**South Salt Lake Valley Mosquito Abatement District**

**Board Meeting Minutes**

**June 12, 2023 at 2:00pm**

The Board of Trustees of the South Salt Lake Valley Mosquito Abatement District, Salt Lake County, State of Utah, met in person and via an electronic board meeting via Zoom with an anchor location established at the District offices at 7308 Airport Road, West Jordan, Utah.

The following board members were present: Silvia Catten (Millcreek), Jeff Bossard (Brighton), Don Christensen (West Valley), Ty Brewer (Holladay), Jeff Gaston (Bluffdale), Kristie Overson (Taylorsville), LeAnne Huff (South Salt Lake), Steve Shields (Herriman), Linda Price (White City), Florence Reynolds (Sandy), Ilene Risk (Salt Lake County), Laverne Snow (Murray), Tish Buroker (Riverton), Tamara Zander (South Jordan), Gene Drake (West Jordan), and Brad Gilson (Draper),

The following board members were absent: Paul Glover (Midvale),

Also attending were Brian Hougaard, Dan McBride, Kassie Draper, auditor Katie Giddens and citizen Steve Van Maren (Sandy)

1. Welcome. Catten duly called the meeting to order and welcomed everyone.
2. Citizen Comments. No comments from citizens that were present.
3. Board Conflicts of Interest Disclosures. No board members had any agenda conflicts to disclose.
4. Approve Minutes. Buroker moved to approve and adopt the June minutes. Price seconded the motion. The motion carried with all in favor (Zander was absent from the vote).
5. 2022 Financial Audit Report. Snow, speaking on behalf of the Audit Committee, introduced the Audit Report. Snow praised the work of the staff and the Executive Committee's work with the financials through 2022. Katie Giddens, CPA, presented the 2022 Financial Statements and Audit Report and took questions and comments.
	1. Giddens expressed that District management, especially Kassie, made the audit quick and efficient.
	2. Zander commented that this year has a deficit and asked if there was a deficit in the previous years. Giddens expressed that there was a deficiency during the last year. Hougaard explained that there is some excess that we are using before raising taxes, but that eventually, the District may need to go through truth and taxation.
	3. Snow asked if the deficit was a budgetary problem that could be solved by budgeting more. Giddens expressed that the deficit is from actual numbers and would not be solved by budgeting more.
	4. Shield explained that an issue with the budgeting for a year is that the District does not know its revenue beforehand and that he is happy with only having a small overage.
	5. Brewer expressed that the fund balance currently shows an amount that may not justify any truth in taxation for many years. Hougaard explained that the balance funding is confusing and that the District utilized last year's taxes to fund the following year. Hougaard said he would put together a presentation for the next Board Meeting.
	6. Snow asked if the signature date could be updated on the final draft. Giddens said she will correct it before the final draft.

Snow acknowledged the staff's input and care of the budget. Snow recommended that the Board accept the Audit report on behalf of the Audit Committee. Catten called for a vote to accept the Audit Committee's recommendation. The motion carried with all in favor.

Following the vote, Giddens reminded the Board to complete all training and that it might be included in future audits.

1. 2023 Certified Tax Rate – Resolution #23-03. Hougaard explained that with the current tax rate, we do not receive a set amount (saying that the District could receive between $1,000,000-$1,090,000). Shields asked what future technology may affect the budget in the future. Hougaard explained that new technologies are still several years out and that we are waiting for specific studies to be published about their effectiveness. Gilson moved to approve Resolution #23-03, adopting the 2022 certified tax rate. Risk seconded the motion. The motion carried with the following vote:

**AYE:** Bossard, Brewer, Buroker, Catten, Christensen, Drake, Gassen, Gilson, Huff, Overson, Price, Reynolds, Risk, Shields, Snow, Zander

**NAY:** None

**ABSTAIN**: None

**ABSENT**: Glover

1. Purchasing Policy Review- Hougaard presented the Purchasing Policy for discussion. Hougaard explained that the policy is based on a template by the Utah Association of Special Districts and that a potential new template is in the works.
	1. McBride explained that some criteria changes were added to the draft with a discussion with the UASD. McBride also stated that some criteria are slightly abstract, and hopefully, the new draft will eliminate the language.
	2. Hougaard stated that some language changes have occurred that better-defined value. Specifically, changes to define "value" to "depreciated value."
	3. Snow stated that her preference would be to have a policy that is easily understood by the general public and that she doesn't find this policy that easy to understand. She also stated that she hoped that future templates should be more straightforward.
	4. Snow wondered if some language about the "lowest bidder" may be disingenuous and not reflect the reality of value in the good or service being purchased. McBride stated that according to the current policy, "lowest cost or best quality" seems to solve some of that, but the language could be stronger.

The Board had no additional edits or concerns. Christensen moved to adopt the policy as presented. Shields seconded the motion. The motion carried with all in favor.

1. Mosquito Fish Program Presentation-Hougaard presented information regarding the District's Gambusia program. Risk wonders if there is a downside to Gambusia fish being present in the wild. Hougaard said that there is not, to his knowledge, any research but that they are predacious and aggressive. Reynolds wondered if there is a genetic difference between the ones raised in the wild vs. those raised in the District's ponds. Hougaard explained that it is possible, but we gather and treat wild fish, so there is intermixing. Catten asked if we track year-to-year fish requests. Hougaard explained that each location is mapped, and those locations are each visited by our technicians. That way, our technicians can see if a fish overwinters. Price asked how many fish we would deliver if a pond is roughly 10'x10'. Hougaard explained that around 10, but with suitable vegetation, they will breed.
2. Conditions of the District. Hougaard reported on the following items.
	* Mosquito-Borne Diseases: No positive pools
	* 80 acres treated with 2,415 mosquito adults in all traps
	* 2023 Conferences
		+ UMAA Annual Meeting – Oct 29-31st (Snowbird, UT)
		+ UASD Annual Conference – Nov 1-3 (Layton, UT)
	* Safety Report. A minor auto accident was reported.
	* Discussion- Reynolds asked if more mosquitoes are present after a wet season. Hougaard explained that we are nearly or above double our average numbers. Risk asked about training that is required. Price stated that the Special and Local District Board Meeting and the Open and Public Meeting Act are necessary. Hougaard explained that the UMAA and UASD meetings will fulfill that requirement.
3. Approve Bills. The bills were presented for approval and payment. Risk moved to pay the bills. Price seconded the motion. The motion carried with all in favor.
4. Adjourn. Shields moved to adjourn, with Drake seconding, and the meeting was adjourned at 2:59 pm.