

**MINUTES OF THE
SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
16 June 2016
BOARD MEETING**

1. Roll Call:

Presiding: Karen Okabe, Chair

Time: 6:50 PM

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

Trustees Present: Karen Okabe, Chair 2016
La Vone Liddle, Vice-Chair
Carlton Christensen
Dr. Dagmar Vitek
Maureen M. Wilson

Others Present: Ary Faraji, Ph.D., Manager
Aleta Fairbanks, CFO
Ryan Child, Wood, Richards & Associates (left after Item #2)
No other members of the public were present

Manager Faraji confirmed that the voice recorder was turned on; there were no conflicts of interest declared.

2. Presentation, Discussion, and Approval of Audit for the Year Ending December 31, 2015:

Ryan Child, from Wood, Richards & Associates, presented the completed audit of the District's financial statements for the year ending December 31, 2015. There were no findings for 2015. Ryan Child stated that this is a very good report for the District and his firm has absolutely no findings to issue as far as internal controls or state legal compliance. Ryan Child brought the Board's attention to their opinion section on page one of the audit which 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, 2015, 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.'*

Trustee Liddle made a motion to accept and approve the audit for the year ending December 31, 2015, as presented by Ryan Child, from Wood, Richards & Associates. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

3. Approval of the 19 May 2016, Monthly Board Meeting Minutes:

The Board Members were provided an opportunity to review the pending Minutes of the 19 May 2016, Board Meeting prior to this meeting. There were no changes or edits provided by the Board. Trustee Liddle made a motion to approve the 19 May 2016 Board Meeting Minutes as presented. The motion was seconded by Trustee Christensen and passed with a unanimous vote.

4. Presentation of the May 2016 Financial Statements and Approval of Bills for Payment:

Manager Faraji reviewed the May financial statements with the Board. All expenditures were reviewed with special attention paid to those in excess of \$1,000, as requested by the Board.

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 \$157,004.73 from the General Fund and nothing from the Capital Projects Fund. Manager Faraji noted that the following line-item expenditures were unexpectedly greater than 41.7% of the budget year that has elapsed (excluding items that are not paid proportionately over the year): Interest Earnings, Sale of Fixed Assets, Miscellaneous Revenue, RDA of Salt Lake City, Interest Expense, Miscellaneous Expense, Garbage Removal, and Miscellaneous Shop & Equipment Expense.

Trustee Vitek made a motion to approve the May financial statements and payment of bills. The motion was seconded by Trustee Wilson and passed unanimously.

5. Discussion and Approval of the 2016 Budget Amendments:

Manager Faraji referred to the 2016 Budget Amendments presentation during the Public Hearing and reviewed the proposed amendments to the 2016 General and Capital Projects Fund Budgets. The proposed changes for the General Fund include an increase in revenues from Interest Earnings from \$6,500 to \$10,000; an increase in the Sale of Fixed Assets from \$15,000 to \$37,000; and an increase from the Redevelopment Agency of Salt Lake City from \$137,370 to \$142,500. Total Anticipated Revenues increase from \$3,192,990 to \$3,223,620. This change better approximates actual revenue anticipation.

Proposed changes for the General Fund disbursements include an increase in Administration costs from \$1,450,300 to \$1,469,800; a decrease in Shop & Equipment Maintenance from \$255,500 to \$240,500; a decrease in Spraying from \$670,500 to \$665,500; an increase in the Contribution to Fund Balance from \$666,690 to \$713,720; and a decrease in the Transfer to Capital Projects Fund from \$150,000 to \$134,100. Total anticipated Disbursements increase from \$3,192,990 to \$3,223,620.

Several proposed line-item changes in the General Fund disbursements include: Travel and Conventions (+\$8,000), Office Supplies (-\$2,000), Legal Services (+\$15,000), Education (-\$6,000), Miscellaneous Expenses (+\$4,000), Electric Utility (+\$1,000), Garbage Pickup (+\$500), Equipment & Vehicles (-\$10,000), Encephalitis Surveillance (-\$7,000), Miscellaneous (+\$500), and Spraying Materials (-\$5,000). Expenditures for the General Fund with the proposed changes would increase from \$3,192,990 to \$3,223,620 but include a \$713,720 contribution to the fund balance and a \$134,100 transfer to Capital Projects for the 2016 Budget. Proposed changes to the Capital Projects Fund include an increase in the Previous Fund Balance from \$271,600 to \$282,500; an increase in Interest from \$5,000 to \$10,000; and a decrease in the Transfer from General Fund from \$150,000 to \$134,100. The total revenues for the Capital Projects Fund remain the same at \$426,600. Proposed changes to the expenditures for the Capital Projects Fund include a reduction in Architectural and Engineering Services from \$150,000 to \$25,000 and the addition of a new line item for Legal and Professional Services in the amount of \$125,000. There are no proposed changes to the Committed Reserves in the Capital Projects Fund.

The Board was also presented with a "Reality Budget" to better reflect the true financial position of the District in 2016. Since most mosquito abatement districts do not receive their tax collections until November/December of each year, the taxes collected in one year are actually spent the following year. As a result, the District is a year ahead in tax collections, and the money collected during one year will be expended on the following year's expenses. This provides an advantage to the District because we know exactly how much money we have at the start of each budget year, and we are able to avoid borrowing money to maintain operations until the taxes are collected at the end of the year. This advantage, however, makes the budgeting process very complicated and confusing. Since we are using tax collections from 2015 to fund the 2016 budget year, we actually have \$836,120 less available to spend than the 2016 Amended Budget reflects. Thus, the "Reality Budget" that was presented to the Board is a better reflection of the District's actual 2016 financial position. It is not an officially recognized budget, but it does provide the Board with a better idea of our current financial standing and where the proposed certified tax rate money will be spent.

Trustee Wilson made a motion to approve the amendments to the 2016 Budget, which change the total amount of anticipated revenues from \$3,192,990 to \$3,223,620. The motion was seconded by Trustee Liddle and passed with a unanimous vote.

6. Discussion and Approval of Resolution for 2016 Certified Tax Rate and Proposed 2017 Budget:

Manager Faraji reviewed the Certified Tax Rate as presented during the Public Hearing. The Certified Tax Rate for 2015 was 0.000121. The maximum Certified Tax Rate that the District can collect in 2016 after going through Truth in Taxation hearings is 0.000168. This Certified Tax Rate is expected to generate approximately \$2,895,900.

Trustee Christensen proposed the following resolution: "The governing body of the Salt Lake City Mosquito Abatement District approves a Certified Tax Rate of 0.000168 that will generate approximately \$2,895,900 in property tax revenue for the 2016 Budget year." The resolution was seconded by Trustee Vitek and passed with a unanimous vote.

The following letter will be provided to Scott Tingley, County Auditor with the Salt Lake County Auditor's Office:



SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT

2020 North Redwood Road
Salt Lake City, Utah 84116
Telephone: 801-355-9221
Fax: 801-355-9227
www.slcmad.org



2016-2017

Ary Faraji, PhD
Manager

16 June 2016

Gregory S. White, PhD
Assistant Manager

Aleta H. Fairbanks, MPrA, CPA
Chief Financial Officer

Salt Lake County Auditors Office
Scott Tingley, County Auditor
2001 South State Street, #N3-300
PO Box 144575
Salt Lake City, UT 84114-4575

Board of Trustees

Karen S. Okabe
Chair

La Vone Liddle
Vice Chair

Carlton J. Christensen
Trustee

Dagmar Vitek, MD, MPH
Trustee

Maurcen Wilson
Trustee

Dear Mr. Tingley,

On a motion by Trustee CHRISTENSEN and seconded by Trustee DAGMAR VITEK and passing by a unanimous vote, the following resolution was adopted on 16 June 2016:

Be it resolved that a certified tax rate of 0.000168 for the year 2016 be adopted to meet the Salt Lake City Mosquito Abatement District property tax budget revenue requirements of \$2,895,900.

This action will be recorded in the Minutes of the 16 June 2016 Board Meeting held at the District's office at 6:00 p.m., 16 June 2016.

Sincerely,

Ary Faraji
SLCMAD Manager

Karen Okabe
SLCMAD Board Chairman

Manager Faraji also referred to the 2017 Proposed Budget as presented during the Public Hearing. The monetary needs of the District during 2017, in comparison with the amended 2016 Budget, were discussed. Little change was proposed for the General Fund revenues and disbursements; however, much of the discussion concentrated on the Capital Projects Fund and anticipated revenues from a bond that will be needed for the purchase of new land and building a new facility. Management is proposing an estimated \$6,000,000 bond which will assist in the purchase of new land (estimated \$1,600,000) and construction costs (estimated \$4,540,469).

Trustee Christensen made a motion to approve the Proposed 2017 Budget as presented by Manager Faraji. The motion was seconded by Trustee Vitek and passed with a unanimous vote.

7. Resolution Regarding Retiring District Manager Sammie Lee Dickson:

A draft resolution was prepared by Assistant Manager Faraji and received initial unanimous support from the Board through an email vote. This was done to keep the resolution as a surprise for Manager Dickson until his official retirement luncheon on May 27. Manager Faraji asked the Board for a formal approval of the resolution at this meeting. Trustee Vitek made a motion to formally approve resolution No. 5-19-2016 for retiring Manager Dickson. Trustee Wilson seconded the motion and it passed with a unanimous vote. The formal resolution was transferred to a presentation plaque and presented to retiring Manager Dickson on 27 May 2016. The final resolution reads as follows:

SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT
RESOLUTION NO. 5-19-2016

A RESOLUTION COMMENDING THE DISTINGUISHED SERVICE OF
RETIRING MANAGER DR. SAMMIE LEE DICKSON
FOR THE SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT

WHEREAS, Dr. Sammie Lee Dickson has served the Board of Trustees and citizens of Salt Lake City for the past 38 years, and during this time has distinguished himself and his profession through his integrity, guidance, and skills as an Entomologist and Manager; and

WHEREAS, Dr. Sammie Lee Dickson has excelled as a mosquito control professional and leader at the local, state, national, and international levels for many years; and

WHEREAS, Dr. Sammie Lee Dickson has increased the professionalism, productivity, efficacy, fiscal and judicial responsibility, and scientific endeavors of mosquito abatement districts in the State of Utah for the benefit of public comfort and health; and

WHEREAS, the Salt Lake City Mosquito Abatement District is deeply appreciative for his many years as a dedicated public servant and public health steward.

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Salt Lake City Mosquito Abatement District wholeheartedly express sincere appreciation and gratitude to Dr. Sammie Lee Dickson for his outstanding service to the City, and hereby wish him the very best of luck and much happiness in his retirement.

Approved by the Board of Trustees of SALT LAKE CITY MOSQUITO ABATEMENT DISTRICT, this 19th day of May, 2016, upon roll call as follows:

Karen Okabe, Board Chair -aye
La Vone Liddle, Board Vice Chair -aye
Carlton Christensen, Trustee -aye
Dr. Dagmar Vitek, Trustee -aye
Maureen Wilson, Trustee -aye

8. Approval to Purchase Chair for Retiring District Manager Sammie Lee Dickson:

Manager Faraji, after checking with legal counsel, had informed the Board that the District could provide a retirement gift to a longtime employee, such as retiring Manager Sammie Lee Dickson. After a long and distinguished career in the field of mosquito control and public health, Dr. Dickson has built a much-treasured reputation in this District and also at many other districts in the State of Utah. Many employees and Board Members of other districts also wanted to contribute towards a retirement gift. However, given his nearly 40 years of service and after much discussion, it was decided that it would be more appropriate for SLCMAD to provide a retirement gift for Dr. Dickson. Manager Faraji had received through an email vote an initial unanimous support from the Board to purchase an electronic chair for retiring Manager Dickson. The purchase amount for this chair would be \$2,030.14; any additional gifts by other districts would be provided directly to Dr. Dickson.

Trustee Liddle made a motion to approve purchase of the chair in the amount of \$2,030.14. Trustee Christensen seconded the motion, which passed with a unanimous vote.

9. Discussion and Approval of Retirement Benefits Policy:

When Manager Dickson retired from the District, he retained \$4,100 with the District in order to maintain dental benefits for himself and his spouse until both were of the necessary age to qualify for Medicare. The monthly cost for Dr. Dickson is \$40/mo. and \$50/mo. for his spouse. This \$90 a month cost will be subtracted from the \$4,100 until the funds are completely depleted. At that time, both will qualify for Medicare and will not have a need for the District's dental plan. However, since Dr. Dickson is 65 years of age and qualifies for Medicare, we need clarification in our policy to distinguish which medical/dental plan retirees and their spouses would be eligible for. The same medical/dental plan that the District carries would be available to retirees who are under the age of 65; however, if the retirees are over the age of 65, then they should be eligible for a Medicare Supplement Plan that is offered by the State of Utah Public Employees Health Plan (PEHP).

The current policy of the District reads as follows:

B. Insurance Termination, Transition, and Conversion.

- (1) *Termination. When an employee is terminated from employment with Salt Lake City Mosquito Abatement District, the District will cease making contributions to the employee's insurance plans.*
 - (a) *Termination due to Retirement. A retiring employee can elect to continue to be covered through the District medical health care plan for single, double or family coverage by either using accumulated value of sick leave and/or vacation*

earnings or by making direct monthly payments to the District for the full cost of the medical health coverage. When the retired employees' accumulated value of sick leave and/or vacation is exhausted then the retired employee can continue to pay direct monthly payments to the District for the full cost of the medical health coverage. If the retired employee fails to make the monthly payment in a timely manner, the District can terminate the retired employee from its medical health care coverage.

Manager Faraji and CFO Fairbanks recommended the following change:

B. Insurance Termination, Transition, and Conversion.

(1) Termination. When an employee is terminated from employment with Salt Lake City Mosquito Abatement District, the District will cease making contributions to the employee's insurance plans.

(a) Termination due to Retirement. A retiring employee may elect to continue to be covered through single, double, or family coverage for medical, dental, Medicare, and/or any other insurance plan available to the District. A retiring employee may select the same health benefit options that are available to current employees of the District (if under the age of 65). If the retiring employee is above the age of 65, then the employee may select a health benefits option similar to the Medicare Supplement Plan that is offered by the State of Utah Public Employees Health Plan. The retired employee may fund the desired coverage by either using accumulated value of Sick Leave and/or Vacation earnings or by making direct monthly payments to the District for the full cost of the medical health coverage. When the retired employees' accumulated value of Sick Leave and/or Vacation is exhausted, then the retired employee may continue to pay direct monthly payments to the District for the full cost of the medical health coverage. If the retired employee fails to make the monthly payment in a timely manner, the District may terminate the retired employee from its medical health care coverage.

The Board discussed the issue further and asked for clarification from PEHP on the above-recommended language in the District policy. Trustee Liddle then made a tentative motion to approve the above recommendations, pending review and input from PEHP personnel. Trustee Wilson seconded the motion, which passed unanimously.

10. Discussion and Approval of District Manager Faraji as District Treasurer:

State law requires a governing board to elect a chair, clerk, and treasurer. The offices of chair, clerk, and treasurer may not be held by the same person. The chair conducts meetings, while the clerk maintains financial records and prepares checks. The treasurer determines that sufficient funds are available, maintains custody of money, deposits money, and receives public funds. Neither the clerk nor the treasurer may sign checks for the District; checks will be signed solely by two members of the Board of Trustees. The chair of SLCMAD governing board is a member of the Board of Trustees; however, the clerk and treasurer positions have been traditionally held by SLCMAD employees. Retiring

Manager Dickson held the treasurer position for SLCMAD, while CFO Fairbanks has served as clerk. Upon retirement of Manager Dickson, the Board must elect a new treasurer. Trustee Vitek made a motion to designate current Manager Faraji as District treasurer. The motion was seconded by Trustee Christensen and passed with a unanimous vote.

11. Discussion and Approval for Request for Qualifications to Provide Aerial Mosquito Control Pesticide Application Services:

Manager Faraji informed the Board that our current contract for aerial mosquito control services will expire at the end of 2016. This contract was awarded to Vector Disease Control International (VDCI) on a three-year basis in 2012, with an option to renew annually for a maximum of two additional years. Our inter-local agreement with Mosquito Abatement District-Davis (MAD-D) to form the Davis-Salt Lake Spray Authority (DSLASA) has allowed us to build a hangar at the Ogden-Hinckley Airport, where we allow VDCI to store their airplanes and operate out of that location as their home base. The current and future contractors should have ample time for preparations and moving logistics prior to the expiration of the contract in December 2016. The DSLASA Board has recommended that we start the interview process as soon as possible in order to award this contract to a potential contractor prior to the end of the active mosquito season. The respective Board of Trustees of each district (MAD-D and SLCMAD) must approve and award the aerial spray contract separately. The Executive Director of DSLASA and current MAD-D Manager Hatch has prepared a request for qualifications (RFQ) application for the respective boards to review. Manager Faraji and Trustee Liddle have provided edits and comments on this document; and, although the document is not completely finished, the major points and concepts have been included in the RFQ being presented to the Board. Trustee Wilson made a motion to approve the RFQ for aerial mosquito control pesticide application services on a three-year contract (2017-2020), with an option to renew annually for a maximum of two years. Trustee Vitek seconded the motion, which then passed unanimously by the Board.

12. Update on Financial Advisors and Bond Counsel Request for Proposals:

Manager Faraji updated the Board on his recent meeting with the District legal counsels, Mark Anderson and Rachel Anderson (Fabian VanCott), to discuss some of the issues that the District is currently facing in regards to annexation, prison relocation, and personnel policies. Manager Faraji has already started to utilize legal counsel on various issues and will continue to do so in the coming months. Mark Anderson will be the primary contact on the prison relocation and annexation issues, while Rachel Anderson will serve as primary contact in regards to personnel issues and policies.

Manager Faraji also met with District Financial Advisors Johnathan Ward and Brian Baker (Zions Public Finance) to discuss potential bonding options for

purchase of new land and construction of a new facility. He was advised that, since the bonding process requires an in-depth knowledge of State laws and procedures, it would be in the District's best interest to hire a bond counsel to ensure that the District is adhering to State law and is in compliance. The legal resolutions needed for bonds also take time and the legal process must be initiated soon to ensure we have ample time for this process. Zions Public Finance provided Manager Faraji with several example requests for proposals (RFP) for the acquisition of bond counsel. Manager Faraji presented the Board with a template RFP that could be used by the District as this process is initiated. Manager Faraji would like to advertise the RFP as quickly as possible and acquire the assistance of one or two Board Members during the interview process. Trustee Christensen mentioned that he would be willing to assist during the interview and selection process. Trustee Liddle made a motion for the District to move forward with acquisition of bond counsel for the purpose of assisting SLCMAD with the bonding process and compliance regulations. Trustee Christensen seconded the motion, which passed unanimously.

13. Five Year Plan Update:

A. Annexation:

Manager Faraji updated the Board on his recent meeting with legal counsel Mark Anderson in regards to the annexation issues facing SLCMAD. Since SLCMAD was created through legislation passed in 1923, the current taxing area of the District matches the 1923 Salt Lake City boundary. As the City has expanded geographically, the service area of SLCMAD has also increased with this expansion. However, the taxing area of the District has not changed from the 1923 boundary. Additionally, some pockets of development within SLCMAD boundaries have been overlooked by the taxing entities. Since the service boundaries of SLCMAD have experienced, and will continue to experience drastic growth in the coming years, it is sensible to have the taxing boundaries of SLCMAD continually match Salt Lake City's boundaries. Mr. Anderson provided Manager Faraji several options on how this annexation process may be completed. The process will be lengthy and very time consuming, but it should be completed as soon as possible. Manager Faraji discussed the fact that he is currently overwhelmed by the various tasks that he is juggling and would like some assistance during this process. He suggested that a qualified consultant, who is well-versed in local district operations, State and local laws, and annexation, could be an incredible asset during this process. This consultant could assist as an extension of current SLCMAD staff and can help facilitate meetings and gathering of necessary information that may be needed from the City, County, State, surveyors, engineers, environmental firms, etc. The Board felt that this is a good recommendation, and the addition of a qualified consultant could benefit the District as we move forward with annexation-related issues. Trustee Liddle made a motion for District Manager Faraji to issue an RFP to provide annexation consulting services for SLCMAD. Trustee Christensen seconded the motion, which then passed with a unanimous

vote. Manager Faraji will discuss the need and acquisition of a consultant with legal counsel Mark Anderson prior to advertising the RFP for consulting services.

B. Prison Relocation:

Manager Faraji reiterated that the Utah State Prison will be relocating from its current location in Draper to an area within SLCMAD's boundaries. This relocation will increase the need for our services in these areas to protect the inmates, guards, and the multitude of residents who will be affected by mosquitoes produced in this area. Some major issues that will impact our operations will include habitat modification, accessibility, increased service requests, increased personnel, and increased pesticide costs. Previous calculations have estimated that an additional \$160,000 will be needed to continue our mosquito control services in the prison area, alone. Additionally, since the State Prison will be tax exempt, the financial burden of our services will fall back on the residents of Salt Lake City if special agreements are not negotiated. Where the State is providing funding for other infrastructural costs in that area (water, sewer, power), it is only fair that the State should provide funding for mosquito control services as well. Manager Faraji has discussed this issue with legal counsel Mark Anderson, and it was recommended that a meeting should be conducted between all interested parties for the ultimate purpose of adopting legislation to ensure secure funding for mosquito control in the upcoming years. Mr. Anderson recommended that a stand-alone bill would be the preferred option, and the best candidate to pursue this legislation would be Utah State Senator Jerry Stevenson, who is also the Executive Appropriations Vice Chair and Chair of the Prison Development Commission. Mr. Anderson also recommended that the Executive Director of the Utah Association of Special Districts (UASD), LeGrand Bitter, should initiate this meeting. Since we are a member of UASD, the lobbying services provided to us by UASD could prove influential. Additionally, Trustee Christensen also expressed an interest in attending this legislative meeting, along with Manager Faraji, Mark Anderson, and the Manager of the Magna Mosquito Abatement District. Manager Faraji will contact Mr. Bitter in the coming weeks about initiating the meeting with Senator Stevenson.

C. Magna Mosquito Abatement District Boundary Discussion and Vote:

Manager Faraji informed the Board that, since SLCMAD's taxing boundary matches that of the 1923 Salt Lake City boundary, the creation of the Magna Mosquito Abatement District (MMAD) in 1946 has created some areas of overlap between the two Districts. The overlapping areas need to be addressed. Currently, an area roughly estimated to be between 2400 South x 7800 West x 500 North x 4800 West falls within the MMAD service and taxing boundary; however, this area is within the Salt Lake City boundaries and should be included in SLCMAD's taxing and service areas. Previous discussion with Ryan Lusty, Manager of MMAD, have provided several options that may address the discrepancy above. These include full annexation of the area, partial annexation of some areas, an inter-local agreement between the two Districts, or a

memorandum of understanding for mosquito control services between the two Districts. Manager Faraji was also concerned that full annexation of the area would lead to a decrease in tax funding for MMAD, which could seriously jeopardize their budget and operations. However, after speaking with legal counsel and others, Manager Faraji was informed that, if the taxing boundaries are adjusted, the areas and parcels remaining within MMAD would have an increase in their taxing rate for MMAD control services and the MMAD budget would remain unchanged. If this is indeed the case, then Manager Lusty and Manager Faraji both understand that the proper approach should be for the SLCMAD boundary to match that of Salt Lake City. However, since multiple options are available, Manager Faraji would like a specific direction from the Board so that resources and time are being utilized efficiently. Trustee Liddle made a motion for Manager Faraji to pursue full annexation of the current Salt Lake City areas that fall within the Magna Mosquito Abatement District service and taxing areas. Trustee Wilson seconded the motion, which then passed unanimously.

14. Report on Attended & Reminder/Approval of Upcoming Training/Meetings:

- Board Member Training, South Salt Lake Valley Mosquito Abatement District, West Jordan, Utah, 13 June 2016: A report on the training was given by Trustee Liddle and CFO Fairbanks. Trustees Liddle, Christensen, and Vitek, along with CFO Fairbanks, attended this training.
- Davis-Salt Lake Spray Authority Quarterly Board Meeting, Mosquito Abatement District-Davis, Kaysville, Utah, 9 June 2016: A report on the DSLASA Quarterly Meeting was provided by Manager Faraji and Trustee Liddle. The major points of interest are that the audit was completed by Wood, Richards & Associates. Only three findings were noted: complying with a seven-day notice for budget adoption, establishing a Government Records Access Management Act policy, and having the Executive Director approve and sign off on all invoices prior to a check being written. Additionally, the aerial spray contract will expire at the end of this season and a new one should be put into place in the coming weeks.
- United States Air Force Spray Mission Meeting, Williston, North Dakota: Although the Board had approved attendance at this meeting, Manager Faraji mentioned that he has postponed this event due to time constraints and financial costs. The Air Force will be conducting additional spray missions later in the year and he will make an effort to attend those instead.
- Society for Vector Ecology, Anchorage, Alaska, 12-15 September 2016: Manager Faraji has regularly attended this meeting in the past; however, given his time constraints and additional meetings during that same month, he mentioned that Assistant Manager White would like to attend this meeting.

- American Mosquito Control Association Interim Board Meeting, San Diego, California, 19-21 September 2016: Manager Faraji has been elected to serve the mid-west region of the USA as an elected Board Member for the AMCA. The AMCA generally holds an annual meeting and an interim board meeting several months prior to general meetings in order to finalize budgets and host city selections.
- International Congress of Entomology, Entomological Society of America, Orlando, Florida, 26-30 September 2016: Manager Faraji will be hosting a symposium on "Unmanned Aerial Vehicles for Mosquito Control" at this meeting.
- Utah Mosquito Abatement Association Annual Meeting, Zermatt Resort, Midway, Utah, 2-4 October 2016: This meeting will be attended by the Board of Trustees and all the SLCMAD full time staff.
- Utah Association of Special Districts Annual Convention, Ogden, Utah, 2-4 November 2016: This meeting will be attended by the Board of Trustees, Manager Faraji, Assistant Manager White, and CFO Fairbanks.

15. Manager's Report:

Manager Faraji provided the Board with a copy of the Manager's Report for review earlier this week. This report was for informational purposes this month, and it was only briefly discussed with the Board. Manager Faraji provided an update on full time and also seasonal staff, with special emphasis on policies and procedures that need to be addressed. He also provided an update on some recent workman's compensation incidents involving two seasonal staff.

16. Board Member Appointments:

Manager Faraji provided the Board with an updated list of Board Member contacts and appointments. Trustee Wilson was recently re-appointed by the Salt Lake City Mayor for another four-year appointment (the second of her term). Her extended term of service will expire on 31 December 2019.

17. Probable Agenda Items for the 21 July 2016 Monthly Board Meeting:

Probable items on the agenda for the 21 July 2016 monthly Board Meeting to be held at 12:30 PM include, but are not limited to:

- Manager's Report
- Bond Counsel

- Aerial Mosquito Control Pesticide Application Services Contract
- Five Year Plan Update

A boxed meal will be available at 12:00 PM for the Board Members prior to the July Board Meeting.

18. Adjournment:

The meeting was adjourned at 8:25 PM.



Ary Faraji, District Manager

21 JUL 2016
Date



Karen Okabe, Board Chair

July 21, 2016
Date

