

The Board of Commissioners of the Lee County Mosquito Control District (LCMCD) held its regular scheduled meeting July 11, 2013 at 9:00 a.m., in the Auditorium at District headquarters, 15191 Homestead Road, Lehigh Acres, Florida.

**PRESENT:** Chairman Hart, Commissioners Melissa Dortch, William M. Ellis, George T. Mann, Jr. and Director T. Wayne Gale.

**MINUTES** - Chairman Hart asked for approval of the minutes of the last regular meeting of the Board held on June 6, 2013. Commissioner Ellis moved that the minutes be approved as read. Commissioner Mann seconded the motion which carried with no dissenting votes.

**LEE COUNTY HEALTH DEPARTMENT REPORT** – Not available

**LCMCD/LCHCD PAY PLAN REVIEW** – Susan Merris, Human Resources Director provided the Board with a review of the pay plan for the Districts. The review covered the pay ranges compared to the market, based on like job descriptions as well as the exempt and non-exempt step systems. The pay plan is based on 10 pay grades and within each grade there are 10 steps. There is a 75% spread between minimum and maximum pay within each pay grade except grade 10, on the exempt plan, which has a 66% spread. Both allow for Cost of Living (COLA) increases and merit increases based on midpoint of the market or higher. This plan can be adjusted for internal or market changes as needed. Steps are the merit portion of the pay plan and employees with three years of satisfactory performance evaluations will receive a step increase. The employees are divided into three groups for purposes of the step increases so no more than 1/3 of the employees receive a step increase each year. The third pay plan is the seasonal plan for summer month employees. There are two grades in this plan and positions are assigned to a grade and a pay rate within the grade for the position. This group gets the same COLA increase as the others except their increase will come in May rather than October. There are no step increases or steps within the grades. If the individual employee reaches the top of the grade the individual will max out compensation. Certain positions receive an extra \$1/hour if they obtain their Public Health Pest Control license. On call pilots are paid \$30 or \$33 per hour depending on their aircraft certifications. Comparisons using pay range data and salary survey results of incumbent pay are conducted periodically to ensure pay ranges are meeting pay goals. Organizational factors as well as job specific factors are considered when it is possible to obtain the data. In the most recent comparison done in June 2013 pay ranges for our 63 positions were compared to 283 similar positions in eight other organizations. Overall results showed the majority of our pay ranges are where they should be on average (some lower some higher).

**AUDITOR SELECTION** – Director Gale made a recommendation to the Board to extend the current auditor contract for one more year based on the fact that the Chief Financial Officer position is in transition. Commissioner Mann made the motion to extend the contract one more year. Commissioner Ellis seconded the motion and the Board unanimously approved.

**TENTATIVE MILLAGE RATE FOR FISCAL YEAR 2013/2014 FOR LEE COUNTY MOSQUITO CONTROL DISTRICT** – Director Gale and Vivian Jones, Chief Financial Officer, submitted to the Board a proposed millage rate for approval. The budget reflects the roll back rate, that rate will generate an additional \$70,000 in income (approximately). On the face of it, the budget looks adequate but includes another year of deficit spending. If the current expense levels are projected out for the next several years it falls short and the reserves will be used up by 2016. The District has been using reserves to compensate for lost revenue, placing us at a critical juncture. The problem is that even though spending reductions have been implemented, the cost of doing business such as fuel and pesticides has increased dramatically. With projected growth of 3% on property values with current millage levels; the District will run out of money by 2016. With cost cutting measures already undertaken the District has reduced expenses as much as possible and next year will have reduced reserves to a level below the recommended level for self-insurance purposes. The Board needs to set a millage rate and approve a tentative budget today. If an increase is approved it will have to be advertised. At this time on a \$100,000 home a homeowner pays \$23.00 in mosquito control taxes. The calculated and recommended funding level that will prevent continued decline in reserves and stabilize the budget over the next several years is \$0.252 mills which would raise the amount paid on a \$100,000 home to \$25.20. Commissioner Ellis moved to increase Mosquito Control millage to \$0.252 mills for the coming year. Commissioner Mann seconded the motion and there were no dissenting votes.

**SET DATES FOR PUBLIC BUDGET HEARINGS** – Director Gale presented the proposed dates for the public hearings the first being Thursday, September 5, 2013 at 5:01 PM for Mosquito Control and the second public hearing on Thursday, September 12, 2013 at 5:01 PM for the final Mosquito Control budget public hearing. Motion for these two dates and times was made by Commissioner Mann. Commissioner Ellis seconded the motion and the Board unanimously approved.

**DETAILED WORKPLAN BUDGET** – Director Gale presented the detailed work plan budget for the District. The Director advised the Board that the change in the millage rate will generate an additional \$1.5 million into the budget (tentative). There being no further discussion Commissioner Ellis made the motion to approve the workplan budget for 2013-2014 for LCMCD. Commissioner Mann seconded the motion and the Board approved unanimously.

**PROJECTS UPDATE** – Carmen McKinney, Deputy Director, Aviation, Fleet & Facilities reported the following:

- Half of the campus is now on city water and within the next few weeks the entire campus will be on city water.
- The 5-Wide trailer has been removed.
- A worksheet on vehicle storage construction was presented. The signed limited development order will be available within the next week.
- The King Air has flown one mission but developed a fuel issue as well as a propeller issue. The 407 has been able to fill in some of the gaps made by the King Air downtime.

**FISCAL REVIEW** – Commissioner Ellis reviewed the receipts and balances.

**NEW BUSINESS** – Director Gale advised that mosquitoes are everywhere following the massive rainfall this month. Spray missions have covered 70-75,000 acres per night taking 5-6 days to cover the county. There have been 1,000 countable mosquito spray requests since Monday of this week. There has not been much of a salt marsh mosquito problem so far this year.

Dr. Johnathan Hornby, Deputy Director Mosquito Control, in conjunction with Florida Gulf Coast University (FGCU), has applied for a research grant for non-target data for aerial spraying over state lands. The District has a priority this year of obtaining the grant, and with the \$500,000 in available funds could do one to three applications.

Director recommended that the Board hold a budget workshop prior to the next Board meeting on Wednesday, July 31, 9:00 a.m.

There being no further business, the meeting was adjourned.

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Chairman

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Secretary