

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
15 December 2022
BOARD MEETING**

Presiding: Van Turner, Board Chair 2022

Time: 4:04 p.m.

Place: 2215 North 2200 West, Salt Lake City, UT 84116

Trustees Present: Van Turner, Chair
Carlton Christensen, Vice-Chair
Amanda Barth
Dr. Shireen Mooers

Trustees Excused: Neil Vickers, Ph.D.

Others Present: Ary Faraji, Ph.D., Executive Director
Gregory White, Ph.D., Assistant Director
Aleta Fairbanks, CPA, CFO
R. Bradley Sorensen, Urban Field Supervisor (Left Meeting after Item 2)
David Hart, MOCA Systems (Left Meeting after Item 2)
Robert Czubak, MOCA Systems (Left Meeting after Item 2)
Brian Baker, Zions Public Finance (Attended Virtually, only part of Item 2)

1. Roll Call:

Trustee Turner called the meeting to order at 4:04 p.m. It was confirmed that the meeting was being recorded, and the Trustees had no conflicts of interest.

2. Presentation and Discussion from Owner's Representative, MOCA, Regarding Construction for Phase 2:

MOCA Systems was hired to assist the District with developing three projects on the back property: hangar and acquisition of a helicopter, a lab with in-ground larval bioassay vaults (LBVs) to assist in control efficacy and bioassay trials under semi-field conditions for a variety of larvicide products, and four large adult mosquito bioassay cages (ABCs) to test repellent efficacy and evaluate control and/or surveillance products.

David Hart gave a presentation providing low-end and high-end anticipated costs for the three projects. He discussed the difficulty in determining more reliable estimates,

given the current market conditions, and because the architectural schematics had not been created. Brian Baker talked about helicopter acquisition and funding options. After some discussion, the Trustees felt it would be wise to procure schematic drawings for all three of the projects at this time. Planning the entire area would help with infrastructure, utility placements, time frame, etc. Trustee Christensen made a motion instructing staff to work with MOCA Systems to outline a process to secure an architect and other ancillary studies necessary to provide the Board Members with a more accurate estimate and timeline. After being seconded by Trustee Barth, the motion passed unanimously.

3. Approval of the 17 November 2022 Minutes of the Board of Trustees:

The Board Members were provided an opportunity to review the pending minutes of November's regular Board Meeting prior to this meeting, and no modifications were necessary. Trustee Mooers made a motion to approve the 17 November 2022 Board Meeting Minutes, Trustee Christensen seconded the motion, and it carried with all in favor.

4. Presentation of the November 2022 Financial Statements and Approval of Bills for Payment:

November's Financial Statements had also been distributed to the Trustees earlier in the week. The expenditures were presented, with special attention being paid to items over \$1,000. Documentation for all payments had been reviewed when the checks were signed; the Balance Sheets and a folder containing all of the supporting invoices were passed around. Trustee Christensen made a motion to approve the November 2022 Financial Statements and the bills for payment, and his motion passed unanimously after being seconded by Trustee Mooers.

5. Discussion and Approval of Proposed Change to Policies and Procedures:

In the past, we have noticed that several of our seasonal summer employees request time off around holidays so they can vacation with their families. In order to limit this excessive time off, the District has provided additional pay for those seasonals who work the day before and after a holiday to ensure that mosquito control operations are not impacted. However, this practice may not be in accordance with the most recent legal parameters. CFO Fairbanks spoke with LeGrand Bitter, the Executive Director of Utah Association of Special Districts, about possible URS-approved work incentives that will not be viewed as a benefit triggering a pension requirement. Trustee Christensen made a motion to change the Personnel Policies and Procedures Manual by removing the paragraph under C. WORK INCENTIVE, in Section XX. LEAVES OF ABSENCE under 3. HOLIDAY LEAVE. This motion was unanimously approved after being seconded by Trustee Mooers. Once we receive some incentive options, the Personnel Policies and Procedures Manual will be modified to reflect these URS-approved work incentives.

6. Discussion and Approval of 2023 SLCMAD and LBA Board Calendar:

A calendar of dates was given to the Trustees; most of the Board Meetings will be held on the third Thursday of each month in 2023. The April, May, September, and December Board Meetings will be held on other dates because of conflicts with other meeting schedules. Trustee Christensen, the 2023 Board Chair, also mentioned that he has some obligations that will prevent him from attending a few of 2023's Board Meetings. Because the 2023 Board Meeting Schedule must be posted on the Public Notice Website, Trustee Mooers made a motion to approve the Board Calendar for SLCMAD and LBA as presented, with all meetings beginning at 12:30 p.m. except for June and December. Trustee Christensen seconded the motion, and it passed with a unanimous vote. Modifying the meeting dates and/or times will be revisited in January when Trustee Vickers is also present.

7. Update on State Auditor Annual Fraud Risk Assessment:

CFO Fairbanks briefly covered the Fraud Risk Assessment requirements and 2022's results; this assessment needs to be completed and presented to the Trustees annually. All of the Trustees have completed their required annual training, which means that the District's score on the State Auditor's Annual Fraud Risk Assessment is a "very low risk level" of 370 points. This assessment is now ready to be submitted to the State Auditor.

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

- **State of Utah One Health Symposium, 3 November 2022**

Lab Director Bibbs attended and presented at the Utah One Health Symposium this year; he gave an hour presentation twice, once in the morning and once in the afternoon. There was a lot of interest, interactions, and questions. He was also able to network with other local professors and researchers, which may culminate in additional investigations surrounding the Great Salt Lake in the future. This symposium addresses human, environmental, and animal health impacts and is attended by persons throughout the State who are invested in various disciplines.

- **Entomological Society of America, 13-16 November 2022**

Trustee Barth and Executive Director Faraji attended the Entomological Society of America conference in Vancouver, British Columbia, Canada. Executive Director Faraji is a Subject Editor for the Journal of Medical Entomology, and he is now the Vice President of their Medical, Urban, and Veterinary Entomology Section. This association has been rather removed from the vector world; he is interested in bringing in more mosquito vector control participation to augment the academic approach.

- **Hogle Zoo, 16 November 2022**

Lab Director Bibbs and Education Specialist Rehbein met with the Zoo Keeper, staff, and the Directors to talk about mosquito biology, vector control, and what the District can do for the zoo to better protect the animals from pestiferous and disease-carrying insects.

- **Davis-Salt Lake Aerial Spray Authority, 1 December 2022**

DSLASA was able to get its contract with VDCI extended for two more years with no cost increases. VDCI's rent was increased to \$3,000 per month and has also agreed to pay for all of utilities during the off season. DSLASA will be changing audit firms and will be conducting a full audit on 2022.

- **Florida Fly-In, 11-13 January 2023**

Executive Director Faraji and the District's Unmanned Aircraft Systems (UAS) Pilot, Urban Supervisor Sorensen, will be attending the Florida Mosquito Control Association's event on 11-13 January 2023.

- **Montana Mosquito & Vector Control Association, 11-13 January 2023**

Lab Director Bibbs will participate and provide two talks at this conference. One presentation will be on mosquito biology, and the other will be on the innovative work our District has been performing.

- **MVCAC, 29-31 January 2023**

Executive Director Faraji and Assistant Director White will attend and present talks at the Mosquito and Vector Control Association of California's annual conference this year.

- **West Central Mosquito & Vector Control Association, 8-10 February 2023**

Trustee Barth has been invited to speak at the WCMVCA conference on pollinator conservation, which will cover the relationship between pesticides and pollinators. She will find out if WCMVCA will be covering any of her expenses. Executive Director Faraji will also be attending this conference; he is currently on the board, but he will be stepping off after this meeting.

- **Clarke Mosquito Control Appreciative Inquiry, 14-16 February 2023**

Clarke Mosquito Control is a very green, environmentally-conscious company that provides surveillance and control products, and the company periodically participates in strategic planning in order to discover what is working well and to identify areas where improvements can be made. The District has been invited to participate in this

factfinding event through a process called Appreciative Inquiry, and we would like to send either Assistant Director White or Lab Director Bibbs to participate. The exchange of information will be beneficial to us as well as Clarke Mosquito Control, and it will help define the direction mosquito control will go in the future. Although Clarke has indicated that they will cover all expenses, in order to avoid a conflict of interest, the District will cover all of the expenses incurred to attend this meeting.

- **American Mosquito Control Association, 27 February – 3 March 2023**

Attending the American Mosquito Control Association's innovative meeting will be enlightening to the Board, and we highly encourage the Trustees to participate in this extremely informative conference. Please look at your calendar and see if you will be able to fit it into your schedule.

- **AMCA Washington Day, 15-17 May 2023**

All Trustees were also encouraged to attend the AMCA Washington Day event in May. This is our legislative day when we get to meet with our federal representatives on Capitol Hill in Washington D.C. and discuss issues that impact public health and vector control.

9. Executive Director's Report:

The Board Meeting was running late, and it was decided to hear the Director's Report in January.

10. Probable Agenda Items for 19 January 2023 Board Meeting:

- Executive Director's Report
- Grants Updates
- Passing of Gavel / Board Elections
- Bylaws Changes

11. Motion to Recess the SLCMAD Board Meeting to commence the Public Hearings:

In order to go to the General Fund, Capital Projects Fund, and Local Building Authority Public Hearings, this Board Meeting was recessed at 5:58 p.m. through a unanimous vote on a motion made by Trustee Christensen and seconded by Trustee Barth.

12. Motion to Reconvene the SLCMAD Board Meeting after the Public Hearings:

A motion to reconvene the Regular Board Meeting was made at 6:40 p.m. by

Trustee Christensen, seconded by Trustee Mooers, and carried with all in favor.

13. Discussion and Approval of the 2022 Budget Amendments:

Trustee Christensen made a motion to approve the 2022 General Fund and Capital Projects Fund Budget Amendments as presented during the 15 December 2022 Budget Hearing; the motion carried unanimously after being seconded by Trustee Barth.

14. Discussion and Approval of the 2023 Proposed Budget:

The proposed changes from the previously-adopted 2023 General Fund and Capital Projects Fund Budgets were also reviewed and discussed during the District's 15 December 2022 Budget Hearing. Trustee Christensen made a motion to approve the 2023 proposed budgets; the motion was seconded by Trustee Mooers and passed with all in favor.

15. Public Comment:

There were no members of the public present.

16. Adjournment:

Trustees Christensen and Barth made and seconded a motion to adjourn the meeting at 6:45 p.m., which passed unanimously. The 19 January 2023 Regular Monthly Board Meeting will be held at 12:30 p.m.


Ary Faraji, Executive Director

19 JAN 23
Date


Carlton Christensen, Chair 2023

19 Jan 2023
Date