

Budget Workshop Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

July 20, 2021 1:30 pm (approximate)

The Board of Commissioners of the Florida Keys Mosquito Control District held a Budget Workshop on July 20, 2021, at the FKMCD Marathon Office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice Chair; Brandon Pinder, Secretary/Treasurer; Tom McDonald, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney.

Employees Present Were: Mikki Coss, Director of Operations; Joshua Kogut, Director of Aerial Operations; Bruce Holden, Director of Finance; Robert Lee, Director of Aerial Maintenance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education Information Officer; Chrissy Bloxom, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None

Approval of Agenda: The agenda was *unanimously* approved by the Board

Community Input: None

Chairman Goodman stated that the purpose of this workshop has been called to discuss the Budget for the Fiscal Year 2020-2021.

Discussion:

- Bruce Holden, Director of Finance, presented the Board with a budget at approximately 15% over rollback and a maximum millage of .4648, which he feels can be obtainable. Mr. Holden incorporated the Board's requested changes from the June Budget Workshop. He discussed potential revenue resources for the District.
- Dale Coburn, Board Attorney, gave a status update on the insurance claim relating to the computer hacking incident last October. Michael Behrend, Director of Human Resources, provided further status of the insurance claim stating that the District is still working with the insurance carrier to secure a refund for third party costs related to the computer hacking.
- Mr. Holden discussed the changes made in performance compensation, salary range adjustments, OPEB funding and Life & Health Insurance. Commissioner McDonald held discussion on funding OPEB. He discussed the cost of OPEB benefits as a "pay as you go" plan. Mr. Holden gave further explanation of the "pay as you go" for the Board. Chairman Goodman continued discussion on "pay as you go" and suggested drafting a resolution on OPEB funding for future Board members, as to the Board's obligation to fund the OPEB Trust. Commissioner McDonald recommended continuing a "pay as you go" methodology and not funding OPEB this year due to budget restraints. Commissioner Cranney was not comfortable with creating a resolution if it could restrict future boards. Mr. Coburn explained that the resolution will provide guidance and can be undone by future Board members. Chairman Goodman proposed bringing a rough draft to the next meeting of the Board for consideration. Chairman Goodman would like it placed as a discussion item at the

next meeting of the Board. Per direction from the Board, Mr. Holden will re-classify the funds in the next draft of the budget and move OPEB funds to helicopter reserves.

- Director Leal discussed expected proceeds from the sale of older aircraft.
- Mr. Holden advised the Board that capital costs were reduced by \$200,000 by using Enterprise Auto Lease. He discussed chemical costs, contingency funds, reserves and cash flow. He provided the board with a budget change report. Mr. Holden recommended setting maximum millage rate at .4648. Chairman Goodman held discussion on the importance of repaying reserve funds, which were depleted from costs associated with last year's Dengue outbreak and payments to the City of Key West related to the cleanup at the Stock Island facility. Director Leal gave an explanation for spending reserve funds in the previous year. The Board agreed FKMCD has a responsible budget for FY2020-2021.
- Chairman Goodman would like to schedule an upcoming workshop on new technology.
- Michael Behrend, Director of Human Resources, presented the Board with a Salary Evaluation. Mr. Behrend advised the Board that a Salary Evaluation has not been done since 2013. He discussed current wages, an upcoming increase in minimum wage and the ALICE Report. Mr. Behrend compared FKMCD entry level salaries with other local government agencies. He provided a mosquito control comparison chart that details FKMCD position wages compared to other MC Districts in Florida. Mr. Behrend discussed the difficulty for an employee to move through the salary scale based only on a performance evaluation at the District. He discussed the pay scales and plans of other government agencies. Director Leal advised the Board that FKMCD has lost employees to other government agencies on several occasions. Chairman Goodman discussed salary incentives in order to retain an employee. Dale Coburn, Board Attorney, advised the Board, that there are restrictions on salary negotiations for government agencies. Mr. Behrend discussed the benefit plans currently being offered by other agencies. He included proposed salary ranges for FKMCD positions and discussed the budgetary impact. Director Leal will present the 2%-4% salary adjustments to the Board for approval next month. She will present the budgetary salary range adjustments, prior to setting budget, to allow for further conversation. Chairman Goodman expressed concerns over the effect the salary adjustments will have on the private sector businesses.
- Commissioner McDonald discussed using funds that were saved from innovations. Chairman Goodman further discussed potential savings with new technology. He would like a workshop to be scheduled later this year to further discuss new technology.
- Commissioner Cranney requested Mr. Behrend provide the Board with a spreadsheet that lists the position and what the salary increase would be at 3-4%.
- Commissioner Pinder suggested a policy be developed to evaluate positions every 3 years, while Chairman Goodman suggested a resolution. Director Leal will develop a pay policy after budget season.
- Director Leal and the Board thanked Michael Behrend for the hours of hard work he put into the salary evaluation. Director Leal mentioned Mr. Behrend saved the District up to \$15,000 by conducting the evaluation in-house.
- Chairman Goodman would like to see salary adjustments at 3% and 4% increases presented at the August meeting. Mr. Holden will include the FRS and FICA costs.

Good of the Order: None

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

Respectfully submitted,

*Andrea Leal
Executive Director*

*Board of Commissioners
Florida Keys Mosquito Control District*

Phillip L. Goodman, Chairman

Brandon Pinder, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.