

## **Budget Workshop Minutes**

### **Florida Keys Mosquito Control District**

Marathon Office  
503 107<sup>th</sup> Street  
Marathon, FL 33050

**August 17, 2021 1:00 pm**

The Board of Commissioners of the Florida Keys Mosquito Control District held a Budget Workshop on August 17, 2021, at the FKMCD Marathon Office.

**Present Were:** Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice Chair; Brandon Pinder, Secretary/Treasurer; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Dirk Smits, Board Attorney; Tom McDonald, Commissioner, was on the phone.

**Employees Present Were:** Bruce Holden, Director of Finance; Robert Lee, Director of Aircraft Maintenance; Michael Behrend, Director of Human Resources; Chrissy Bloxom, Executive Assistant; Tony Nunez, Chief Technology Officer.

**Invited Guests Present:** None

**Approval of Agenda:** A motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously to approve the agenda. A motion was made by Chairman Goodman, seconded by Commissioner Pinder and passed unanimously to approve Commissioner McDonald participating in the workshop and the regular meeting via telephone.

**Community Input:** None

Chairman Goodman stated that the purpose of this workshop has been called to discuss the Budget for the Fiscal Year 2021-2022.

#### **Discussion:**

- Bruce Holden, Director of Finance, discussed the budget changes since the July workshop. Mr. Holden discussed several line items that have been reclassified.
- Mr. Holden discussed additional costs incurred during July. Commissioner Cranney requested an explanation for various cost. Commissioner Zuba was concerned about cutting cost on chemicals. Director Leal assured him that if a tropical event did occur, the District would have the funds to cover the cost of additional chemicals utilizing contingency funds. Chairman Goodman discussed the recovering reserve funds that were previously spent. He recommended putting the funds that were not recovered in the 2022-2023 budget.
- Mr. Holden will check the Florida Department of Revenue online tax portal next year prior to submitting the budget to the Board.
- Mr. Holden discussed revenue FKMCD receives. During this time, Director Leal and Board Attorney, Dirk Smits, updated the Board on the status of the cyber-attack insurance claim.
- Mr. Holden discussed whether or not to include the OPEB Trust Fund Funding line item in the budget. Commissioner Cranney recommended removing that line item in the budget if it will not be funded.
- Director Leal discussed funding salary range adjustments.

- Mr. Holden discussed the increase in Life & Health insurance and chemical costs. Director Leal discussed the performance of the A1 Mister.
- Mr. Holden advised the Board that there is a minimum of (3) million in contingency and reserves.
- Mr. Holden discussed the Cash Flow Analysis report he provided to the Board.
- Mr. Holden will have actuals for the month of August 2021 presented at the September 14, 2021 Tentative Budget Hearing. Chairman Goodman clarified that Mr. Holden will bring the adjusted budget back to the September Tentative Budget hearing.
- Director Leal thanked the staff for their hard work in cutting costs. She is confident this budget will work for the District.

***Good of the Order:*** None

***Adjourn:*** There being no further business to come before the Board, the meeting was adjourned.

*Respectfully submitted,*

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*Andrea Leal  
Executive Director*

*Board of Commissioners  
Florida Keys Mosquito Control District*

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*Phillip L. Goodman, Chairman*

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*Brandon Pinder, Secretary-Treasurer*

*For additional information, please refer to [www.keysmosquito.org](http://www.keysmosquito.org).*