

## Regular Meeting Minutes

### Florida Keys Mosquito Control District

Marathon Office  
503 107<sup>th</sup> Street  
Marathon, FL 33050

**February 16, 2021 1:30 pm (approximate)**

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on February 16, 2021 at the FKMCD Marathon office.

**Present Were:** Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Brandon Pinder, Secretary/Treasurer; Tom McDonald, 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; Joshua Kogut, Director of Aerial Operations; Chad Huff, PEIO; Chrissy Bloxom, Executive Assistant; Robert Lee, Director of Aerial Maintenance; Tony Nunez, Chief Technology Officer.

**Invited Guests Present:** None

**Community Input:** Three residents were phoned and addressed the Board in reference to the Oxitec project during community input. One resident was phoned but did not answer.

**Approval of Agenda:** *The agenda was unanimously approved by the Board. A motion was made by Commissioner Zuba, seconded by Commissioner McDonald and passed unanimously to approve the Consent Agenda.*

**Attorney's Report:** Dirk Smits, Board Attorney, advised the Board that mediation with the City of Key West will be conducted next week. The Board continues to maintain FKMCD position concerning the ongoing litigation.

**Director's Report:** Executive Director Andrea Leal awarded Tony Nunez, Chief Technology Officer, with the employee of the quarter award. Director Leal updated the Board on Mosquito-Borne Diseases in Florida, FKMCD Operations, and staff participation at the Key West Garden Fest. She discussed the DODD short courses, where she presented during the SIT Class. Director Leal mentioned the Oxitec webinar will be held on February 23, 2021. Director Leal advised the Board that the FKMCD meetings will go live on channel 76 starting in March.

#### **Items for Board Discussion:**

**8a.) Financial Planning Workshop** - Chairman Goodman discussed long term planning for the budget. He recommended taking into consideration the upcoming cost the District will incur. He would like staff to begin the process of working on the budget for the meeting in April. Director Leal will hold a strategic plan workshop in March. Chairman Goodman would like to go into the budget season with real knowledge and has requested FKMCD staff to work on putting together upcoming costs and begin discussions next month. He talked about traps, insurance compensation, reserves and potential purchases. Chairman Goodman will include this discussion on next month's agenda, as he would like the Board to be more involved in the budget process. Commissioner McDonald asked for the strategic plan to include a timeline and budget. He would also like to discuss programs to increase efficiency and safety. Director Leal discussed the safety procedures for inspectors to get mosquito counts.

**Items for Board Review and Action:**

**9a.) Financial Reports** - Bruce Holden, Director of Finance, addressed the previously submitted report for year-end cash. Mr. Holden further discussed district finances, cash disbursement and the costs for ongoing litigation. Mr. Holden discussed additional savings by the District. He will send the Board members a summary of year to date cost savings. Chairman Goodman would like to see those reports sent to each Board member on a monthly basis. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney and passed unanimously* to accept the Financial Reports.

**9b.) ITB 2021-01 Surplus Equipment-Bell 206B** – Director Leal advised the Board that two bids were received during the bid opening for the sale of the helicopters. She discussed both bids were well below what the District valued the helicopters to be worth. She requested permission to sell at the Directors discretion. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously* to sell at the Director’s discretion. Chairman Goodman requested for Director Leal to put together a list of any other District property that could be put out to bid.

**9c.) November Meeting Date Change** - Director Leal advised the Board that the FMCA Annual meeting is currently scheduled for November 16, 2021, which is FKMCD’s November meeting date. After some discussion, the Board voted to change the FKMCD meeting date to November 9, 2021. *The board unanimously approved the date change.*

**9d.) Community Input** - Director Leal discussed the available phone option for Community Input during the March meeting. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously* to approve the phone option for Community Input at the March meeting date.

**Good of the Order:**

- Chairman Goodman announced there will be an Audit Committee meeting, Strategic Plan Workshop and the Regular Meeting held on March 16, 2021.

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

*Respectfully submitted,*

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*Andrea Leal  
Executive Director*

*Board of Commissioners  
Florida Keys Mosquito Control District*

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*Phillip L. Goodman, Chairman*

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*Brandon Pinder, Secretary-Treasurer  
For additional information, please refer to [www.keysmosquito.org](http://www.keysmosquito.org).*