

Regular Meeting Minutes

Florida Keys Mosquito Control District
Marathon Office
503 107th Street Marathon, FL 33050

May 21, 2024 1:30 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on May 21st, 2024, at the FKMCD Marathon office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Bette Brown, Secretary/Treasurer; Brandon Pinder, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Dirk Smits, Board Attorney.

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education & Information Officer; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: None

Community Input: None

Approval of Consent Agenda: Chairman Goodman asked the Board if there were any corrections or additions to the consent agenda, having none, the agenda was approved.

Approval of Agenda: Chairman Goodman requested to amend the agenda by adjusting item 10d to 2024-13 and adding item 10h to approve Resolution 2024-14, Accepting the Financial Statements and Audit for the Year Ended 2023. A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to amend the agenda as described. Chairman Goodman then asked if we could move item 10h to be placed on the agenda before the Treasurer's Report. A motion was made by Commissioner Cranney, seconded by Commissioner Brown, and passed unanimously to approve the amended agenda.

10h.) Resolution 2024-14 Accepting the Financial Statements and Audit for the Year Ended 2023 - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA ACCEPTING THE FINANCIAL STATEMENTS AND AUDIT FOR THE YEAR ENDED SEPTEMBER 30, 2023 AS DRAFTED BY OROPEZA & PARKS, CPAS; AND PROVIDING FOR AN EFFECTIVE DATE. A motion was made by Commissioner Brown, seconded by Commissioner Zuba and passed unanimously to Accept the Financial Statements and Audit for the Year Ended 2023. After a roll call vote, it was unanimously accepted.

Treasurer's Report: The Secretary/Treasurer, Bette Brown, handed out information regarding banking and investment information on ICS and CDARS. She discussed the differences between these products and compared them to our current investment account, FL Class, and our current bank, Centennial. It was decided that at this time we will continue with FL Class and will continue to monitor the investment accounts more closely in the Invest Review Committee monthly meetings. She also suggested we go out to bid for our banking provider. After discussions, we will do an RFP for banking in the next few months.

Attorney's Report: Dirk Smits, Board Attorney, stated he recently shared with the staff a new requirement per Florida Legislature 787.0613 regarding Non-Governmental entities doing business with Governmental entities. It requires them to provide an affidavit regarding the use of coercion for labor and services. Dirk will send the one-page form that we will need to start using going forward as part of our contracting process. Dirk also recommended using an ITN for banking instead of the RFP, as discussed during the Treasurer's Report.

Director's Report: First, Director Leal thanked offshore technician Alex Weeks for ten years of exceptional service and gave him a Certificate of Achievement. He performs an excellent job of covering for his supervisor when they are away and maintains the boats running. She updated the board on mosquito-borne diseases and provided an operations summary, advising that Miami-Dade has had six local dengue cases this year. It has slowed down but we do know it's still circulating in Miami-Dade. Puerto Rico has declared a public health emergency as they are seeing a 500% increase in cases this year. We have seen an uptick in salt marsh mosquitoes prompting us to send out 46 truck adulticide missions treating approximately 14,400 acres throughout the Keys in the month of April. Service Requests received (750) were higher than the historical average for April, the majority of which requesting a fog truck or inspection. The Key Largo Sweep on April 16–18 was a success with our inspectors visiting 1,503 sites and applying 271 treatments.

During their May travel to Washington, DC for the Washington Days conference, Director Leal, Commissioner Pinder, and other staff members discussed a number of topics, including the Farm Bill, SMASH Act Reauthorization/Funding, and UAV Regulations. She also went to the Southeast Regional Director's Roundtable on April 25, which was a fantastic way to network with other directors in the southeast section of Florida.

After that, Bruce Holden provided us with a report on our FLClass account, showing that we earned just about \$60,000 in April with an average yield of 5.37%. He intends to keep taking money out of the account as needed to pay bills during the summer, leaving the remaining amount to continue earning interest.

Items for Board Discussion:

9a.) 75th Anniversary Update – On our website, we unveiled the chronology and a dedicated 75th anniversary area that is updated with relevant content on a regular basis. The public likes the unique anniversary koozies that Chad started giving out at events. He is continuously planning the October open house. Over the coming months, things will continue to move forward and we will educate the residents about our goal.

9b.) Notification to File Form 1 – All commissioners should have received an email to file Form 1 by June 30th, 2024.

9c.) Budgetary Process Annual Review – Bruce Holden reviewed the document he provided in the board book of the Key Dates for Preparation of the 2024-2025 Budget.

Items for Board Review and Action:

10a.) Financial Reports – Director of Finance Bruce Holden noted that we had to use the last of the DL Porter funds (\$202,475.00) to fix the roof. He clarified that although the graph on page 34, Expenditure of Local Funds 2023–2024 Actual vs. Average of Last 7 Years, suggests that we are spending a lot of money, it is actually because of the grant money and the costs associated with the fire. Those funds will be reimbursed through insurance proceeds or grant funding. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously, confirming the Board received the financial information from April of 2024 and the Board requests it be submitted for audit at the appropriate time.*

10b.) Resolution 2024-11 Budget Amendment #3 - A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA AMENDING THE DISTRICT'S BUDGET FOR FISCAL YEAR 2023-2024; ADOPTING REVISIONS TO CERTAIN POLICIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney and passed unanimously to approve Resolution 2024-11 Budget Amendment #3. After a roll call vote, it was unanimously accepted.*

10c.) Resolution 2024-12 Budget Amendment #4— A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA AMENDING THE DISTRICT’S BUDGET FOR FISCAL YEAR 2023-2024; ADOPTING REVISIONS TO CERTAIN POLICIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously to approve Resolution 2024-12 Budget Amendment #4. After a roll call vote, it was unanimously accepted.*

10d.) Resolution 2024-13 District 3-Year Strategic Plan: 2024-2027— A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA, ADOPTING THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT 2024-2027 STRATEGIC PLAN; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Brown, seconded by Commissioner Cranney and passed unanimously to approve the District 3-Year Strategic Plan: 2024-2027. After a roll call vote, it was unanimously accepted.*

10e.) Executive Director Performance Evaluation – The Commissioners thanked her for the outstanding job that she is doing for the District. *A motion was made by Chairman Goodman, seconded by Commissioner Zuba and passed unanimously to give a Vote of High Confidence going forward to Director Leal.*

10f.) Set the Tentative Budget and Final Budget Hearing Dates - Bruce Holden, Director of Finance, discussed the budget hearing dates set by the Monroe County School Board and Monroe County government. After some discussion, the FKMCD tentative budget hearing was scheduled for September 3, 2024 at 5:05pm. The FKMCD final budget hearing was scheduled for September 17, 2024 at 5:05pm. *A motion was made by Commissioner Pinder and seconded by Commissioner Zuba and passed unanimously to approve the hearing dates.*

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on June 18, 2024 at 1pm, and advised the Board there would be a Budget Workshop and Regular Meeting. Director Leal suggested we have the Regular Meeting first due to a guest at the meeting.

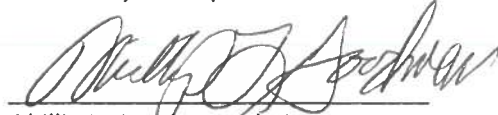
There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,



Andrea Leal
Executive Director

Board of Commissioners
Florida Keys Mosquito Control District



Phillip L. Goodman, Chairman



Bette Brown, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.