



**Board of Trustees**  
**Camano Island Mosquito Control District**  
**Thursday October 21, 2021**  
**2:00 – 3:00 PM**  
**Camano Senior and Community Center**  
**2022 Budget Hearing/Workshop**  
**Minutes**

**1) Opening of 2022 Budget Hearing/Workshop**

- a) Call to Order - 2:25 PM
- b) Roll Call - Boyd Kallcott, William Watkins, Patricia Campbell, Bruce Trimble, Jay Lawrence

**2) Review / Approval of Agenda– Bruce made motion to approve the agenda, Pat second All in favor, motion passed**

**3) Review Budget Proposal from District Manager**

- a) Review 2022 Draft Budgets two drafts.
- b) Budget Overview: manager Salary is the only difference in the two proposals. A motion was made in the regular meeting for a pay increase of 6% for the manager so we will only be looking at the budget proposal that had the 6% salary increase. Everything else is the same in the two proposals. Jay had the Draft Budget overview on the TV monitor showing month by month income and expenditures. Also has a paper copy for review.
- c) Review Budget comparison 2020, 2021, 2022 Jay handed out the budget comparison worksheet showing the budgets from 2020, 2021, and proposed budget for 2022. Pat asked how much of an increase is their per parcel in the proposed budget, Jay replied \$3.64 if we still have the same number of parcels. The proposed budget amount is raised to \$117,000.00 from \$111,000.00 which is a \$6,000 increase. Pat asked if this is due to inflation. Yes, also the salary increase that includes the other employment expenses L&I, ESD, Medicare, Family Medical Leave. Jay went down the list of expenditures. Jay stated that we could save a little money on the Education and travel expenses such as the hotel expense. Jay hasn't gone to any meetings in 2020 or 2021 except for the AMCA meeting that was all online this year. Jay will not be going to the AMCA meeting in 2022 as it is in Florida. Probably will go to the NWMVCA spring meeting. Bruce said he has no objection with anything related to education and travel as this is important. Jay went through the rest of the list; most items are the same as 2021 unless they increased in 2021 then an increase was added to 2022. Total expenditures total \$115,709.72.
- d) Review Budget vs. Actual from 2021, 2020, 2019 Jay went over the Profit Loss Budget vs Actual for the past three years and showed that we are very close to breaking even over the three years. The Auditor FIT program shows that we should have a little more reserve each year that's why the budget proposal is for \$117,000 and a surplus of \$1,290.28.
  - i) Jay also went through a Balance Summary worksheet comparing the receivables at year end for 2017-2020 and then the average receivables came out to \$5,286.72 still owed at the end of 2021. Jay went through the same process to come up with an average total funds at the end of 2021. The average of the past four years is \$62,457.25 to carry us through until our next benefit assessment income in April of 2022. Along the bottom of the 2022 Draft Budget in the yellow is a running total of fund balance at the end of each month. It shows a starting estimated amount of \$62,500 at the end of 2021 and tracks the changes each month to maintain enough funds to continue operations.
- e) Discussion, changes, questions. No questions or changes
- f) Are there any items that will need a motion and vote at the regular meeting?
  - i) Salary - was voted in the regular meeting prior to the workshop



The final budget will be approved at the regular board meeting November 18, 2021.

**4) Review Budget Resolutions**

- a) Make Changes as needed – Resolutions were reviewed, and no changes were needed. These will be voted and signed at the next regular meeting on November 18, 2021.

**5) Public Comment – No public comments**

- a) Copies of the budget draft will be available for review. To obtain a copy send a request by mail or e-mail to cimcd@wavecable.com. Copies will be mailed to the address you provide.

Mail requests to

370 N East Camano Drive Ste5 #156

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**Adjourn**