



## *Weber Mosquito Abatement District*

Ryan J. Arkoudas, Director  
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**The Board of Trustees of the Weber Mosquito Abatement District met in public session November 14, 2016 at 6:00 pm., at the Weber Mosquito Abatement District headquarters, 505 W. 12<sup>th</sup> Street, Ogden, UT, 84404. Meeting was called to order by Board Chair Kim Slater. On roll call the following members were found to be present:**

**Director Ryan Arkoudas**  
**Assistant Director Keith Hill**  
**District Clerk Becky Christiansen**  
**Board Chair Kim Slater**  
**Vice Chair Boyd Ferrin**  
**Brent Ellis**  
**Doug Stephens**  
**Sallee Orr**  
**Kyle Cooke**  
**Robert Jensen**  
**David Smith**  
**Carl Turner**  
**Brett Ferrin**  
**Jeff Pearce**  
**Steve Gibson**

Trustees James Ebert, Bill Wangsgard, Karlene Yeoman, and Gordon Cutler were excused.

Bryan Baron from the Weber County Attorney's Office was present.

**Approval of the October 10, 2016 Public Hearing Minutes.** A motion to approve the Public Hearing minutes of October 10, 2016 was made by Trustee Jeff Pearce, seconded by Trustee Steve Gibson. Motion passed.

**Approval of the October 10, 2016 Board Meeting Minutes.** A motion to approve the meeting minutes of October 10, 2016 was made by Trustee Jeff Pearce, seconded by Trustee Steve Gibson. Motion passed.

**Monthly Budget Report.** Director Ryan Arkoudas reviewed the Monthly Budget Report. General Fund expenditures in October totaled \$138,715.31. The General Budget expended YTD is 86.68%. There are no expenses in October from Capital Projects. Public Treasurer's Investment Fund balance is \$862,129.78. The Bank of Utah checking account balance as of October 31, 2016 totaled \$224,829.28. Total revenue was adjusted to reflect the actual amount received in 2016 totaling \$1,816,243. An amendment was made to Anticipated Receipts showing the transfer to the Capital Improvement Fund of \$45,950 changing the total to \$1,791,050.

**Approval of the Monthly Bills.** The Board proceeded to discuss the monthly bills. Director Arkoudas explained the bill to the Utah Association of Special Districts in the amount of \$1,894 for annual dues. The expense to UDOH – Unified State Laboratories in the amount of \$2,010 for Disease Surveillance Testing, check #16568 to Clarke Mosquito Control Products totaling \$40,364 for Chemical, and check #16569 to Adapco in the amount of \$25,760 for Chemical. A motion was made by Trustee Brett Ferrin, seconded by Trustee Jeff Pearce to approve the monthly bills and amend the adjustment to the 2016 Anticipated Receipts to reflect the transfer of \$45,950 into the Capital Improvement Fund. Motion passed.

**Presentation of the 2017 Tentative Budget, General Fund and Capital Expenditures Budget.** The Board proceeded to discuss the 2017 Tentative Budget. The mill levy set by the Weber County Treasurer is .000127, bringing a total revenue from property taxes to \$1,517,658. With motor vehicle taxes, redemptions, interest income, redevelopment agency and sale of equipment total revenue for 2017 is estimated at \$1,865,773. As suggested by Wood Richards & Associates, a new line item was added titled RDA Offsetting Expense to compensate for the Redevelopment Agency Revenue for 2017. Director Ryan Arkoudas proposed a new line item under Capital Expenditures to include the Ramp 200 in the amount of \$12,000 for disease surveillance testing equipment. The Weber Mosquito Abatement tentative budgeted expenses will amount to a total of \$1,735,773. With Capital Expenditures, the total expenses for the 2017 Budget will amount to \$1,865,773. After discussion, a motion was made by Trustee Steve Gibson, seconded by Trustee Kyle Cooke to approve the 2017 Tentative Budget and schedule a Public Hearing to be held December 12, 2016 at 6:00 pm., at the Weber Mosquito Abatement headquarters, 505 W. 12<sup>th</sup> Street, Ogden, UT. 84404 with the notice sent out one week in advance. Motion passed.

**Approve/Disapprove: Government Records Access Management Act (GRAMA) Policy.** After review, Trustee Jeff Pearce made a motion to adopt the Government Records Access Management Act (GRAMA) Policy, seconded by Trustee Boyd Ferrin. Motion passed.

**Approve/Disapprove: Conflict of Interest Policy.** After a brief discussion on the Conflict of Interest Policy pertaining to the Board of Trustees of the Weber Mosquito Abatement District, a motion was made by Trustee Brett Ferrin, seconded by Trustee David Smith to adopt the Conflict of Interest Policy. Motion passed.

**Approve/Disapprove: Office Remodel Bids.** The Board proceeded to discuss the bids received for office furniture. Midwest presented a bid of \$4,991. Henriksen Butler offered a price of \$3,890. MBI, Inc. submitted the low bid of \$3,455. Henriksen Butler seemed to capture the design layout the best. After a brief discussion a motion was made by Trustee Steve Gibson, seconded by Trustee Boyd Ferrin to accept the bid from Henriksen Butler. Motion passed.

**Director's Report.** Director Arkoudas informed Trustees that ten members terms are expiring at the end of the year. Trustees whose terms expire include: Robert Jensen, Brent Ellis, Boyd Ferrin, Doug Stephens, Sallee Orr, Jeff Pearce, Karlene Yeoman, Kim Slater, Kyle Cooke, and James Ebert. Letters will be sent out to Mayors requesting reappointment in December.

Ryan proceeded to discuss the Home Depot account with Trustees. Upon receiving the Home Depot statement Ryan noticed \$13,000 in purchases that aren't legitimate. Home Depot Card Services was immediately contacted to shut down the card and dispute the charges.

Recently Director Arkoudas attended the Utah Association of Special Districts annual meeting. The meeting was very informative. After attending the UASD meeting Ryan would like to remove himself from his current position as District Treasurer and distance himself from signing checks.

Trustees were reminded to attend the District's annual Christmas party which will be held December 7, 2016 at 6:00 pm., at Ruby River Steakhouse.

**Adjourn.** A motion to adjourn was made by Trustee Steve Gibson, seconded by Trustee Boyd Ferrin. Motion passed. Meeting adjourned at 7:43 P.M.

Attested \_\_\_\_\_ Date \_\_\_\_\_