

Minutes of Board Meeting
Pasco County Mosquito Control District
2308 Marathon Road, Odessa, FL 33556
August 09, 2022

Regular meeting of the Board of Commissioners was called to order at the district office on August 09, 2022 at 9:30 a.m.

Pledge of Allegiance

Those present were Chairperson Abbott, Secretary Cox, Treasurer Evans, Executive Director Rogers, Research & Surveillance Director Agne Prasauskas, Public Education and Information Officer Meek, Finance Manager Foster, Lina Castro, Jonathan Moore, and Andrew Pupke with InVision Advisors, and John Ford with Ford & Associates.

Approval of Agenda and Consent Agenda: Randy Evans motioned, Michael Cox second – All approved

Public Comment: None

New Business:

- A. Part Time Employee Wellness Benefits: With the constant struggle for the attraction and retention of part time employees, it was deemed necessary to offer Wellness Benefits on a prorated basis to our part time and seasonal staff. Commissioner Cox motioned, Commissioner Evans second – All approved
 1. As a side note: Executive Director Rogers informed the Commissioners that we started a Saturday shift for the ULV drivers during the month of August to make up for the reduced number of drivers.

Unfinished Business:

- A. Fiscal Year 2022-2023 Budget 5th Draft: Executive Director Rogers stated that we have had no significant changes from the previous draft and that the changes for insurance premiums should be added prior to the next meeting, as we are still waiting on updates from insurance brokers. Commissioner Abbott asked about other carriers and if the board will see them next month, also asking if we could work directly with the carriers. Executive Director Rogers stated it is unclear at this time. Commissioner Cox suggested with the new HR individual starting that they might look into self-insurance.
 - i. Commissioner Abbott proposed moving salary increases for staff to February with a total average increase of 4.5% as opposed to 6% suggested in the budget with concern that the increase implemented in June as a result of the salary survey and then another increase in October seems excessive. Executive Director Rogers discussed the Salary Survey that warranted the salary increase in June was merely to make Pasco County Mosquito Control more competitive in the marketplace to attract and retain employees. In addition, the annual merit-based increases in October, as previously discussed, is completely a separate item.
- B. Campus Financing, Municipal Financial Advisor: Discussions over the contract presented from John Ford with Ford and Associates. The original contract was signed in 2020. A new contract has been drafted in order to move the campus build-out project forward. Commissioner Cox stated the fee structure is reasonable and asked if we have a budget for the campus project yet. Executive Director Rogers stated that Spring Engineering, Inc. needs more time due to the company president being unavailable. Commissioner Cox believes we will still get the project completed on a timely basis. Mr. Ford stated that the contract is needed to protect the organization during the financing process. Commissioner Cox also stated that the district should start getting financing ahead of time. Mr. Ford stated that they wouldn't be in favor of getting financing too far in advance of construction commencing. It was proposed to move forward to sign the contract with Ford and Associates. Commissioner Cox motioned and Commissioner Evans second – All approved

Director's Report:

- A. Campus Update: Lina Castro and Jonathan Moore stated Spring Engineering, Inc. provided four different concepts of the new campus design. Executive Director Rogers informed the board that all district department managers thoroughly evaluated and chose the best options and features from each design. Spring Engineering, Inc. will continue to update the designs in preparation for the final presentation to the board on September 9th,

2022. Once the board approves the schematic design then a budgeting exercise is scheduled to proceed between 09/12/2022 to 10/03/2022. Commissioner Cox asks why the need for InVision Advisors on the project, as he doesn't feel the need to spend money on an Owner's Rep when Spring Engineering, Inc. can provide all necessary representation. No further discussion regarding InVision Advisors ensued and the company will continue to represent the district in all campus buildout matters.

General Information:

- A. District Operations: Executive Director Rogers updated the board regarding the Administrative Assistant and HR Generalist positions. The district has received an overwhelming response to the job announcement. She stated the district has hired Ms. Quetzal Vazquez to occupy the Administrative Assistant position. Regarding the HR position, two more interviews scheduled and should have a candidate by the end of the week.
 - a. All the rain we have had lately has increased the number of service requests the district is receiving to combat mosquitoes. Executive Director Rogers has commended all the staff of the great job they are doing, despite the challenging weather conditions. The district will also start sending out the ULV trucks on Saturdays during the peak season to increase mosquito control response.
 - b. The chemical bid has been posted and submittals are due to the district by 09/09/2022. The board will review bid proposals at the upcoming September board meeting.
- B. Safety Reports: Executive Director's car involved in accident. The other driver is at fault. There were injuries sustained. The repairs are to be done in-house once all parts delivered.
- C. Arbovirus Report: West Nile Virus – only 1 chicken positive in Pasco County to date. EEEV – nothing confirmed positive in Pasco County. SLEV nothing confirmed positive in Pasco County. Dengue – two human cases reported in Miami-Dade in 2022. Malaria – 1 travel-related case reported in Pasco County in 2022.

Good of the Order:

Commissioner Abbott would like to add public outreach to the agenda items going forward and provide an update each month.

Meeting Adjourned:

Commissioner Evans made a motion to adjourn the meeting at 11:52 a.m. Commissioner Cox second. Meeting Adjourned.

Date: 9/15/22

Attested: 