

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

Presiding: Carlton Christensen, Chair

Time: 12:30 p.m.

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

Trustees Present: Carlton Christensen, Chair 2018
La Vone Liddle
Karen Okabe

Trustees Absent: Dr. Dagmar Vitek, Vice-Chair
Maureen M. Wilson

Others Present: Ary Faraji, Ph.D., Executive Director
Gregory White, Ph.D., Assistant Director
Aleta Fairbanks, CFO

1. Roll Call:

Trustee Christensen called the meeting to order at 12:50 p.m., and it was confirmed that the voice recorder was turned on. No conflicts of interest were declared.

2. Public Comment:

There were no public comments.

3. Approval of the 20 September 2018 Minutes of the September Monthly Board Meeting:

The minutes of the September Board Meeting had been reviewed previously by the Board Members, and no modifications were necessary. Trustee Liddle made a motion to approve the 20 September 2018 Board Meeting Minutes as presented; the motion was seconded by Trustee Okabe and passed with a unanimous vote.

4. Presentation of the September 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 there were no questions when the financials of the General Fund, Capital Projects Fund, and Local Building Authority were reviewed. CFO Fairbanks also circulated 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. Trustee Liddle made a motion to approve the September 2018 Financial Statements and September's bills for payment; Trustee Okabe seconded the motion, and it carried unanimously.

5. 2018 Budget Amendments and 2019 Tentative Budget Discussion and Approval:

CFO Fairbanks discussed the 2018 and the 2019 line items which were modified from the budgets that had been previously approved in June of this year. The two major amendments dealt with spraying materials and salary accounts. A considerable amount of aerial spraying had been required this summer, which necessitated purchasing a greater amount of pesticides. Additionally, losing one full-time employee resulted in a reduction in the payroll-related accounts. The 2018 Budget Amendments and 2019 Tentative Budget were unanimously approved after a motion to do so was made by Trustee Liddle and seconded by Trustee Okabe.

6. Moody's Bond Rating Update:

Upon reviewing the District's 2017 Audited Financial Statements, studying more current 2018 financials, and discussions with CFO Fairbanks and Executive Director Faraji, Moody's Investors Service downgraded the Salt Lake City Mosquito Abatement District to Aa2/Aa3 from Aa1/Aa2 while providing a stable outlook and including a positive tone to their report. William Oh, Moody's Analyst, indicated that he had enjoyed working with the District's management and appreciated our quick response in delivering essential 2018 data. He explained that the downgrade was primarily due to the increased debt burden, and he remained confident that the District had sufficient financial stability to never default on a bond payment.

7. Construction Project Update:

Executive Director Faraji has been forwarding Construction Control Corporation's weekly and monthly reports to the Board. The site itself looks great; Hogan Construction is doing a good job and is still slightly ahead of schedule. The third and last proposal on the furniture bids was received this morning, and we will look at them in detail prior to selecting a vendor.

We have been informed that the depth of the retention ponds is not deep enough; One needs to be two feet deeper so that the drainage angle is sufficient. It isn't evident if Harper Construction or Forsgren Associates miscalculated. Harper Construction insists that they are free of responsibility because the Civil Engineer signed off on the project. The cost to re-dig the retention ponds could cost around \$25,000 to \$30,000. Construction Control Corporation is not sure they signed off on Harper's work, and they are looking for the paperwork. If it proves to be too difficult to identify who made this error, Executive Director Faraji is hoping that Harper Construction will agree to perform the work at a lower price because they are familiar with the site, they are located nearby, and they have the necessary equipment. Trustee Christensen wondered if the parties involved would be willing to split up the additional cost.

Vehicle Storage 1 has a problem with the location of the large garage doors: the trench drains are further inside the building, so when the garage door is closed, the door will overlap the drainage grates and not allow a good enough seal to occur. Possible solutions are being discussed.

8. Public Relations Firm Update (Prison Relocation):

The reason why this Board Meeting began late was because Executive Director Faraji, Assistant Director White, LeGrand Bitter and Heather Anderson (Utah Association of Special Districts), and Trustees Liddle and Christensen were meeting with Lindsey Ferrari and Hilary Robinson (Wilkinson Ferrari & Company) to discuss approaching the State Legislature and Salt Lake City Council about appropriating funds to annually compensate the District for increased services required to abate mosquitoes in the prime mosquito habitat surrounding the new prison area. Wilkinson Ferrari & Company is working on a proposal, and we are hoping that working with this company on this subject could prove to be a very productive venture for the District.

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

- **NWMVCA, 2-5 October 2018, Chelan, WA**

The Northwest Mosquito and Vector Control Association invited Executive Director Faraji to speak at their conference this year and present on the innovations that the District has been undertaking in recent months. It was a quick and grueling trip, but his presentation did create a lot of interest in utilizing 3-D printers and drones to aide in mosquito surveillance and control. Sharing ideas and techniques is important in promoting good abatement practices and will lead to advances in our profession.

- **SDMCWNC, 9-10 October 2018, Aberdeen, SD**

The organizers of the 2018 South Dakota Mosquito Control and West Nile Conference flew Executive Director Faraji to Aberdeen as a keynote speaker in order

to present on Integrated Mosquito Management for Nuisance & Public Health Mosquitoes in Utah. The meeting was held in a high school gymnasium. Due to a large snow storm, only 30-40 people attended the conference rather than the anticipated 150 people.

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

Trustees Wilson, Vitek, and Christensen will commute to the UMAA conference, and hotel accommodations have been arranged for Trustee Liddle. Trustee Okabe has another commitment and will be unable to attend this conference. The entire full-time staff will be in attendance.

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

CFO Fairbanks will be the only one representing the Salt Lake City Mosquito Abatement District at the Utah Association of Special District's annual conference this year.

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

Executive Director Faraji will be assisting in planning and making preliminary decisions for the 2019 annual meeting with AMCA's other board members at the Interim Board Meeting in Orlando, Florida.

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

Executive Director Faraji will be attending the Entomological Society of America meetings in Vancouver this year. 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.

10. Executive Director's Report:

There were no questions about the Executive Director's Report containing the regular monthly data that had been previously distributed.

The last remaining seasonal employees will be wrapping up their work on 26 October. A trailer has been sold, and the remaining surplus equipment should be ready to sell in the next few weeks.

Assistant Director White will be running November's board meeting, for Executive Director Faraji and CFO Fairbanks will be out of town. There is a slight possibility that the board meeting will be cancelled because there is no pressing business that needs to be addressed.

The Trustees indicated that they will all be free to attend the Holiday Celebration on 7 December this year.

9. Probable Agenda Items for 15 November 2018 Monthly Board Meeting, 12:30 p.m.:

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

10. Adjournment:

Trustee Okabe made a motion to adjourn the meeting at 2:10 p.m. A boxed lunch will be available before the 15 November 2018 regular monthly board meeting, which will begin at 12:30 p.m.



Gregory White, Assistant Director

11-15-19

Date



Carlton Christensen, Chair

11/15/19

Date

