

**EAST FLAGLER MOSQUITO CONTROL DISTRICT  
REGULAR BOARD MEETING AGENDA  
MAY 16, 2022**

If any person decides to appeal any decision made by the district board with respect to any matter considered at this public meeting, such person will need a record of the proceedings and for such purpose, such person may need to ensure that a verbatim record of the proceeding is made, including the testimony and evidence upon which the appeal is to be based.

Board of Commissioners: Julius Kwiatkowski (JK), Ralph Lightfoot (RL), Mike Martin (MM), Director: Mark Positano (MP), Board Attorney: Noah McKinnon (NM), CPA: Steve Barnier (SB).

*A three (3) minute public comment period may be provided at the end of the meeting*

- 1) Open Meeting, Pledge of Allegiance (10:00 AM)
  - a) Suspension appeal, Kevin Card, Pilot (Attachments: 1(a)(i) Documented Counseling Session, 1(a)(ii) Written Reprimand, 1(a)(iii) Kevin Card's Statement, 1(a)(iv) Kevin Card's Appeal Letter)
    - i) A five-day suspension was issued for unprofessional behavior and refusing to listen to a supervisor
    - ii) District employees are entitled to appeal a suspension per the personnel policy below
      - (1) *"You may appeal any suspension or termination to the Board of Commissioners. Reprimands are not appealable. To appeal, you must request a hearing in writing within ten (10) working days of the action you intend to appeal. The appeal letter is to be submitted to the Director and it shall include those facts on which the appeal is to be based. The Board may refuse to hear an appeal, or it may sustain, modify or overturn the suspension or termination."*
    - iii) Due to the egregiousness of the unprofessionalism and the insubordination towards a supervisor, progressive discipline does not apply as per the policy below.
      - (1) *"In very serious situations, certain offenses may justify either a suspension, or, in extreme situations, termination of employment, without going through the usual progressive discipline steps. You should also look at the Standard of Conduct and Work Rules policy in this handbook. That policy lists examples of unacceptable conduct that might result in immediate suspension or termination of employment."*
- 2) Approve Minutes (Attachment 2 April 18, 2022 Regular Board Meeting)
- 3) Approve Payables (Attachments: 3A Check Register, 3B E-Bills list)

<u>Check Date</u>	<u>Check #</u>
18-Apr-22	19378-19390
6-May-22	19391-19392
- 4) Financial Report (Attachments: 4A Financial Summary, 4B Fund Balance Report, 4C Pesticide Report)
  - April 2022
    - a) (GAAP Basis) Monthly Revenue: \$110,609; Expenditures: \$296,448
    - b) (GAAP Basis) Year to Date Revenue: \$2,441,168; Expenditures: \$1,255,211
    - c) Reserved Fund Balance: \$1,059,143
      - a. Capital - \$151,330
      - b. Cash - \$800,980
      - c. Compensated Absences \$106,833
    - d) General Fund - Unreserved Fund Balance: \$1,436,134

e) Capital Projects Fund - \$400,424	
f) Inventory-Chemicals	
Beginning Balance	\$488,752
+ Chemical Purchases	\$0.00
- Chemical Use and Prior Month Adj	\$31,930
Ending Balance	<u>\$ 456,822</u>

Inventory on 4/30/22 is \$97,759 higher than 4/30/21

- g) Percentage of budget spent to date: 55.10%
- h) Percentage of fiscal year that has passed: 58.0%
- i) PNC local checking \$185,360.17
- j) PNC payroll checking \$36,732.35
- k) SBA local savings \$1,891,093.75
  - o Interest earned \$408.74 (.45%)

Total Cash 4/30/22 is \$152,951 higher than 4/30/21

l) Transfers:

1. 4/20/22 SBA Local Savings to PNC Local Checking for \$150,000
2. 4/4/22 PNC Local Checking to PNC Payroll for \$21,049.14 (Payroll)
3. 4/12/22 PNC Local Checking to PNC Payroll for \$11,675.08 (BMO)
4. 4/19/22 PNC Local Checking to PNC Payroll for \$23,557.31 (Payroll)
5. 4/25/22 PNC Local Checking to PNC Payroll for \$1,012.20 (Payroll)

m) Other items:

- a. None at this time.

5) Five Year Capital Outlay Plan (Attachment 5)

- Request approval of plan for budgeting purposes

6) Budget Amendment (Attachments: 6A Resolution, 6B Budget Amendment)

- Somethings that were not planned for as part of the budget, higher fuel prices, and redefining the capital outlay threshold require a realignment of unreserved funds as denoted below:
- Move \$40,000 from contingency to repairs and maintenance to cover turbine exchange and hydraulic pump
- Move \$3,000 from contingency to operating expenses to cover survey work for expansion documentation
- Move \$1,500 from contingency to promotional activities
- Move \$5,500 from contingency to fuel
- Move \$25,000 from capital outlay to miscellaneous supplies
- Request approval of resolution and budget amendment

7) Aerial Spraying Contingency Contract

Utilizing the “Piggy-back” contract procurement method  
Safety net in case of prolonged repairs or Pilot unavailability

- 8) Public Outreach Update
  - District’s 70<sup>th</sup> Birthday 1952 -2022 “Platinum Jubilee”
- 9) Strategic Plan Check-in
- 10) Other Business
- 11) Next Regular Meeting: \*Tuesday, June 21, 2022, at 10:00 AM
- 12) Adjourn