

**Workshop Meeting Minutes**

**August 15, 2019**

Commissioner Brantley called to order the scheduled meeting of the Lee County Mosquito/Hyacinth Control Districts (LCMCD/LCHCD) on August 15th, 2019 at 8:30 a.m. in the William Opp Training Center at District headquarters, 15191 Homestead Road, Lehigh Acres, Florida.

**PRESENT:**

- Seat 1- Commissioner Ed Brantley, Chair
- Seat 2- Commissioner Brian Farrar, Secretary/Treasurer
- Seat 3- Commissioner Mike Ellis
- Seat 4- Commissioner Steve Bowen
- Seat 5- Commissioner George T. Mann, Jr.
- Seat 6- Commissioner T. Hart: Not present
- Seat 7- Commissioner Bruce Scott
- Legal Counsel- None Present

**STAFF:**

- Executive Director- Dr. David Hoel
- Assistant Director- Aaron Lloyd
- Executive Administrative Assistant- Summer De La Cruz
- Deputy Director, Lee County Hyacinth Control District- Kevin Watts
- CFO- Russ Baker
- Deputy Director, PIO- Eric Jackson
- Senior Accountant- Sean O’Neill
- Accounting /HR Assistant- Sabina Vilarchao

**VISITORS:**

None Present

**PUBLIC COMMENTS:**

The following citizens addressed the Board:  
None

**LCHCD BUDGET DISCUSSION:** Director Dr. David Hoel and CFO, Russ Baker discussed the upcoming fiscal year budget for Lee County Hyacinth Control District:

LEE COUNTY HYACINTH CONTROL DISTRICT  
Proposed Budget  
Fiscal Year Ended September 30, 2020

ACCOUNT DESCRIPTION	Budget Estimate		
	2017-2018	2018-2019	2019-2020
<b>REVENUES</b>			
All Common Fee Revenue	1,844,000	1,941,000	2,040,000
Other Fee Revenue (Cont)			
Interest	15,000	24,000	33,000
Equipment Sales	1,000	1,000	2,000
Miscellaneous	1,000	2,000	3,000
Total Revenue	1,861,000	1,968,000	2,078,000
Cash Carry Forward Fund Balance	1,138,000	1,472,245	1,160,000
<b>TOTAL</b>	<b>2,999,000</b>	<b>3,440,245</b>	<b>3,238,000</b>
<b>EXPENDITURES</b>			
Personnel Services	1,164,000	1,426,000	941,000
Personnel Services Benefits	1,813,000	641,000	143,000
Total Personnel Services	2,977,000	2,067,000	1,084,000
Operating Expenses	87,000	82,000	118,000
Taxes	7,000	1,000	11,000
Communications Services	8,000	1,000	7,000
Transportation and Parking	1,000	500	2,000
Utility Services	17,000	32,000	19,000
Rent and Leases	4,000	2,000	2,000
Insurance	44,000	64,000	28,000
Maintenance and Repairs	61,000	1,000	18,000
Printing and Binding	-	-	1,000
Professional Services	-	-	3,000
Other Charges	24,700	21,000	29,000
Office Supplies	7,000	1,000	3,000
Capital Outlay	18,000	1,000	15,000
Chickens	84,000	154,000	240,000
Professional Services	1,000	4,000	6,700
Operating Supplies	33,000	1,000	36,500

LEE COUNTY HYACINTH CONTROL DISTRICT  
Proposed Budget  
Fiscal Year Ended September 30, 2020

ACCOUNT DESCRIPTION	Budget Estimate		
	2017-2018	2018-2019	2019-2020
Tools and Implements	-	500	-
Publications and Dues	8,500	9,500	12,000
Training	8,000	4,500	5,000
Contingency	-	20,000	20,000
Total Operating	24,500	34,500	47,000
Capital Outlay	20,000	10,000	180,000
Total Expenditures	2,999,000	2,751,000	2,238,000
Cash Carry Forward Fund Balance	1,160,000	1,270,245	941,000
Total Budget/Actual	<b>4,159,000</b>	<b>4,021,245</b>	<b>3,179,000</b>
Tax Levy (Mills per \$1,000)	0.248	0.239	0.230

**LCMCD BUDGET DISCUSSION:** Director Dr. David Hoel and CFO, Russ Baker discussed the upcoming fiscal year budget for Lee County Mosquito Control District:

LEE COUNTY MOSQUITO CONTROL DISTRICT  
Proposed Budget Using the Roll Back Rate  
Fiscal Year Ended September 30, 2020

ACCOUNT DESCRIPTION	BUDGETED 2017 - 2018	Amended BUDGET 2018 - 2019	Budget Estimate 2019 - 2020
<b>REVENUES</b>			
All Voucher Tax Revenues	\$ 20,735,100	\$ 20,732,700	\$ 21,576,700
Other Tax Revenues (Goods)	-	-	5,000
Grants - FEMA	-	180,000	-
Grants - NSF	-	-	-
Charges for Services	69,000	69,000	69,000
Miscellaneous	-	-	-
Interest	45,000	165,000	150,000
Equipment Sales	25,500	1,825,000	75,000
Miscellaneous	10,000	21,000	50,000
Proceeds from Capital Lease	10,815,000	-	-
Total Revenues	39,345,200	23,902,700	21,906,700
Cash Carry Forward Fund Balance	9,850,000	11,395,000	14,000,000
	<b>\$ 49,195,200</b>	<b>\$ 35,297,700</b>	<b>\$ 35,906,700</b>
<b>EXPENDITURES</b>			
Personal Services	\$ 6,323,372	\$ 6,344,590	\$ 6,453,600
Personal Services Benefits	4,151,248	5,200,362	4,157,400
Total Personal Services	10,474,620	11,544,952	10,611,000
Operating			
Operating Expenses	1,006,000	734,000	1,204,200
Travel	150,000	139,514	137,500
Communication Services	81,000	57,500	75,500
Transportation and Postage	34,000	15,000	18,000
Utility Services	221,000	229,000	191,500
Rent and Leases	151,613	165,000	27,000
Insurance	495,000	464,500	694,500
Maintenance and Repairs	1,220,000	1,223,000	774,000
Printing and Binding	500	2,000	2,500
Professional Activities	5,000	35,000	13,500
Other Charges	75,000	35,000	11,500
Office Supplies	22,000	18,000	15,000
Gasoline, Oil and Lube	430,000	232,500	200,500

LEE COUNTY MOSQUITO CONTROL DISTRICT  
Proposed Budget Using the Roll Back Rate  
Fiscal Year Ended September 30, 2020

ACCOUNT DESCRIPTION	BUDGETED 2017 - 2018	Amended BUDGET 2018 - 2019	Budget Estimate 2019 - 2020
Chemicals	2,500,000	2,310,414	2,419,000
Protective Devices	45,000	37,000	64,500
Miscellaneous Supplies	145,000	167,000	124,000
Small Tools	5,000	4,000	-
Publications and Dues	140,000	218,999	225,000
Training	110,000	163,227	130,000
Grants and Aid	60,000	38,000	25,000
Contingency	-	3,350,000	1,000,000
Total Operating	8,865,000	7,664,614	7,991,500
Capital Outlay	73,260,600	3,607,775	4,530,750
Debt Service	3,934,250	2,872,018	6,924,800
Transfers Out	-	100,000	-
Total Expenditures	42,519,850	27,000,454	26,446,900
Cash Carry Forward Fund Balance	9,850,000	11,395,000	14,000,000
Total Budget/Actual	\$ 49,195,200	\$ 38,395,700	\$ 39,296,700
Tax Levy (mills per \$1,000)	2000	2030	2238



Commissioner Ed Brantley, Chair  
Term: December 2016 – November 2020



Brian Farrar, Secretary/Treasurer  
Term: November 2018 – November 2022