

Regular Meeting Minutes

Florida Keys Mosquito Control District
Marathon City Hall
9805 Overseas Hwy, Marathon, FL

November 9, 2022 2:17 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on November 9, 2022 at the Marathon City Hall.

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

Employees Present Were: Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; 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 McDonald 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: Tom McDonald, Secretary/Treasurer, advised he with met Bruce Holden, Director of Finance, and Bruce will be presenting the financial statements in a format that will be displayed departmentally starting in January of 2023.

Attorney's Report: Dale Coburn, Board Attorney, advised he has no formal report.

Director's Report: Andrea Leal, Executive Director, gave the Board an update on the Mosquito-Borne Diseases in the area, which included 34 locally acquired Dengue cases in Miami-Dade, with the travel-related cases substantially increasing on a daily basis. Miami Dade, Broward, and Volusia counties are all on Mosquito-borne illness alert. The District is watching these numbers closely and continuing to monitor the *Aedes aegypti* population. Director Leal summarized the information in the operations report. Chad Huff, our Public Education & Information Officer, continues to attend local community outreach events each month and will be presenting at Science Night on November 9th at Sugarloaf School and the Key West Pre-School Co-Op on November 10th. We are also participating in Mote Marine Ocean Fest in Islamorada and Marathon Airport Aviation Day. A German documentary crew is scheduled to visit FKMCD in early November to see our operations for an upcoming Oxitec Project documentary. Michael Behrend, Director of Human Resources, advised the Board that Open Enrollment will take place November 4th for the staff and that this is the first year everything will be done electronically. The transition to Aflac Dental seems to be going smoothly, and some providers in the Keys are joining their network. The final FKMCD-Oxitec webinar occurred on October 25th, 2022, and all of the release boxes will be removed from the field by the end of November. Director Leal introduced Mark Latham, who is conducting our District initiated audit, and updated the Board on the state-mandated upcoming audit, which will begin in January; once she receives further information, she will update the Board. She then discussed the District-initiated performance review and advised the Board it would start the first week in November. Director Leal then reviewed a new section of her report, After Action Items and Future Board Items, which are all workshop related.

Items for Board Discussion:

9a.) Commissioner Travel Plans for 2023 – Andrea Leal, Executive Director, discussed the upcoming events that the District will be attending and asked if any of the Commissioners have interest in attending. The Board discussed each event and decided the following; Commissioner McDonald and Chairman Goodman will attend DODD; Commissioner McDonald may attend the Lee County Fly-In; Commissioner Pinder will attend Washington Days; and Chairman Goodman will attend FMCA.

Items for Board Review and Action:

10a.) Financial Reports – Bruce Holden, Director of Finance, discussed the monthly budget analysis and the year-on-year variances for the District and highlighted the down payment of the new helicopter purchase. Mr. Holden also reviewed the FKMCD Local FY 2022-2023 YTD Cash Basis Net Income and FKMCD Local Funds FY 2022-2023 Cash Basis Monthly Net Income and explained that October is showing a large net income loss due to taxes not coming in during this month and the helicopter down payment. *A motion was made by Commissioner Cranney, seconded by Commissioner McDonald, and passed unanimously, confirming the Board received the financial information from October of 2022 and the Board requests it be submitted for audit at the appropriate time.*

10b.) Schedule 2023 Meeting Dates – Andrea Leal, Executive Director, discussed the 2023 meeting dates and the Board adjusted meeting dates to their schedules. -

10c.) Resolution 2022-05 Dept. of Financial Services Authorized Signatures – Bruce Holden, Finance Director, advised the Board that he and Director Leal's signatures had to be approved for signing purposes for the District. *A motion was made by Commissioner Cranney, seconded by Commissioner Pinder and passed unanimously to approve Resolution 2022-05 as written. After a roll call vote, it was unanimously approved.*

10d.) Resolution 2022-06 Approval of Investment Policy – Dale Coburn, Board Attorney, presented the Investment Policy as a resolution for approval. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney and passed unanimously to approve Resolution 2022-06 as stated. After a roll call vote, it was unanimously approved.*

10e.) Ratification of Emergency Purchase: AAA American Restoration – Andrea Leal, Executive Director, asked the Board to ratify the presented emergency purchase. *A motion was made by Commissioner McDonald, seconded by Commissioner Cranney, and passed unanimously to approve the Ratification of Emergency Purchase: AAA American Restoration as stated. After a roll call vote, it was unanimously approved.*

10f.) Ratification of Emergency Purchase: GA Contractors - Andrea Leal, Executive Director, asked the Board to ratify the presented emergency purchase. *A motion was made by Commissioner Pinder, seconded by Commissioner McDonald, and passed unanimously to approve the Ratification of Emergency Purchase: GA Contractors as stated. . After a roll call vote, it was unanimously approved.*

Good of the Order:

- Chairman Goodman advised the Board we will have the Audit Committee Meeting and Regular Meeting on December 16th at 10:00am, followed by our annual holiday luncheon.

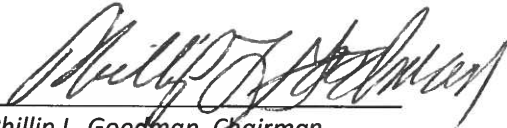
There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,

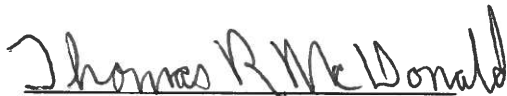


Andrea Leal
Executive Director

*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.