

Budget Workshop Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

June 18, 2024 1:10 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Budget Workshop on June 18, 2024, at the FKMCD Marathon Office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Bette Brown, Secretary/Treasurer; Andrea Leal, Executive Director; Dirk Smits, Board Attorney. Jill Cranney, Commissioner was present via telephone. Brandon Pinder, Commissioner was absent.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education & Information Officer; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None

Approval of Agenda: Chairman Goodman asked the Board if there were any corrections or additions to the agenda, hearing none, the agenda was unanimously approved. A roll call was taken and passed unanimously to approve Commissioner Cranney to participate in the Budget Workshop via telephone.

Community Input: None

Chairman Goodman stated that this workshop has been called to discuss the Budget for the Fiscal Year 2024-2025.

Discussion: The Director of Finance, Bruce Holden, presented the 2024–2025 Detailed Work Plan Budget. He advised that this is a summary of all departmental requests, and nothing has been cut at this point. As we go through the summer, each item will be evaluated, and cuts will be made as necessary. The Director of Human Resources, Michael Behrend, advised we are going out to ITN for Medical, Dental, and Vision and possibly Life Insurance and he hopes for a low renewal, hopefully under the 10% that is reflected in the current budget. The July board meeting is when we set our maximum millage rate.

Mr. Holden went over the key revenue-generating elements and advised that we will be bidding on the U.S. Navy contract this year, so that number may change. Two higher items are the increase in interest income brought on by FLClass and the sale of the second aircraft. Moving onto the expenditures, Mr. Holden explained that items highlighted in blue are new line items. The first blue line item is a new position that Director Leal would like to present to the board, the Education Coordinator. This position would focus on teaching within the schools and working with our biology department. The salary was based on a starting teaching salary. The PEIO is not able to handle the current workload with the added teaching responsibilities. Director Leal feels this will help teach the community about our mission in the county. Chairman Goodman would like to be able to consolidate and not have to add a new position. This will be discussed further in future budget meetings. Another new line item is service milestones. This would be to make our program more robust and incorporate a monetary number with specific employee service milestones. This will be added to an upcoming regular meeting agenda for the board to vote on.

The next blue line item was housing allowance; this was discussed in detail, and Commissioner Brown feels like it would be good to have a special committee dedicated to this topic as she feels it's a long-term discussion. Chairman Goodman doesn't want to be the first entity to offer a housing allowance in Monroe County. Commissioner Cranney thinks it would be good to have a sliding scale based on salary. Mr. Behrend advised that the other local agencies he checked with do not currently have a housing allowance, but some are exploring housing options and other types of assistance. He will also be presenting a salary comparison during the July board meeting. The performance compensation, according to Mr. Holden, is competitive with the county; however, this will be assessed throughout the summer as they look at what other businesses are doing with incentives in the present market.

Mr. Holden increased the CPA Auditor line item to \$50,000 as we will be going out to bid for a new auditor, and the cost may increase due to travel and other items. The lobbyist and strategic planning line items are also new, and Director Leal talked about these items. She is doing further research to see if it makes sense to have a lobbyist represent us fully in Tallahassee this year and bring it back to the board. She is going to schedule a meeting with Representative Jim Mooney to get his feedback on the topic in the next few weeks. The \$25,000 in the Strategic Planning line is to hold a summit in the next fiscal year, as we have not done one in 10 years.

Mr. Holden is in talks with Enterprise about the leased vehicle fleet and must decide if we will sell our leased vehicles back to them or keep them in the fleet. The main problem is that we haven't been able to get the trucks to replace them. The insurance cost should come down in the July report, as he just got the renewal estimates today. Vehicle gasoline is supposed to come down this summer, and he will keep an eye on that item. Our chemical budget has increased by 5–10% due to rising costs and increased use.

Director Leal talked about the Florida Association of Special Districts, which she believes would be advantageous to the district and would like to join next year at a cost of \$4,500.00. Throughout the year, they hold several meetings all around the state. Mr. Holden talked a little about capital expenditures, most of which is allocated for replacement vehicles.

The reserve funds are placed aside for upcoming initiatives, including \$2.2 million for a future helicopter and \$700,000 for building upkeep for a potential new structure in Big Coppitt. Goodman questioned when the fourth helicopter would be purchased. Director Leal replied that, assuming all went according to plan with the sale of the plane and older helicopters, it would happen within the next two years. A cash flow analysis for the fiscal year 2024–2025 as well as a tentative millage rate chart were provided to the board by Mr. Holden.

Good of the Order: The next budget workshop will be held on July 23rd.

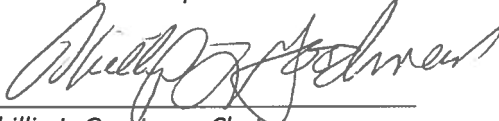
Adjourn: There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,



Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District



Phillip L. Goodman, Chairman



Bette Brown, Secretary-Treasurer

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