

Regular Meeting Minutes

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

January 17, 2023 4:09 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on January 17, 2023 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; 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, PEIO; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: Mark Latham

Swearing in of Chairman Goodman and Commissioner McDonald

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: Director Leal requested to amend the agenda by adding item 12e; to approve piggybacking of office furniture from the state contract in the amount of \$37,062.96. A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to amend the agenda as described. The meeting agenda was unanimously approved by the Board. A motion was made by Commissioner Cranney, seconded by Commissioner McDonald, and passed unanimously to approve the amended agenda.

Treasurer's Report: Tom McDonald, Secretary/Treasurer, advised he is still working on changing the format we use to present the financial statements so they are displayed departmentally. Director Leal suggested that herself, Bruce Holden and Commissioner McDonald have a meeting to review the current setup.

Attorney's Report: Dirk Smits, Board Attorney, advised the Board we will begin using resolutions for each item on the agenda that requires Board action. Mr. Smits also reviewed Florida Statutes Chapter 189 Section 072 with the Board regarding the Dissolution of an independent special district.

Director's Report: Andrea Leal, Executive Director, announced that Robert Svoboda was awarded Employee of the Quarter. Robert is our newest Fleet Mechanic in the Marathon office and has been with the District for just over a year and always goes above and beyond in his daily job functions and is extremely helpful to all of the staff. Director Leal reviewed the Annual Operations Reports. The District is doing Tire Amnesty days at all three (3) locations in January; which was funded by grants from the Department of Agriculture and FDOT. Chad Huff, PEIO; has been working with the county to try and secure temporary landing zones in the upper keys. Director Leal included the Annual Research Publication Summary for 2022 in her report, which highlighted fourteen (14) articles that were submitted by our research team. Director Leal had Bruce Holden, Director of Finance give the Board an update on our investments into FLCLASS and the interest earned in the last month.

2023 Election of FKMCD Officers:

Commissioner Zuba nominated Chairman Goodman, seconded by Commissioner Cranney, as Board Chair, with no other nominations Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Commissioner McDonald nominated Commissioner Zuba as Vice-Chair, seconded by Commissioner Pinder, with no other nominations, Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Chairman Goodman nominated Commissioner McDonald as Secretary/ Treasurer, seconded by Commissioner Pinder, with no other nominations, Chairman Goodman moved that nominations be closed. After a roll call vote, it was unanimously approved.

Items for Board Discussion:

11a.) Operational Review – Andrea Leal, Executive Director, provided an update to the Board and highlighted the timeline for the state-mandated audit and what the next steps are for the District.

Items for Board Review and Action:

12a.) Financial Reports – Bruce Holden, Director of Finance, discussed the State and Local accounts and reviewed the spending and year-to-year comparisons and stated that overall we are in a good place with the budget. *A motion was made by Commissioner Zuba, seconded by Commissioner Pinder, and passed unanimously, confirming the Board received the financial information from December of 2022 and the Board requests it be submitted for audit at the appropriate time.*

12b.) Resolution 2023-01; Budget Amendment #3: A Resolution Of The Florida Keys Mosquito Control District Of Monroe County, Florida Amending The District's Budget For Fiscal Year 2022-2023; Providing For Severability; And Providing For An Effective Date. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder, and passed unanimously to adopt Resolution 2023-01 as written. After a roll call vote, it was unanimously adopted.*

12c.) Resolution 2023-02; Budget Amendment #4: A Resolution Of The Florida Keys Mosquito Control District Of Monroe County, Florida Amending The District's Budget For Fiscal Year 2022-2023; Providing For Severability; And Providing For An Effective Date. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney, and passed unanimously to adopt Resolution 2023-02 as written. After a roll call vote, it was unanimously adopted.*

12d.) Resolution 2023-03; Addition of Juneteenth, Federal Holiday, to FKMCD Holiday Policy: A Resolution Of The Florida Keys Mosquito Control District Of Monroe County, Florida Recognizing The Federal Holiday Juneteenth As A District Holiday; Providing For Inclusion In The Personnel Manual; And Providing For An Effective Date. *A subsidiary motion was made by Chairman Goodman, seconded by Commissioner McDonald to postpone Commissioner Cranney's motion to a time uncertain in July of 2023. After a roll call vote, the motion failed with a 2-3 vote, with Commissioner Zuba, Commissioner Cranney and Commissioner Pinder voting no. A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, to adopt Resolution 2023-03 as written. After a roll call vote, it was passed with a 3-2 vote, with Chairman Goodman and Commissioner McDonald voting no.*

12e.) Approve piggybacking of office furniture from the state contract in the amount of \$37,062.96- *A motion was made by Commissioner Pinder, seconded by Commissioner Zuba, and passed unanimously to approve purchasing the furniture. After a roll call vote, it was unanimously approved.*

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on February 21, 2023 at 1pm and advised the Board there would be an Audit Committee Meeting, Regular Meeting and 2 Workshops.

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.