

REGULAR MEETING

MARCH 15, 2022



2022 CALENDAR

January-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
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30	31					

March-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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May-2022						
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July-2022						
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31						

September-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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November-2022						
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February-2022						
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27	28					

April-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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June-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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August-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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October-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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30	31					

December-2022						
SUN	MON	TUES	WED	THUR	FRI	SAT
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

Holidays
 Meetings
 Conferences

Regular Meeting Agenda

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

March 15, 2022 2:30 pm (approximate)

1.) Call to Order

2.) Roll Call

3.) Community Input:

Community Input shall be heard prior to each specified agenda item.

The Board adheres to, and conducts each meeting in accordance with, Robert's Rules of Order. Presentations to the Board are limited to three (3) minutes for each individual speaker and five (5) minutes for the representative of a designated group. Transfer of time between individuals and/or groups is not permitted. Letters submitted to any Commissioner, the Executive Director, Executive Assistant, or any other District employee during a Board meeting will be placed into the record but will not additionally be read into the record at the meeting.

The Board welcomes public input but also must maintain order. Thus, community input is not a time for open dialogue between the Board and the speaker. Speakers should direct their comments to the Board and not to District staff or other audience members. Speakers should not expect Commissioners or staff to answer or respond to questions during community input. If appropriate, the Board may request the issue be added as a discussion item at a future District Board meeting. Furthermore, all speakers agree to abide by FKMCD's Code of Conduct Policy and Procedures Governing Meetings, Hearings, and Community Input, as adopted through Resolution 2021-02.

Any person who wishes to make public comment during this meeting may be heard by the Board, through the Board Chair, on any proposition before the Board by either (1) complete and provide the supplied community input card or inform the Clerk/Executive Assistant to the Board, specifying the agenda item; or (2) when remote means for input is allowed by the Board, calling 305-292-7190 or emailing the Clerk/Executive Assistant (currently ddarias@keysmosquito.org) no later than 11:00 am on March 15, 2022. If attending remotely, you must remain available by phone from the hours of 1:00pm to 3:00pm.

4.) Approval of Agenda

5.) Consent Agenda

All items listed as Consent Agenda items are considered routine and non-controversial by the FKMCD Board and will be approved by a single motion. There will be no separate discussion of these items. Prior to this meeting, Board Members have had the opportunity to review each of these items and may request that any item be moved to an Action Item for individual consideration.

a.) **Minutes** of the February 15, 2022 Audit Committee, Social Media Workshop and Regular Meeting

6.) Attorney's Report

7.) Director's Report

8.) Items for Board Discussion

- a.) Administrative Policy: Secretary/Treasurer Responsibilities

9.) Items for Board Review and Action:

- a.) Financial Reports (Holden)
 - I. Budget Analysis
 - II. District Finances
 - III. Cash Disbursements through February 2022
- b.) RFP 2022-02 Generator Replacement (Holden)
- c.) May Meeting Date Change (Leal)
- d.) Executive Director Annual Evaluation (Goodman)

10.) Good of the Order

11.) Meeting Adjourned

Item 5a

Approval
of
Minutes

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office

503 107th Street

Marathon, FL 33050

February 15, 2022 1:00 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on February 15, 2022 at the FKMCD Marathon office.

Present Were: Jill Cranney, Chairman; Phillip Goodman, Commissioner; Dr. Stanley Zuba, Commissioner; Tom McDonald, Secretary/Treasurer; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Brandon Pinder, Commissioner, was absent.

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

Invited Guests Present: None

Community Input: None.

Approval of Agenda: A motion was made by Commissioner Zuba, seconded by Commissioner McDonald and passed unanimously to approve the Agenda.

Items for Board Discussion:

8a.) 2020-2021 Audit Planning – Chairman Cranney advised the committee that the planning process for the 2020-2021 audit year is moving smoothly and the actuarial report is underway. They are scheduled to present the financial statements at the April Board Meeting. The auditors are requesting we revise our Investment Policy to reflect what is in the Florida Statue on Investment Policies. Commissioner Goodman asked if our cash reserves are in a minimal investment plan and Bruce Holden, Director of Finance, advised that they are in a standard account and Centennial Bank lowered our interest rates effective January 1, 2022. Commissioner Goodman inquired if the District could invest the money in short term CD's which might yield higher interest rates, Bruce said he will look into current interest rates and bring the information back to the Board.

Items for Board Review and Action: None

Good of the Order: None

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*

Jill Cranney, Chairman

Social Media Workshop Minutes

Florida Keys Mosquito Control District
Marathon Office
503 107TH St.
Marathon, FL 33050

February 15, 2022 1:13 PM

The Board of Commissioners of the Florida Keys Mosquito Control District held a Social Media Workshop on Tuesday, February 15, 2022.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Jill Cranney, Commissioner; Tom McDonald, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Brandon Pinder, Secretary-Treasurer was absent.

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

GUESTS PRESENT: None

APPROVAL OF AGENDA: *Chairman Goodman asked the Board if there were any corrections or additions to the agenda, having none the agenda was unanimously approved.*

Chairman Goodman announces the purpose of this workshop is to discuss the Florida Keys Mosquito Control District's social media use policy and other effective techniques for communicating with the general public.

DISCUSSION:

Andrea Leal, Executive Director, advised the Board that during today's workshop, we will be reviewing our current Social Media policy and how we have been utilizing our Social Media Platforms, Website, and App usage.

Chad Huff, Public Education & Information Officer presented an overview of the District's current Social Media Policy and stated we primarily use Facebook and Twitter to reach the community, with Facebook being the primary platform due to the capability of revising a post and not being limited to the size of the post. He reviewed the Social Media dashboard for our Facebook and Twitter accounts and explained we have an increase in traffic in the high season and the posts that secure the most attention are Spray Mission Notifications with adulticide missions getting the highest participation. Open Houses, Events, Throwback Thursdays, and Animal Encounters also have high traffic on the platforms. Our website tends to see the most traffic when we have news-worthy events happening in the District, an example being the Oxitec Trials. Our main demographic utilizing our Social Media pages are woman, double the amount of men.

Chairman Goodman thanked Chad Huff for the great presentation and advised he would like to see additional Social Media postings that include our new helicopters, automated traps, A1 Misters, drones, and our teams of inspectors that handle each key so the Keys residents are familiar with the inspectors that will be in their neighborhoods.

ADJOURN: There being no further business to come before the Board, the workshop was adjourned.

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

February 15, 2022 1:50 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on February 15, 2022 at the FKMCD Marathon office.

Present Were: Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Tom McDonald, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Dale Coburn, Board Attorney. Brandon Pinder, Secretary/Treasurer was absent.

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

Invited Guests Present: None.

Community Input: None.

Approval of Agenda: Chairman Goodman asked the Board if there were any corrections or additions to the agenda, having none, the agenda was unanimously approved. A motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously to approve the Consent Agenda.

Attorney's Report: Dale Coburn, Board Attorney, advised the Board he will be addressing the Board later in the meeting regarding the Cyber Insurance Reimbursement. There were no other questions for the attorney at this time.

Director's Report: Executive Director, Andrea Leal reviewed final Dengue cases from 2020, which amounted to 70, and advised the operations team has been very busy with larviciding missions due to significant rainfall we've had during the slow season. The *Aedes aegypti* numbers continue to remain well below average thresholds throughout the Keys. FKMCD will be hosting Leadership Monroe on February 18th at the Marathon office. The District has a few open positions; however Director Leal is confident we will have these positions filled before entering the busy season considering the qualified applicants we are receiving. Joseph Hertzog was nominated for the Employee of the Quarter due to his excellent work ethic and covering the ULV Dispatch Role on a part time basis. Director Leal recognized Michael Behrend, Director of Human Resources and Tina Wyatt for their assistance in helping with the Cigna FSA transition at the end of the year. Cigna reimbursed us \$12,500 for the error. Director Leal discussed FMCD DODD Short Courses the District attended and the upcoming AMCA Annual Meeting in Jacksonville.

Items for Board Discussion:

8a.) Executive Director Evaluation – Michael Behrend, Director of Human Resources, asked the Board for guidance as to how they would like to proceed with the Executive Director Annual Evaluation. Chairman Goodman asked if the evaluation form could be emailed to each Commissioner requested each Commissioner schedule a time to meet with Director Leal in person or via phone in

the next few weeks. He requested these meetings take place before the next Board Meeting on March 15, 2022.

8b.) Administrative Policy: Secretary/Treasurer Responsibilities – Tom McDonald, Commissioner, reviewed the guidelines he created for the Secretary/Treasurer position on the Board he was newly elected too. After review it was decided that Commissioner McDonald would work closely with Bruce Holden, Director of Finance to define the role of the Secretary/Treasurer position for the FKMCD. Phillip Goodman, Chairman, requested that we bring this back as a discussion item for the next meeting.

Items for Board Review and Action:

9a.) Financial Reports – Bruce Holden, Director of Finance, discussed the Budget Summary and noted we are right on track for spending for the year. *A motion was by Commissioner Cranney, seconded by Commissioner McDonald and passed unanimously* to accept the financial reports for January 2022.

9b.) ITB 2022-01 Truck Mount Gas ULV Sprayers – Bruce Holden, Director of Finance, advised the Board one bid was received during the bid opening for the Truck Mount Gas ULV Sprayers. The Bid Opening Committee unanimously recommended awarding the contract for three ULV Sprayers to Clarke Mosquito Control Products. The total cost, including freight, will be \$45,255.63. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald, and passed unanimously* to approve ITB 2022-01 Truck Mount Gas ULV Sprayers awarding the bid to Clarke Mosquito Control Products.

9c.) Surplus Property – Bruce Holden, Finance Director, asked the Board for approval for destruction and/or disposal of the Surplus Property listed once it is determined that no other county or district engaged in arthropod control has need for the equipment. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously* to approve the surplus property disposition as discussed.

9d.) Approval for Demand and Complaint regarding Cyber Insurance Reimbursement – Dale Coburn, Board Attorney asked the Board for approval to send the Demand Letter to the Insurance Company, PGIT and if no response is received within 10 days to move forward with the Complaint. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney, and passed unanimously* to move forward with filing the Demand & Complaint.

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on March 15, 2022 at 1pm and advised the Board there would be an Audit Committee Meeting, Regular Meeting and a Workshop of Director Leal's choosing.

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

Thomas McDonald, Secretary-Treasurer

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

DRAFT

Respectfully submitted,

*Andrea Leal
Executive Director*

*Board of Commissioners
Florida Keys Mosquito Control District*

Phillip L. Goodman, Chairman

Thomas McDonald, Secretary-Treasurer

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

DRAFT

Thomas McDonald, Secretary-Treasurer

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

DRAFT

Item 7

Director's Report

March 2022 Director's Report

State of Florida Mosquito-Borne Disease Update (as of 03/05/2022)

1. Monroe County (2020)
 - a. Dengue: **72** local
2. All of Florida (2022)
 - a. Dengue: 0 local, 9 travel-related
 - b. Zika: 0 local, 0 travel-related
 - c. Chikungunya: 0 local, 0 travel-related
 - d. West Nile Virus: 0 human cases
 - e. Eastern Equine Encephalitis: 0 human cases

Operations Summary

1. Adult Mosquitoes
 - a. Salt Marsh mosquito numbers higher than historical average throughout the Keys in February
 - b. No aerial adulticide missions were conducted in February
 - c. Three (3) truck adulticide missions were conducted in February in the Upper Keys
 - d. *Aedes aegypti* numbers continued to remain well below thresholds throughout the Keys in February
 - i. Upper Keys Hotspot Update: Narrowed our focus to 2 or 3 businesses and will continue working closely with them on clean-ups and options
2. Larval Mosquitoes
 - a. Rainfall continued throughout the Keys in February, but at lower accumulation
 - b. Nine (9) aerial granular larvicide missions were completed in February, treating approximately 1,700 acres; this is right at the historical average for February
 - c. No aerial liquid larvicide missions were conducted in February
3. Service Requests received (100) were at the historical average for February, majority of which requesting a fog truck or inspection

Community Outreach/Education

1. Schools
 - a. Career Day: Plantation Key School, 3/16
2. Community Events/Outreach
 - a. Gigantic Nautical Flea Market: Islamorada, 2/26 – 2/27
 - b. Marathon Seafood Festival: 3/12 – 3/13
 - c. KW Seafood Festival: 4/2 – 4/3
 - d. Mote Marine Ocean Festival: Key West, 4/23
3. Media
 - a. Weekly Radio, US 1
 - b. Key West Citizen: EPA approves Oxitec Extension (3/9/22)
 - c. Various other press coverage of Oxitec EUP Extension
4. Visitors
 - a. Leadership Monroe: 2/18

Human Resources

1. Current Openings
 - a. Lower Keys Field Inspector (1 position): interviews ongoing
 - b. Middle Keys Field Inspector (1 position): interviews ongoing
 - c. Upper Keys Field Inspector (1 position): interviews ongoing
 - d. Part-time Trap Technician (2 positions): interviews ongoing

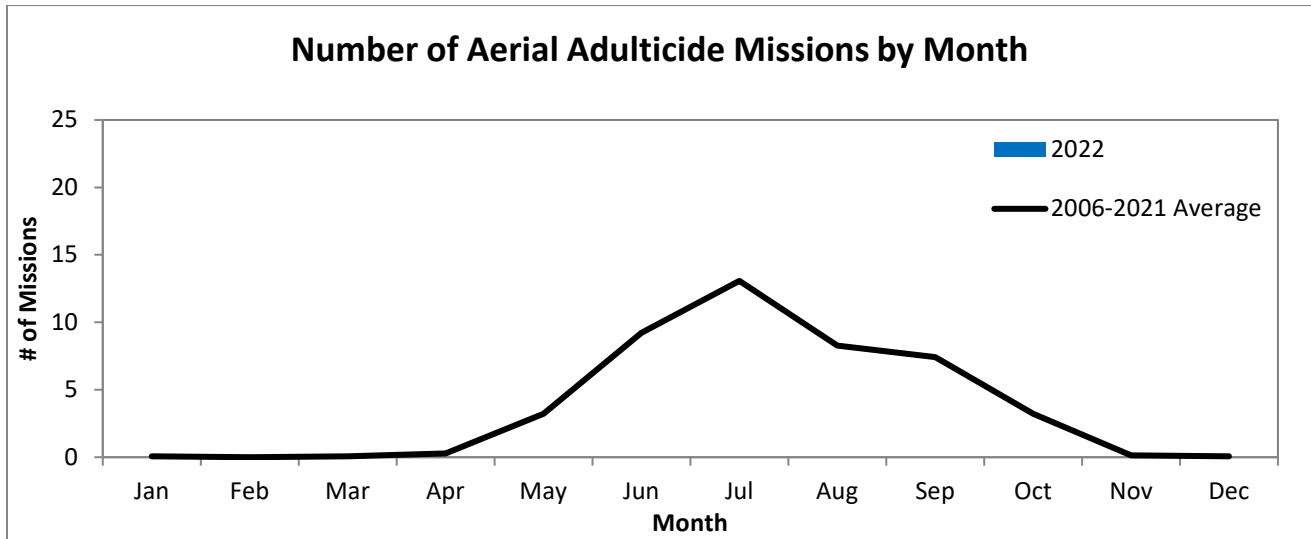
Other Items

1. Travel/Training
 - a. All Hands Field Training (Marathon): 2/24/22
 - b. AMCA Annual Meeting (Jacksonville, FL): 2/28/22 – 3/4/22
 - Presenters: Dr. Larry Hribar, Michael Boehmler, Heidi Murray, Andrea Leal (Catherine Pruszynski)
 - c. HAI Heli-Expo (Dallas, TX): 3/6/22 – 3/11/22
 - District Helicopter and Spray Equipment on Display
 - Employees attend various trainings/seminars
 - d. Florida Keys National Marine Sanctuary's Water Quality Steering Committee Meeting: 3/7/22
 - e. Clarke Seminar All-Staff Training (Marathon): 4/12/22
2. Drone Legislation Update
3. Leading Edge/Target Specialties: Drone Demonstration 3/31/22 – 4/1/22
4. After Action Items
 - a. None

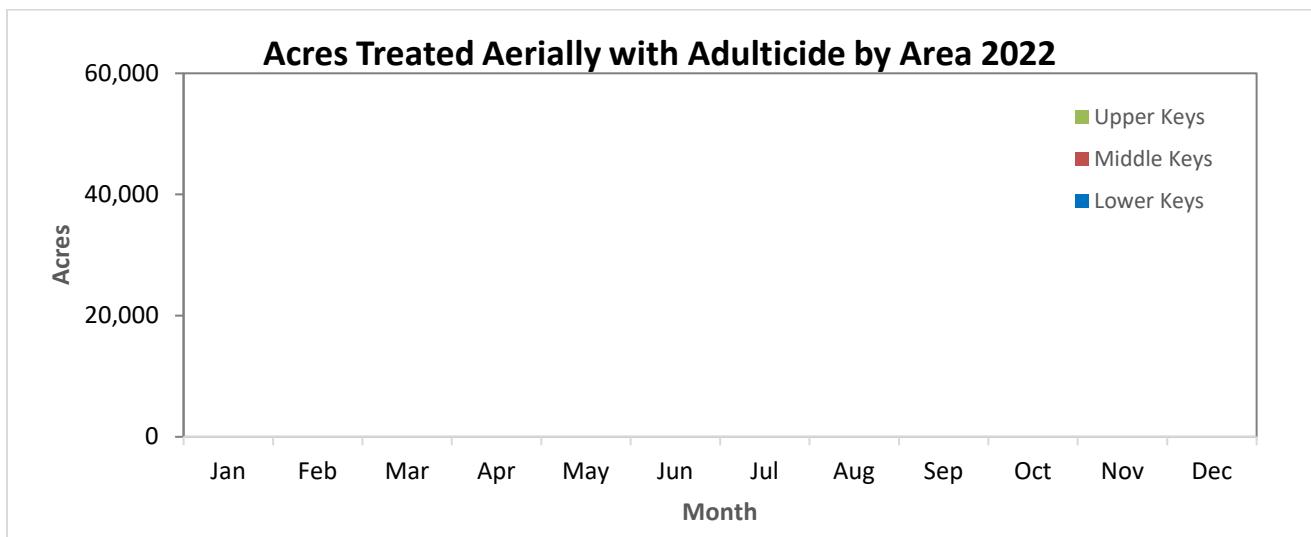
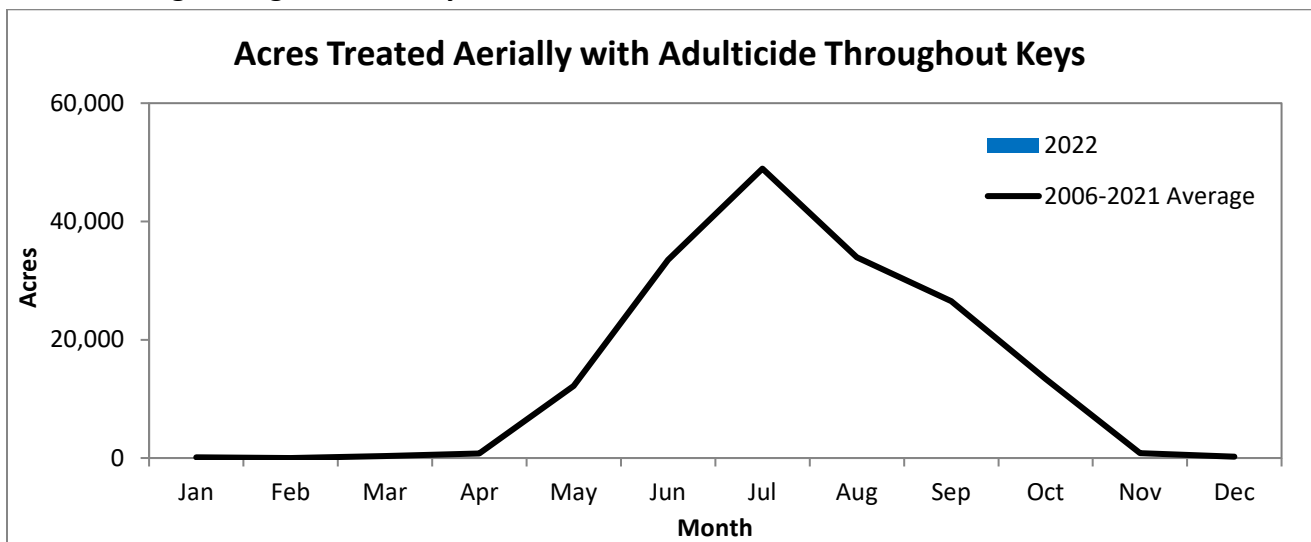
Florida Keys Mosquito Control Operations Report

(Adjusted through March 5, 2022)

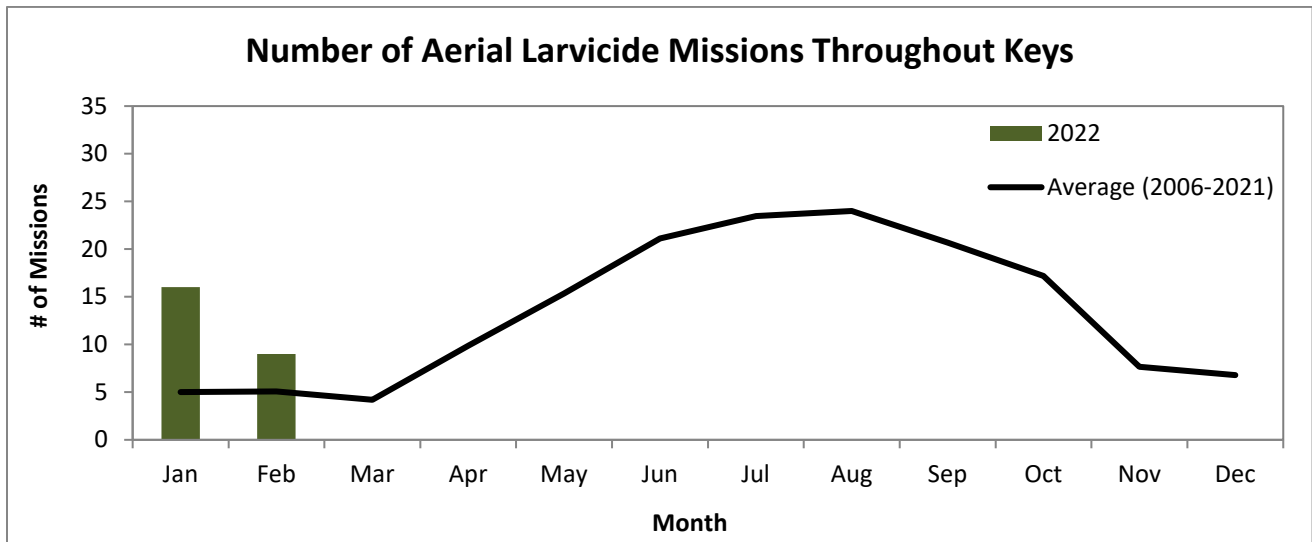
Aerial Adulticiding Missions in February 2022: 0



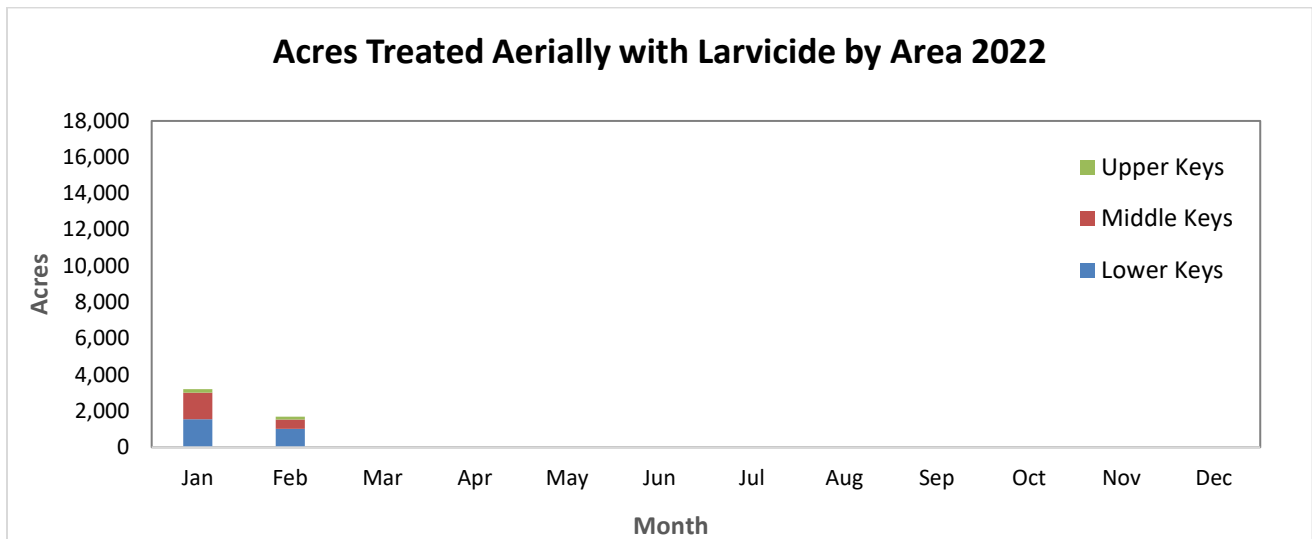
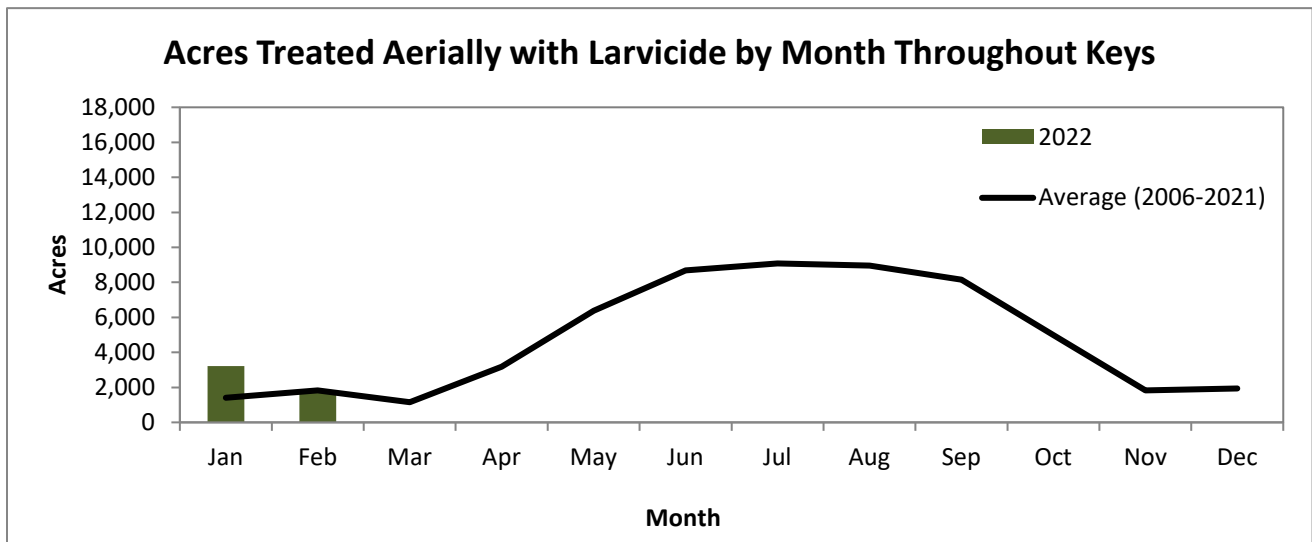
Aerial Adulticiding Acreage in February 2022: 0



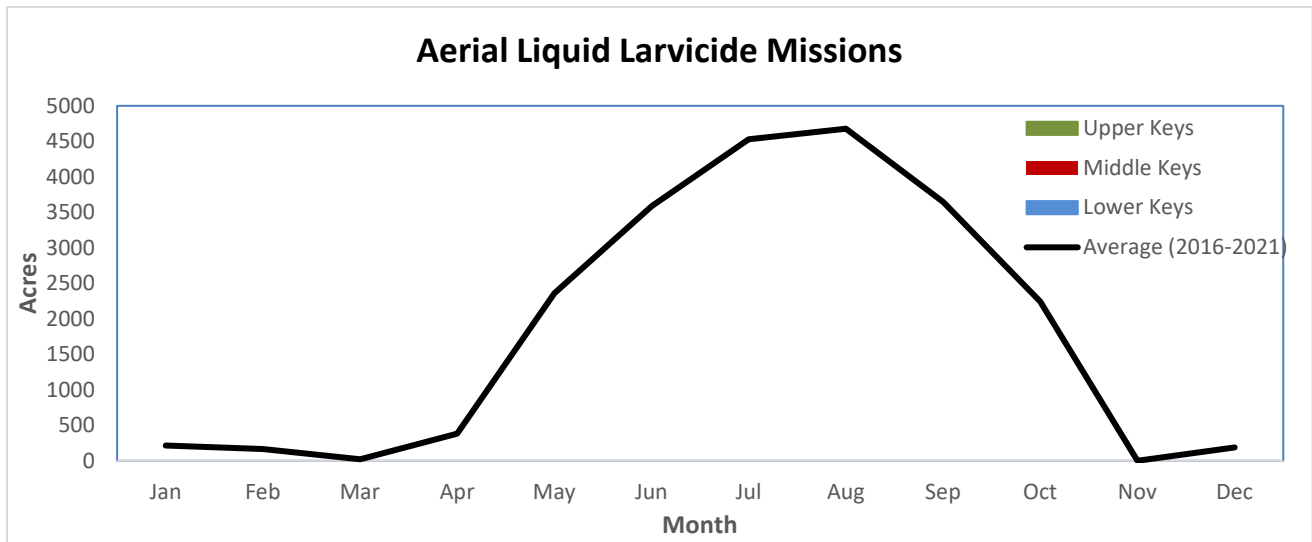
Aerial Granular Larviciding Missions in February 2022: 9



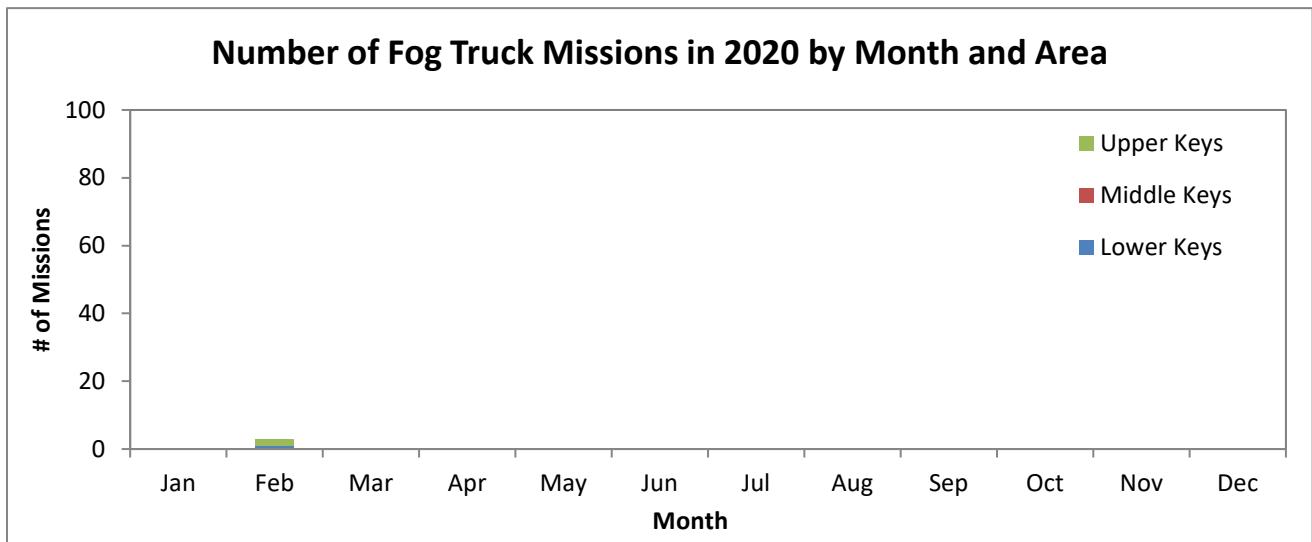
Aerial Granular Larviciding Acreage in February 2022: 1,694



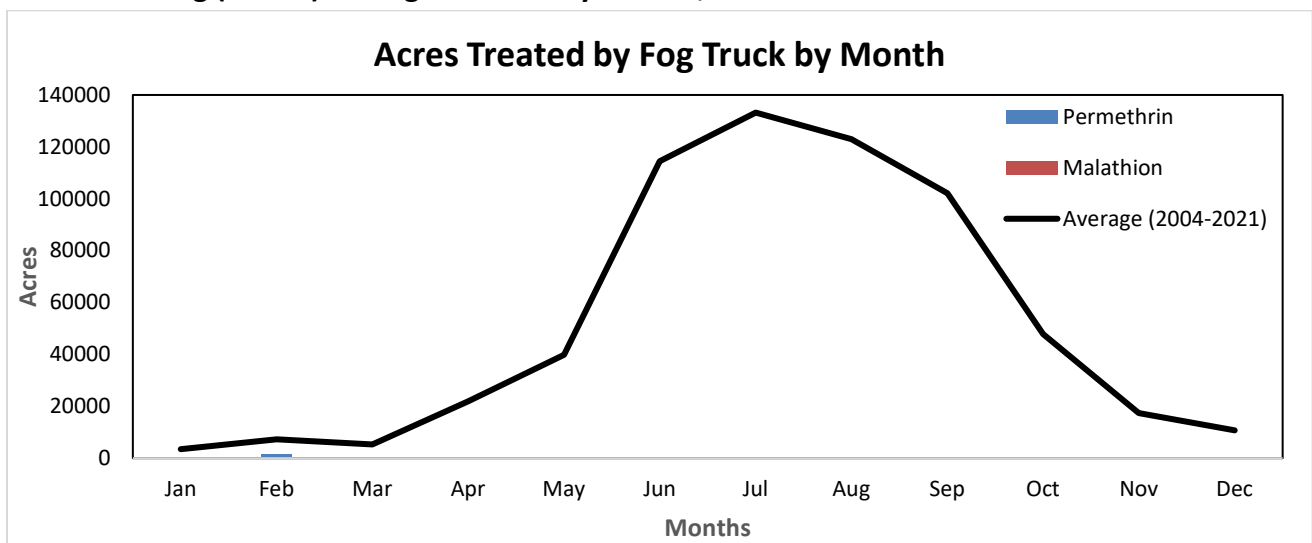
Number of Aerial Liquid Larviciding Missions in February 2022: 0



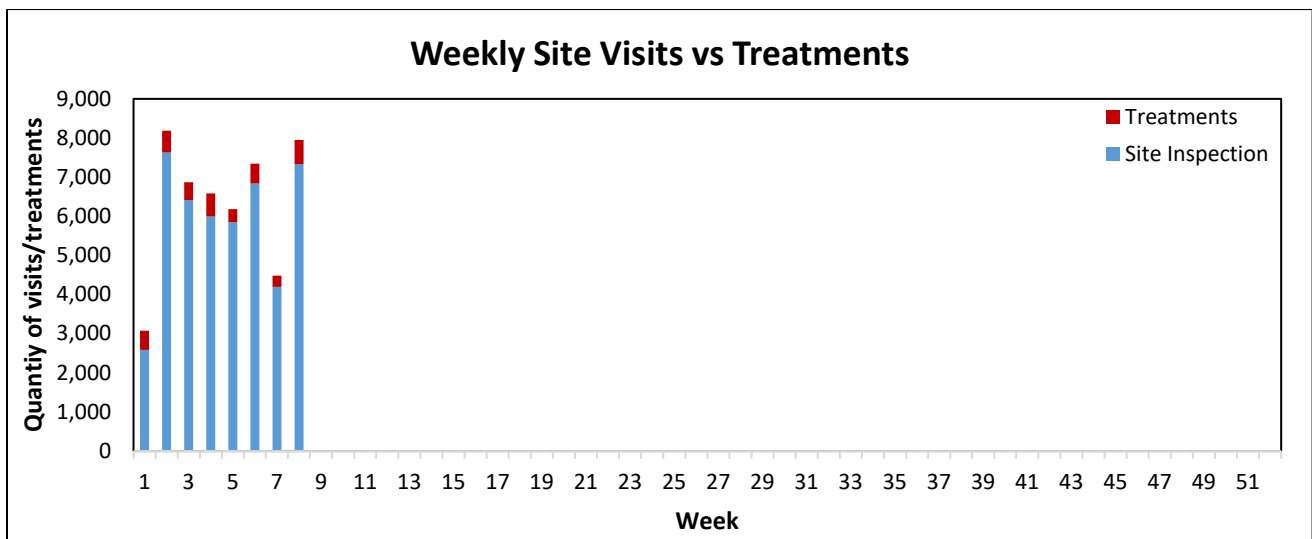
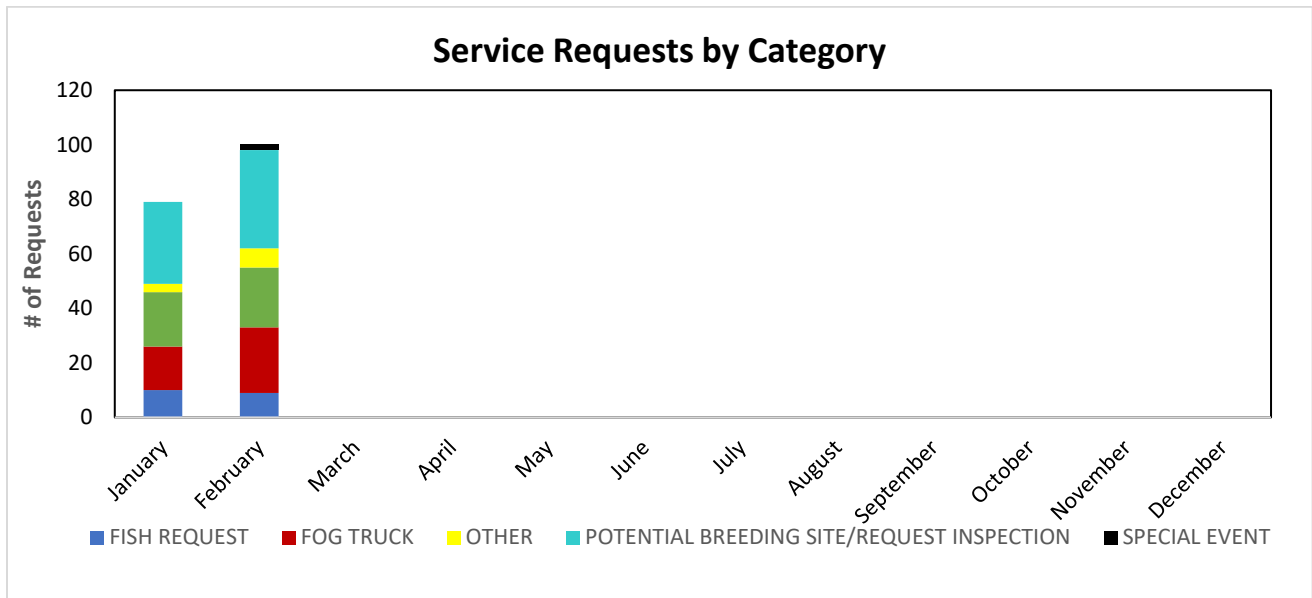
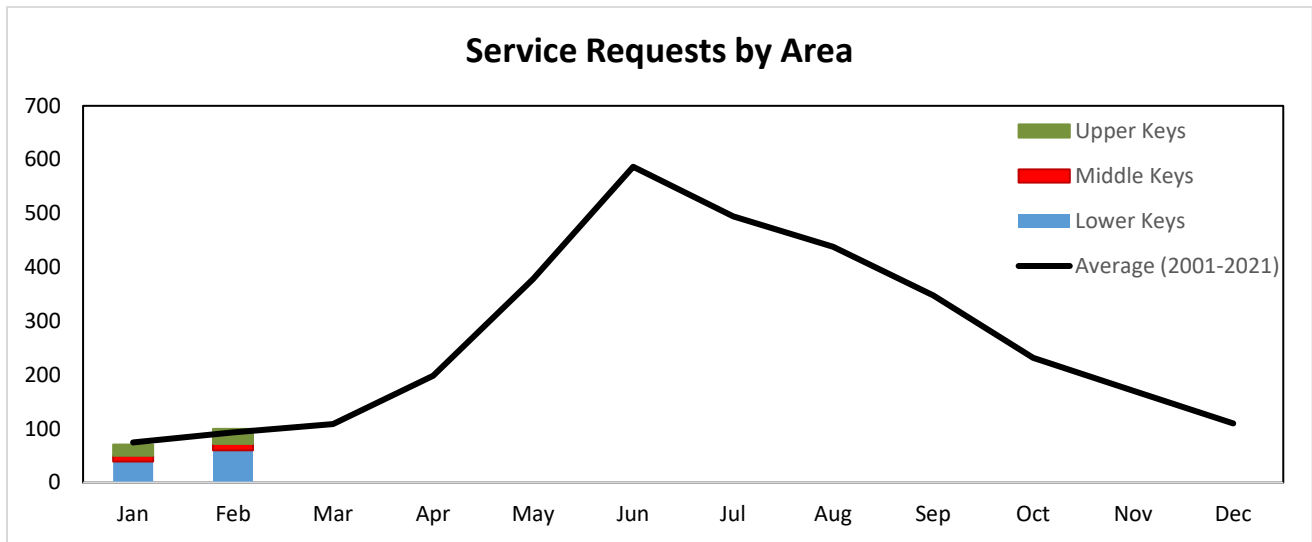
Ground Adulticiding (Trucks) Missions in February 2022: 3



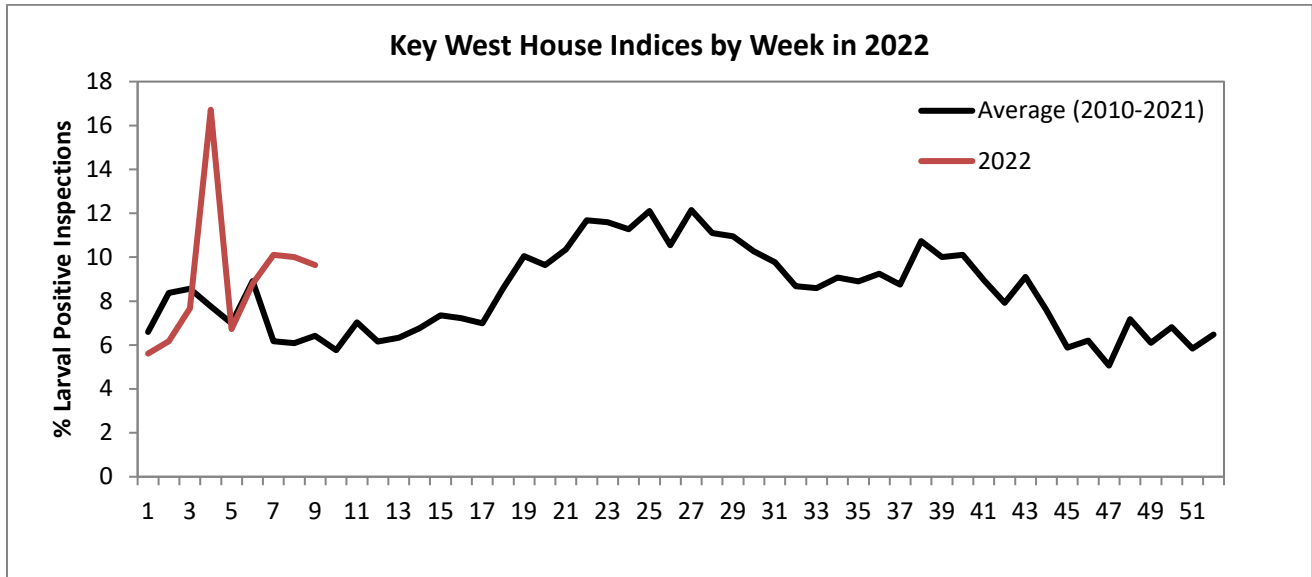
Ground Adulticiding (Trucks) Acreage in February 2022: 1,338



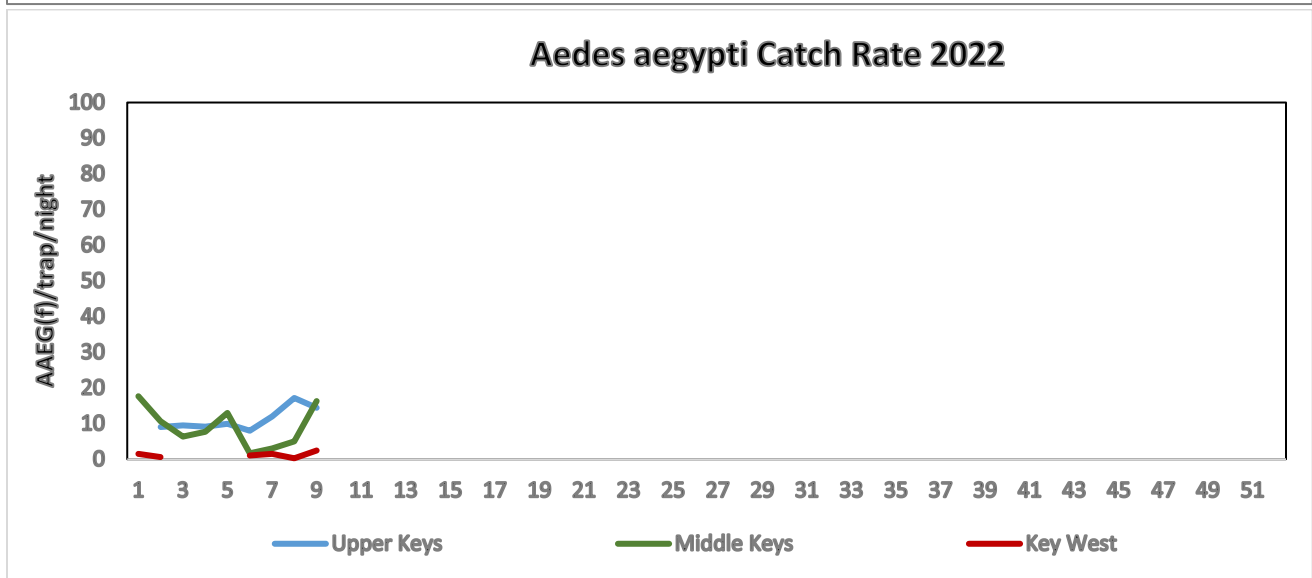
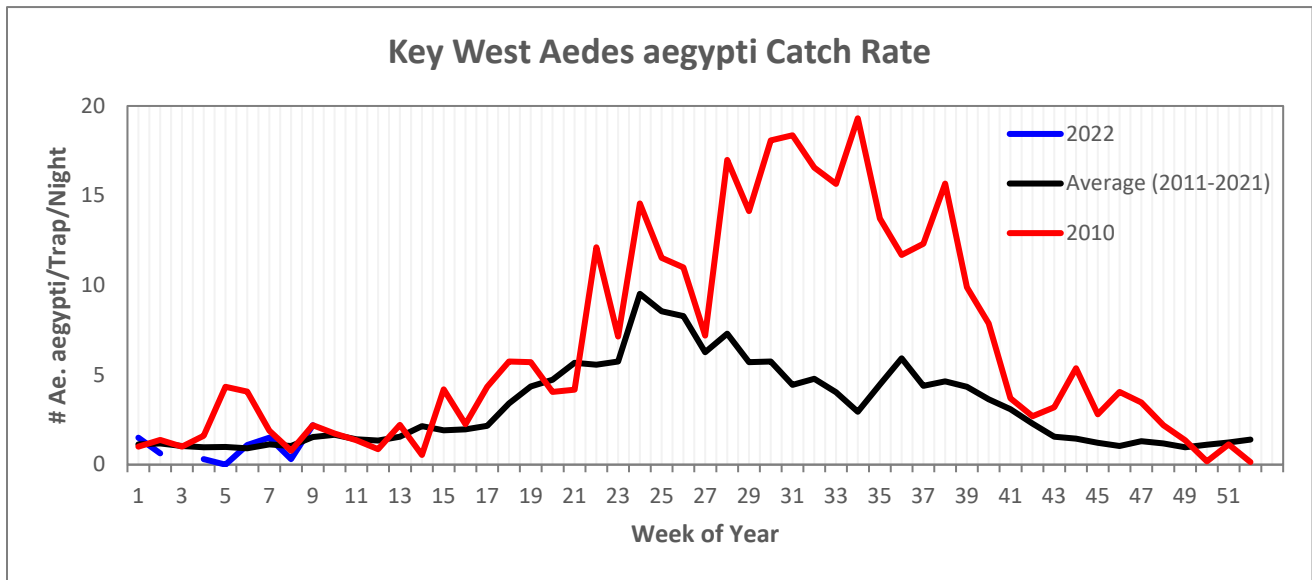
Total Service Requests for February 2022: 100



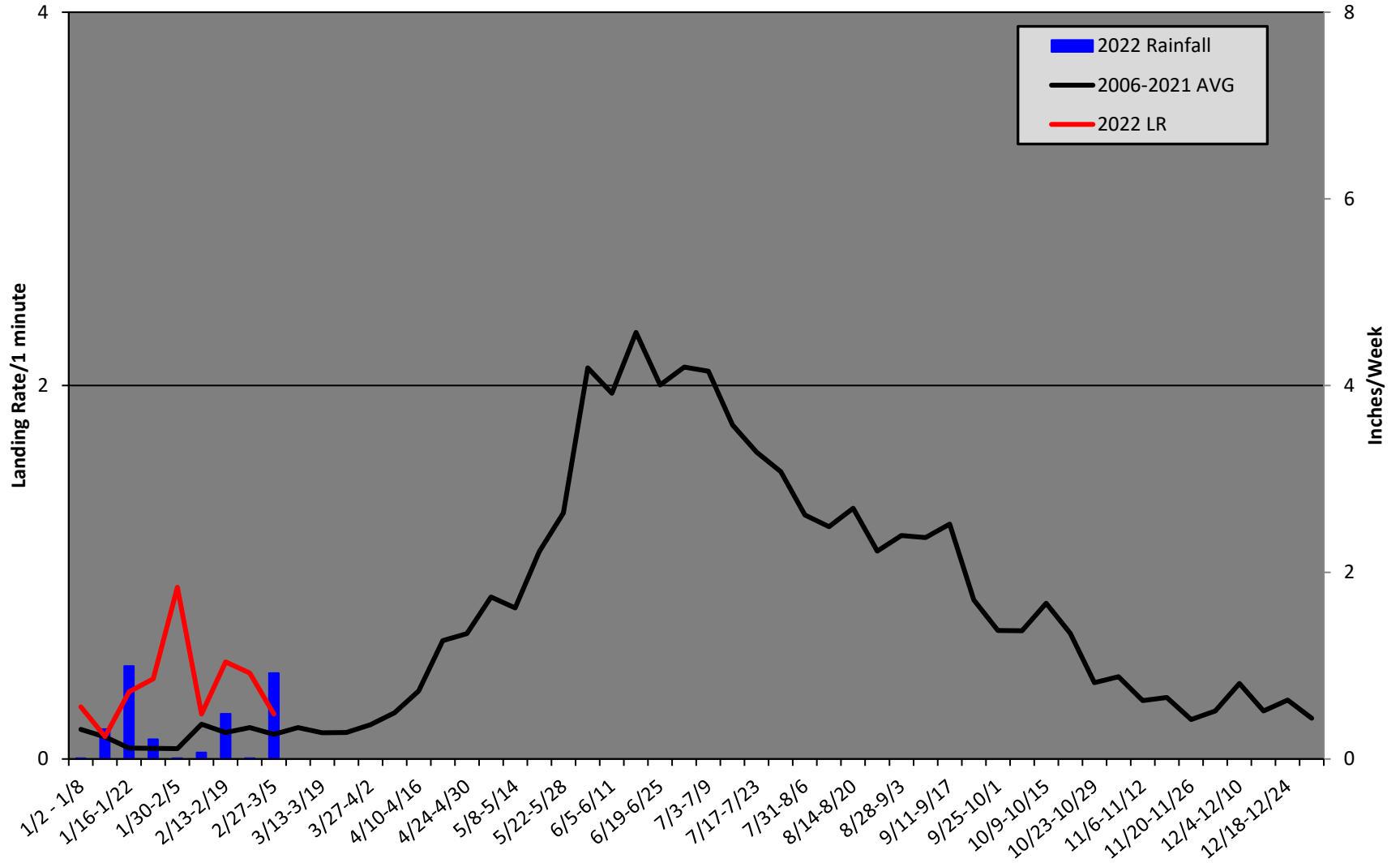
Key West *Aedes aegypti* Larval Information:



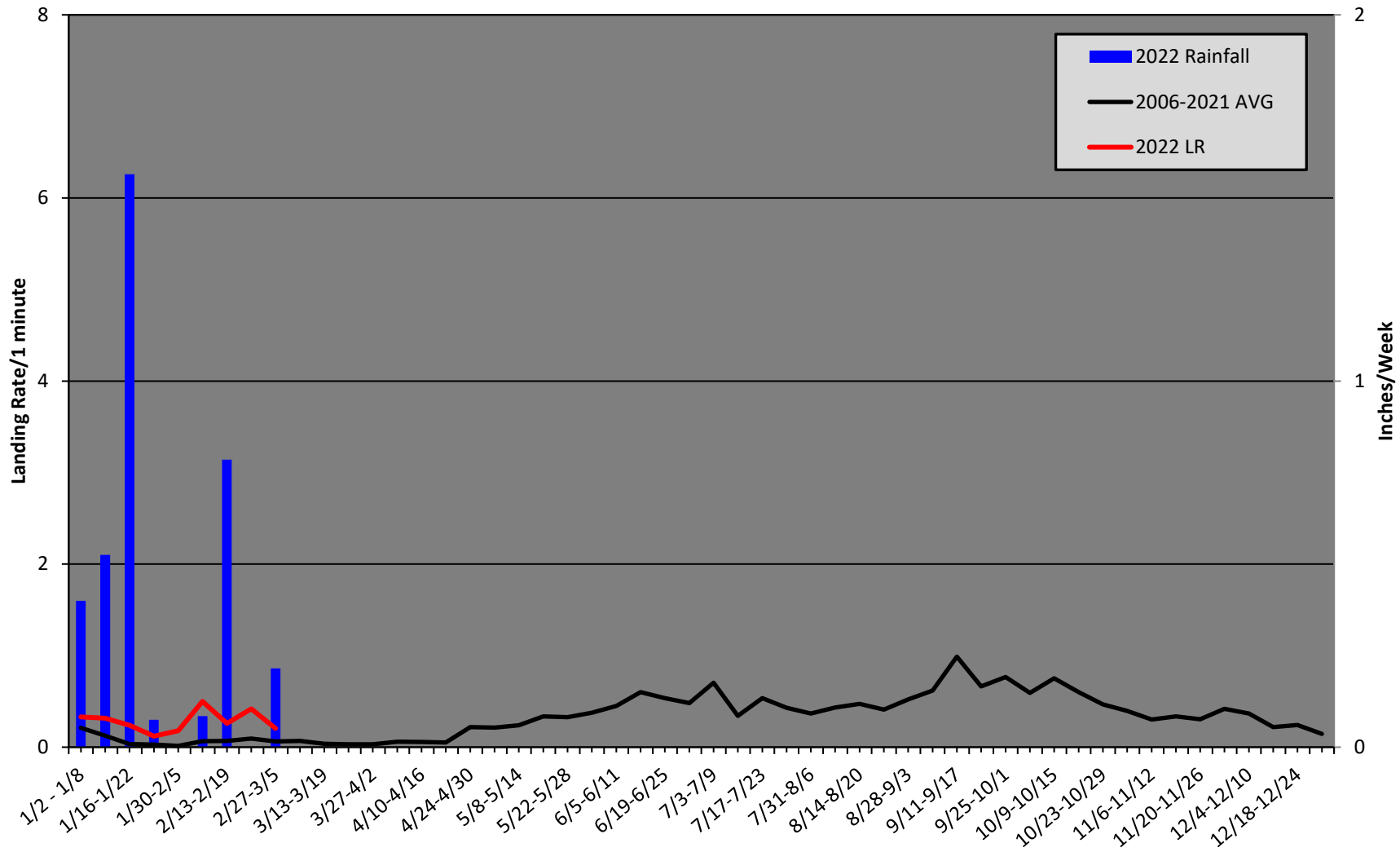
Adult *Aedes aegypti* Catch Rate Information:



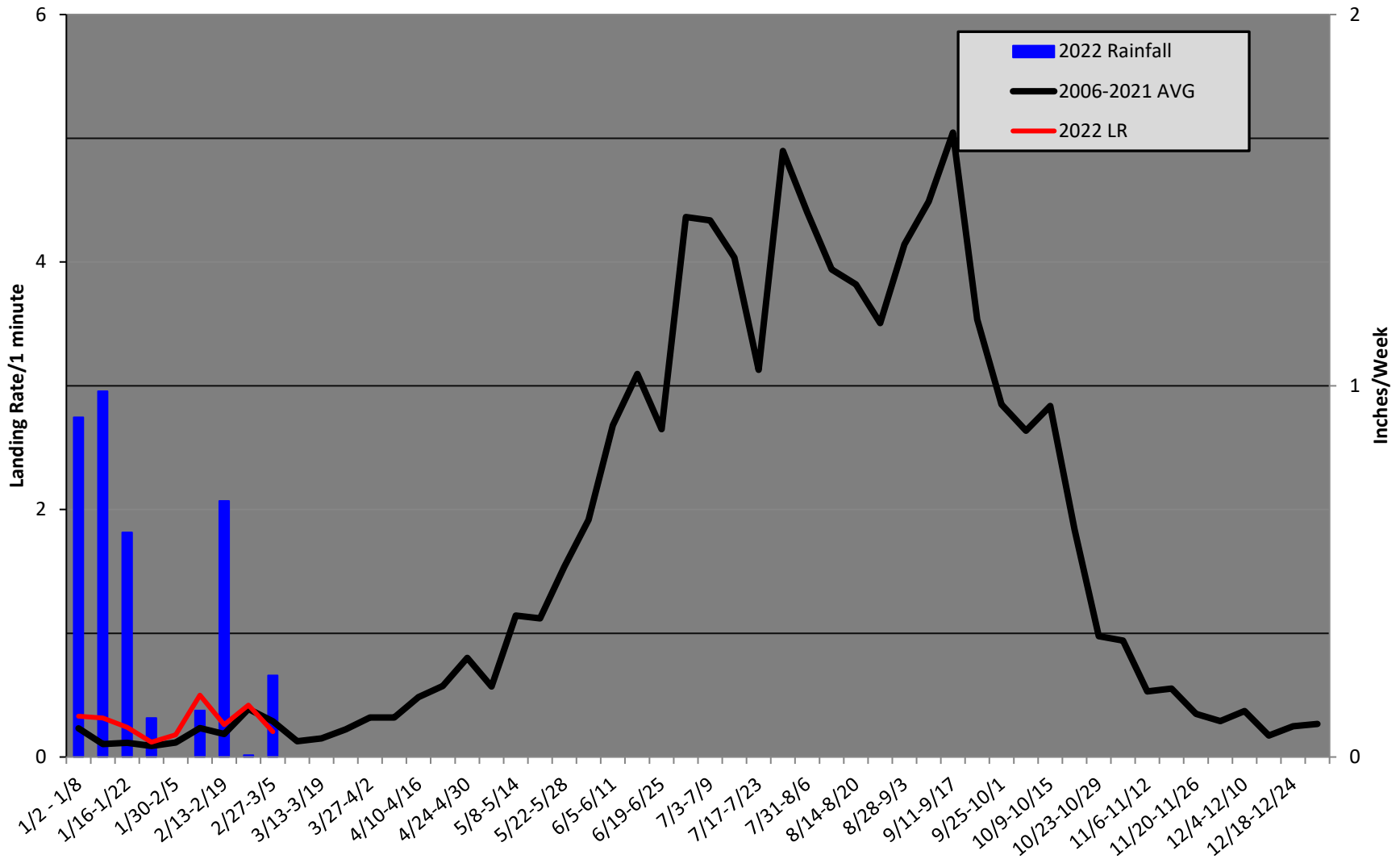
Lower Keys: Saddlebunch to Bahia Honda Average Landing Rate Counts and Rainfall



Middle Keys: Vaca Key to Lower Matecumbe Average Landing Rate Counts and Rainfall



Upper Keys: Upper Matecumbe to Upper Key Largo Average Landing Rate Counts



Item 8a

Administrative
Policy:
Secretary/
Treasurer
Responsibilities

Secretary/Treasurer Duties

The District's treasurer is a signatory on the District's bank accounts. As such, the treasurer is occasionally called upon to either sign bank documents or verify bank transactions. Additionally, the treasurer is tasked with the final review of the monthly payables of the District. Copies of each invoice or voucher are available for review with the Director of Finance at any time. As an alternative, copies of the previous month's payables can be reviewed at the monthly Board of Commissioner meetings.

The Secretary/Treasurer, along with the Board Chair, signs the approved minutes after the board meetings.

As secretary the responsibility is to make sure that the activities of concern to the board are adequately recorded and reported to the District Board.

This includes minutes of the Board meetings and an understanding of activities that should be reported to the Board.

As treasurer the responsibility is to make sure that financial information is presented in a format that allows for fair and accurate analysis of the financial position and operations of the entity. This includes the most important activity of participation in the Boards primary responsibility of preparation of the annual budget and continual analysis thereof.

This includes assurance that budget categories are properly adhered in the reporting.

Review and analysis of financial audits with the auditors and presentation to the Board is to be coordinated by the treasurer and auditors.

Board treasurers need guidelines to fulfill their duties but not to interfere with operations of staff personnel unless so authorized by the board.

Item 9a

Financial Reports

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2021-2022
FEBRUARY 2022**

STATE FUND

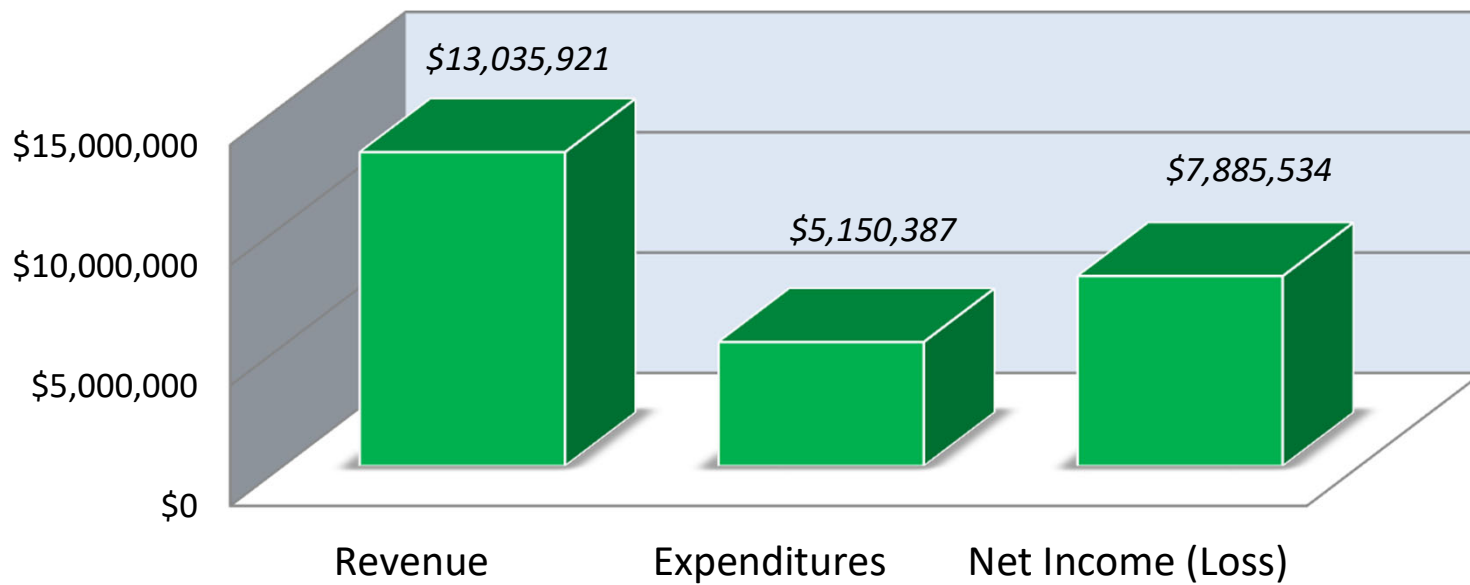
ACCT. NO	ITEM	Annual Budget	Current February Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15						0.00	0.00
20	Personal Service Benefits 21 - 25						0.00	0.00
30	Operating Expense 31 - 34						0.00	0.00
40	Travel and Per Diem 40.1 - 40.3	15,000.00	1,915.95	0.00	1,915.95	0.00	13,084.05	1,915.95
41	Communication Services						0.00	0.00
42	Freight Services						0.00	0.00
43	Utility Services						0.00	0.00
44	Rentals and Leases						0.00	0.00
45	Insurance						0.00	0.00
46	Repair and Maintenance Service 46.1 - 46.6						0.00	0.00
47	Printing/Binding						0.00	0.00
48	Promotional Activities						0.00	0.00
49	Other Current Charges and Obligations						0.00	0.00
51	Office Supplies/Materials						0.00	0.00
52.1	Gas/Oil/Lube						0.00	0.00
52.2	Chemical/Solvents/Additives	1,133,275.23	0.00	0.00	233,812.50	0.00	899,462.73	233,812.50
52.3	Clothing and Wearing Apparel						0.00	0.00
52.4	Miscellaneous Supplies and Incidental						0.00	0.00
52.5	Tools and Small Implements						0.00	0.00
54	Books, Publications, Subscriptions, Memberships						0.00	0.00
55	Training	8,764.00	0.00	0.00	0.00	2,190.00	8,764.00	(2,190.00)
60	Capital Outlay 61 - 64	194,038.00					194,038.00	0.00
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	50,000.00					50,000.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay							
0.002	Reserves - Self Insurance							
0.004	Reserves - Sick and Annual Leave							
	TOTAL:	1,401,077.23	1,915.95	0.00	235,728.45	2,190.00	1,165,348.78	233,538.45

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2021-2022
FEBRUARY 2022**

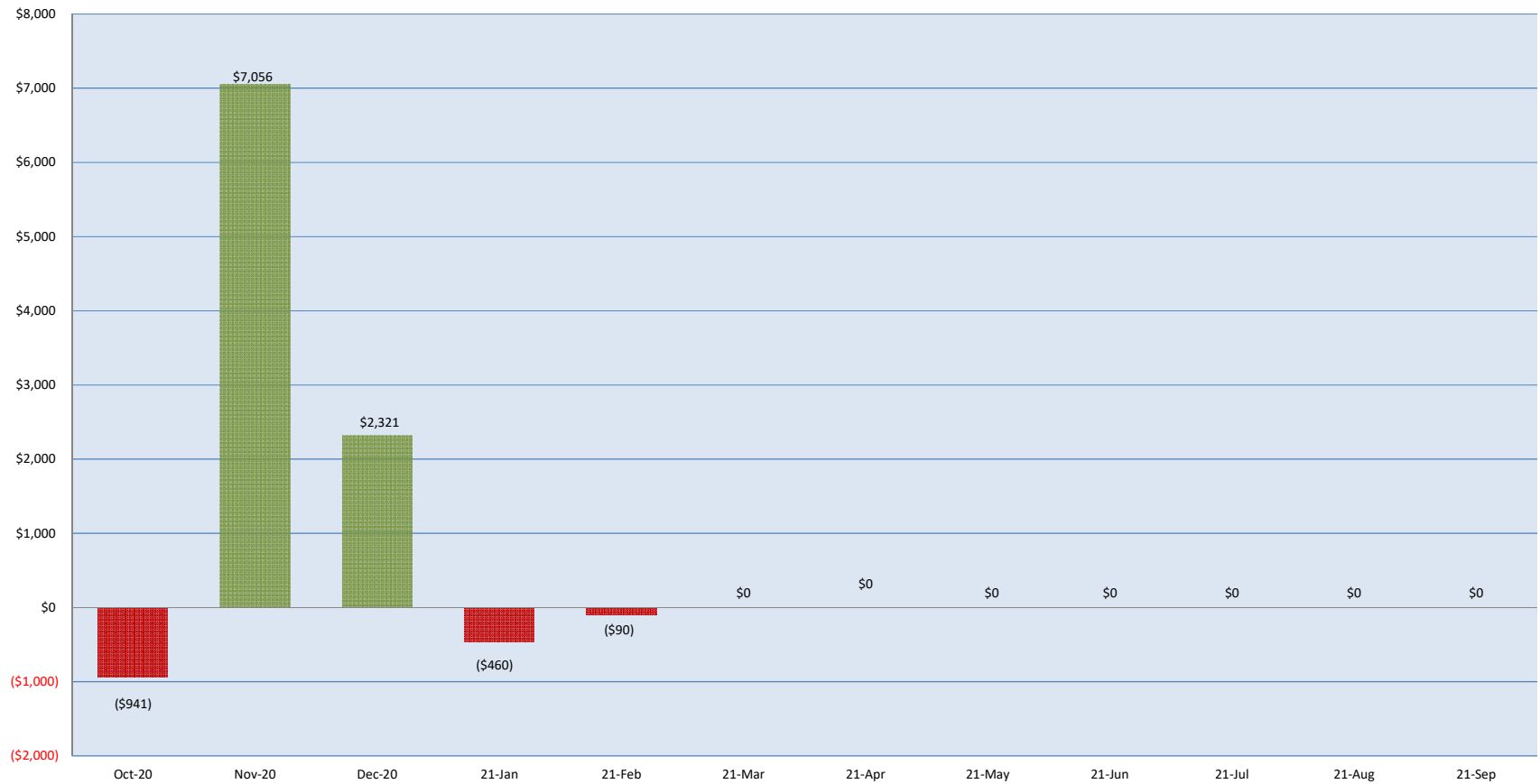
LOCAL FUND

ACCT. NO	ITEM	Annual Budget	Current February Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15	5,107,273.00	359,993.81	349,943.34	1,959,117.68	1,938,268.56	3,148,155.32	20,849.12
20	Personal Service Benefits 21 - 25	3,638,882.00	238,446.77	306,426.21	1,190,152.93	1,282,938.01	2,448,729.07	(92,785.08)
30	Operating Expense 31 - 34	1,034,039.00	42,485.86	32,098.28	553,294.87	973,560.78	480,744.13	(420,265.91)
40	Travel and Per Diem 40.1 - 40.3	140,985.00	9,363.94	423.52	30,692.22	(5,859.17)	110,292.78	36,551.39
41	Communication Services	100,100.00	4,961.35	8,669.84	34,866.81	41,843.83	65,233.19	(6,977.02)
42	Freight Services	12,020.00	518.27	2,547.93	5,719.92	7,142.50	6,300.08	(1,422.58)
43	Utility Services	114,650.00	6,616.11	4,973.53	40,846.85	29,846.87	73,803.15	10,999.98
44	Rentals and Leases	941,243.00	9,694.97	7,741.43	59,953.63	36,913.79	881,289.37	23,039.84
45	Insurance	773,570.00	1,559.00	0.00	4,302.70	4,663.00	769,267.30	(360.30)
46	Repair and Maintenance Service 46.1 - 46.6	564,556.00	59,989.45	18,498.02	229,610.44	121,995.80	334,945.56	107,614.64
47	Printing/Binding	4,050.00	112.00	0.00	1,570.85	1,259.53	2,479.15	311.32
48	Promotional Activities	15,000.00	0.00	0.00	3,969.00	1,998.00	11,031.00	1,971.00
49	Other Current Charges and Obligations	511,115.00	827.23	44,088.25	502,360.95	45,427.21	8,754.05	456,933.74
51	Office Supplies/Materials	92,200.00	3,229.82	326.86	18,338.60	9,855.61	73,861.40	8,482.99
52.1	Gas/Oil/Lube	218,967.00	18,148.54	6,772.37	80,109.56	57,474.68	138,857.44	22,634.88
52.2	Chemical/Solvents/Additives	910,666.43	3,484.44	0.00	258,282.63	164,327.76	652,383.80	93,954.87
52.3	Clothing and Wearing Apparel	40,830.00	4,526.51	5,802.72	20,839.44	15,968.59	19,990.56	4,870.85
52.4	Miscellaneous Supplies and Incidental	195,330.00	8,674.00	6,072.22	26,833.52	24,852.94	168,496.48	1,980.58
52.5	Tools and Small Implements	10,000.00	517.74	57.90	6,082.12	803.53	3,917.88	5,278.59
54	Books, Publications, Subscriptions, Memberships	85,310.00	15,655.00	15,452.35	27,356.50	26,164.35	57,953.50	1,192.15
55	Training	132,459.00	374.95	544.49	26,498.13	1,423.49	105,960.87	25,074.64
60	Capital Outlay 61 - 64	367,500.00	0.00	21,827.40	69,587.49	45,205.35	297,912.51	24,382.14
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	2,500,000.00					2,500,000.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay	2,454,026.00					2,454,026.00	
0.002	Reserves - Self Insurance						0.00	
0.004	Reserves - Sick and Annual Leave	250,000.00					250,000.00	
	TOTAL:	20,214,771.43	789,179.76	832,266.66	5,150,386.84	4,826,075.01	15,064,384.59	324,311.83

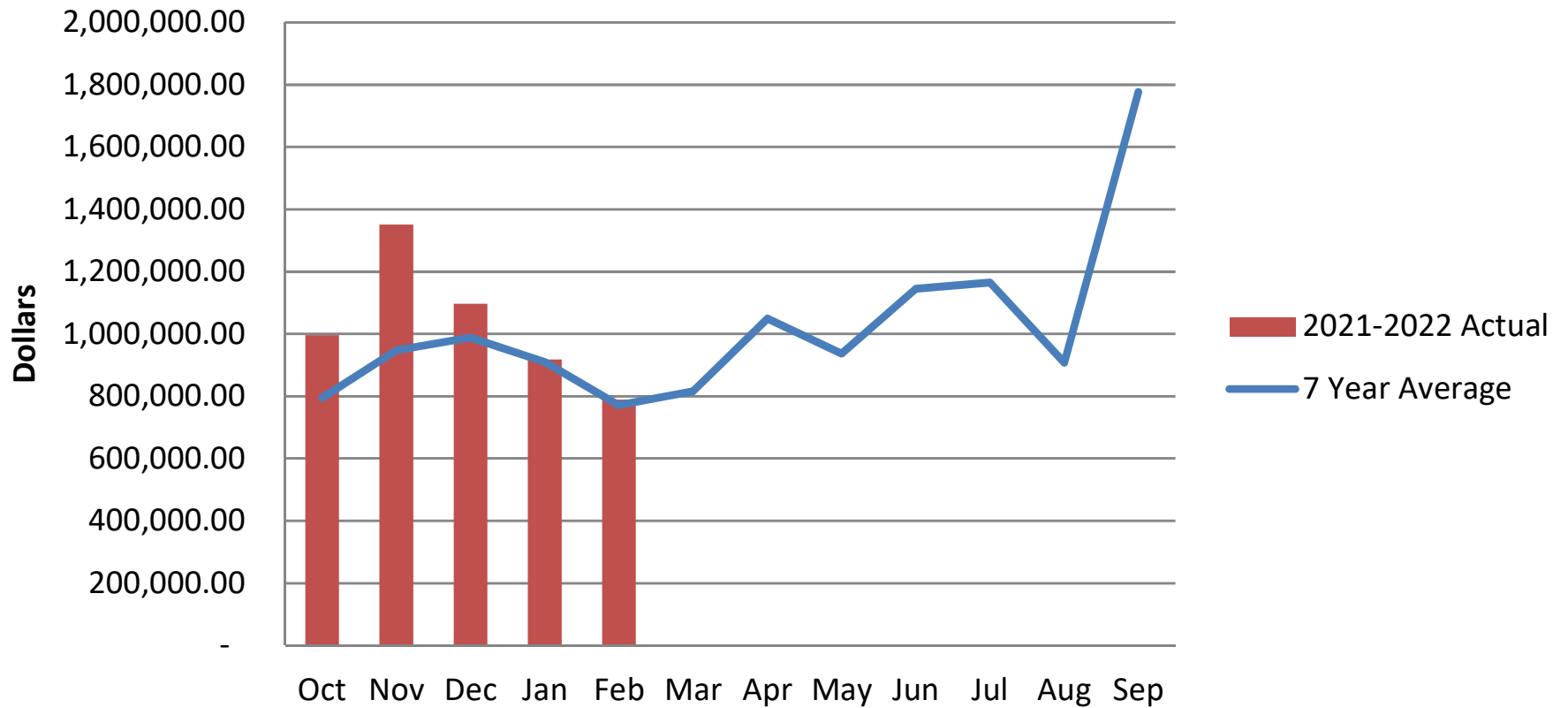
FKMCD Local FY 2021-2022 YTD Cash Basis Net Income (Loss) through February 2022



**FKMCD Local Funds FY 2021-2022 Cash Basis Monthly Net Income (Loss) through
February 2022
(Thousands of Dollars)**



Expenditure of Local Funds 2021-2022 Actual vs. Average of Last 7 Years



LOCAL ACCOUNT FUNDS

CHECKING - OPERATING

Checking Account balance on February 28, 2022:	\$ 13,263,655.23	
Plus March 2022 deposits to date:	<u>296,907.53</u>	
Total Operating Checking Account funds available:		\$ 13,560,562.76
Less funds transferred from Operating to Payroll:	0.00	
Less funds transferred from Operating to Health:	0.00	
Less March 2022 expenditures to date:	<u>(271,666.43)</u>	
Total Operating Checking Account funds expended/transferred to date:		<u>(271,666.43)</u>
Balance in Local Checking Account at present:		\$ <u><u>13,288,896.33</u></u>

CHECKING - PAYROLL

Checking Account balance on February 28, 2022:	\$ <u>0.01</u>	
Plus funds transferred from Operating Checking to Payroll Checking:	<u>0.00</u>	
Total Payroll Checking Account funds available:		\$ 0.01
Total Net Payroll Checking expenditures to date:		<u>0.00</u>
Balance in Local Payroll Checking Account at present:		\$ <u><u>0.01</u></u>

HEALTH INSURANCE CLAIMS FUND ACCOUNT

Checking Account balance on February 28, 2022:	\$ 3.69	
Plus funds transferred from Operating Checking to Health Checking:	0.00	
Total Health Checking Account funds available:		\$ 3.69
Total Net Health Checking expenditures to date:		<u>0.00</u>
Balance in Local Health Checking Account at present:		\$ <u><u>3.69</u></u>
Plus FSA Account		<u><u>68,449.95</u></u>
Total Local Funds:		\$ <u><u>13,357,349.98</u></u>

STATE I ACCOUNT FUNDS

CHECKING - OPERATING

February 28, 2022:	\$ <u>261,534.04</u>	
Plus March 2022 deposits to date:	<u>0.00</u>	
	0.00	
Total Checking Account funds available:		\$ 261,534.04
Less funds transferred to Operating Checking:		
Less March 2022 expenditures to date:	\$ <u>0.00</u>	
Total State I Checking Account funds expended/transferred to date:		<u>0.00</u>
Balance in State I Checking Account at present:		\$ <u><u>261,534.04</u></u>

**CASH DISBURSEMENTS
FLORIDA KEYS MOSQUITO CONTROL DISTRICT**

**Honorable Board of Commissioners
Florida Keys Mosquito Control District
Key West, Florida 33040**

Commissioners:

I herewith tender to you Cash Disbursements February 1, 2022 to February 28, 2022:

Check No.	Payment Date	Remit To	Payment Amt.
ACH	2/4/2022	Centennial Bank (Payroll)	122,303.35
ACH	2/3/2022	Centennial Bank (Payroll)	1,948.64
ACH	2/3/2022	EFTPS	333.55
ACH	2/4/2022	EFTPS	42,990.66
ACH	2/4/2022	Empower Retirement (Payroll Deductions)	6,552.36
ACH	2/4/2022	Florida State Disbursement Unit (Garnishments)	411.78
ACH	2/4/2022	Florida State Disbursement Unit (Garnishments)	209.19
ACH	2/4/2022	Florida State Disbursement Unit (Garnishments)	278.42
ACH	2/4/2022	Florida Division of Retirement	54,224.70
ACH	2/11/2022	CIGNA Healthcare	46,948.04
ACH	2/17/2022	EFTPS	144.74
ACH	2/18/2022	EFTPS	44,020.42
ACH	2/17/2022	Centennial Bank (Payroll)	746.61
ACH	2/18/2022	Centennial Bank (Payroll)	124,423.58
ACH	2/18/2022	Centennial Bank	4,576.75
ACH	2/18/2022	Centennial Bank	1,631.00
ACH	2/18/2022	Centennial Bank	1,135.91
ACH	2/18/2022	Centennial Bank	865.00
ACH	2/18/2022	Centennial Bank	3,906.99
ACH	2/18/2022	Centennial Bank	42.00
ACH	2/18/2022	Florida State Disbursement Unit (Garnishments)	411.78
ACH	2/18/2022	Florida State Disbursement Unit (Garnishments)	209.19
ACH	2/18/2022	Florida State Disbursement Unit (Garnishments)	278.42
ACH	2/18/2022	Empower Retirement (Payroll Deductions)	6,900.83
ACH	2/28/2022	Centennial Bank (Payroll)	4,507.48
ACH	2/28/2022	EFTPS	1,578.15
116928	2/7/2022	Advanced Fire & Security, Inc.	333.00
116929	2/7/2022	Aflac (Payroll Deductions)	44.20
116930	2/7/2022	Aflac (Payroll Deductions)	1,644.52
116931	2/7/2022	Aircraft Spruce & Specialty Co.	1,600.04
116932	2/7/2022	Airgas USA, LLC	2,523.80
116933	2/7/2022	Roberto Alvarenga (Per Diem/Travel Reimbursement 12/28 & 1/14/2022)	30.00
116934	2/7/2022	Amazon Capital Services	3,069.51
116935	2/7/2022	Aviation Survival	784.00
116936	2/7/2022	Michael Boehmler (Reimbursement for Work Boots)	104.21
116937	2/7/2022	Danilo Diaz Perez (Per Diem/Travel Reimbursement 1/20/2022)	15.00
116938	2/7/2022	Florida Keys Aqueduct Authority	270.59

LOCAL ACCOUNT CONTINUED

116939	2/7/2022	Florida Keys Electric Coop Assn Inc	591.21
116940	2/7/2022	Kevin Foster (Reimbursement for Work Boots)	134.32
116941	2/7/2022	Lawrence Frischmann (Reimbursement for Work Boots)	64.19
116942	2/7/2022	Reinardo Garcia (Reimbursement for Work Pants & Boots)	338.15
116943	2/7/2022	Gary's Plumbing and Fire, Inc (Back Flow Prevention Testing)	150.00
116944	2/7/2022	Raycel Godoy (Reimbursement for Work Pants & Boots)	350.00
116945	2/7/2022	Adriaan Hereijgers (Reimbursement for FAA Medical Exam)	200.00
116946	2/7/2022	Lawrence J. Hribar, PhD (Reimbursement for District Postage)	13.89
116947	2/7/2022	Kurt Joseph (Per Diem/Travel Reimbursement 1/30/2022)	15.00
116948	2/7/2022	Keys Energy Services	629.25
116949	2/7/2022	Level 4 Telcom	481.10
116950	2/7/2022	Monroe County Solid Waste	93.87
116951	2/7/2022	Publix Super Markets, Inc.	228.78
116952	2/7/2022	Sage Software, Inc	6,781.35
116953	2/7/2022	Jerome B. Stayton (Reimbursement for Work Pants & Boots)	350.00
116954	2/7/2022	Sunshine Gasoline Distributors, Inc.	3,348.77
116955	2/7/2022	United Way of the Florida Keys (Payroll Deductions)	23.00
116956	2/7/2022	Verizon Wireless	4,480.25
116957	2/7/2022	Waste Management of Florida Keys	368.57
116958	2/7/2022	Federal Express	241.90
116959	2/7/2022	Specialty Hardware Supply, Inc.	287.70
116960	2/11/2022	Advance Auto Parts	64.64
116961	2/11/2022	Amazon Capital Services	5,680.83
116962	2/11/2022	American Mosquito Control Association	3,395.00
116963	2/11/2022	AMSOIL INC	1,521.17
116964	2/11/2022	APG Media	372.50
116965	2/11/2022	AutoZone, Inc.	329.52
116966	2/11/2022	Brinin M. Behrend (Reimbursement for District Postage)	9.53
116967	2/11/2022	Britten-Norman, Inc	1,463.45
116968	2/11/2022	Michael Burton, D.O.	50.00
116969	2/11/2022	Mikki Coss (Reimbursement for District Supplies)	17.47
116970	2/11/2022	Curry & Sons Printing	112.00
116971	2/11/2022	Danilo Diaz Perez (Reimbursement for Work Boots)	134.38
116972	2/11/2022	Enterprise FM Trust	8,462.52
116973	2/11/2022	Fisher Scientific	93.72
116974	2/11/2022	Forestry Suppliers, Inc. (Inspector Boots)	197.54
116975	2/11/2022	John L. Francis (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	114.00
116976	2/11/2022	Frasco Profiles	216.02
116977	2/11/2022	Monica Grodzinski (Reimbursement for Work Pants & Boots)	339.88
116978	2/11/2022	Joseph P. Hertzog (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	114.00
116979	2/11/2022	Home Depot Credit Services	1,292.90
116980	2/11/2022	Chad Huff (Reimbursement for Work Pants & Boots)	255.82
116982	2/11/2022	Keys Auto Supply *Carryover from 116981	1,351.48
116983	2/11/2022	Keys Sanitary Service (RCR0208)	182.23
116984	2/11/2022	Key West Insurance, Inc.	1,559.00
116985	2/11/2022	Joshua Kogut (Reimbursement for District Postage)	4.33
116986	2/11/2022	Meredith Kruse (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	110.00
116987	2/11/2022	Alana Loftus (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	99.00
116988	2/11/2022	Marie's Cleaning	1,150.00
116989	2/11/2022	Marathon Garbage Service, Inc.	665.65
116990	2/11/2022	Tom Neary (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	110.00

LOCAL ACCOUNT CONTINUED

116991	2/11/2022	Tom Neary (Reimbursement for Work Pants & Boots)	289.59
116992	2/11/2022	James Ozmar (Reimbursement for Work Boots)	150.00
116993	2/11/2022	Pure Health Solutions Inc.	239.70
116994	2/11/2022	Rosalina Rivera (Reimbursement for Work Pants & Boots)	269.29
116995	2/11/2022	Southeastern Grocer LLC.	287.36
116996	2/11/2022	Staples Business Credit	160.12
116997	2/11/2022	Jonathan Sullivan (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	110.00
116998	2/11/2022	Sunshine Gasoline Distributors, Inc.	1,830.31
116999	2/11/2022	UniFirst Corporation	1,198.03
117000	2/11/2022	Vernis & Bowling of the Florida (Professional Services)	1,650.00
117001	2/11/2022	Chris Von Molnar (Reimbursement for Work Pants & Boots)	223.75
117002	2/11/2022	West Marine	376.35
117003	2/14/2022	Jill Cranney-Black (Per Diem/Travel Reimbursement Bd Mtg 2/15/2022)	77.33
117004	2/14/2022	Phillip L. Goodman (Per Diem/Travel Reimbursement Bd Mtg 2/15/2022)	54.51
117005	2/14/2022	Thomas R. McDonald (Per Diem/Travel Reimbursement Bd Mtg 2/15/2022)	68.67
117006	2/14/2022	Brandon Pinder (Per Diem/Travel Reimbursement Bd Mtg 2/15/2022)	79.20
117007	2/14/2022	Stanley Zuba (Per Diem/Travel Reimbursement Bd Mtg 2/15/2022)	64.23
117008	2/15/2022	Publix Super Markets, Inc.	1,491.90
117009	2/18/2022	Allen, Norton & Blue, P.A.	3,142.85
117010	2/18/2022	BASIC Benefits (COBRA Admin Fee)	62.48
117011	2/18/2022	Boeing Distribution, Inc.	3,165.51
117012	2/18/2022	Jason Bynum (Per Diem/Travel Reimbursement 2/15/2022)	30.00
117013	2/18/2022	Elsevier B.V. (Publishing Charge)	500.00
117014	2/18/2022	Florida Keys Aqueduct Authority	752.53
117015	2/18/2022	Florida Mosquito Control Association (2022 Membership Dues)	15,000.00
117016	2/18/2022	Christopher Franco (Reimbursement for Work Pants & Boots)	350.00
117017	2/18/2022	Phillip L. Goodman (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	38.00
117018	2/18/2022	Island Tire	1,680.00
117019	2/18/2022	Kurt Joseph (Reimbursement for Work Boots)	134.32
117020	2/18/2022	Meredith Kruse (Reimbursement for Work Pants & Boots)	316.95
117021	2/18/2022	LegalShield (Payroll Deductions)	248.43
117022	2/18/2022	Pest Control Supplies	3,400.00
117023	2/18/2022	Paul Pignataro (Reimbursement for FAA Medical Exam)	200.00
117024	2/18/2022	Safran Helicopter Engines USA, Inc.	4,167.83
117025	2/18/2022	Sunshine Gasoline Distributors, Inc.	1,878.39
117026	2/18/2022	United Way of the Florida Keys (Payroll Deductions)	23.00
117027	2/18/2022	Wired Waters	2,500.00
117028	2/18/2022	Xerox Corporation	992.75
117029	2/23/2022	John Pierzchala (Per Diem/Travel Reimbursement 10/4-8/2022)	60.00
117030	2/25/2022	Airbus Helicopters, Inc	3,401.19
117031	2/25/2022	Roberto Alvarenga (Per Diem/Travel Reimbursement 2/8-2/16/2022)	45.00
117032	2/25/2022	Amazon Capital Services	1,852.02
117033	2/25/2022	Arrow Aviation	33,000.00
117034	2/25/2022	BioQuip Products	503.71
117035	2/25/2022	Campbell Oil Co Inc.	8,171.68
117036	2/25/2022	Compliance Signs, LLC	190.50
117037	2/25/2022	Cooper's Paint & Body Shop (Deposit)	800.00
117038	2/25/2022	Florida Keys Electric Coop Assn Inc	3,062.21
117039	2/25/2022	Forestry Suppliers, Inc.	192.50
117040	2/25/2022	Greater Marathon Chamber of Commerce	155.00
117041	2/25/2022	HemoStat Laboratories	27.00

LOCAL ACCOUNT CONTINUED

117042	2/25/2022	Bruce L. Holden (Reimbursement for District Postage)	2.44
117043	2/25/2022	Bruce L. Holden (Per Diem/Travel Reimbursement 1/11/22 & 2/15/2022)	30.00
117044	2/25/2022	John W. Hock Company	1,161.52
117045	2/25/2022	Keys Automotive Sales & Service	1,245.70
117046	2/25/2022	Robert McGregor (Per Diem/Travel Reimbursement 2/16/2022)	15.00
117047	2/25/2022	Office Depot	166.08
117048	2/25/2022	Wex Bank	1,398.22
117049	2/25/2022	Strunk Ace Hardware	23.17
117050	2/25/2022	ULINE	233.53
117051	2/25/2022	Vernis & Bowling of the Florida (Professional Services Oct-Dec)	3,087.70
117052	2/25/2022	Colonial Life Insurance (Payroll Deductions)	126.48
Total Local Account Cash Disbursements			\$ 636,792.32

Respectfully Submitted,



Bruce Holden, Finance Director/Comptroller
Florida Keys Mosquito Control District

STATE I ACCOUNT

Check No.	Payment Date	Remit To	Payment Amt.
1151		VOIDED CHECK	\$ -
1152		VOIDED CHECK	\$ -
1153		VOIDED CHECK	\$ -
1154		VOIDED CHECK	\$ -
1155		VOIDED CHECK	\$ -
1156	2/8/2022	Alana Loftus (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 191.00
1157	2/8/2022	Meredith Kruse (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 210.00
1158	2/8/2022	Thomas Neary (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 210.00
1159	2/8/2022	Joseph Hertzog (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 216.00
1160	2/8/2022	John Francis (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 216.00
1161	2/11/2022	Jonathan Sullivan (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 210.00
1162	2/14/2022	Phillip L. Goodman (Per Diem/Travel Reimbursement for DODD 1/30-2/4/2022)	\$ 662.95
Total STATE I Account Disbursements			\$ 1,915.95

Respectfully Submitted,



Bruce Holden, Finance Director/Comptroller
Florida Keys Mosquito Control District

Item 9b

RFP 2022-02 Generator Replacement



FLORIDA KEYS MOSQUITO CONTROL DISTRICT

Board of Commissioners

Phil Goodman, Chairman
Stanley Zuba, Vice Chairman
Thomas McDonald, Secretary/Treasurer
Jill Cranney
Brandon Pinder

Executive Director
Andrea Leal

18 Aquamarine Drive
Key West, FL 33040

Telephone: (305) 292-7190
FAX: (305) 292-7199

www.keysmosquito.org

March 10, 2022

To: Board of Commissioners
Florida Keys Mosquito Control District

From: Bruce Holden, Finance Director *Bruce Holden*

Through: Andrea L. Leal, Executive Director

Subject: Bid Opening Committee Recommendations for RFP 2022-02

On March 8, 2022, the FKMCD Bid Opening Committee met to evaluate proposals for purchasing a replacement generator for the Key Largo facility. The committee consisted of Executive Director Andrea Leal, Director of Operations Mikki Coss, Purchasing Agent Rochele Miller, Mechanic Supervisor Roberto Alvarenga, Upper Keys Supervisor Chris Law, and me. Executive Assistant Deanna Darias handled recording. One member of the public, Tom Tietje, attended the bid opening.

RFP 2022-02: Generator Replacement

Five different companies submitted a total of seven different bids in response to the RFP. The Bid Opening Committee recommends awarding the contract for the generator replacement to Zabatt Power Systems. The total cost of this will be \$70,260.17.

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
 CUMULATIVE BID TABULATION SHEET
 RFP 2022-02 GENERATOR REPLACEMENT
 TUESDAY, MARCH 8, 2022; 10:01 AM**

Vendor Name:	KW	Bid Amount:	Bruce Holden	Andrea Leal	Rochele Miller	Mikki Coss	Chris Law	Roberto Alvarenga	Total Combined Score:	Ranking
CJ's Power Systems	100KW	\$ 119,995.00	64	63	83	50	40	56	356	5
Zonar, Inc. + DBA Bravo Underground <i>OPTION 1</i>	200KW	\$ 142,056.23	60	83	85	45	55	70	398	4
Zonar, Inc. + DBA Bravo Underground <i>OPTION 2</i>	100KW	\$ 124,012.00	60	88	85	50	55	70	408	3
Zonar, Inc. + DBA Bravo Underground <i>OPTION 3</i>	100KW	\$ 152,950.00	60	83	85	45	55	70	398	4
Pedro Falcon Contractors, Inc.	91KW/100KW	\$ 110,000.00	90	95	85	70	65	81	486	2
All Florida Contracting Services, Inc.	*	\$ 79,825.00	55	54	53	25	30	55	272	6
Zabatt Power Systems	80KW	\$ 70,260.17	94	96	93	65	70	79	497	1

Item 9c

May Meeting
Date Change

Item 9d

Executive Director Annual Evaluation