

Regular Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

August 16, 2022 1:30 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on August 16, 2022 at the FKMCD Marathon office.

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

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Josh Kogut, Director of Aerial Operations; 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 Consent Agenda: A motion was made by Commissioner Cranney, seconded by Commissioner Zuba and passed unanimously to approve the Consent Agenda.

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

Treasurer's Report: During the meeting Commissioner McDonald, Secretary/Treasurer, handed out the FKMCD Audit Committee Charter guidelines and reminded the Board that they are responsible for carrying out their duties during the upcoming Operational Audit which will be conducted by OPPAGA (Office of Program Policy Analysis and Government Accountability). He is requesting an upcoming workshop to review each Board Member's roles before the Audit season starts. Chairman Goodman asked if the workshop can be done in October due to the Budget meetings in September.

Attorney's Report: Dale Coburn, Board Attorney, advised the Board that the mediation of the Cyber Insurance Reimbursement with the insurance carrier; PGIT was held on August 3rd, 2022, and they came to a resolution. The settlement agreement is an agenda item to be voted on today. The cost of the mediator, which was \$2500.00, was covered by PGIT.

Director's Report: Andrea Leal, Executive Director, gave the Board an update on the Mosquito-Borne Diseases in the area, which included 2 locally acquired cases in Miami-Dade and 2 travel-related cases in Monroe County. The District is watching these numbers closely and continuing to monitor the *Aedes aegypti* population. The rainfall in the Keys has been significantly lower the last month, which is attributing to lower than average Salt Marsh mosquito numbers. No aerial adulticide missions were conducted in July and only four (4) truck adulticide missions were executed covering approximately 2,500 acres. The District has increased the number of ground liquid larvicide missions, which is allowing us to increase our control over the *Aedes aegypti* in these additional areas. Ninety six (96) service requests received in July, which was significantly lower than the historical average for July, and the month of June, which was over 400.

Chad Huff, our Public Education & Information Officer will be participating in a few local community outreach events including the Upper Keys Rotary and the South Florida Aquatic Plant Management Society.

FKMCD has added some new landing zones for the helicopter in the Upper Keys and Director Leal thanked the aviation department and Mr. Huff for their hard work in finding these additional zones. Director Leal, Chairman Goodman, and Bruce Holden met with the Key West Chamber of Commerce on July 26th regarding our upcoming Budget. Chairman Goodman commented on how well he felt the meeting went and that he also received a complimentary letter form the Chamber after the meeting.

The next FKMCD-Oxitec Webinar is scheduled for August 23, 2022 at 5pm, which will cover the 2022 Project Update for Oxitec.

Items for Board Discussion:

9a.) Investment Policy – Chairman Goodman, reviewed the current financial policies which are found in the FKMCD Administrative Policy Manual. He recommended a few changes to the policy which included automatically designating the current Secretary/Treasurer to the Investment Advisory Committee. The three (3) member Investment Advisory Committee would be responsible for deciding which authorized investment institution the District utilizes each year. Chairman Goodman would also like to add to the policy that OPEB does not follow these same guidelines. Director Leal advised the changes will be made and brought back at the next meeting as an action item.

Items for Board Review and Action:

10a.) Financial Reports – Bruce Holden, Director of Finance, advised July was a good month financially due to the low amounts of rain in the area. He feels overall the District is doing a great job with spending and are staying close to the 7 year average spend. Mr. Holden briefly reviewed the District Finances and Cash Disbursements. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously,* confirming the Board received the financial information from July of 2022 and the Board requests it be submitted for audit at the appropriate time.

10b.) Approval of Mediation Agreement for Cyber Insurance – Andrea Leal, Executive Director, recapped the previous discussions regarding the PGIT mediation and asked the Board accept the terms of the mediation agreement. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney,* to approve the Mediation Agreement for the Cyber Insurance Claim. After a roll call vote, it was unanimously approved. Dale Coburn, Board Attorney, stated PGIT will be sending him a release, he asked the Board if the release can be signed by Chairman Goodman and Director Leal without having to be brought back to the Board for approval. The Board unanimously agreed.

10c.) Approval for Participation in FLCLASS Investment Pool – Bruce Holden, Director of Finance, informed the Board that he conducted reference checks with FLCLASS participants from other governmental agencies within the Florida Keys. The agencies consisted of Florida Keys Aqueduct Authority, Clerk of Court, and Keys Energy; each had glowing reviews of the FLCLASS operations, and he recommends moving forward with FLCLASS to generate additional interest income for the District. *A motion was made by Commissioner Zuba, seconded by Commissioner McDonald, and passed unanimously* to approve Participation in FLCLASS Investment Pool, with the monetary amount being decided by the three (3) person Investment Advisory Committee. After a roll call vote, it was unanimously approved.

10d.) Surplus Equipment – 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 McDonald, and passed unanimously* to approve the surplus property disposition of the Britten-Norman Islander 2T Twin Engine Turbine Airplane. After a roll call vote, it was unanimously approved.

Good of the Order:

- Chairman Goodman advised the Board we will have the Tentative Budget Hearing on September 13th at 5:05pm and the Regular Meeting and Final Budget Hearing will be on September 20th. It was decided to start the Regular Meeting at 3:30pm and the Final Budget Hearing at 5:05pm.

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.