the goal is to provide and retain the best talent while maintaining public trust. Trustee Liddle was disappointed that the job descriptions/duties melded together rather than being more linear; however, most job titles within our industry are often combinations of many others. Survey participants had been instructed to report data for the descriptions that covered 75% of their individual duties.

Manager Faraji stressed the fact that no salary decisions were required this month; some guidance is necessary, for the 2018 budget must be set during December's board meeting. The Board decided to have an executive committee of two board members, Trustees Okabe and Christensen, meet the second week of December to discuss salary recommendations.

5. Earthwork Contractor, Architect, and Construction Management Update:

Harper Construction's excavation work has basically been completed to our satisfaction; installation of a fence on the property is all that remains to be accomplished. One concern is that Hamilton Partners have built the ground level up two to four feet higher on their site than we have established on our property. Manager Faraji will consult with our Civil Engineer, David Waldron, concerning this issue.

Kris Larson of Construction Control Corporation has been doing an exceptional job of managing the project. He has provided weekly updates and is verifying that all construction work is in compliance with the bond requirements. Design West has completed approximately 90 percent of the schematic design. Unfortunately, Design West has been incorporating all of the District's requests, and now Construction Control Corporation estimates the project to exceed the original budget considerably. Management will meet with Brian Baker of Zions Public Finance in December to discuss viable options in December.

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

- **UMAA, 29-31 October 2017, Park City, UT**

The permanent staff and all of the Trustees attended the UMAA meetings; Former Trustee Todd Erskine, who represents the District on the DSLASA Board, also remained compliant with the State Board Member Training requirements by attending the UMAA meetings.

- **UASD, 1-3 November 2017, Layton, UT**

Trustee Okabe, Trustee Liddle, Trustee Wilson, Assistant Manager White, and CFO Fairbanks attended the UASD Meetings at the Davis Conference Center in November. Manager Faraji was unable to attend, for Dr. Randy Gaugler, Dr. Isik Unlu, and Dr. Lee Cohnstaedt were visiting from out of town.

- **ESA, 5-8 November 2017, Denver, CO**

Manager Faraji drove Dr. Randy Gaugler and himself to the Entomological Society of America meetings in Denver, Colorado. The drive was eventful, for he was able to review 13 proposals for AMCA's Mosquito Research Fund. Manager Faraji and Dr. Gaugler read, discussed, and wrote notes on each paper during the drive. Then, once in Denver, Manager Faraji was able to write up his ratings on each paper and submit them to AMCA. The meetings were attended by approximately 4,000 people. Manager Faraji enjoyed the three-minute summary talks, and he plans to incorporate three-minute summary talks into AMCA's annual meetings.

- **Central Life Sciences, 4-5 December 2017, Dallas, TX**

Manager Faraji and Assistant Manager White will be visiting the Central Life Sciences facility to observe their manufacture of Altosid (methoprene) products, along with their research and development practices. They are especially interested in the biosafety professional insectary and plan on gathering ideas they can incorporate into our new facility.

7. Manager's Report:

Manager Faraji is beginning the personnel performance evaluations, and the surplus ATVs, trucks, and trailer have all been sold. Assistant Manager White has been compiling end-of-year vector surveillance reports and fine-tuning some additional research projects.

8. Probable Agenda Items for 21 December 2017 Monthly Board Meeting at 4:30 p.m.:

- Annexation Updates
- 2018 Budgets
- Manager's Report
- Architect/Earthwork Updates

9. Discussion and Approval for 1) Joint Resolution Approving the Boundary Adjustment between Salt Lake City Mosquito Abatement District and Salt Lake City; and 2) Notice of Impending Boundary Action for the Lieutenant Governor:

When Attorney Mark Anderson was hired to provide annexation counsel and guidance to the District, he informed the District that annexing existing properties would not provide new tax revenue to SLCMAD because the certified tax rate would balance across the entire taxing area and not lead to an increase in revenues. Conversely, the taxing entity that was losing the annexed properties would also not undergo a decrease in revenues. However, it now appears that our legal advisor provided us with incorrect information concerning the annexation of new properties. The Utah State Tax Commission has informed us that the newly-annexed properties will actually be considered as new growth in our District and, since we will be responsible for providing mosquito abatement services to this area, this boundary change would indeed lead to an increase in revenues. The same concept would also apply to the other district, in this case Magna MAD, and lead to a decrease in revenues, since they are no longer providing services to that annexed area. This is a large concern for us because we have provided incorrect information to Magna MAD (based on our legal counsel); however, Magna MAD was also instructed to seek their own legal advice prior to this process and they were told the same exact information through their attorney. Manager Faraji has informed Magna's Manager Lusty about the error, and Magna Mosquito Abatement District is now considering a tax increase.

The Salt Lake City Council passed the Joint Resolution of the SLCMAD and Salt Lake City Declaring an Intent to Adjust Common Boundaries on 19 September 2017, held their public hearing on 21 November 2017, and hopes to approve the Joint Resolution on 5 December 2017. The SLCMAD approved the same Joint Resolution on 21 September 2017 and held a Public Hearing this evening at 6:00 p.m. Because the required public notices, 60-day waiting period, and Public Hearing have now been met, Trustee Wilson made a motion to approve the Joint Resolution Approving the Boundary Adjustment

between Salt Lake City Mosquito Abatement District and Salt Lake City. The motion carried unanimously after it was seconded by Trustee Okabe. The motion to approve the Notice of Impending Boundary Action for the Lieutenant Governor also passed unanimously after the motion was proposed by Trustee Wilson and seconded by Trustee Christensen.

10. Adjournment:

Trustee Christensen made a motion to adjourn the meeting at 6:08 p.m. A boxed meal will be available at 4:00 p.m. for the Board Members prior to the 21 December 2017 Board Meeting at 4:30 p.m. The scheduled Public Hearing will be held at 6:00 p.m.


Ary Faraji, Manager

21 DEC 2017
Date


La Vone Liddle, Chair

12/21/2017
Date