

REGULAR MEETING

SEPTEMBER 16, 2025



# 2025 CALENDAR

January-2025						
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	23	24	25
26	27	28	29	30	31	

March-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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30	31					

May-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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July-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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September-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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November-2025						
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February-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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April-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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June-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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29	30					

August-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October-2025						
SUN	MON	TUES	WED	THUR	FRI	SAT
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

December-2025						
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	23	24	25	26	27
28	29	30	31			

Holidays
  Meetings
  Conferences

## Regular Meeting Agenda

Florida Keys Mosquito Control District  
Marathon Office  
503 107<sup>TH</sup> Street, Marathon, FL

September 16, 2025 3:30 pm

### 1.) Call to Order

### 2.) Invocation and Salute to the Flag

### 3.) Roll Call

### 4.) 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](mailto:ddarias@keysmosquito.org)) no later than 11:00 am on September 16, 2025. If attending remotely, you must remain available by phone from the hours of 3:30pm to 5:00pm.

### 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 August 19, 2025 Regular Meeting **Pgs. 6-8**

b.) Minutes of the August 19, 2025 Budget Workshop **Pgs. 9-10**

**6.) Approval of Agenda**

**7.) Treasurer's Report**

**8.) Attorney's Report**

**9.) Director's Report** Pgs. 14-24

**10.) Items for Board Discussion**

a.) Audit Committee Charter (Leal) Pgs. 26-30

**11.) Items for Board Review and Action:**

a.) Financial Reports (Holden)

I. Budget Analysis Pgs. 32-36

II. District Finances Pg. 37

III. Cash Disbursements through August 2025 Pgs. 38-41

b.) Resolution 2025-22 Department of Financial Services Authorized Signatures (Holden) Pgs. 43-44

c.) Resolution 2025-23 Audit Committee Evaluation 2023-24 Pgs. 46-49

**12.) Good of the Order**

**13.) Meeting Adjourned**

# *Item 5*

## Consent Agenda

## Regular Meeting Minutes

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

August 19, 2025 1:29 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on August 19, 2025 at the FKMCD Marathon Office.

**Present Were:** Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Bette Brown, Secretary/Treasurer; Brandon Pinder, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Hunter O'Connor, Board Attorney.

**Employees Present Were:** Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education Information Officer; Lauren Bouchard, Director of Finance; Abigail Smith, Education Coordinator; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

**Invited Guests Present:** None.

**Community Input:** None.

**Approval of Consent Agenda:** Chairman Goodman asked the Board if there were any corrections or additions to the consent agenda, having none, the agenda was approved.

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

**Treasurer's Report:** Bette Brown, Treasurer, stated that the banking RFP is still in progress. Bruce Holden noted that a template is in place, but the review is still in its early stages. The Board discussed banking management, confirming that no formal contract currently exists. Members agreed that it would be best to issue the RFP before year-end to lock in rates ahead of possible Federal Reserve cuts, although the bid timeline may extend into November.

**Attorney's Report:** None.

**Director's Report:** Director Andrea Leal recognized service milestones, including Byron J. Elliott, a Middle Keys field inspector, for five years of service. Staff also acknowledged the district mechanics for earning their Blue Seal of Excellence again this year. Director Leal provided updates on vector-borne diseases, noting continued transmission of dengue in Brevard County and travel-related cases of chikungunya, with the potential for Zika outbreaks in the future due to cyclical patterns. Mosquito populations this season have been unusually high across South Florida, including the Middle Keys, driven by previously unknown breeding sites and weather-related factors. The district has increased treatment efforts, including adulticide missions, and plans to enhance reconnaissance and early-season preparation in future years. Collaboration with neighboring counties on technologies such as LiDAR to identify breeding sites is being explored.

Community outreach efforts were highlighted, including media coverage of Wolbachia releases, an op-ed for World Mosquito Day, promotion of the treatment app, and increased educational content on social media. Director Leal formally introduced Lauren Bouchard as the new Director of Finance. Bruce Holden will continue working through the next month to finalize the budget. She then reported on a recent presentation to the Key West Chamber of Commerce Budget Committee, noting positive engagement and emphasizing the District's return on investment.

Chairman Goodman also delivered a well-received presentation to the Rotary Club. Staff members are available for additional community speaking engagements. Ongoing staff training includes participation in the T.R.I.M. webinar and records retention training for administrative personnel. Bruce provided the investment update for July, reporting that \$450,000 was withdrawn from the FLClass account for operations, leaving a balance of approximately \$14.4 million. Monthly earnings totaled \$54,600, reflecting a 4.35% return, with performance remaining strong.

**Items for Board Discussion:**

**9a.) Audit Committee Charter Review:** The Board discussed the annual evaluation requirement outlined in the charter, which mandates that each September the Committee must evaluate its performance and report the results to the Board. Since the Committee is the Board, this process has not been formally completed in the past. To ensure compliance, members agreed to retain the requirement and adopt a simple evaluation procedure. Commissioner Jill Cranney will create a one-page evaluation form with five basic standards for review, allowing each Commissioner to complete, sign, and file the document with the annual audit paperwork. The Board agreed that this approach provides a practical way to demonstrate compliance with the policy.

**9b.) Lower Keys Operations Facility:** Director Leal reported that the Big Coppitt office is closed due to mold and water damage, with staff temporarily working from home or relocated to Marathon. Mold remediation and source identification are currently underway to ensure insurance coverage, and repairs are expected to take several months. The Board discussed the need for a permanent Lower Keys facility, noting that the trailers were intended only as a temporary solution. Existing approved building plans can be utilized, and members agreed to revisit them at the next meeting and begin planning for a replacement structure within the next few years.

**Items for Board Review and Action:**

**10a.) Financial Reports:** Bruce Holden, the Director of Finance, presented the financial reports, noting that expenditures during the first ten months of the fiscal year were nearly identical to those in the same period last year, despite increased chemical spending in July. He highlighted that a contract pilot (BARSA) had been engaged under a monthly agreement that includes housing and per diem, which has helped stabilize operations. A discussion followed regarding the challenges of finding experienced pilots for Airbus aircraft compared to Bell helicopters, with consensus that retaining at least one Bell helicopter would be valuable for training purposes. *A motion was made by Commissioner Pinder, seconded by Commissioner Cranney, and passed unanimously, confirming the Board received the financial information from July of 2025 and the Board requests it be submitted for audit at the appropriate time.*

**Good of the Order:** Chairman Goodman advised that the Tentative Budget Hearing will be held on September 8th at 5:05 p.m. It was also decided to move the September 16th Regular Meeting to 3:30 p.m., followed by the Final Budget Hearing at 5:05 p.m.

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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*Bette Brown, Secretary-Treasurer*

*For additional information, please refer to [www.keysmosquito.org](http://www.keysmosquito.org).*

*DRAFT*

## Budget Workshop Minutes

### Florida Keys Mosquito Control District

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

**August 19, 2025 1:00 pm**

The Board of Commissioners of the Florida Keys Mosquito Control District held a Budget Workshop on August 19, 2025, at the FKMCD Marathon Office.

**Present Were:** Phillip Goodman, Chairman; Dr. Stanley Zuba, Vice-Chair; Bette Brown, Secretary/Treasurer; Brandon Pinder, Commissioner; Jill Cranney, Commissioner; Andrea Leal, Executive Director; Hunter O'Connor, Board Attorney.

**Employees Present Were:** Mikki Coss, Director of Operations; Bruce Holden, Director of Finance; Michael Behrend, Director of Human Resources; Chad Huff, Public Education Information Officer; Lauren Bouchard, Director of Finance; Abigail Smith, Education Coordinator; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer.

**Invited Guests Present:** None.

**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.

**Community Input:** None.

Chairman Goodman stated that this workshop has been called to discuss the Budget for the Fiscal Year 2025-2026.

**Discussion:** Bruce Holden, Director of Finance, reviewed the proposed FY 2025–2026 budget, which remains set at 3% above the rollback rate. Commissioners discussed employee compensation and reaffirmed their support for a 3% cost-of-living adjustment and up to 2% merit raises, emphasizing the importance of maintaining a merit-based system to reward performance, retain staff, and remain competitive with other local entities. The District reported a \$622,000 surplus due to higher-than-expected revenues and savings in health and aircraft insurance. Health insurance increases were reduced from 10% to 5%, saving \$137,000, while aircraft insurance premiums remained flat, saving \$67,000. Additional adjustments included \$18,000 in salary savings and \$272,000 in corrections to chemical budget figures, offsetting a \$5,400 increase in chemical costs. The board agreed to maintain an uncommitted reserve of \$2 million, with surplus funds and proceeds from aircraft sales and grants to support future projects. Long-term planning discussions highlighted the need to prepare for future helicopter purchases and a potential Lower Keys building. The meeting concluded with consensus on the District's strong financial position. Commissioners agreed to present a rollback budget at the first public hearing next month and directed staff to include a comparative chart outlining changes from the previous year's budget.

**Good of the Order:** None.

**Adjourn:** 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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*Bette Brown, Secretary-Treasurer*

*For additional information, please refer to [www.keysmosquito.org](http://www.keysmosquito.org).*

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# *Item 7*

# Treasurer's Report

*Item 8*

Attorney's  
Report

# *Item 9*

## Director's Report

# September 2025 Director's Report

## State of Florida Mosquito-Borne Disease Update (as of 09/06/2025)

1. Monroe County (2025)
  - a. Dengue: 1 travel-related
2. All of Florida (2025)
  - a. Dengue: 24 local (Brevard 19, Hillsborough, Miami-Dade 3, Pasco), 189 travel-related
  - b. Zika: 0 local, 0 travel-related
  - c. Chikungunya: 0 local, 11 travel-related
  - d. West Nile Virus: 9 human cases
  - e. Eastern Equine Encephalitis: 0 human cases
  - f. Oropouche Virus: 0 local, 0 travel-related
  - g. Malaria: 0 local, 36 travel-related
3. Alachua, Bay, Clay, Duval, Hillsborough, Lafayette, Leon, Pasco, and Pinellas counties are currently under a mosquito-borne illness advisory. Brevard, Escambia, and Miami-Dade counties are currently under a mosquito-borne illness alert.

## Operations Summary

1. Adult Mosquitoes
  - a. Salt Marsh mosquito numbers were higher than the historical average throughout the Keys in August.
  - b. Eleven (11) aerial adulticide mission were conducted in August, treating approximately 45,500 acres, which is higher than the historical average in August.
  - c. One hundred and fifty-eight (158) truck adulticide missions were conducted in August, treating approximately 60,000 acres throughout the Keys.
  - d. *Aedes aegypti* numbers did not exceed our adulticide action thresholds in August.
2. Larval Mosquitoes
  - a. Continued treating at 10 lbs./acre for most granular applications.
  - b. Forty-six (46) aerial granular larvicide missions were completed in August, treating approximately 14,800 acres, which is above our historical average in August.
  - c. Four (4) aerial liquid larvicide missions were conducted in August in Key West.
  - d. Thirty-six (36) ground liquid larvicide missions were conducted in August, treating approximately 3,000 acres.
3. Service Requests received (1,648) were higher than the historical average for the month of August.

## Community Outreach/Education

1. Community Events/Outreach/Speaking Engagements
  - a. Pennekamp Welcome Center 'Learning Table': 8/22/25 11am – 2pm
  - b. Middle Keys Republican Club: 9/10/25, Andrea Leal as guest speaker
  - c. Marathon Chamber of Commerce Luncheon: 9/16/25, Chairman Goodman as guest speaker
  - d. Saltmarsh Mosquito Educational Sessions: 9/15/25, 9/16/25, 9/17/25
  - e. Marathon Airport Women in Aviation Day: 9/20/25
  - f. Key West Chamber Business Trade Show: 9/25/25
  - g. Marathon Trunk or Treat: 10/21/25
  - h. Ocean Reef Health Fair: 10/24/25
2. Media/News Releases
  - a. 9/9/25: News Release for Saltmarsh Educational Sessions
  - b. Weekly Radio, US 1
3. Other
  - a. New Door Hangars ready for distribution

## Human Resources

1. Current Openings
  - a. Purchasing Agent/Financial Analyst, Lower Keys (on hold due to BC Office)
2. Resignations/Retirements
  - a. Bruce Holden, Director of Finance, 12 years

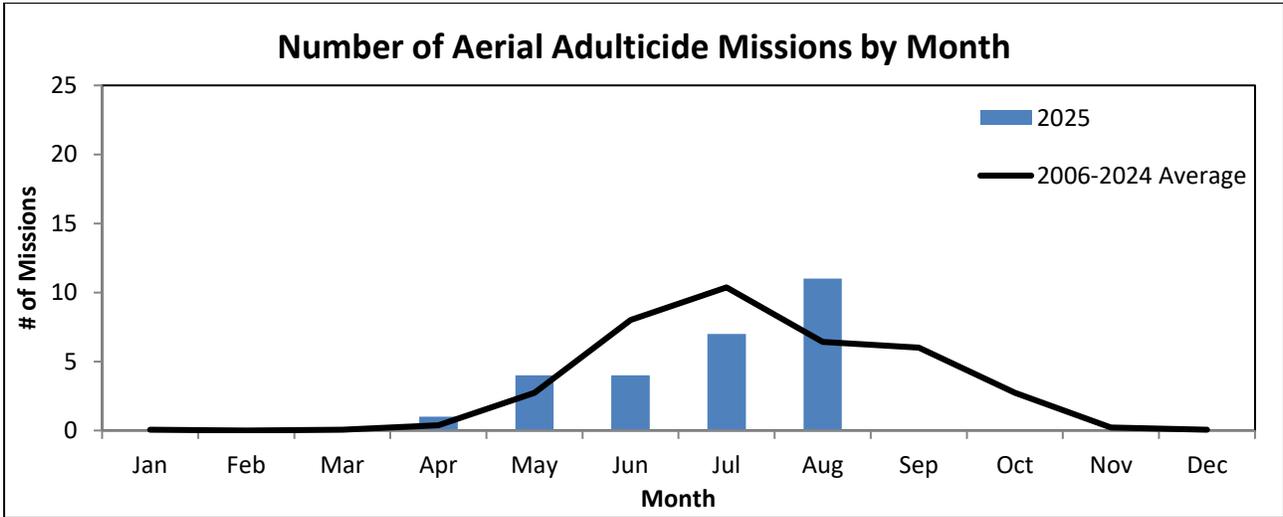
## Other Items

1. Travel/Training
  - a. FDACS Mosquito Biology (Virtual): 8/28/25
  - b. Strategic Planning Software Training (Virtual): 9/10/25
  - c. Safran Conference (Norfolk, VA): 9/28/25 – 10/2/25
    - Attending: Rob Lee
2. Software Development Meetings: Weekly
3. Water Quality Protection Program Steering Committee Meetings: 10/8/25 – 10/9/25
4. Big Coppitt Building Update
5. Mosquito Management Plan Updates
6. LiDAR Update
7. Investment Update
8. After Action Items/Future Board Items
  - a. ITN for Banking, in process
  - b. Audit Committee Charter Annual Review, October 2025
  - c. Administrative Policy Manual Annual Review, December 2025
  - d. Budgetary Process Annual Review, May 2026

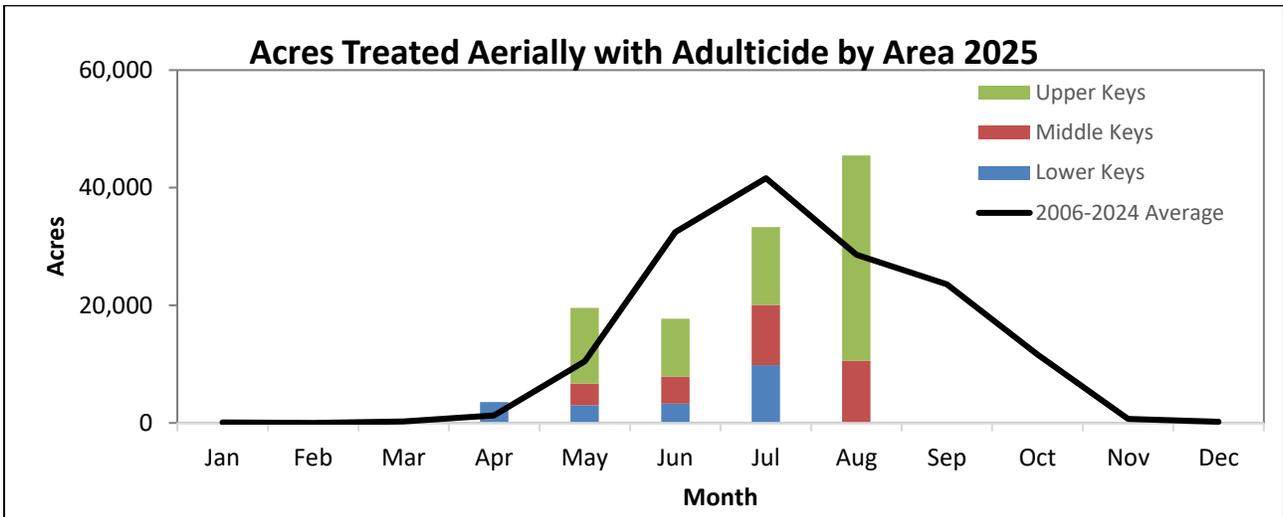
# Florida Keys Mosquito Control Operations Report

(Adjusted through July 31, 2025)

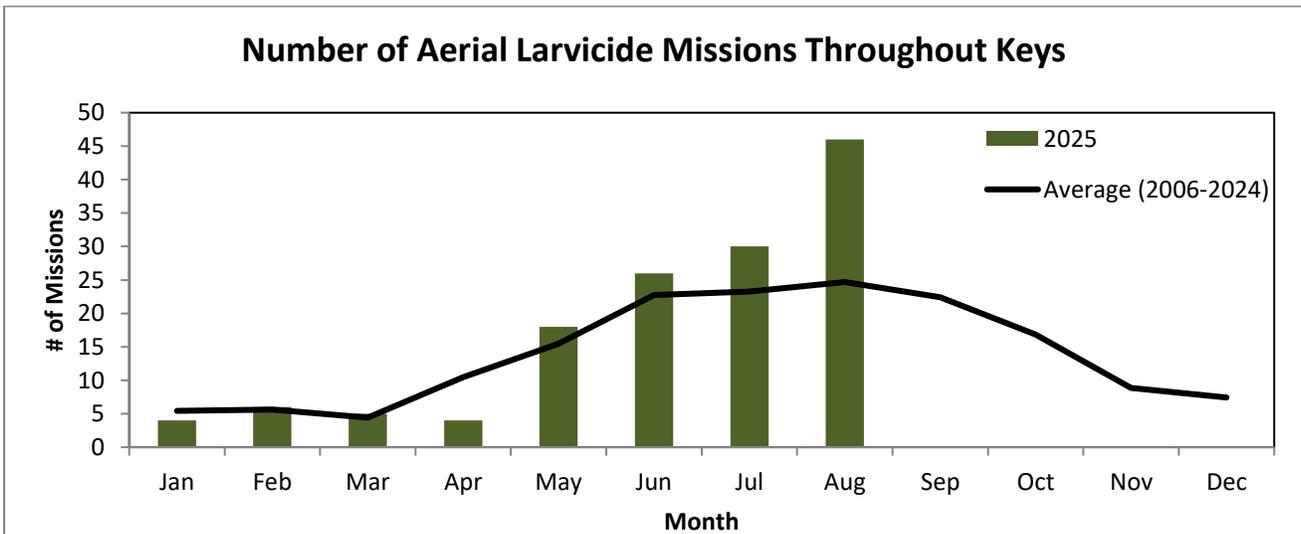
## Aerial Adulticiding Missions in August 2025: 11 Missions



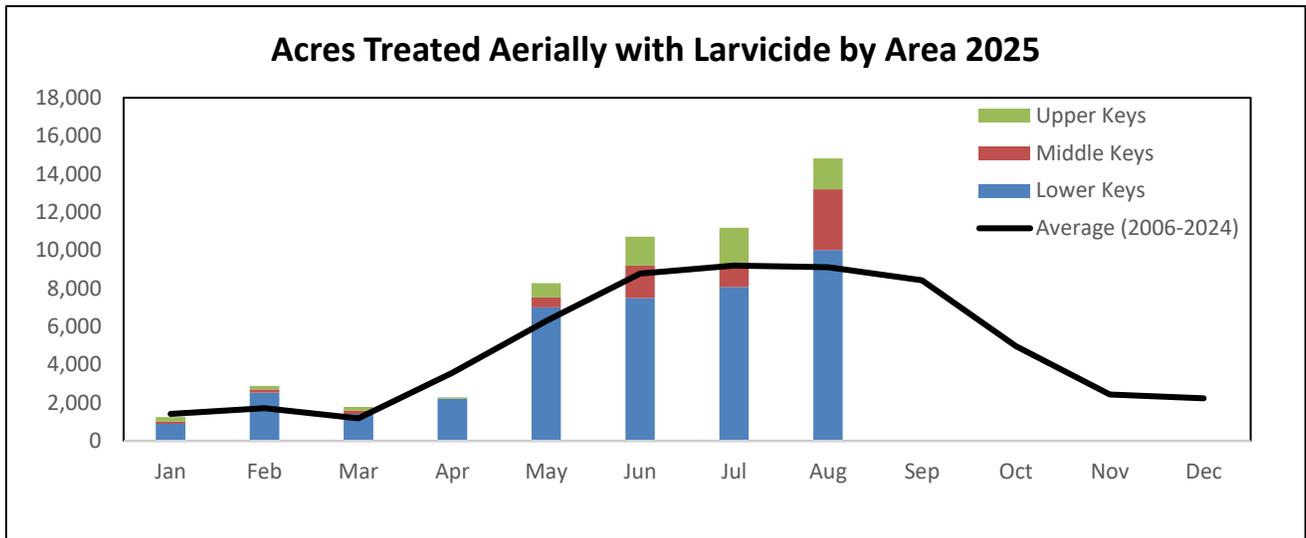
## \*PM: Aerial Adulticiding Acreage in August 2025: 45,478 Average of 58.25% Population Reduction



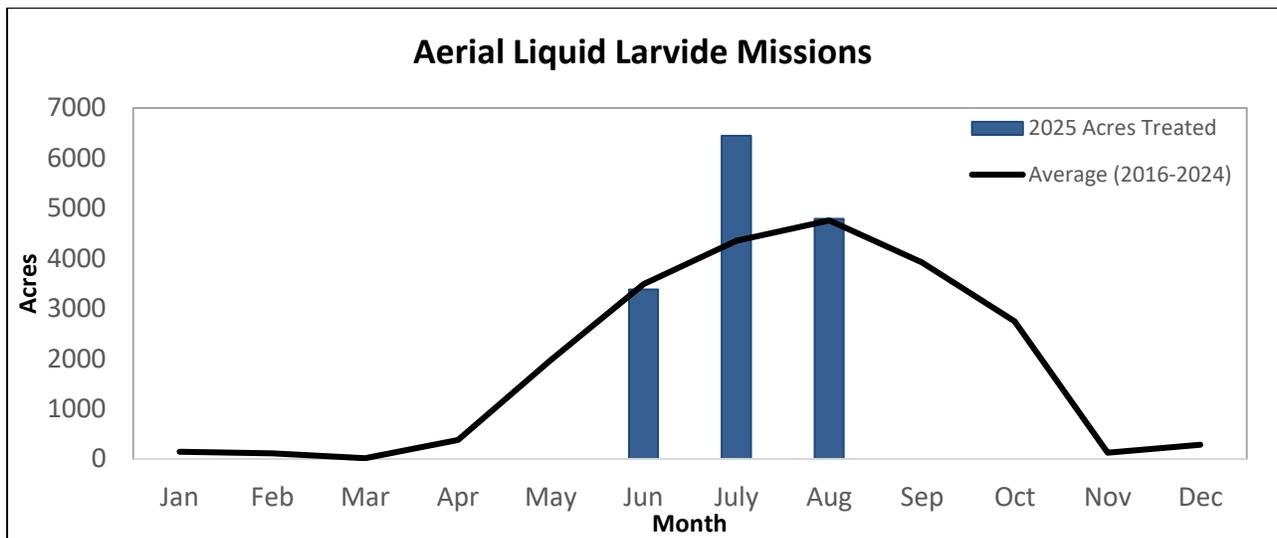
## Aerial Granular Larviciding Missions in August 2025: 46



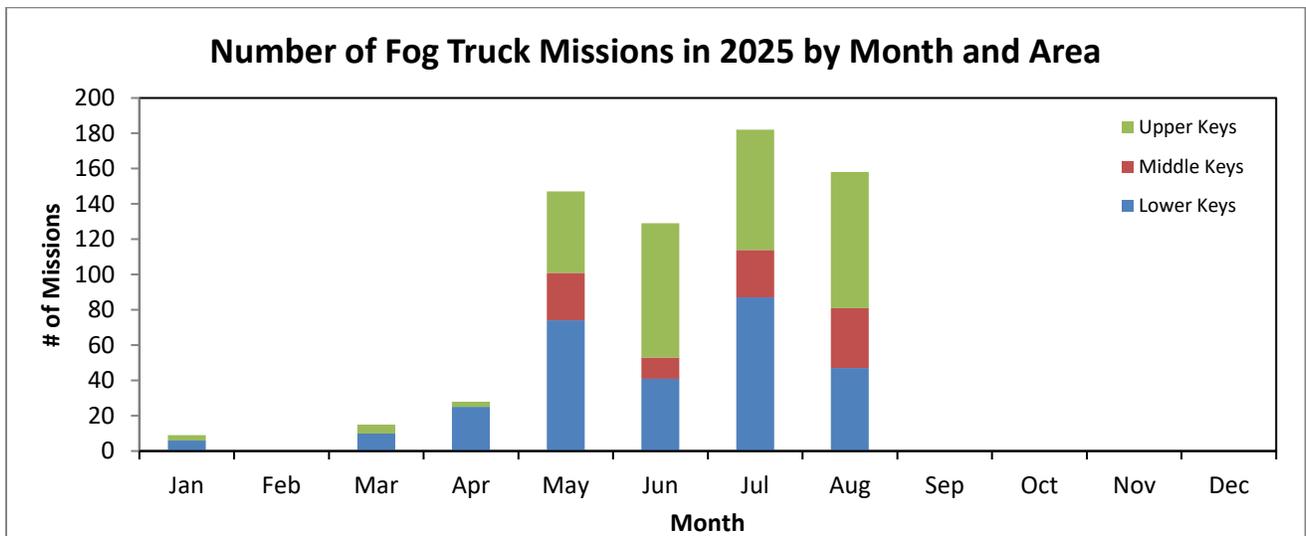
**\*PM: Aerial Granular Larviciding Acreage in August 2025: 14,824**



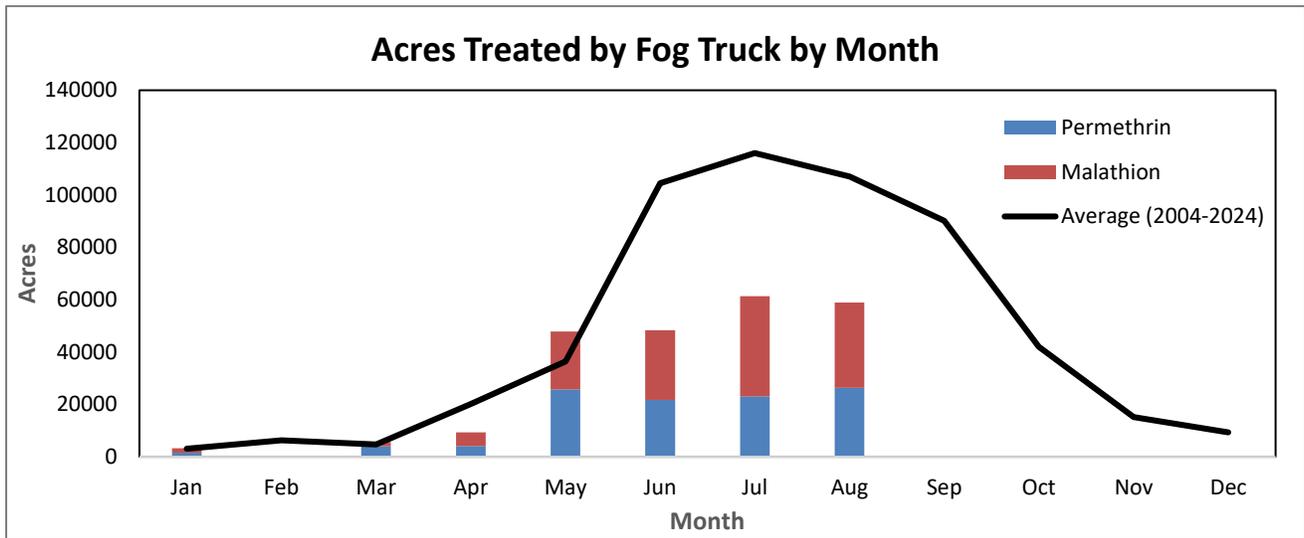
**\*PM: Number of Aerial Liquid Larviciding Missions in July 2025: 4 Missions**



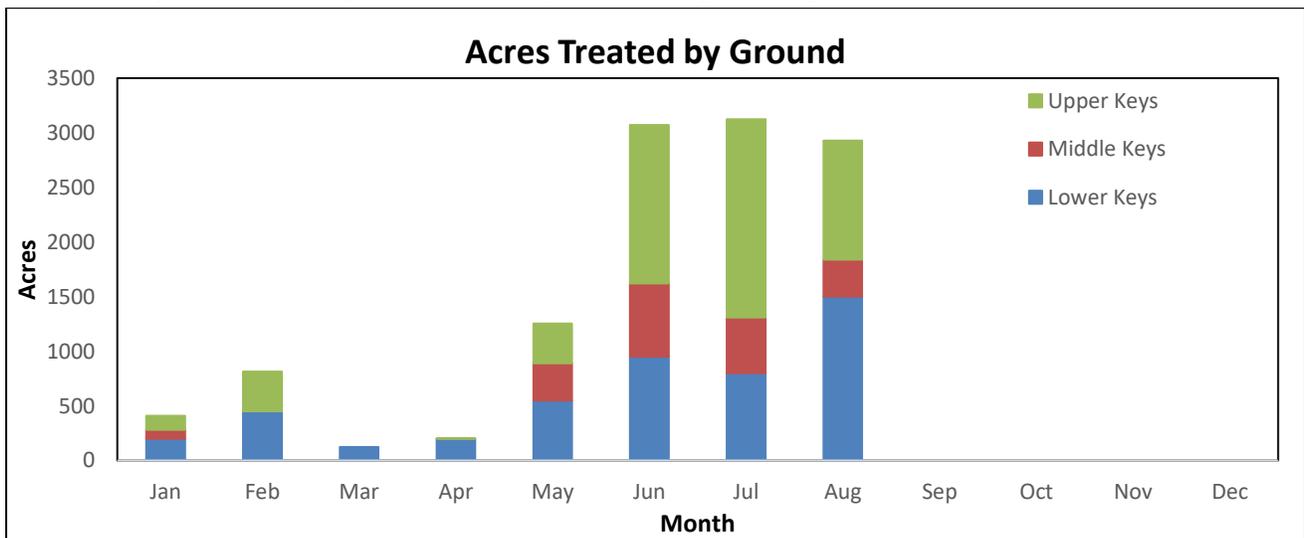
**\*PM: Ground Adulticiding Missions in August 2025: 158 Trucks, average of 42.16% Population Reduction**



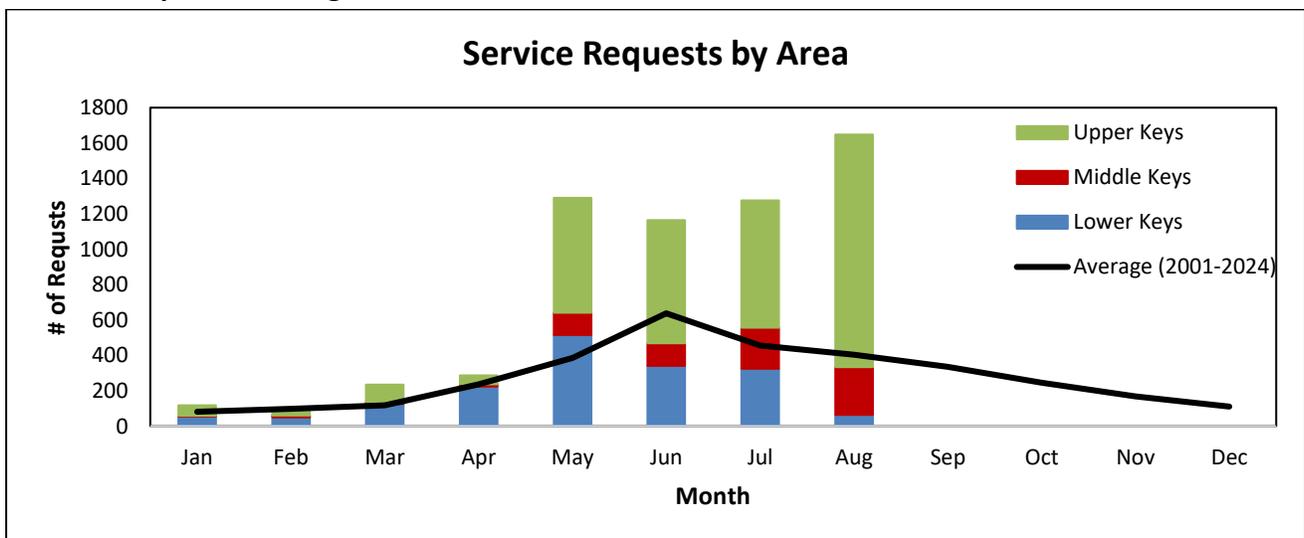
**\*PM: Ground Adulticiding (Trucks) Acreage in August 2025: 58,942**



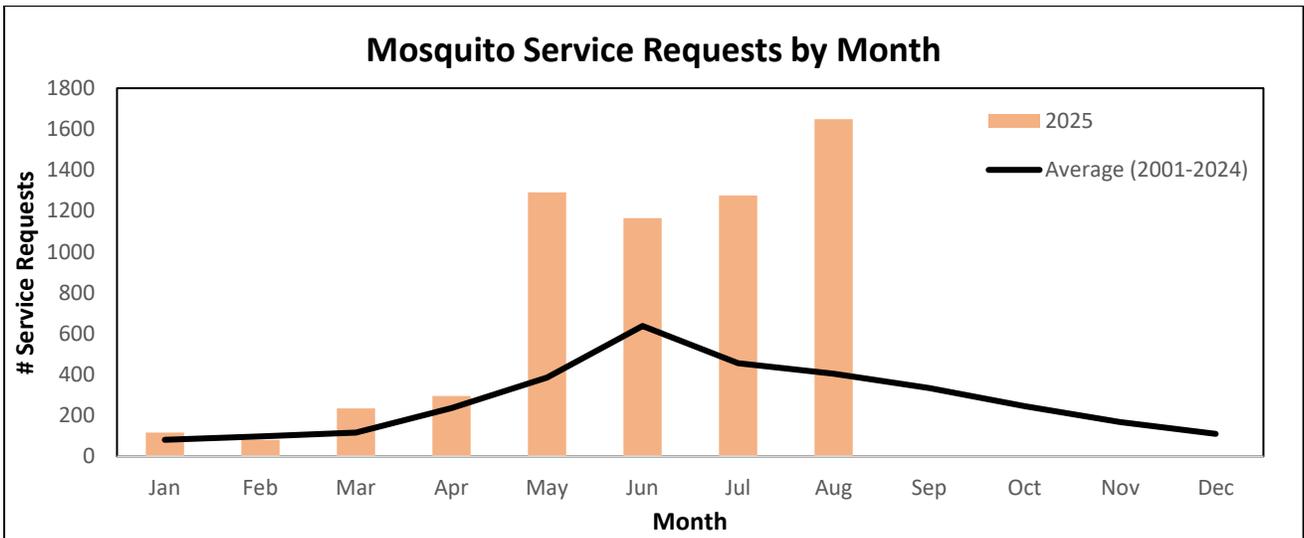
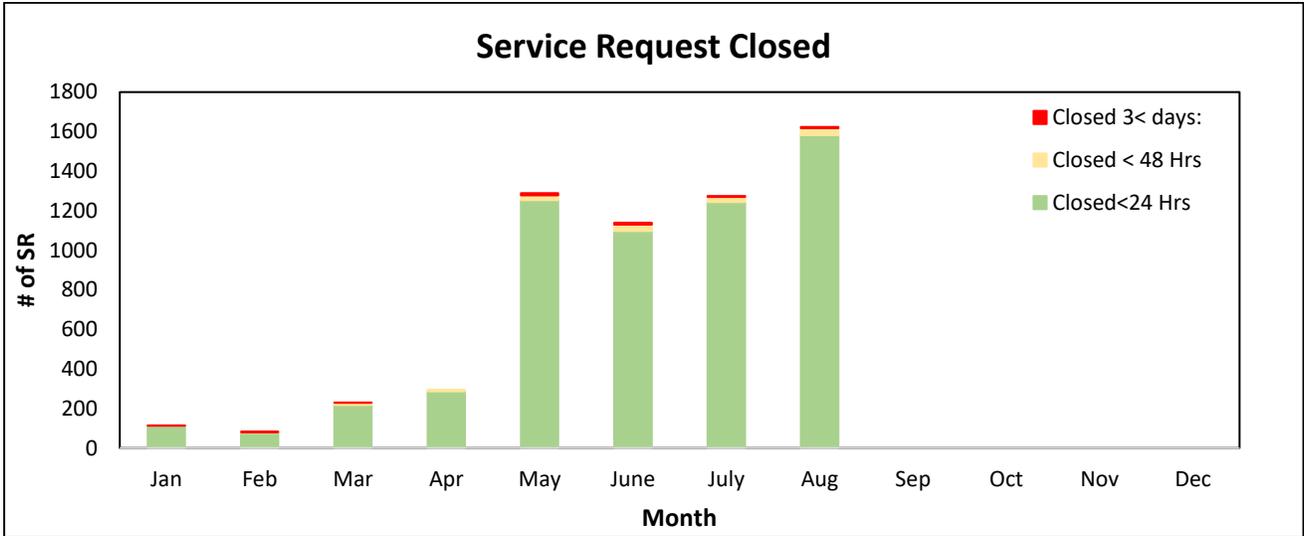
**\*PM: Ground Liquid Larviciding (Truck & Backpack) Acreage in August 2025: 36 Trucks**



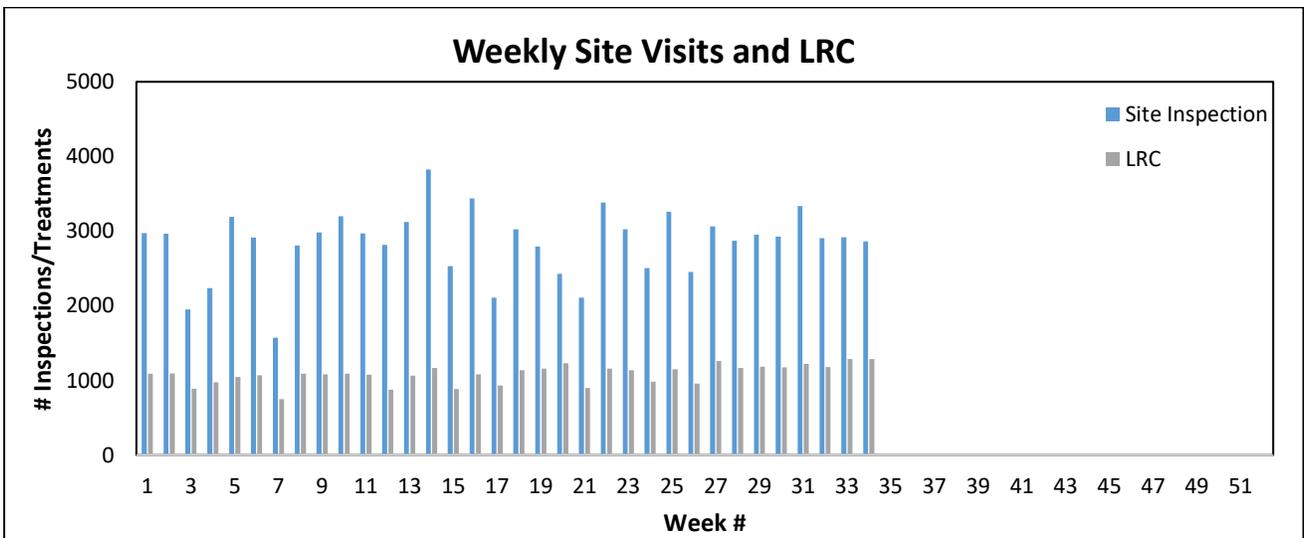
**Total Service Requests for August 2025: 1,648**



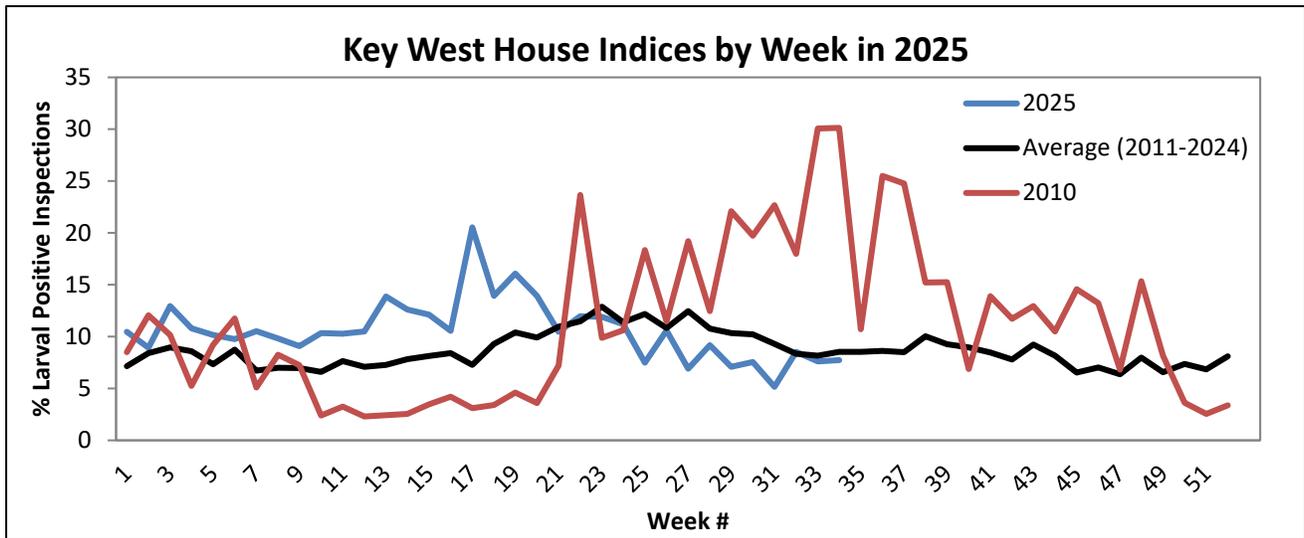
**\*PM: Service Requests closed within one business day: 97.47%**



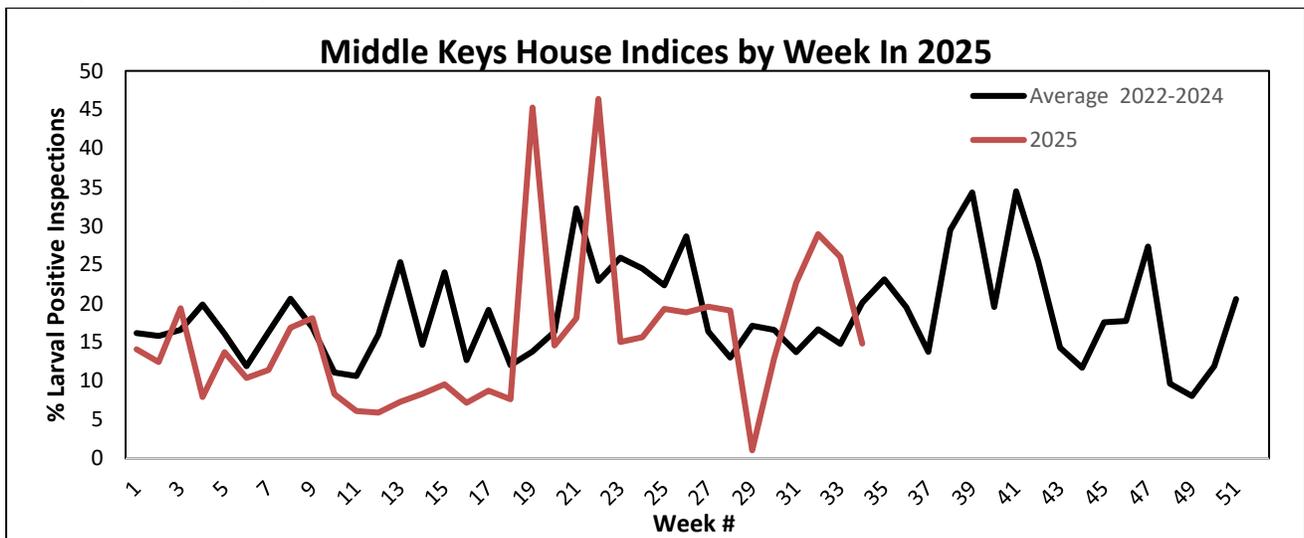
**\*PM: Total Inspections/LRC's for August 2025: 12,020 Inspections, 4,973 LRC**



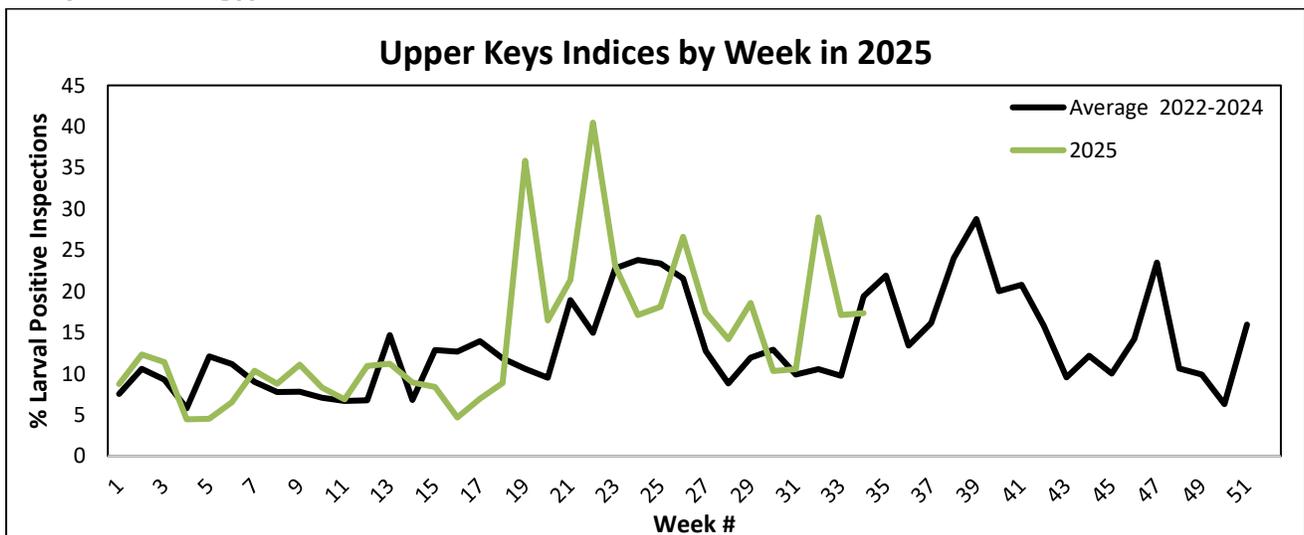
**Key West *Aedes aegypti* Larval Information:**



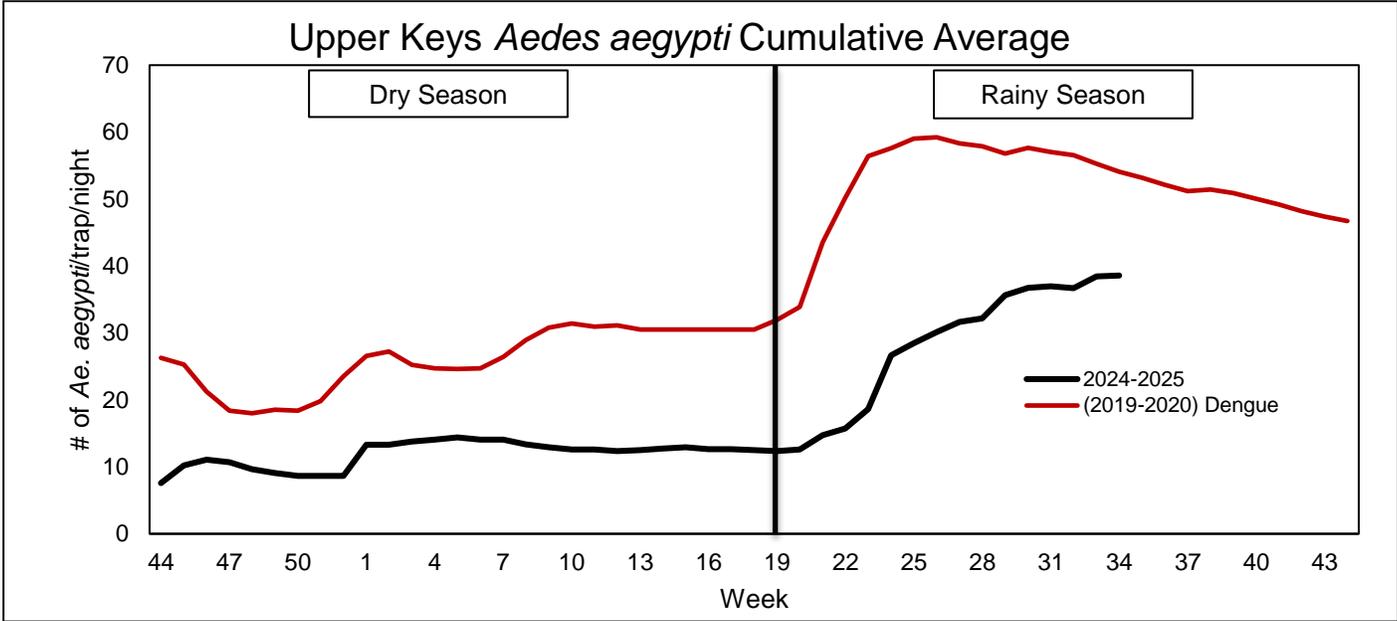
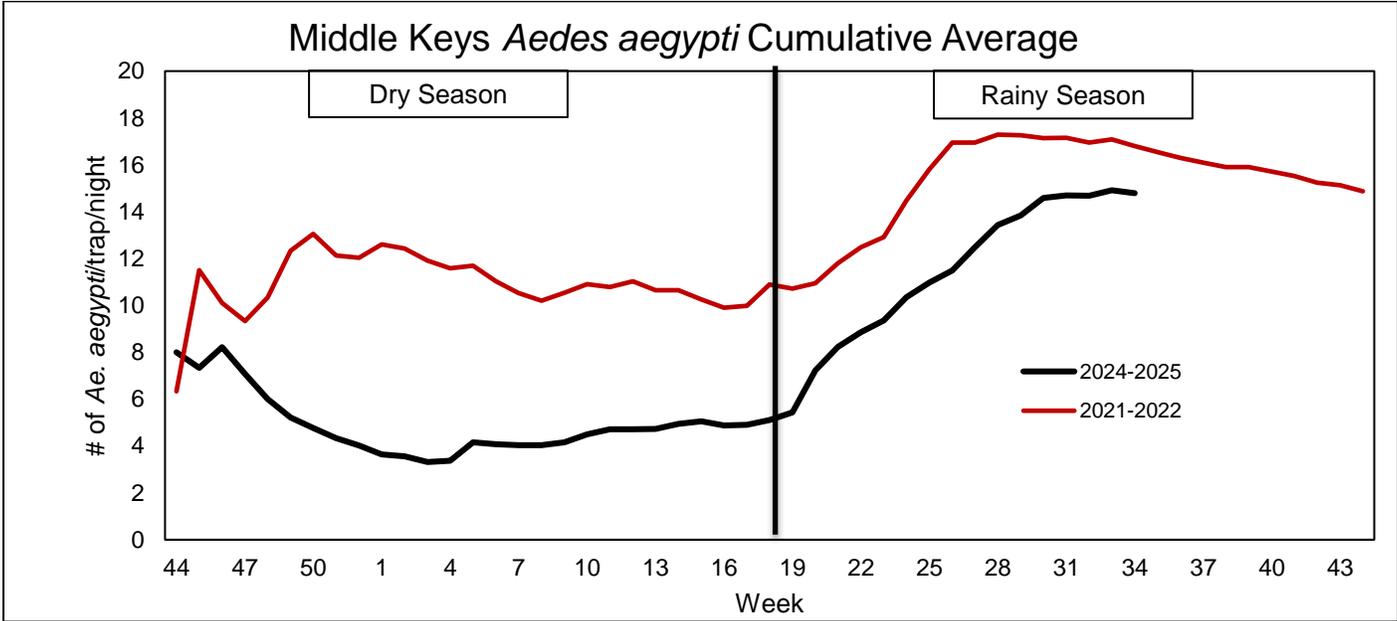
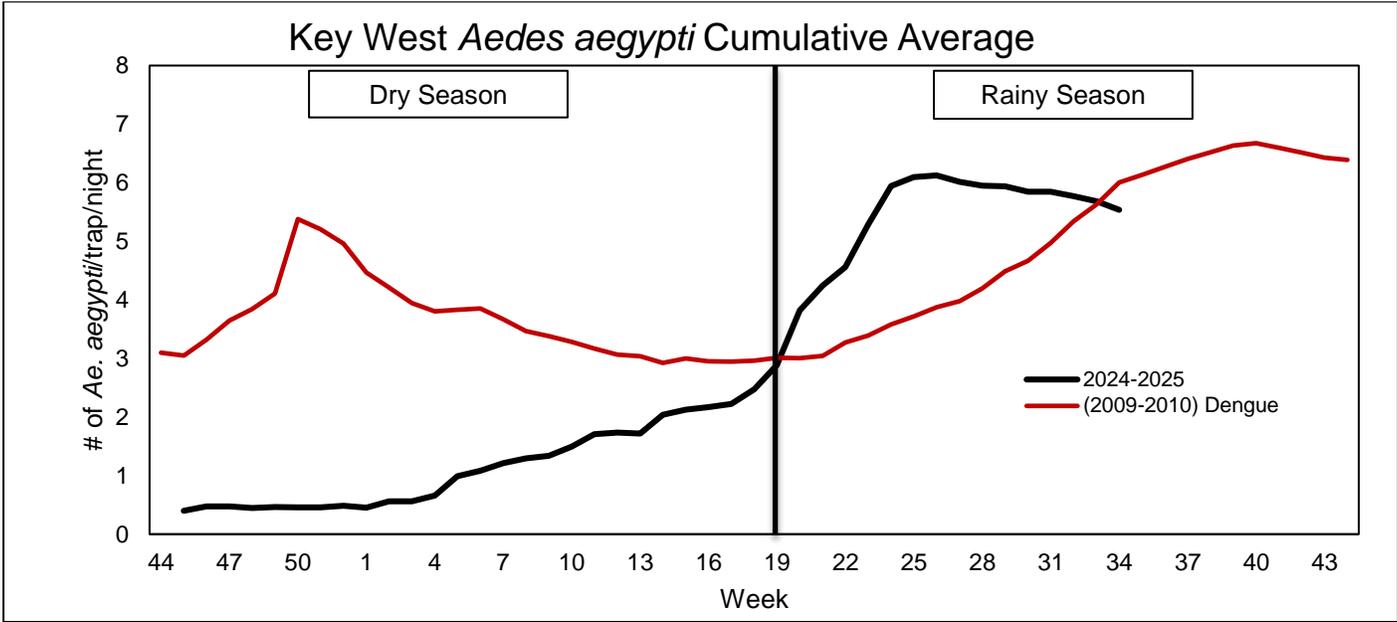
**Middle Keys *Aedes aegypti* Larval Information:**



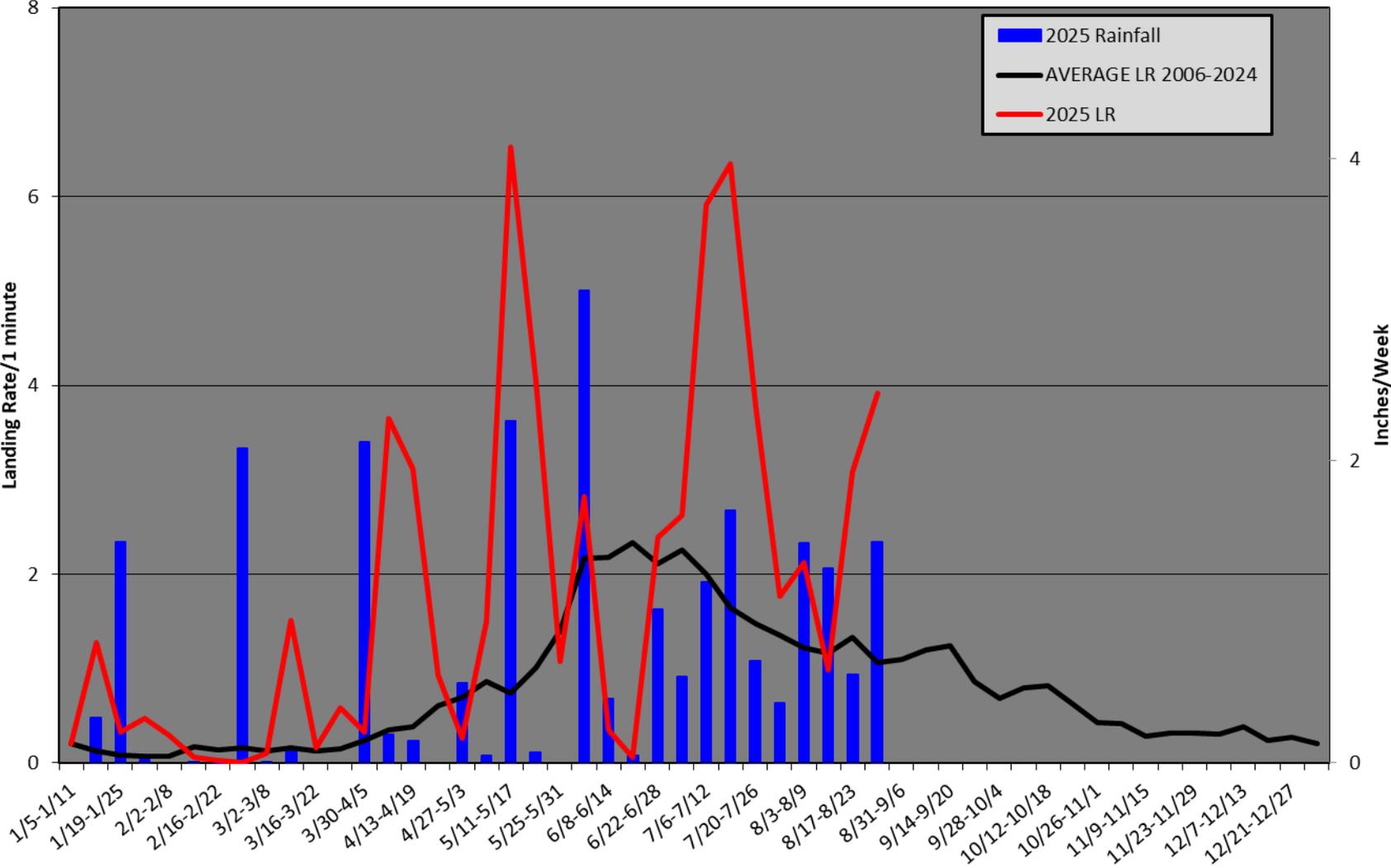
**Upper Keys *Aedes aegypti* Larval Information:**



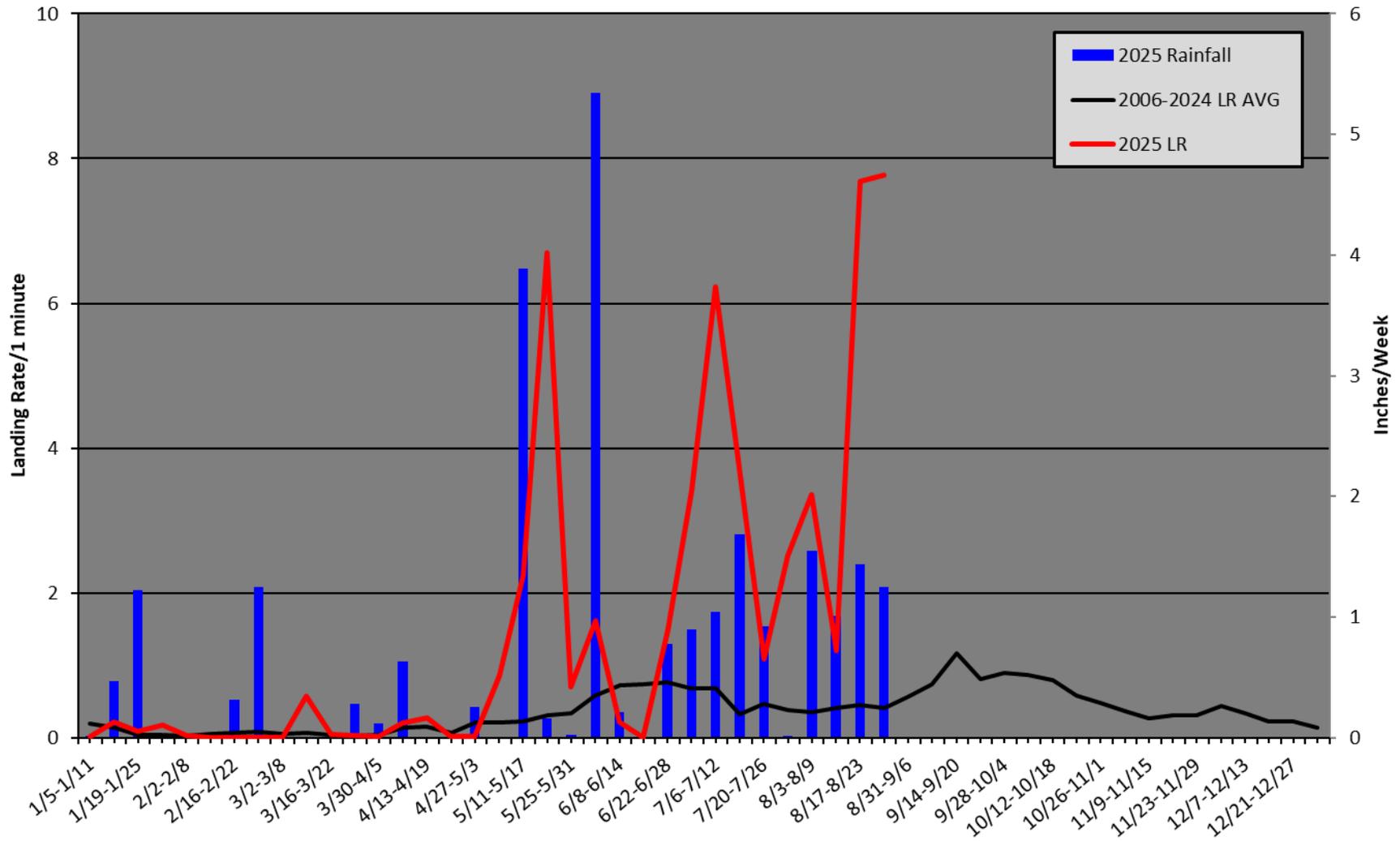
**\*PM: Indicates Performance Measure**



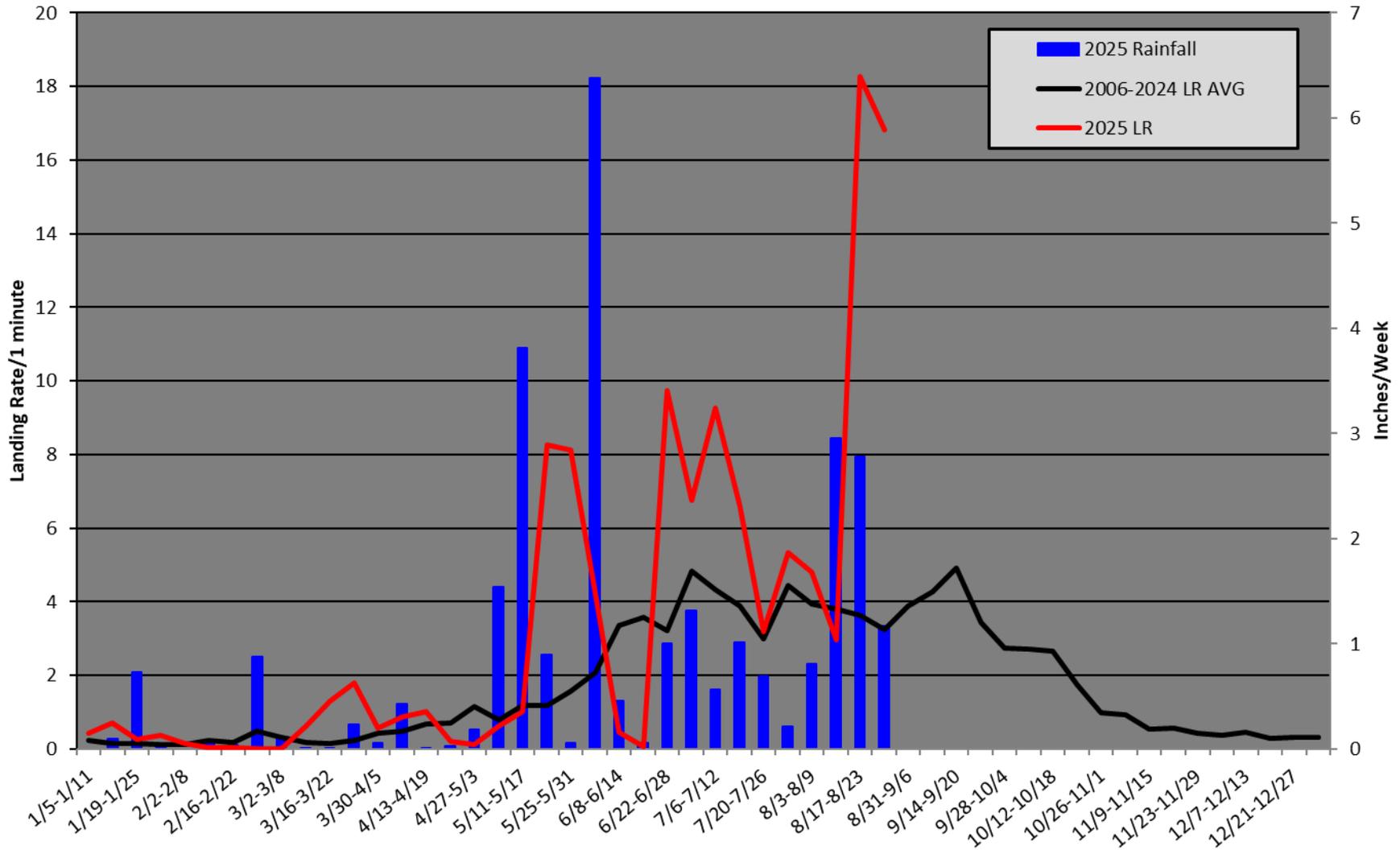
# Lower Keys: Saddlebunch to Bahia Honda Average Landing Rate Counts and Rainfall



## 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 10a*

# Audit Committee Charter

**BOARD OF COMMISSIONERS OF THE  
FLORIDA KEYS MOSQUITO  
CONTROL DISTRICT  
AUDIT COMMITTEE CHARTER**

Effective Date: July 24, 2006  
Revision Dates: February 21, 2017  
December 15, 2017  
October 18, 2022

## **Purpose**

The Audit Committee is a committee of the Board of Commissioners assigned with the responsibility of assisting the Board in fulfilling its oversight responsibilities for the financial reporting process, the systems of internal control which management and the Board have established, the audit process, and the Florida Keys Mosquito Control District's process of monitoring compliance with the laws and regulations. It is therefore the responsibility of the Audit Committee to provide an open avenue of communication between the Board of Commissioners, management, and the independent external auditors. It is also the responsibility of the Audit Committee to provide a forum separate from management in which auditors and other interested parties can express concerns.

## **Organization**

- The Board representatives for the Audit Committee shall elect the chairperson at the January Audit Committee meeting and any other non-voting advisory members.
- The Audit Committee shall consist of the entire Board of Commissioners. The Executive Director and Finance Director are non-voting members of the committee. The committee can appoint non-voting advisory members at any time.
- The Board shall endeavor to ensure that at least one member of the Committee is deemed to be a recognized financial expert in the government sector, meaning that he or she possesses:
  1. an understanding of generally accepted accounting principles and financial statements;
  2. experience in preparing or auditing financial statements of comparing entities;
  3. experience in applying such principles in connection with the accounting for estimates, accruals, and reserves;
  4. experience with internal accounting controls; and  
an understanding of audit committee functions.
- If none of the Board of Commissioners possess the skills of a recognized financial expert in the government sector, as described directly above, then the Board shall consider appointing an individual with the prescribed requirements to serve on the Committee in an advisory capacity.
- The Audit Committee shall meet regularly at such time and place, as the Committee shall determine.
- The Chair shall, in consultation with other Committee members, set the agenda for, and preside at, meetings of the Committee.
- The Audit Committee meetings shall be in accordance with Florida Statute, Chapter 286.011, i.e., Sunshine Laws.

## **Authority**

In meeting its responsibilities, the Audit Committee shall:

- Recommend to the Board the initiation of investigations into any matters within its scope of responsibilities with unrestricted access to members of management, and relevant information.
- May obtain the services of general counsel, and the external auditors to assist in the conduct of any investigation.
- Report Committee actions to the Board of Commissioners with recommendations, as the Committee may deem appropriate.
- The Committee shall review with the independent auditor any management letter provided by the independent auditor and management's response to that letter.
- The Committee shall review with the independent auditor audit problems or difficulties encountered by the independent auditor in the course of its annual audit work, and management's response.
- Each September, the Committee shall conduct an annual evaluation of its performance and shall report the results of such review to the Board. In connection with the annual review, the Committee shall also recommend to the Board any modifications to this Charter that the Committee deems necessary or appropriate.

### **Responsibilities**

The Audit Committee will carry out the following responsibilities:

#### **Financial Reporting**

- Review with management and the independent external auditors all significant accounting and reporting issues, including unusual transactions and highly judgmental areas.
- Review with management and the independent external auditors all recent professional and regulatory pronouncements and how they impact the financial statements.
- Review with management and the independent external auditors at the completion of the annual audit:
  - The District's annual financial statements and related disclosures, and consider whether they are complete, consistent with information known to the Committee, and reflect appropriate generally accepted accounting principles.
  - The independent external auditor's audit of the financial statements and their report.
  - Any significant changes required in the independent auditor's audit plan.
  - Any difficulties or disputes with management encountered during the audit.
  - Other matters related to conduct, which should be communicated to the Committee under generally accepted auditing standards.

#### **Internal Controls and Risk Assessment**

- Review and evaluate the effectiveness of the District's process for assessing significant risks or exposures and the steps management has taken to monitor and control such risks.
- Consider and review with management the independent external audit function:
  - The effectiveness of, or weakness in, the District's internal controls, including the status and adequacy of information systems security and control.
  - Any related significant findings and recommendations of the independent external auditors together with management's responses including the timetable for implementation of recommendations to correct weaknesses in the internal controls.

### **External Audit**

- Review the scope and approach of the annual audit with independent external auditors as detailed in the engagement letter.
- Consider and review with the independent external auditor:
  - Significant findings and management's responses including timetable for implementation to correct weaknesses.
  - Any difficulties encountered in the course of the audit such as restrictions on audit scope or access to information.
  - Any changes required in the planned scope of the audit plan.

### **Budget and Operations Review**

- Monitor the budget process and recommend any improvements thereto.
- Review operations for the best practices after consideration of input from employees, management, and other concerned persons.

### **Compliance with Laws and Regulations**

- Ascertain whether the District has an effective process for determining risks and exposure from asserted and unasserted litigation and claims from noncompliance with laws and regulations.
- Review with general counsel and external auditor any legal or regulatory matters that may have a material impact on the District's operations and the financial statements.
- Review the findings of any examinations by regulatory agencies, and auditor observations.

### **Reporting**

- Regularly report to the Board of Commissioners about Committee activities, issues and related recommendations.

- Provide an open avenue of communication between the Board of Commissioners, management and the independent external auditors.

### **Other**

- Perform other activities related to this charter as requested by the Board of Commissioners.
- Institute and oversee special investigations as needed.
- Review and assess the adequacy of the Committee Charter on an annual basis.

# *Item 11a*

## Financial Reports

Budget Analysis

District Finances

Cash

Disbursements

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT  
MONTHLY BUDGET ANALYSIS  
FISCAL YEAR 2024-2025  
AUGUST 2025**

**STATE FUND**

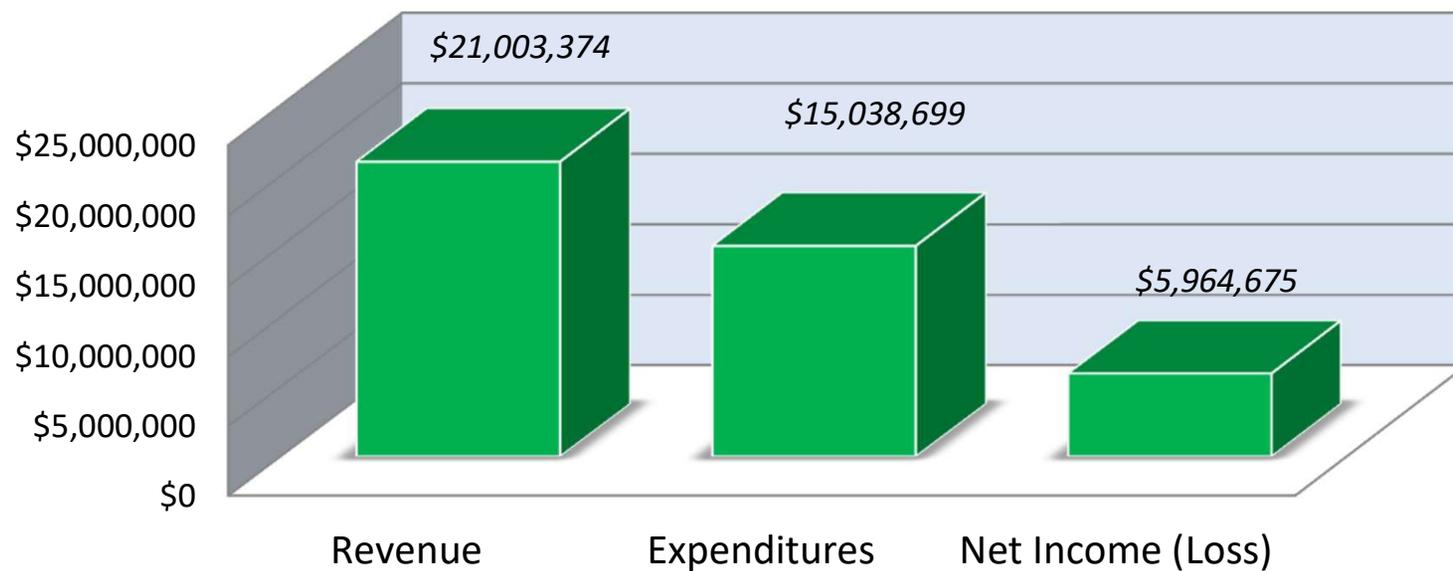
ACCT. NO	ITEM	Annual Budget	Current August Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15							
20	Personal Service Benefits 21 - 25							
30	Operating Expense 31 - 34							
40	Travel and Per Diem 40.1 - 40.3	7,392.00			2,986.13	2,050.51	4,405.87	935.62
41	Communication Services							
42	Freight Services							
43	Utility Services							
44	Rentals and Leases							
45	Insurance							
46	Repair and Maintenance Service 46.1 - 46.6				0.00	202,475.00		(202,475.00)
47	Printing/Binding							
48	Promotional Activities							
49	Other Current Charges and Obligations							
51	Office Supplies/Materials							
52.1	Gas/Oil/Lube							
52.2	Chemical/Solvents/Additives	901,139.81	131,712.00		373,137.60	124,656.00	528,002.21	248,481.60
52.3	Clothing and Wearing Apparel							
52.4	Miscellaneous Supplies and Incidental							
52.5	Tools and Small Implements							
54	Books, Publications, Subscriptions, Memberships							
55	Training	4,607.00			3,875.00	3,780.00	732.00	95.00
60	Capital Outlay 61 - 64				0.00	0.00	0.00	0.00
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	90,927.00					90,927.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay							
0.002	Reserves - Self Insurance							
0.004	Reserves - Sick and Annual Leave							
	<b>TOTAL:</b>	<b>1,004,065.81</b>	<b>131,712.00</b>	<b>0.00</b>	<b>379,998.73</b>	<b>332,961.51</b>	<b>624,067.08</b>	<b>47,037.22</b>

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT  
MONTHLY BUDGET ANALYSIS  
FISCAL YEAR 2024-2025  
AUGUST 2025**

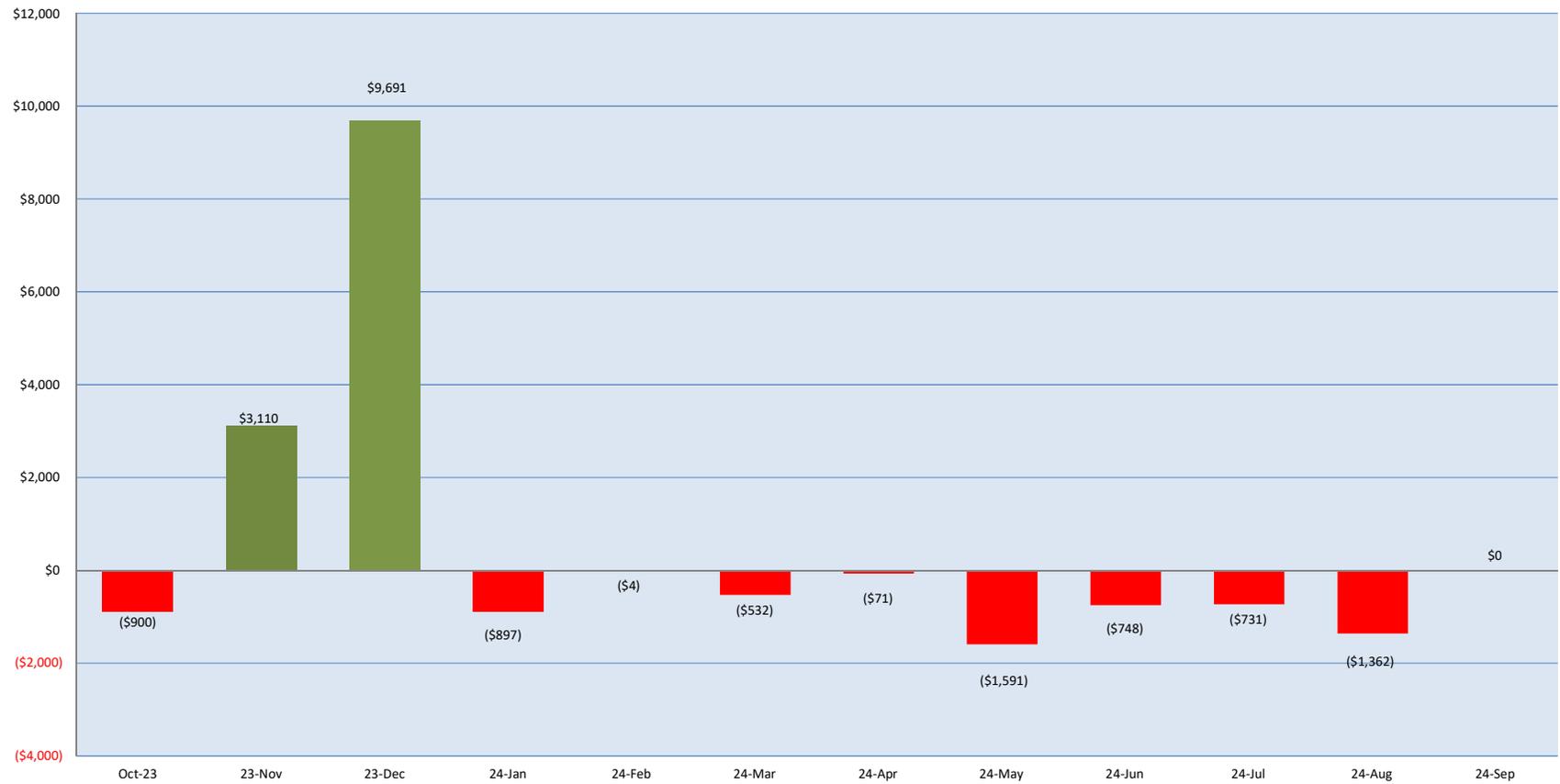
**LOCAL FUND**

ACCT. NO	ITEM	Annual Budget	Current August Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15	6,298,349.00	738,084.56	639,660.80	5,526,491.07	5,193,074.77	771,857.93	333,416.30
20	Personal Service Benefits 21 - 25	4,194,636.00	382,786.30	393,207.46	3,757,426.52	3,677,685.92	437,209.48	79,740.60
30	Operating Expense 31 - 34	1,529,794.00	39,398.04	33,435.35	1,330,104.30	1,122,843.21	199,689.70	207,261.09
40	Travel and Per Diem 40.1 - 40.3	149,330.00	6,836.00	2,934.00	140,305.32	105,940.98	9,024.68	34,364.34
41	Communication Services	100,100.00	3,908.08	7,522.89	93,482.91	84,820.66	6,617.09	8,662.25
42	Freight Services	37,985.00	5,621.71	2,057.05	24,726.25	15,444.75	13,258.75	9,281.50
43	Utility Services	144,100.00	11,035.89	11,203.43	94,614.86	90,429.45	49,485.14	4,185.41
44	Rentals and Leases	987,879.00	1,924.36	27,468.51	211,672.17	210,575.30	776,206.83	1,096.87
45	Insurance	1,264,922.00	8,474.00	7,273.00	(10,910.40)	33,982.71	1,275,832.40	(44,893.11)
46	Repair and Maintenance Service 46.1 - 46.6	1,211,726.00	92,749.03	32,256.53	464,411.80	750,184.96	747,314.20	(285,773.16)
47	Printing/Binding	11,310.00	0.00	0.00	8,514.26	4,953.80	2,795.74	3,560.46
48	Promotional Activities	35,400.00	3,464.00	504.00	20,422.72	11,815.00	14,977.28	8,607.72
49	Other Current Charges and Obligations	15,125.00	298.00	230.77	12,837.05	11,730.99	2,287.95	1,106.06
51	Office Supplies/Materials	71,700.00	721.68	1,645.83	33,507.18	90,411.31	38,192.82	(56,904.13)
52.1	Gas/Oil/Lube	284,175.00	29,162.53	26,983.23	189,720.62	194,163.62	94,454.38	(4,443.00)
52.2	Chemical/Solvents/Additives	1,903,472.00	61,933.57	90,552.00	1,479,090.30	1,610,256.29	424,381.70	(131,165.99)
52.3	Clothing and Wearing Apparel	47,450.00	1,254.35	1,090.73	37,952.85	36,221.37	9,497.15	1,731.48
52.4	Miscellaneous Supplies and Incidental	207,134.00	11,086.72	17,394.52	88,784.95	102,612.74	118,349.05	(13,827.79)
52.5	Tools and Small Implements	20,600.00	4,092.37	7,103.13	13,019.12	19,173.85	7,580.88	(6,154.73)
54	Books, Publications, Subscriptions, Memberships	99,200.00	15,004.49	4,935.00	68,970.40	76,240.58	30,229.60	(7,270.18)
55	Training	118,550.00	3,600.02	0.00	71,164.17	70,369.47	47,385.83	794.70
60	Capital Outlay 61 - 64	1,390,150.00	35,000.00	6,900.00	1,382,390.49	1,257,871.33	7,759.51	124,519.16
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	2,659,073.00					2,659,073.00	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay	4,089,221.69					4,089,221.69	
0.002	Reserves - Self Insurance	700,000.00					700,000.00	
0.004	Reserves - Sick and Annual Leave	250,000.00					250,000.00	
	<b>TOTAL:</b>	<b>27,821,381.69</b>	<b>1,456,435.70</b>	<b>1,314,358.23</b>	<b>15,038,698.91</b>	<b>14,770,803.06</b>	<b>12,782,682.78</b>	<b>267,895.85</b>

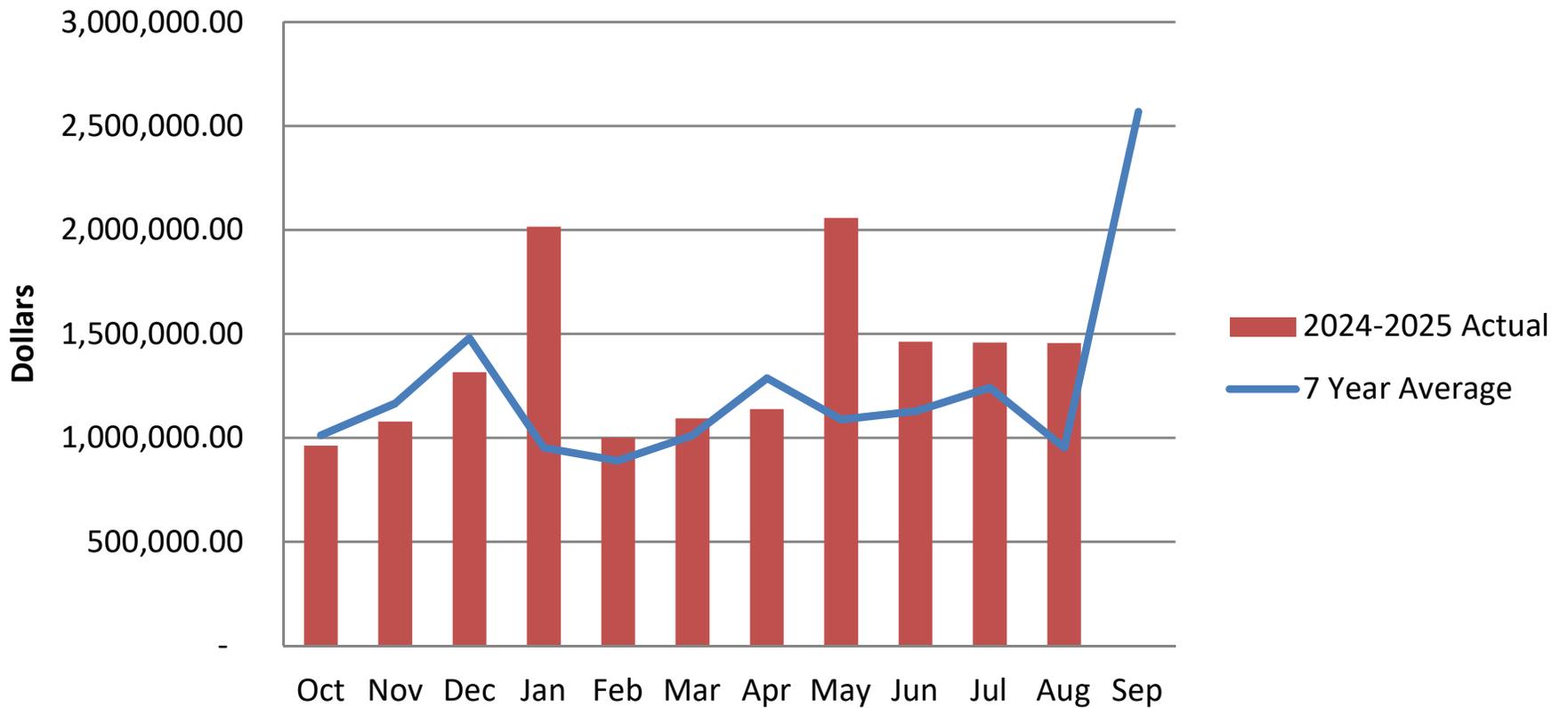
### FKMCD Local FY 2024-2025 YTD Cash Basis Net Income (Loss) through August 2025



**FKMCD Local Funds FY 2024-2025 Cash Basis Monthly Net Income (Loss) through  
August 2025  
(Thousands of Dollars)**



## Expenditure of Local Funds 2024-2025 Actual vs. Average of Last 7 Years



**LOCAL ACCOUNT FUNDS**

CHECKING - OPERATING

Checking Account balance on August 31, 2025:	\$	142,016.51	
Plus September 2025 deposits to date:		29,985.47	
Plus funds transferred from FL Class to Operating:		450,000.00	
Total Operating Checking Account funds available:			\$ 622,001.98
Less funds transferred from Operating to Health:		0.00	
Plus funds transferred to Operating from FL Class:		0.00	
Less September 2025 expenditures to date:		(209,686.16)	
Total Operating Checking Account funds expended/transferred to date:			<u>(209,686.16)</u>
Balance in Local Checking Account at present:	\$		<u><u>412,315.82</u></u>

CHECKING - FL CLASS

Checking Account balance on August 31, 2025:	\$	13,226,320.18	
Less funds transferred to Operating Checking from FL Class Cash:		(450,000.00)	
Total FL Class Cash Account funds available:			\$ 12,776,320.18
Total Net FL Class Cash expenditures to date:			<u>0.00</u>
Balance in FL Class Cash Account at present:	\$		<u><u>12,776,320.18</u></u>

CHECKING - PAYROLL

Checking Account balance on August 31, 2025:	\$	0.00	
Plus funds transferred from Operating Checking to Payroll Checking:		0.00	
Total Payroll Checking Account funds available:			\$ 0.00
Total Net Payroll Checking expenditures to date:			<u>0.00</u>
Balance in Local Payroll Checking Account at present:	\$		<u><u>0.00</u></u>

HEALTH INSURANCE CLAIMS FUND ACCOUNT

Checking Account balance on August 31, 2025:	\$	14.09	
Plus funds transferred from Operating Checking to Health Checking:		0.00	
Total Health Checking Account funds available:			\$ 14.09
Total Net Health Checking expenditures to date:			<u>0.00</u>
Balance in Local Health Checking Account at present:	\$		<u><u>14.09</u></u>
Plus FSA Account			<u><u>38,131.66</u></u>
Total Local Funds:	\$		<u><u>13,226,781.75</u></u>

**STATE I ACCOUNT FUNDS**

CHECKING - OPERATING

August 31, 2025:	\$	833,464.59	
Plus September 2025 deposits to date:		0.00	
Total Checking Account funds available:			\$ 833,464.59
Less funds transferred to Operating Checking:			
Less September 2025 expenditures to date:	\$	(200,839.60)	
Total State I Checking Account funds expended/transferred to date:			<u>\$ (200,839.60)</u>
Balance in State I Checking Account at present:	\$		<u><u>632,624.99</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 August 1, 2025 to August 31, 2025:

Check No.	Payment Date	Remit To	Payment Amt.
ACH	8/1/2025	Centennial Bank (Payroll)	165,048.47
ACH	8/1/2025	EFTPS	59,761.20
ACH	8/1/2025	Florida State Disbursement Unit	411.78
ACH	8/1/2025	Florida State Disbursement Unit	278.42
ACH	8/1/2025	Florida State Disbursement Unit	698.22
ACH	8/1/2025	Empower Retirement	7,439.30
ACH	8/1/2025	Empower Retirement	1,275.00
ACH	8/4/2025	Centennial Bank (Payroll)	4,950.71
ACH	8/4/2025	EFTPS	949.60
ACH	8/5/2025	Florida Division of Retirement	90,763.20
ACH	8/15/2025	Centennial Bank (Payroll)	166,595.21
ACH	8/15/2025	EFTPS	60,883.27
ACH	8/15/2025	Florida State Disbursement Unit	411.78
ACH	8/15/2025	Florida State Disbursement Unit	278.42
ACH	8/15/2025	Florida State Disbursement Unit	698.22
ACH	8/15/2025	Empower Retirement	7,439.30
ACH	8/15/2025	Empower Retirement	1,275.00
ACH	8/15/2025	Centennial Bank	5,512.00
ACH	8/15/2025	Centennial Bank	868.00
ACH	8/15/2025	Centennial Bank	2,172.05
ACH	8/15/2025	Centennial Bank	962.00
ACH	8/19/2025	Centennial Bank (Payroll)	6,139.54
ACH	8/19/2025	EFTPS	1,142.98
ACH	8/19/2025	Centennial Bank	3,759.02
ACH	8/20/2025	CIGNA Healthcare	76,966.89
ACH	8/28/2025	Wex Bank	329.97
ACH	8/29/2025	Centennial Bank	176,765.65
ACH	8/29/2025	EFTPS	64,471.11
ACH	8/29/2025	Florida State Disbursement Unit	411.78
ACH	8/29/2025	Florida State Disbursement Unit	278.42
ACH	8/29/2025	Florida State Disbursement Unit	698.22
ACH	8/29/2025	Empower Retirement	7,539.30
ACH	8/29/2025	Empower Retirement	1,275.00
ACH	8/29/2025	Centennial Bank (Payroll)	4,975.00
ACH	8/29/2025	EFTPS	1,552.71
122229	8/1/2025	Adapco, Inc.	4,704.00
122230	8/1/2025	Airgas USA, LLC	2,891.65
122231	8/1/2025	Airgas Dry Ice	509.80
122232	8/1/2025	Allen, Norton & Blue, P.A.	2,850.00
122233	8/1/2025	Amazon Capital Services	1,625.61
122234	8/1/2025	Roberto Alvarenga (Per Diem/Travel Reimbursement 6/25-7/24/2025)	75.00
122235	8/1/2025	Barzam Group Inc.	12,535.00
122236	8/1/2025	Keys Energy Services	1,132.03

**LOCAL ACCOUNT CONTINUED**

122237	8/1/2025	Clarke Mosquito Control Products	16,442.80
122238	8/1/2025	Colonial Life Insurance	63.24
122239	8/1/2025	Florida Keys Electric Coop Assn Inc	759.86
122240	8/1/2025	Forestry Suppliers, Inc.	95.59
122241	8/1/2025	Bruce L. Holden (Per Diem/Travel Reimbursement 7/15/2025)	15.00
122242	8/1/2025	HemoStat Laboratories	39.00
122243	8/1/2025	American Mosquito Control Association	14,350.00
122244	8/1/2025	Marie's Cleaning	1,200.00
122245	8/1/2025	The N2 Company	200.00
122246	8/1/2025	Danilo Diaz Perez (Per Diem/Travel Reimbursement 7/16-29/2025)	75.00
122247	8/1/2025	Steven Rutherford (Per Diem/Travel Reimbursement 7/2-30/2025)	165.00
122248	8/1/2025	United Way of the Florida Keys (Payroll Deductions)	13.00
122249	8/1/2025	Verizon Wireless	4,214.92
122250	8/8/2025	Shalena Abbas (Per Diem/Travel Reimbursement 7/2-25/2025)	85.00
122251	8/8/2025	Adapco, Inc.	35,000.00
122252	8/8/2025	AutoZone, Inc.	30.04
122253	8/8/2025	Amazon Capital Services	1,067.10
122254	8/8/2025	Campbell Oil Co Inc.	5,507.07
122255	8/8/2025	Century Fire Protection	333.00
122256	8/8/2025	APG Media	149.00
122257	8/8/2025	DSLX.NET	3,275.00
122258	8/8/2025	Keys Motors, LLC	388.78
122259	8/8/2025	Federal Express	398.80
122260	8/8/2025	Florida Calibration Lab	2,423.00
122261	8/8/2025	Florida Keys Aqueduct Authority	138.62
122262	8/8/2025	Florida Keys Aqueduct Authority	338.24
122263	8/8/2025	Florida Keys Media, LLC	1,080.00
122264	8/8/2025	Garrett's A/C & Refrigeration	730.00
122265	8/8/2025	Home Depot Credit Services	696.78
122266	8/8/2025	Lawrence J. Hribar, PhD (Reimbursement for District Purchase)	21.05
122267	8/8/2025	John M. Ellsworth Co., Inc	1,023.06
122268	8/8/2025	Just Facts Credential Verification, Inc.	304.56
122269	8/8/2025	Keys Sanitary Service	227.70
122270	8/8/2025	KLI Shell Lumber & Hardware Headquarters	230.75
122271	8/8/2025	Key West Chamber of Commerce	375.00
122272	8/8/2025	LEAF	69.95
122273	8/8/2025	Level 4 Telcom	534.40
122274	8/8/2025	Magnum Broadcasting, Inc.	504.00
122275	8/8/2025	MosquitoMate, Inc.	22,911.60
122276	8/8/2025	Publix Super Markets, Inc.	29.50
122277	8/8/2025	Ramona's	200.00
122278	8/8/2025	Standard Insurance Co.	5,171.15
122279	8/8/2025	Streamline	1,050.00
122280	8/8/2025	Sunshine Gasoline Distributors, Inc.	1,529.11
122281	8/8/2025	UniFirst Corporation	2,449.49
122282	8/8/2025	Verizon Wireless	3.68
122283	8/8/2025	Vernis & Bowling of the Florida **VOID**	0.00
122284	8/8/2025	ES OPCO USA LLC	790.88
122285	8/8/2025	Waste Management of Florida Keys	483.25
122286	8/8/2025	Wheaton's Towing	228.40
122287	8/8/2025	Xerox Corporation	965.71
122288	8/8/2025	Keys Auto Supply	704.96
122289	8/8/2025	Genset Services, Inc	132.00

**LOCAL ACCOUNT CONTINUED**

122290	8/8/2025	Marathon Garbage Service, Inc.	1,424.77
122291	8/8/2025	Protection Plus	110.10
122292	8/8/2025	Monroe County Solid Waste	52.91
122293	8/15/2025	United Way of the Florida Keys (Payroll Deductions)	13.00
122294	8/15/2025	ADSS Global	423.00
122295	8/15/2025	Advance Auto Parts	310.66
122296	8/15/2025	Advance Auto Parts	198.17
122297	8/15/2025	Advance Auto Parts	283.10
122298	8/15/2025	Airgas Dry Ice	509.80
122299	8/15/2025	Amazon Capital Services	1,471.96
122300	8/15/2025	Barzam Group Inc.	8,335.00
122301	8/15/2025	Keys Auto Supply	496.78
122302	8/15/2025	Boeing Distribution, Inc.	12.69
122303	8/15/2025	CDW Government, Inc.	4,500.00
122304	8/15/2025	E.M.C Oil Corp.	2,330.00
122305	8/15/2025	Forestry Suppliers, Inc.	216.79
122306	8/15/2025	Tom Loftus (Per Diem/Travel Reimbursement 8/10-12/2025)	30.00
122307	8/15/2025	Ryan Rodriguez (Per Diem/Travel Reimbursement 8/5/2025)	30.00
122308	8/15/2025	Safran Helicopter Engines USA, Inc.	13,160.82
122309	8/15/2025	Safran Helicopter Engines USA, Inc.	17,069.97
122310	8/15/2025	Safran Helicopter Engines USA, Inc.	17,628.41
122311	8/15/2025	Textron Aviation, Inc.	431.24
122312	8/19/2025	Advance Auto Parts	3,989.99
122313	8/19/2025	Aflac	44.20
122314	8/19/2025	Aflac	2,075.92
122315	8/19/2025	Airgas Dry Ice	509.35
122316	8/19/2025	Amazon Capital Services	74.96
122317	8/19/2025	Florida Department of Revenue	89.28
122318	8/19/2025	Florida Keys Aqueduct Authority	731.81
122319	8/19/2025	Lawrence J. Hribar, PhD (Reimbursement for District Purchase)	20.15
122320	8/19/2025	LEAF	413.70
122321	8/19/2025	Low Cut Lawn Care LLC	1,600.00
122322	8/19/2025	PPLSI	732.07
122323	8/19/2025	Sunshine Gasoline Distributors, Inc.	1,566.65
122324	8/19/2025	West Marine Pro	28.26
122325	8/19/2025	Jill Cranney-Black (Per Diem/Travel Reimbursement Mtg 8/19/2025)	88.60
122326	8/19/2025	Bette Brown (Per Diem/Travel Reimbursement Mtg 8/19/2025)	76.00
122327	8/19/2025	Phillip L. Goodman (Per Diem/Travel Reimbursement Mtg 8/19/2025)	61.30
122328	8/19/2025	Stanley Zuba (Per Diem/Travel Reimbursement Mtg 8/19/2025)	72.92
122329	8/21/2025	Airbus Helicopters, Inc	21,213.51
122330	8/21/2025	Arrow Aviation	6,500.00
122331	8/21/2025	Campbell Oil Co Inc.	8,355.06
122332	8/21/2025	APG Media	149.00
122333	8/21/2025	Florida Keys Electric Coop Assn Inc	5,098.59
122334	8/21/2025	Ground Control Systems, Inc.	95.00
122335	8/21/2025	Keys Consortium/Keys Mobile Medical Services	45.00
122336	8/21/2025	DRN Moving, Inc	1,440.00
122337	8/21/2025	Forestry Suppliers, Inc.	228.48
122338	8/21/2025	HemoStat Laboratories	39.00
122339	8/21/2025	Advanced Urgent Care	90.00
122340	8/21/2025	Specialty Hardware Supply, Inc.	6.00
122341	8/21/2025	Sunshine Gasoline Distributors, Inc.	3,276.55
122342	8/21/2025	Wright National Insurance Co (Flood Insurance)	3,826.00

122348	8/28/2025	Florida Keys Media, LLC **VOID**	0.00
122349	8/28/2025	Leading Edge Aerial Technologies, Inc	2,650.00
122350	8/28/2025	The N2 Company	200.00
122351	8/28/2025	Wex Bank	1,670.37
122352	8/28/2025	Staples Business Credit	380.70
122353	8/28/2025	Carrie Atwood Cerminara	3,153.02
122354	8/28/2025	Adapco, Inc.	42,336.00
122355	8/28/2025	Airbus Helicopters, Inc	448.70
122356	8/28/2025	Amazon Capital Services	1,664.53
122357	8/28/2025	Campbell Oil Co Inc.	6,914.77
122358	8/28/2025	DSLX.NET **VOID-Bank Error**	0.00
122359	8/28/2025	HemoStat Laboratories	39.00
122360	8/28/2025	Highland Wireless Services LLC	3,985.00
122361	8/28/2025	Keys Automotive Sales & Service	363.30
122362	8/28/2025	MosquitoMate, Inc. **VOID-Bank Error**	0.00
122363	8/28/2025	Danilo Diaz Perez (Per Diem/Travel Reimbursement 7/30-8/25/2025)	160.00
122364	8/28/2025	Ramona's	214.00
122365	8/28/2025	ULINE	317.40
122366	8/28/2025	Vernis & Bowling of the Florida **RE-ISSUE 122283**	3,971.78
122367	8/29/2025	United Way of the Florida Keys (Payroll Deductions)	13.00
122370	8/29/2025	Keys Media Company, Inc ** RE-ISSUE Corrected 122348 **	840.00
		Transfer Healthcare	154,224.58
		Positive Pay	83.00
<b>Total Local Account Cash Disbursements</b>			<b>\$ 1,444,671.09</b>

Respectfully Submitted,

*Bruce Holden*

Bruce Holden, Director of Finance  
Florida Keys Mosquito Control District

**STATE I ACCOUNT**

Check	Payment	Remit To	Payment Amt.
1214	8/8/2025	Adapco	\$ 42,336.00
1215	8/15/2025	Adapco	\$ 47,040.00
1216	8/19/2025	Adapco	\$ 42,336.00
<b>Total STATE I Account Cash Disbursements</b>			<b>\$ 131,712.00</b>

Respectfully Submitted,

*Bruce Holden*

Bruce Holden, Director of Finance  
Florida Keys Mosquito Control District

*Item 11b*

Resolution

2025-22

Department of  
Financial Services

Authorized

Signatures

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT  
RESOLUTION NO. 2025-22**

**A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA, ADOPTING THE DEPARTMENT OF FINANCIAL SERVICES AUTHORIZED SIGNATURE CERTIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

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**WHEREAS**, the Board of Commissioners of the Florida Keys Mosquito Control District, Monroe County, Florida (“District”) is required to comply with Chapter 280, Florida Statutes, Security for Public Deposits Act”; and

**WHEREAS**, the District’s monies are “Public Deposits” as defined in Section 280.02 (23), Florida Statutes; and

**WHEREAS**, the Florida Keys Mosquito Control District, Monroe County, Florida meets the requirement set forth in Section 280.02 (24) Florida Statutes meeting the definition of “Public Depositor”; and

**WHEREAS**, Section 280.03 (1) (a) Florida Statutes states “All public deposits shall be secured as provided in this chapter when public depositors comply with the requirements of this chapter”; and

**WHEREAS**, pursuant to Chapter 280 Florida Statutes, the Chief Financial Officer of the State of Florida is designated with oversight of the “Florida Security for Public Deposits Act”; and

**WHEREAS**, Section 280.17 (5) Florida Statutes states: “Each public depositor shall confirm annually that public deposit information as of the close of business on September 30 has been provided by each qualified public depository and is in agreement with public depositor records”; and

**WHEREAS**, the Chief Financial Officer of the State of Florida Department of Financial Services Division of Treasury and Bureau of Collateral Management requires an authorized signature certification from Public Depositors for all transactions.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

**Section 2. Approval of Signature Certificate.** The District hereby authorizes and certifies the following individuals to execute by signature necessary documents to comply with

the Chief Financial Officer of the State of Florida, Department of Financial Services Division of Treasury, and Bureau of Collateral Management requirements under Chapter 280, Florida Statutes:

- a.) Lauren Bouchard, Director of Finance
- b.) Andrea Leal, Executive Director

**Section 3.** **Effective Date.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2025.

District 1 – Commissioner Jill Cranney	Yes _____	No _____
District 2 – Chair Phil Goodman	Yes _____	No _____
District 3 – Commissioner Brandon Pinder	Yes _____	No _____
District 4 – Vice Chair Stanley M. Zuba	Yes _____	No _____
District 5 – Commissioner Bette Brown	Yes _____	No _____

**ATTEST:**

**FLORIDA KEYS MOSQUITO CONTROL  
DISTRICT**

\_\_\_\_\_  
Andrea Leal, Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chairman Phil Goodman

\_\_\_\_\_  
Date

*Item 11c*

Resolution

2025-23

Audit Committee

Evaluation

2023-24

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT  
RESOLUTION NO. 2025-23**

**A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, MONROE COUNTY, FLORIDA, ESTABLISHING THAT THE AUDIT COMMITTEE SHALL CONDUCT AN ANNUAL SELF-EVALUATION USING EXHIBIT A, AND SETTING FORTH PROCEDURES FOR SAID EVALUATION**

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**WHEREAS**, the Florida Keys Mosquito Control District (“District”) is a dependent special district established under the laws of the State of Florida to protect public health and safety by controlling mosquito populations in Monroe County; and

**WHEREAS**, the Florida Keys Mosquito Control District (“District”) has adopted an Audit Committee Charter requiring the Committee to evaluate its own performance on an annual basis and report results to the Board of Commissioners; and

**WHEREAS**, the Board desires to formalize the procedure by which the Audit Committee will conduct said evaluation to ensure transparency, accountability, and continual improvement; and

**WHEREAS**, Exhibit A is the evaluation form to be used for that purpose; and

**WHEREAS**, the Board of Commissioners finds it to be in the best interests of the District to formalize a clear, consistent, and transparent process for the Audit Committee’s annual self-evaluation.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are true and correct and incorporated into this Resolution by this Reference.

**Section 2. Approval of Audit Self-Evaluation Committee and Form.** The Board hereby approves and adopts the Audit Self Evaluation Form, Exhibit “A” attached hereto.

**Section 3. Timing of Evaluations.** The Audit Committee’s Self Evaluation shall be completed annually during the month of \_\_\_\_\_ and presented at the next available regular meeting.

**Section 4. Effective Date.** This Resolution shall become effective immediately upon its adoption.

**PASSED AND ADOPTED** this 16<sup>th</sup> day of September, 2025.

District 1 – Commissioner Jill Cranney

Yes \_\_\_\_\_ No \_\_\_\_\_



# EXHIBIT A

# ANNUAL EVALUATION FORM

• **COMMITTEE NAME:**

FKMCD Audit Committee

• **FISCAL YEAR**

2024

**1. WERE YOU SATISFIED WITH THE PERFORMANCE OF THE AUDIT COMMITTEE THIS FISCAL YEAR?**

**2. DID THE AUDIT COMMITTEE MEET REGULARLY DURING THE AUDIT PERIOD TO DISCUSS AUDIT PROGRESS ?**

**3. DID THE EXTERNAL AUDITOR COMMUNICATE OPENLY WITH STAFF AND AUDIT COMMITTEE?**

**4. DID THE AUDIT HAVE ANY COMMENTS OR FINDINGS?**

**5. WHAT RECOMMENDATIONS DO YOU HAVE FOR THE AUDIT COMMITTEE?**