

REGULAR MEETING

MAY 19, 2026



2026 CALENDAR

January-2026						
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-2026						
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				
May-2026						
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
July-2026						
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	
September-2026						
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			
November-2026						
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					

February-2026						
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
April-2026						
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		
June-2026						
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				
August-2026						
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					
October-2026						
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
December-2026						
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 107TH Street, Marathon, FL

May 19, 2026 2:00 pm (approximate)

1.) Call to Order

2.) Roll Call

3.) 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/HR 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 Executive/HR 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 Executive/HR Assistant (currently rlmiller@keysmosquito.org) no later than 11:00 am on May 19, 2026. If attending remotely, you must remain available by phone from the hours of 1:00pm to 4:00pm.

4.) 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 April 21, 2026, Regular Meeting **Pgs. 6-9**

b.) **Minutes** of the April 21, 2026, Audit Committee Meeting **Pgs. 10-11**

c.) **Minutes** of the April 21, 2026, District Overview Workshop **Pgs. 12-14**

5.) Approval of Agenda

6.) Invited Speaker, Cory D. Schwisow, FPEM, Director, Monroe County Emergency Management

7.) Treasurer's Report

8.) Attorney's Report

9.) Director's Report **Pgs. 20-31**

10.) Items for Board Discussion:

- a.) Hurricane Plan (Waldrop) **Pgs. 33-55**
- b.) Budgetary Process Annual Review (Bouchard) **Pg. 57**

11.) Items for Board Review and Action:

- a.) Financial Reports (Bouchard)
 - I. Budget Analysis **Pgs. 59-63**
 - II. District Finances **Pg. 64**
 - III. Cash Disbursements through April 2026 **Pgs. 65-68**
- b.) Key Largo Church Lease (Leal) **Pg. 70**
- c.) Resolution 2026-11 Amending the District's Personnel Manual (Behrend) **Pgs. 72-75**
- d.) Marathon Emergency Generator Purchase (Leal) **Pg. 77**
- e.) Resolution 2026-12 Executive Director Contract Renewal (Goodman) **Pgs. 79-94**

12.) Good of the Order

13.) Meeting Adjourned

Item 4

Approval of Minutes

Regular Meeting Minutes

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

April 21, 2026 1:00 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on April 21, 2026 at the FKMCD Marathon Office.

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

Employees Present Were: Lauren Bouchard, Director of Finance; Mikki Coss, Director of Operations; Robert Lee, Director of Aerial Operations; Chad Huff, Public Education & Information Officer; Dr. Larry Hribar, Director of Research; Tony Nunez, Chief Technology Officer; Rochele Miller, Executive/HR Assistant; Abigail Smith, Education Coordinator.

Invited Guests Present: Mayor Danise Henriquez, City of Key West; Dorian Patton, City of Key West; Mayor Michelle Lincoln, Monroe County Board of Commissioners; Kara Franker, President & CEO, Visit Florida Keys; Ed Simon, Visit Florida Keys; Crystal Blaskis, Visit Florida Keys; Allison Morgan, Visit Florida Keys; Brian Cassidy, Cassidy Investments; Bill Shaw, Retiree Representative for the OPEB Trust.

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 consent agenda was approved.*

Approval of Agenda: *Chairman Goodman asked the Board if there were any corrections or additions to the agenda. A motion was made by Commissioner Cranney, seconded by Commissioner Brown and passed unanimously to approve the agenda.*

Invited Speaker: Chairman Goodman welcomed Mayor DeeDee Henriquez of the City of Key West, who expressed gratitude to the District for their efforts. She presented a proclamation declaring April 19–25, 2026, as Florida Mosquito Control Awareness Week to encourage all residents to learn about mosquito prevention, support local mosquito control initiatives, and recognize the important contributions of the Florida Keys Mosquito Control District.

Invited Speaker: Chairman Goodman welcomed Michelle Lincoln, County Mayor. Mayor Lincoln emphasized the importance of communication and expressed her gratitude to the District for the work they do. She described the Florida Keys as 120 linear miles, highlighting how this impacts the cost of doing business, as well as the health, safety, and well-being of both residents and tourists alike. Ad valorem taxes account for 24.9% of the county budget. Of that amount, 92% funds public safety and constitutional officers, while the remaining 8% is allocated to running the county. Still, Monroe County remains the lowest millage rate in Florida. They are working diligently to reduce costs, while providing the best for the residents here in the county and appreciate the work by FKCMD to keep our residents and tourists healthy and safe. Chairman Goodman expressed the Board's appreciation for the partnership.

Invited Speaker: Chairman Goodman welcomed Kara Franker, President & CEO, Visit Florida Keys and the Tourist Development Council. She thanked the Board for the presentations and tour. She now realizes what we do and how important it is to work together for the local economy. She will explore more ways to partner with us. She explained the role of Visit Florida Keys to champion tourism and strengthen community connections. Their District Advisory Committees are made up of community leaders and volunteers who make decisions based on balancing the needs of residents and visitors alike. The benefits to our residents include tax savings of approximately \$11,500 per year because of the tourism economy as well as providing jobs. Visit Florida Keys has been focusing on a branding initiative and new direction that will be revealed in May. Ms. Franker shared their AI approach to marketing to stay competitive and reach global travelers. May 4th, everyone is encouraged to attend the National Travel & Tourism Week Kick Off and any other meeting. Chairman Goodman expressed gratitude for their attendance and future collaboration.

Treasurer's Report: Commissioner Brown stated that the process for an Invitation to Negotiate for Banking Services has begun.

Attorney's Report: None.

Director's Report: Executive Director, Andrea Leal, acknowledged Vanessa Nicholson and Robert Svoboda as Employees of the Quarter. Both were recognized for going above and beyond in working with Aviation and always maintaining positive attitudes. Patti Sprague was officially acknowledged for her 15 years of service since she was unable to attend the March meeting. Tom Loftus, A&P Mechanic, was recognized for 10 years of service.

Director Leal reported that there are still only two confirmed travel-related cases of Chikungunya in Monroe County. Travel-related cases of Chikungunya and dengue fever continue to occur in South Florida, and the district will continue to monitor the situation. Operationally, saltmarsh and *Aedes aegypti* mosquito populations were lower than historical averages. No truck or aerial missions were conducted. Service requests were below the historical average for March. Aerial droplet testing has been completed, and we are prepared for the season. Due to tidal events, we are actively treating affected areas. We have received proclamations from governmental partners, including the Village of Islamorada, City of Marathon, Monroe County Board of Commissioners, City of Key Colony Beach, and the City of Key West.

The FKMCD Open House, held on Saturday, April 18th, was a success, welcoming approximately 130 guests. The displays and helicopter demonstrations received high praise. Director Leal thanked the staff and leaders who brought this vision to life. Director Leal then summarized the recent AMCA annual meeting. The AMCA Meeting always offers something of interest for everyone. A key takeaway is that the CDC anticipates a significant year for Chikungunya and has a response plan in place.

Lauren Bouchard, the Director of Finance, gave an investment update for the end of March 2026. She stated that the Centennial account is active and functioning. The total amount of \$16,232,996.13 has been distributed, with 70% held in the Centennial Bank account and 30% invested in FLClass. Transfers will be conducted as necessary to cover upcoming expenses.

Our annual Hurricane Plan will be discussed at the May meeting.

Items for Board Discussion:

13a.) Church Property – Executive Director Andrea Leal and staff will request a more specific letter to officially terminate the lease and confirmed they are up to date with payment. Future uses for the building are being discussed and will be communicated at the May or June meeting. The building itself is in good shape.

13b.) Public Education and Information – Abby Smith, the Education Coordinator, presented the curriculum for the programs currently offered to students from Kindergarten to 5th grade. These programs focus on key principles that promote independent investigation by students, using a method called Inquiry-Based Learning. Lessons designed to develop critical thinking and curiosity encourage students to delve deeper and share what they discover with others. The calendar includes scheduled homeschool programs and school events, and there are plans to introduce programs for middle and high school students in the next academic year. Additionally, summer camps and library programs are filling up fast. Her presentation was provided. Chad Huff, Public Education and Information Officer, discussed some of the goals for educating the public and keeping them informed. Chad recently recognized that videos are an effective way to engage the public, so he created reels to post and share. Mr. Huff also shared our website, highlighting the modules and capabilities. Our Homeowner’s Guide will be updated soon and made available on the website. Magnets will be created. Mr. Huff is also working on adding Commissioner bios to the website to share with the public. He stated that we’re doing our best to stay relevant and accessible by the public.

Items for Board Review and Action:

14a.) Financial Reports – Lauren Bouchard, Director of Finance, presented the March financial reports. There was no activity in the State fund, and local expenditures for March were slightly higher than average due to increased pricing. She noted that the reserve account is now included, making the 70/30 split clearly visible. Ms. Bouchard stated that as summer approaches, chemical spending will increase in both local and state accounts, but the budget appears solid. We have begun collecting departmental requests to start gathering data for the 2026–2027 budget planning. With no further discussion, *A motion was made by Commissioner Cranney, seconded by Commissioner Brown, and passed unanimously* confirming the Board received the financial information from March of 2026 and the Board requests it be submitted for audit at the appropriate time.

14b.) Resolution 2026-08 Approving the Award of RFP 2026-02 Mosquito Control Adulticide & Larvicide: A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA, APPROVING THE AWARD OF RFP 2026-02 TO VESERIS FOR PERMETHRIN PRODUCT KONTOL 30-30, AND TO AZELIS FOR VECTOBAC GS AND VECTOBAC WDG; AUTHORIZING THE PURCHASE OF THE PRODUCTS AT THE RATES PROVIDED IN RESPONSE TO RFP 2026-02; AND PROVIDING AN EFFECTIVE DATE. Details related to the bid tabulation and recommendations were discussed noting that staff will perform trials for competitive offerings. With no further discussion, *A motion was made by Commissioner Zuba, seconded by Commissioner Cranney, and passed unanimously to adopt Resolution 2026-08 as written. After a roll call vote, it was unanimously adopted.*

14c.) Resolution 2026-09 Adopting Per Diem and Travel Expense Rates:

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT OF MONROE COUNTY, FLORIDA, RESCINDING AND REPLACING RESOLUTION 2003-06 TO ADOPT PER DIEM AND TRAVEL EXPENSE RATES; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to adopt Resolution 2026-09 as written. After a roll call vote, it was unanimously adopted.*

14d.) Resolution 2026-10 Amending the Charter of the Florida Keys Mosquito Control District Section 115 Retiree Healthcare Trust: A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AMENDING THE CHARTER OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT SECTION 115 RETIREE HEALTH CARE TRUST COMMITTEE SECTION “OFFICERS AND POWERS”; ADOPTING REVISIONS TO A CERTAIN SECTION; PROVIDING FOR

SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. A motion was made by Commissioner Cranney, seconded by Commissioner Brown, and passed unanimously to adopt Resolution 2026-10 as written. After a roll call vote, it was unanimously adopted.

14e.) Appointment of Career Service Council Representative

A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to appoint Stephen Hammond as the District's representative to the Career Service Council for a two-year term.

14f.) Executive Director Performance Evaluation

All District Commissioners had the opportunity to meet with Director Leal and commended her work with the District. Her effective, hand-on leadership and teamwork with staff and the community was praised despite the challenging year we had. A motion was made by Chairman Goodman, seconded by Commissioner Zuba, and passed unanimously to bestow a vote of high confidence for Director Leal's job performance this past year. Director Leal thanked the Board and expressed her appreciation. It is always her goal to surround herself by an amazing team.

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on May 19, 2026 at 1:00pm preceded by a Strategic Planning Workshop.
- The Board discussed and reiterated the need for representation in the community. The workshops and public education are helping to strengthen our community partnerships.

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

Bette Brown, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

Audit Committee Meeting Minutes

Florida Keys Mosquito Control District

Marathon Office

503 107th Street Marathon, FL 33050

April 21, 2026 3:46 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held an Audit Committee Meeting on April 21, 2026 at the FKMCD Marathon office.

Present Were: Jill Cranney, Chairman; Bette Brown, Commissioner; Phillip Goodman, Commissioner; Dr. Stanley Zuba, Commissioner; Andrea Leal, Executive Director; Hunter O'Connor, Board Attorney.

Brandon Pinder, Commissioner, was absent.

Employees Present Were: Lauren Bouchard, Director of Finance; Mikki Coss, Director of Operations; Robert Lee, Director of Aerial Operations; Rochele Miller, Executive/HR Assistant; Tony Nunez, Chief Technology Officer.

Invited Guests Present: Daniel Anderson, Mauldin & Jenkins was present via Zoom.

Community Input: None.

Approval of Agenda: A motion was made by Commissioner Brown, seconded by Commissioner Zuba and passed unanimously to approve the agenda.

Items for Board Discussion:

5a.) 2024-2025 Audit Planning – Chairman Cranney introduced auditor Daniel Anderson from Mauldin & Jenkins, who gave an update on the progress of the audit. Most of the testing has been completed. Once he receives the final trial balance, he will start drafting the financial statements for review and address any questions. Daniel intends to complete the audit within the next few weeks and confirmed it will be issued by and presented at the June meeting. There was some discussion about this timeline. Contractually, the audit must be submitted by June 30th so there is sufficient time. Once a draft is ready, it can be shared with the commissioners. All agreed that this plan was acceptable.

Good of the Order: Chairman Cranney scheduled the next Audit Committee Meeting for May 19, 2026.

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*

Jill Cranney, Chairman

Bette Brown, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

DRAFT

District Overview Workshop

Florida Keys Mosquito Control District

Marathon Office
503 107th Street
Marathon, FL 33050

April 21, 2026 10:20 am

The Board of Commissioners of the Florida Keys Mosquito Control District held a District Overview Workshop on April 21, 2026, at the FKMCD Marathon Office.

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

Employees Present Were: Mikki Coss, Director of Operations; Robert Lee, Director of Aerial Operations; Chad Huff, Public Education & Information Officer; Tony Nunez, Chief Technology Officer; Rochele Miller, Executive/HR Assistant; Abigail Smith, Education Coordinator; Justin Knowles, Chief Pilot; Dr. Larry Hribar, Director of Research.

Invited Guests Present:

Michelle Lincoln, Mayor, Monroe County Board of Commissioners; Danise Henriquez, Mayor, City of Key West; Dorian Patton, City of Key West; Kara Franker, President & CEO, Visit Florida Keys; Ed Simon, Visit Florida Keys; Crystal Blaskis, Visit Florida Keys; Allison Morgan, Visit Florida Keys.

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 announced that the purpose of this workshop is to provide a general overview of mosquito control and its economic effects in the Florida Keys. In addition, there will be a tour of the facility.

Discussion: Andrea Leal, the Executive Director, began by emphasizing that Mosquito Control is the frontline of public health and reminding us that Florida is no stranger to disease outbreaks. At FKMCD, our three-year strategic plan and the use of technology to increase efficiency help reduce costs and ensure a stable, long-term budget, allowing us to focus on proactive measures. Treatment for the common disease vector, *Aedes aegypti*, includes control methods such as home and business inspections, mosquito surveillance, and treatment by both air and ground, with an emphasis on safety and environmental responsibility. The District continually explores new tools and works diligently to manage the large population of saltmarsh mosquitoes through earlier reconnaissance missions and regular updates to all management plans. All adulticide mission decisions are based on real-time data collection, environmental conditions, and regulatory thresholds. Although we do our best, many factors contributed to the unusually high mosquito numbers that were observed last year. These factors included the winter drought, high winds and rain causing mission cancellations and postponements, steady tidal activity, as well as new mosquito breeding sites and water sources. We communicate our message to the public through social media, schools, weekly radio spots, webinars, and various speaking engagements. We encourage everyone to visit our website and sign up for notifications to stay informed.

Chairman Goodman highlighted the important role mosquito control has played in Florida's economy, especially in the Florida Keys. The Keys thrive on year-round tourism, high property values, and a robust economy. Looking back, the improved quality of life in the Florida Keys is largely due to ongoing advancements in mosquito control and related scientific efforts. Although the District encounters some challenges, they remain dedicated to offering support. Chairman Goodman urged the group to incorporate information about the Florida Keys Mosquito Control District (FKMCD) in their materials, submit service requests, and promote the District's services. The District is also always open to participating in speaking engagements. There was a conversation about tax laws and how they affect special districts such as FKMCD, which rely entirely on tax funding, along with county and city budgets that receive partial funding from taxes. After the discussion, the group toured the facility.

At the General Purpose Lab, Dr. Larry Hribar described the bioassay testing procedure and its role in predicting resistance to specific products. He then described the ongoing experiment involving releasing lab-raised mosquitoes infected with *Wolbachia* into natural environments, where they mate with females, resulting in offspring that do not survive to help control *Aedes aegypti*. He also summarized the history of research and analyses related to resistance testing carried out over time. Dr. Hribar discussed how environmental factors like temperature, tides, and rainfall affect mosquito populations, noting that mosquito eggs can stay dormant for several years. The research team publishes their findings as often as possible to allow professional peers and colleagues to review the methods, apply the results to their own work, or generate new research questions. FKMCD frequently exchanges ideas with other mosquito control organizations.

Next, the group went to the hangar where Robert Lee, Director of Aerial Maintenance, emphasized the importance of rotating the fleet to perform routine, scheduled maintenance during the off-season to ensure operational readiness. Chief Pilot Justin Knowles was able to describe the unique obstacles presented with flying in the Keys and everyone was invited to sit in the static display helicopter.

Executive Director Andrea Leal also highlighted the collaborative efforts it takes between vendors and employees to develop more efficient and innovative methods for treating breeding areas. One example of FKMCD employee innovation is the granular auto-loader, which was available on site.

The Board encouraged everyone to share ways we can partner with each other. They also thanked everyone for their time and support of mosquito control and look forward to working together. Supporting presentations were provided.

Adjourn: There being no further business to come before the Board, the workshop was adjourned.

Respectfully submitted,

*Andrea Leal
Executive Director*

*Board of Commissioners
Florida Keys Mosquito Control District*

Phillip L. Goodman, Chairman

Bette Brown, Secretary-Treasurer

For additional information, please refer to www.keysmosquito.org.

DRAFT

Item 5

Approval of Agenda

Item 6

Invited Speaker

Cory D. Schwisow, FPEM

Director,
Monroe County
Emergency
Management

Item 7

Treasurer's Report

Item 8

Attorney's Report

Item 9

Director's Report

May 2026 Director's Report

Employee Service Milestones

1. Rob Lee, Director of Aerial Operations: 10 years

State of Florida Mosquito-Borne Disease Update (as of 5/2/2026)

1. Monroe County (2026)
 - a. Dengue: 0 travel-related
 - b. Chikungunya: **2 travel-related**
2. All of Florida (2026)
 - a. Dengue: 0 local, 27 travel-related – Broward (6), Hillsborough, Lake, Lee, Miami-Dade (7), Orange (2), Osceola, Palm Beach (3), Polk, Sarasota, St. Johns, and St. Lucie (2)
 - b. Zika: 0 local, 0 travel-related
 - c. Chikungunya: 0 local, 34 travel-related – Alachua, Hernando, Hillsborough (6), Miami-Dade (19), Monroe (2), Orange (2), and Palm Beach (3)
 - d. West Nile Virus: 0 human cases
 - e. Eastern Equine Encephalitis: 0 human cases
 - f. Oropouche Virus: 0 travel-related cases
 - g. Malaria: 12 travel-related – Broward (2), Duval (2), Hernando, Hillsborough, Miami-Dade (3), Orange, Seminole, and Washington
3. Miami-Dade County is currently under a mosquito-borne illness alert.

Operations Summary

1. Adult Mosquitoes
 - a. Salt Marsh mosquito numbers were lower than the historical average throughout the Lower and Middle Keys in April, and higher than the historical average in the Upper Keys.
 - b. No aerial adulticide missions were conducted in April.
 - c. Twenty-one (21) truck adulticide missions were conducted in April, treating approximately 7,800 acres in the Lower and Upper Keys, which is lower than the historical average.
 - d. *Aedes aegypti* numbers did not exceed our adulticide action thresholds in April.
2. Larval Mosquitoes
 - a. Eleven (11) aerial granular larvicide missions were completed in April, treating approximately 4,700 acres; this is higher than the historical average for April.
 - b. No aerial liquid larvicide missions were conducted in April.
 - c. One (1) ground liquid larvicide mission was conducted in April, treating approximately 100 acres; this is similar to the historical average for April.
3. Service Requests received (299) were similar to the historical average for April.
4. Truck Adulticide Droplet Calibrations: Completed

Community Outreach/Education

1. Schools/Education
 - a. Key West Homeschool Group: 5/15/26
 - b. John Pennekamp Visitor Center Tabling: 5/29/26
 - c. College of the Florida Keys Future Heroes Summer Camp: 6/2/26
 - d. Marathon Summer Camp: 6/11/26

2. Community Events/Outreach/Speaking Engagements
 - a. FKMCD Annual Open House: 4/18/26
 - b. Mote Marine Ocean Fest: 4/23/26
3. Visitors/Tours
 - a. City Officials from Chittagong City Corporation, Bangladesh: 6/15/26
 - b. Upcoming: Key West Lodging Association 6/16/26
4. Media/News Releases
 - a. Chairman Goodman OpEd: Keys Citizen, News Barometer
 - b. Weekly Radio, US 1
 - c. News Releases: Start of Season, Wolbachia Upcoming
5. Other
 - a. Website: Updating Commissioner Page
 - b. Social Media

Human Resources

1. New Hires
 - a. Mercy Encina, Lower Keys Inspector
 - b. Dominic Milewski, Lower Keys Inspector
2. Current Opening
 - a. A&P Mechanic: Accepting Applications/Recruitment Ongoing

Other Items

1. Travel/Training
 - a. AMCA Washington Days (Washington D.C.): 5/11/26 – 5/14/26
 - Attending: Commissioner Brown, Andrea Leal, Mikki Coss, Chad Huff
 - Meetings/Assignments: Senator Rick Scott, Rep. Carlos Gimenez, Rep. Jared Moscovitz, Rep. Maria Salazar, Rep. Debbie Wasserman-Schultz, Rep. Frederica Wilson
 - Talking Points: CDC ELC Funding, Farm Bill
 - b. Airbus Pilot Maintenance Training (Dallas, TX): 5/21/26 – 5/22/26
 - Attending: Justin Knowles
 - c. Florida Association of Special Districts Annual Conference (Orlando, FL): 6/7/26 – 6/11/26
 - Attending: Andrea Leal, Mikki Coss, Lauren Bouchard, Rochele Miller, Michael Behrend
2. Wolbachia male releases ongoing
3. Clarke Strategy Discussion: 4/22/26
4. South FL FMCA/AMCA PULA Working Group: 5/6/26
5. DEP MMP Discussion: 5/8/26
6. FDACS Program Assessment: 5/22/26
7. Software Development Meetings: Daily, Close to finishing
8. Investment Update
9. After Action Items
 - a. Future Board Items
 - ITN for Banking, in process
 - Budgetary Process Annual Review, May 2026
 - Audit Committee Charter Annual Review, October 2026
 - Administrative Policy Manual Annual Review, December 2026

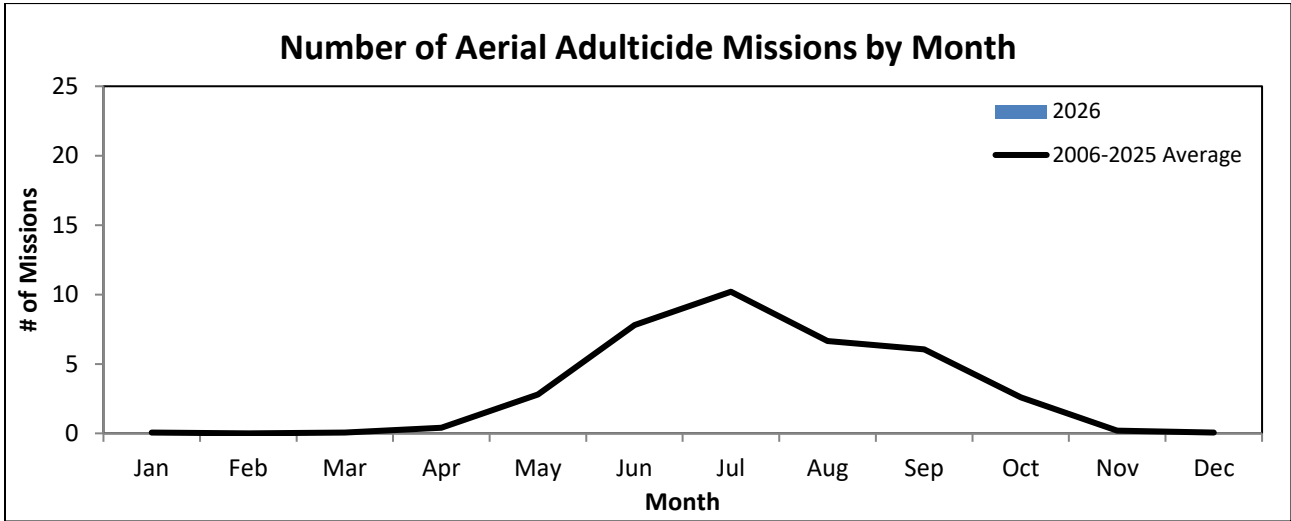
b. Upcoming Workshops

- May: Strategic Planning
- June – September: Budget
- October:
- November:
- December:
- January: 2026 Seasonal Summary/2027 Operational Workplan
- February:
- March:
- April: Strategic Planning

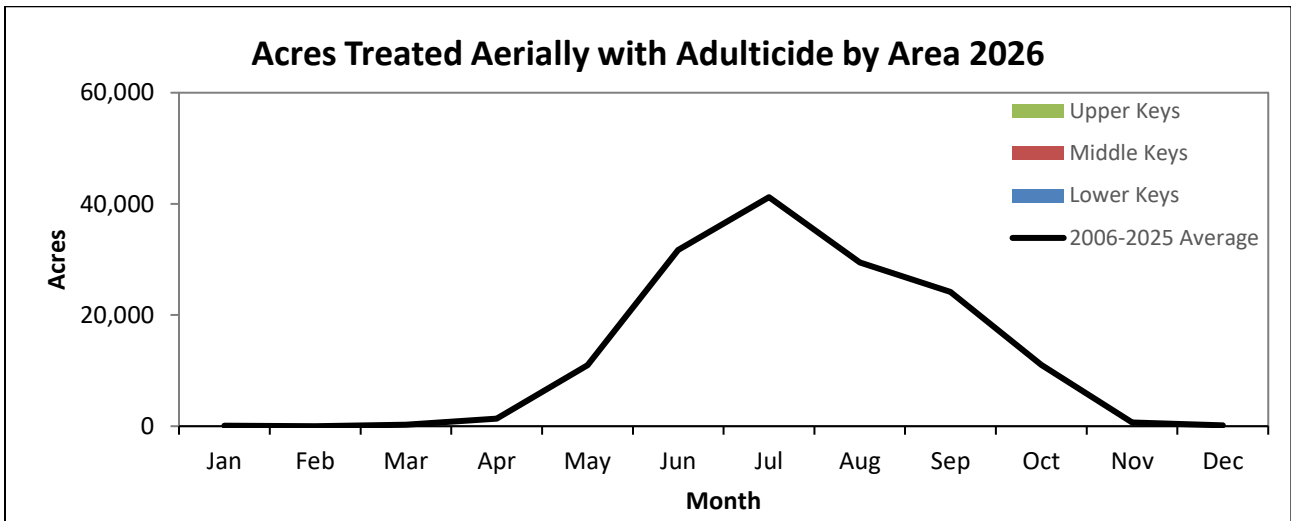
Florida Keys Mosquito Control Operations Report

(Adjusted through April 30, 2026)

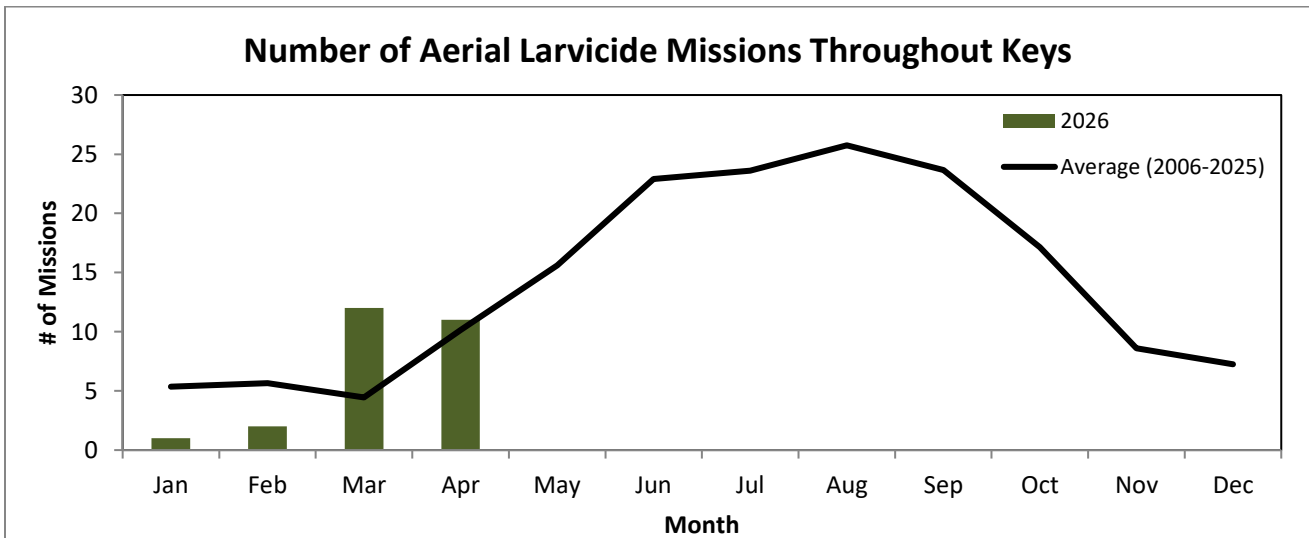
Aerial Adulticiding Missions in April 2026: No Missions



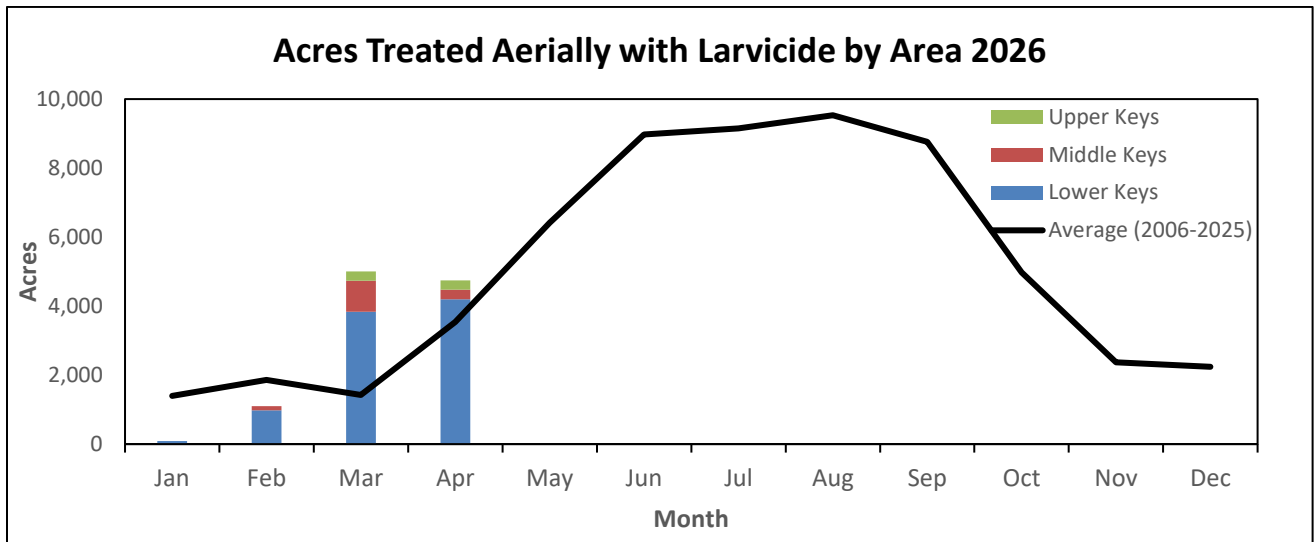
*PM: Aerial Adulticiding Acreage in April 2026: No Missions



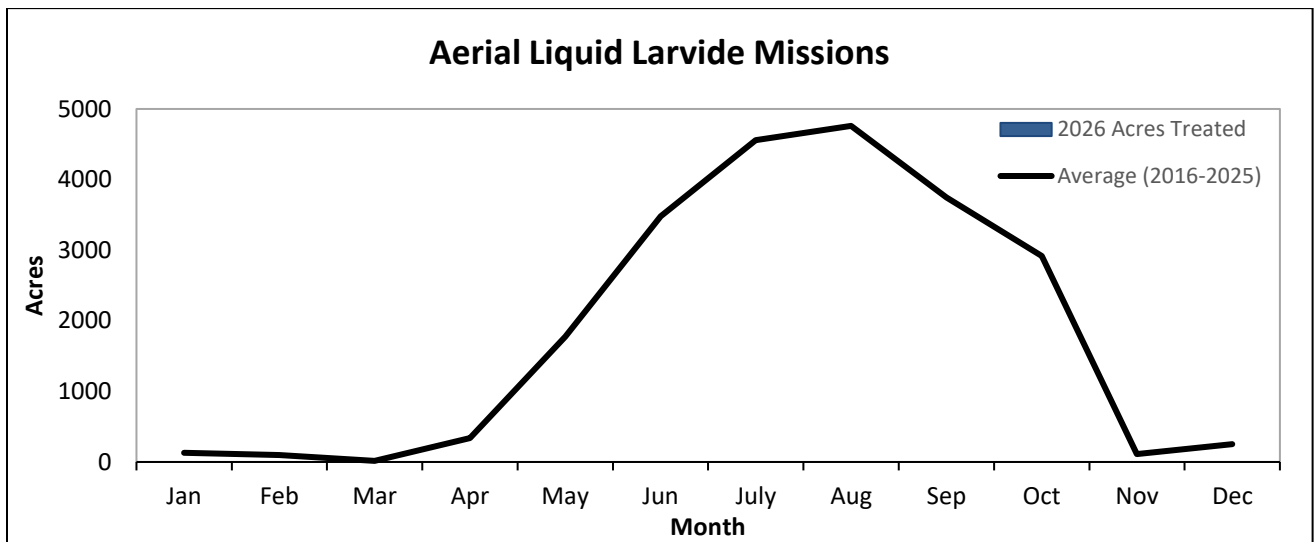
Aerial Granular Larviciding Missions in April 2026: 11 Missions



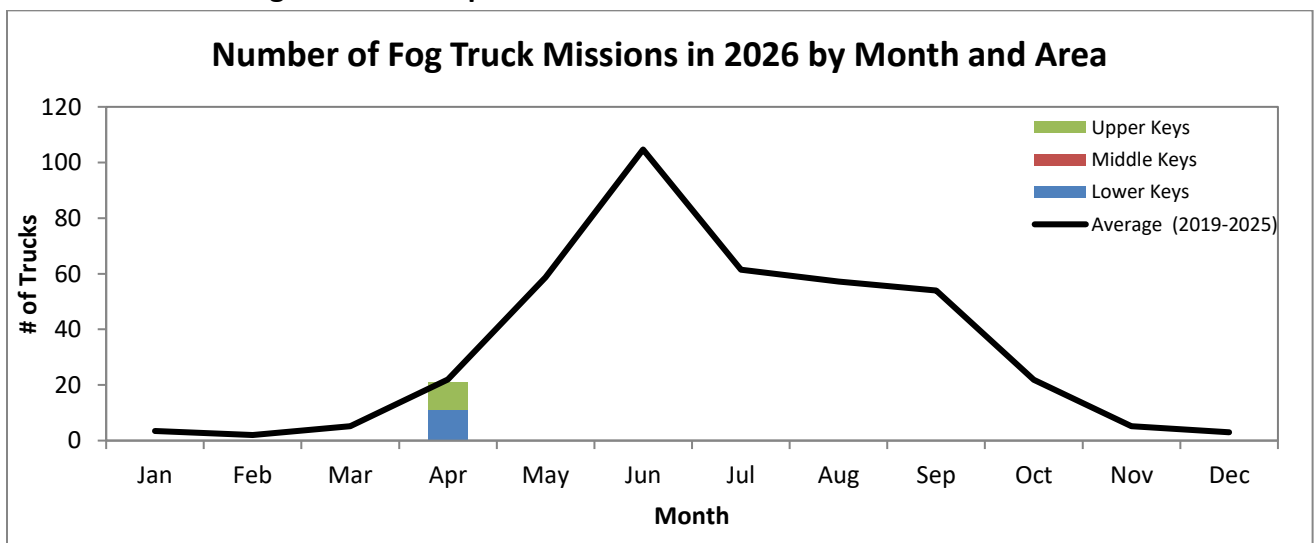
***PM: Aerial Granular Larviciding Acreage in April 2026: 4,743 acres**



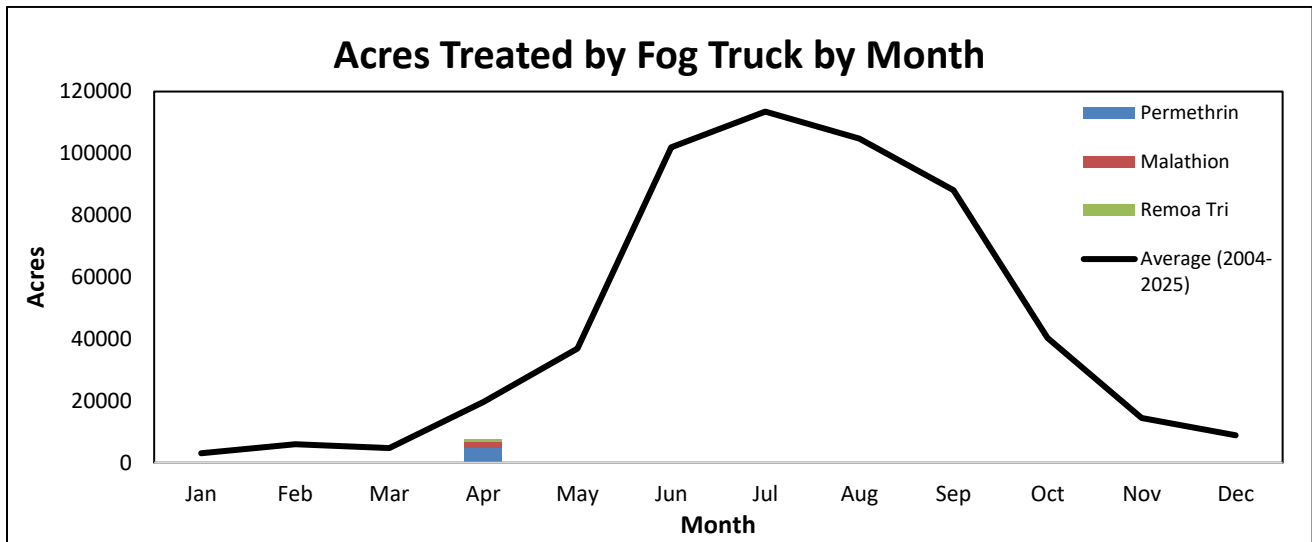
***PM: Number of Aerial Liquid Larviciding Missions in April 2026: No Missions**



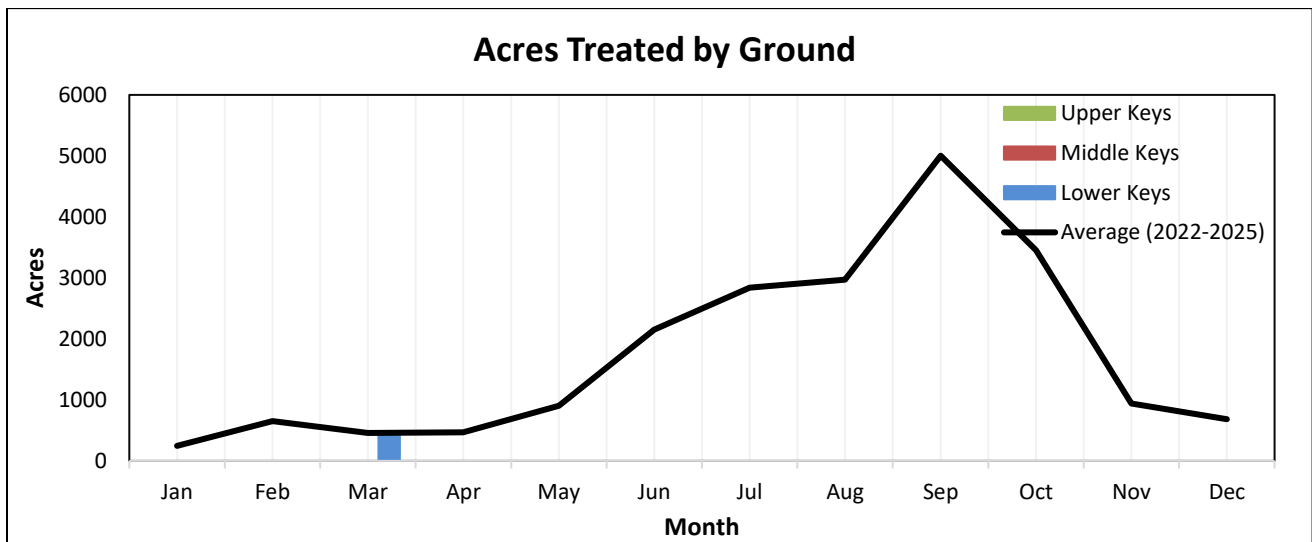
***PM: Ground Adulticiding Missions in April 2026: 21 Truck Missions**



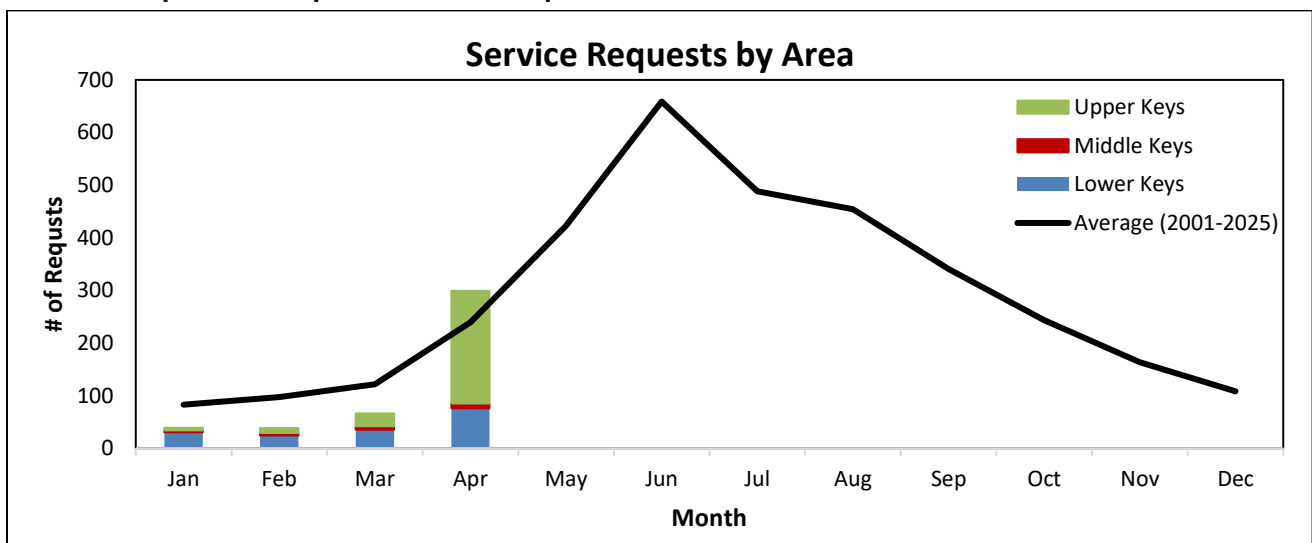
***PM: Ground Adulticiding (Trucks) Acreage in April 2026: 7,789 Acres**



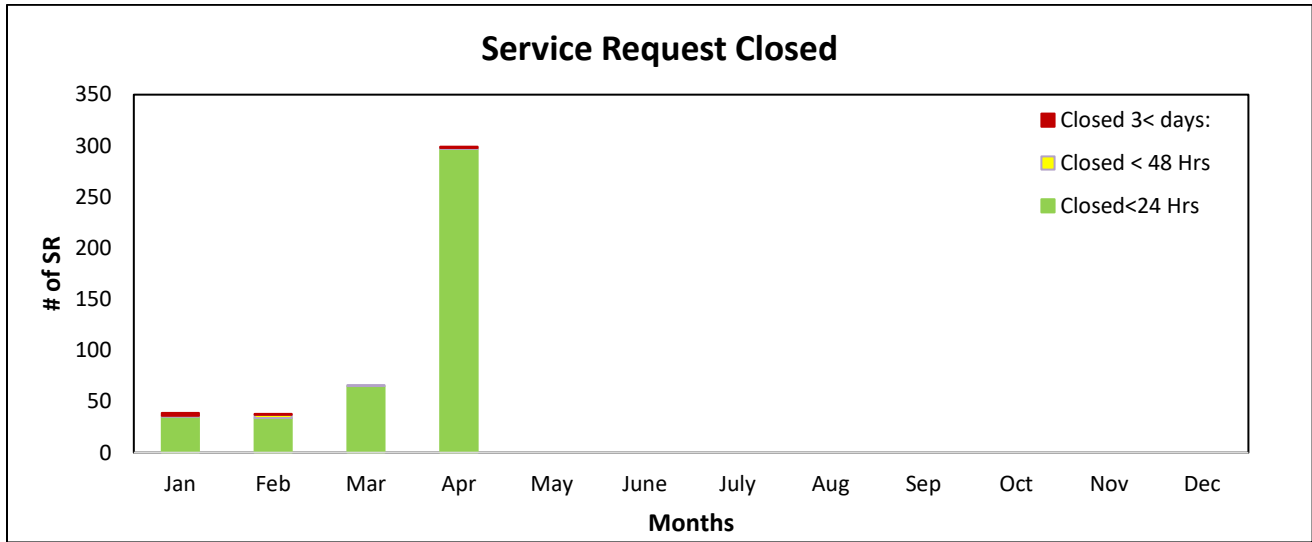
***PM: Ground Liquid Larviciding (Truck & Backpack) Acreage in April 2026: 1 Truck Mission**



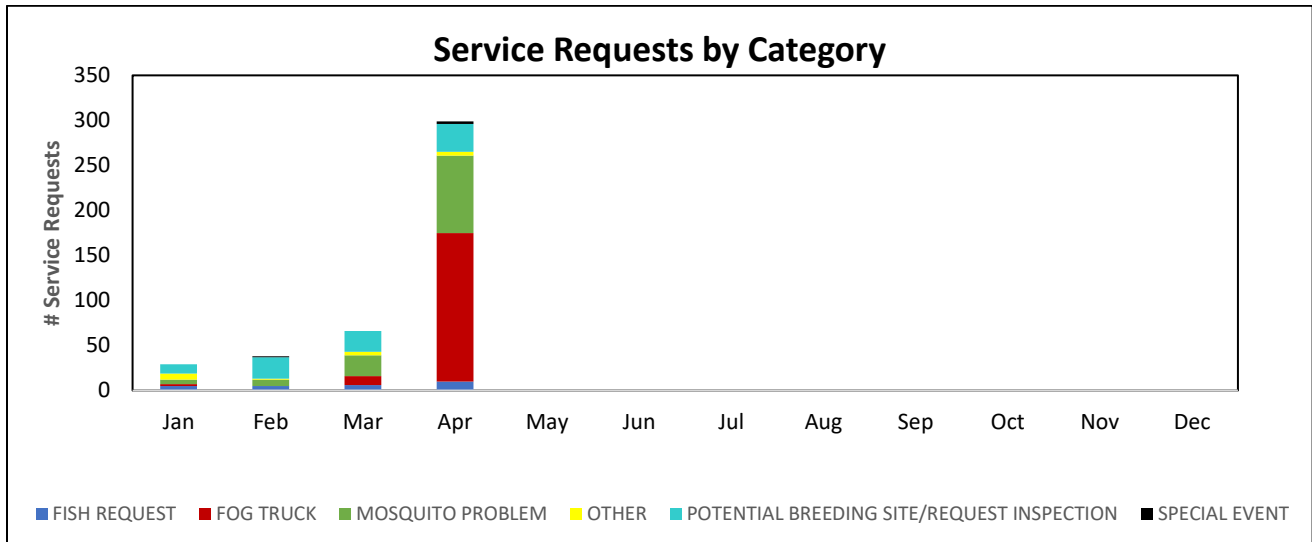
Total Service Requests for April 2026: 299 Requests



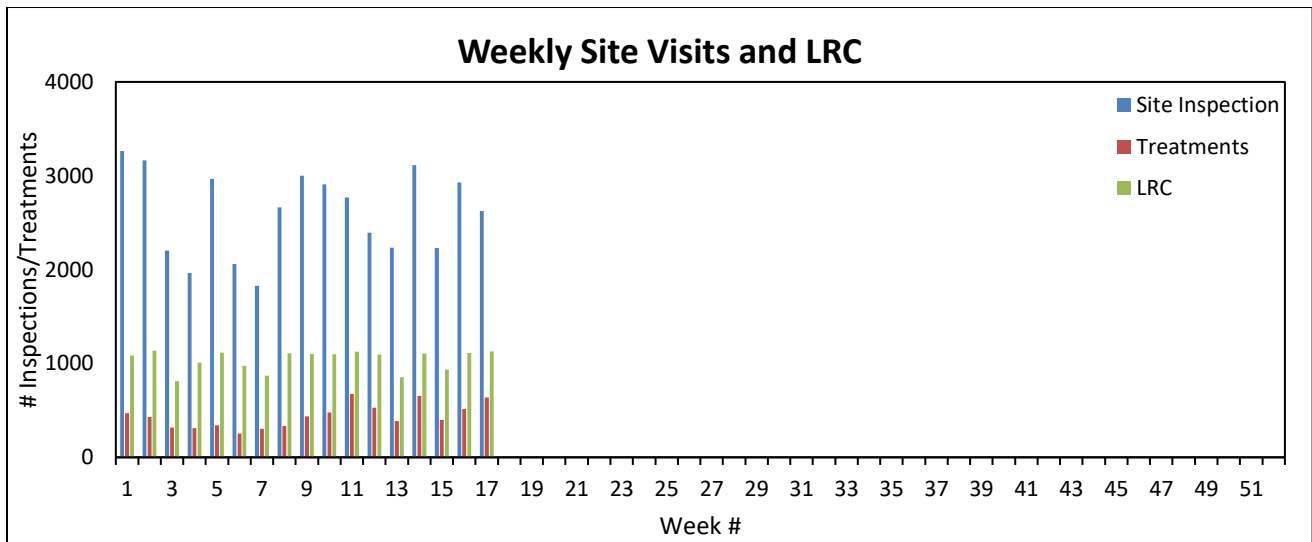
***PM: Service Requests closed within one business day: 99.33%**



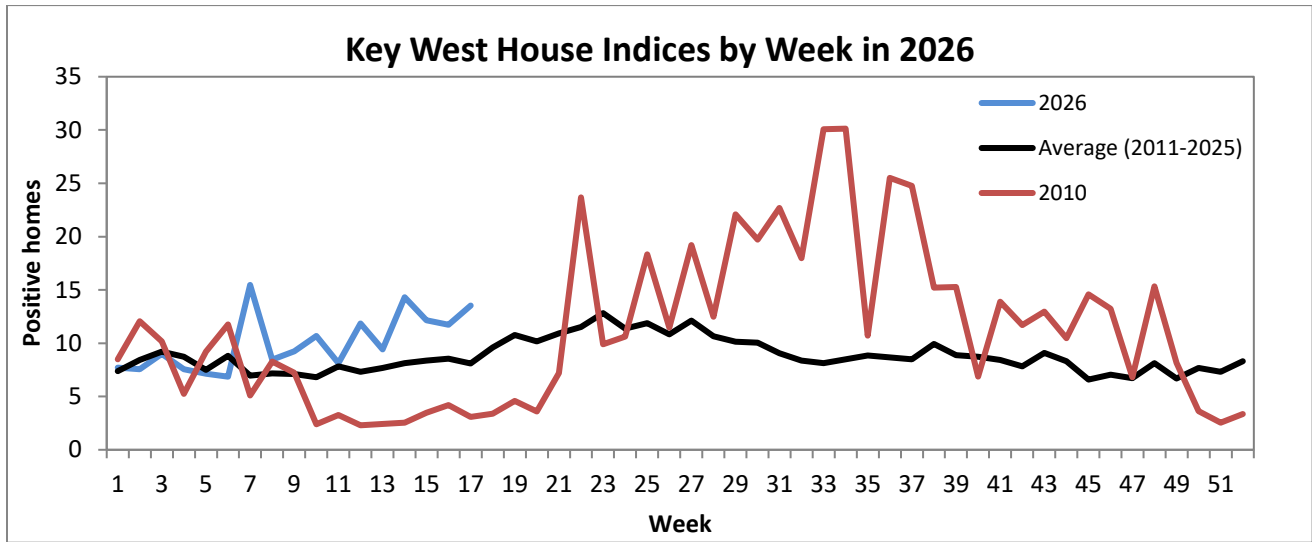
Service Requests by Request Category in April 2026: 299



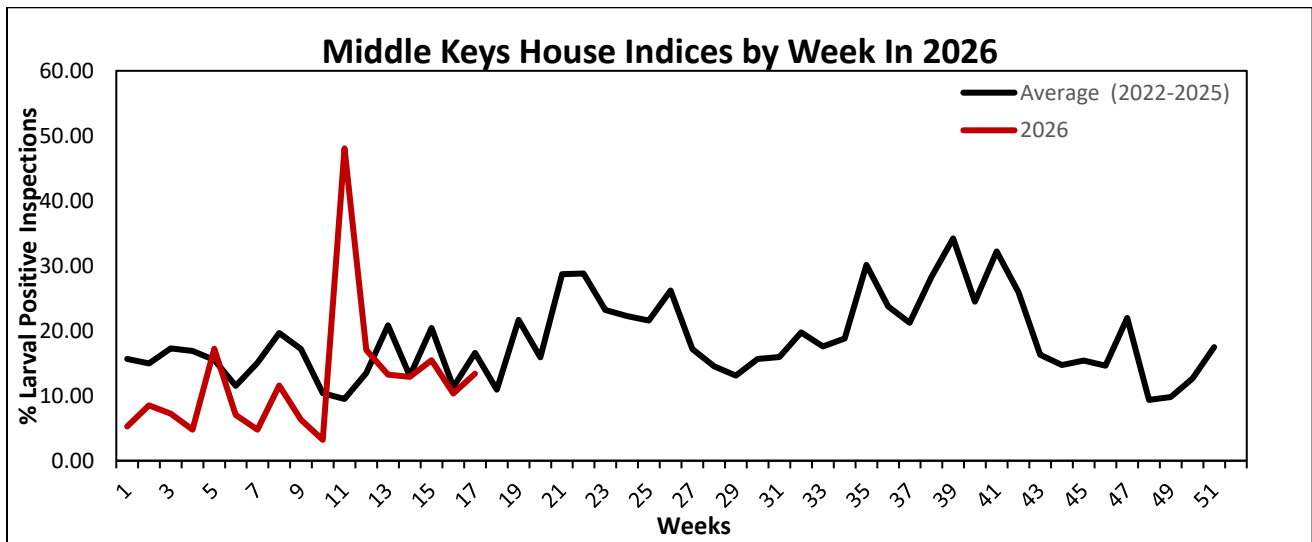
***PM: Total Inspections/LRC's for April 2026: 13,302 Inspections, 5,270 LRC**



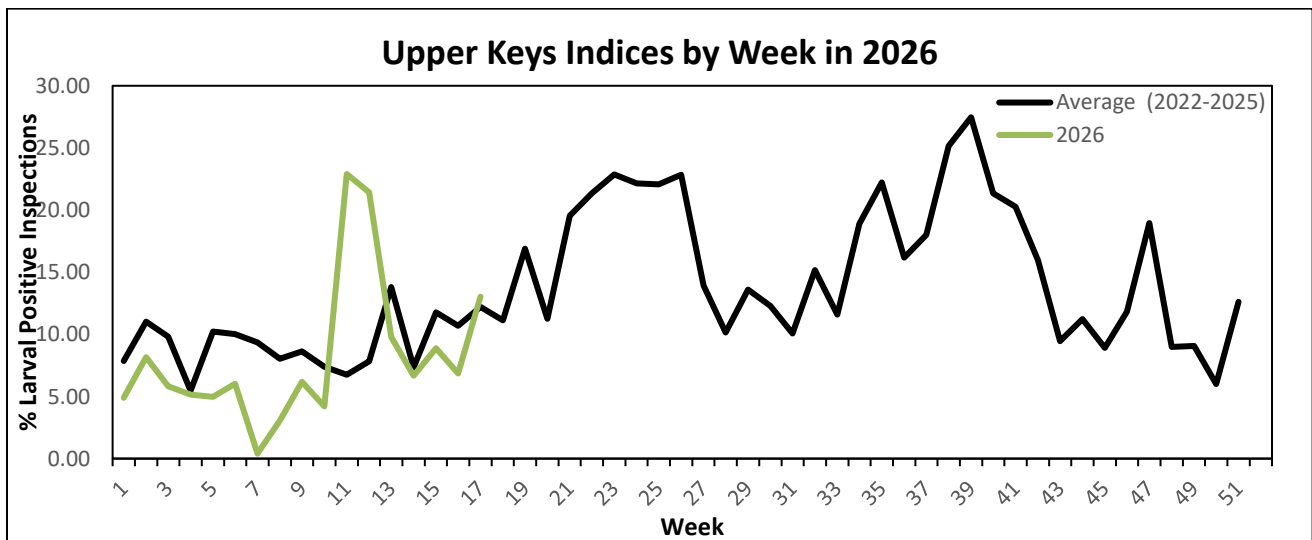
Key West *Aedes aegypti* Larval Information:



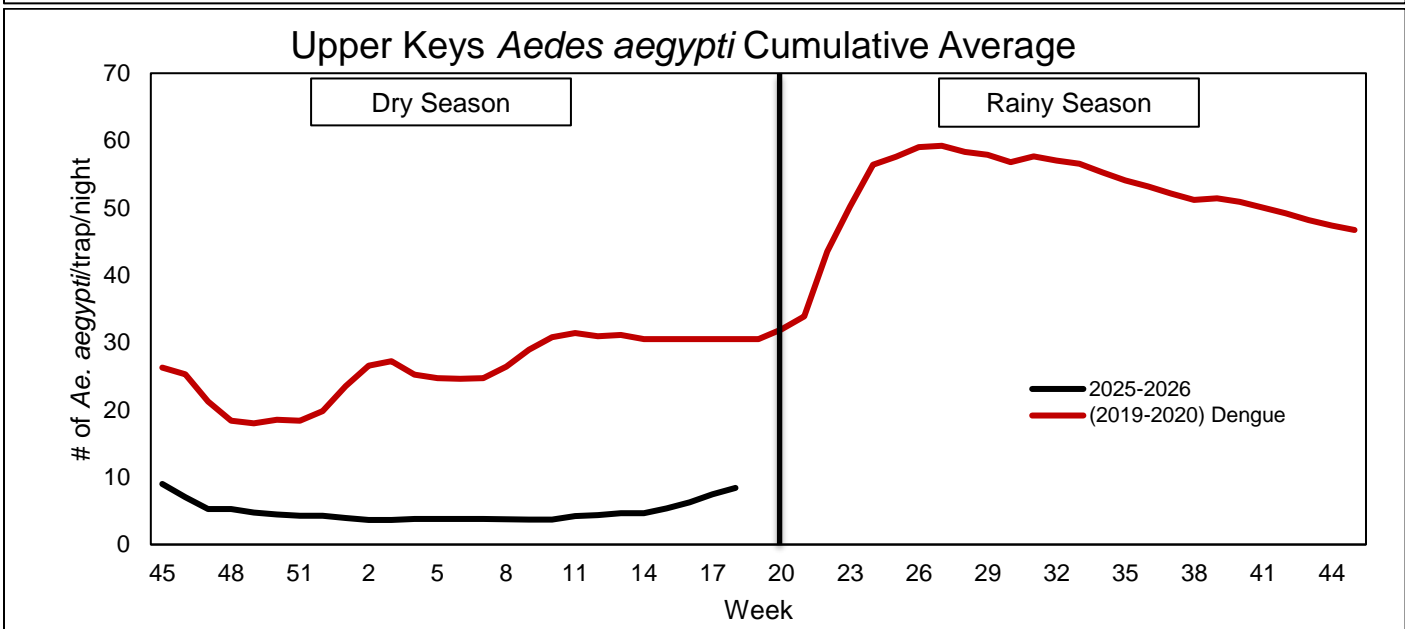
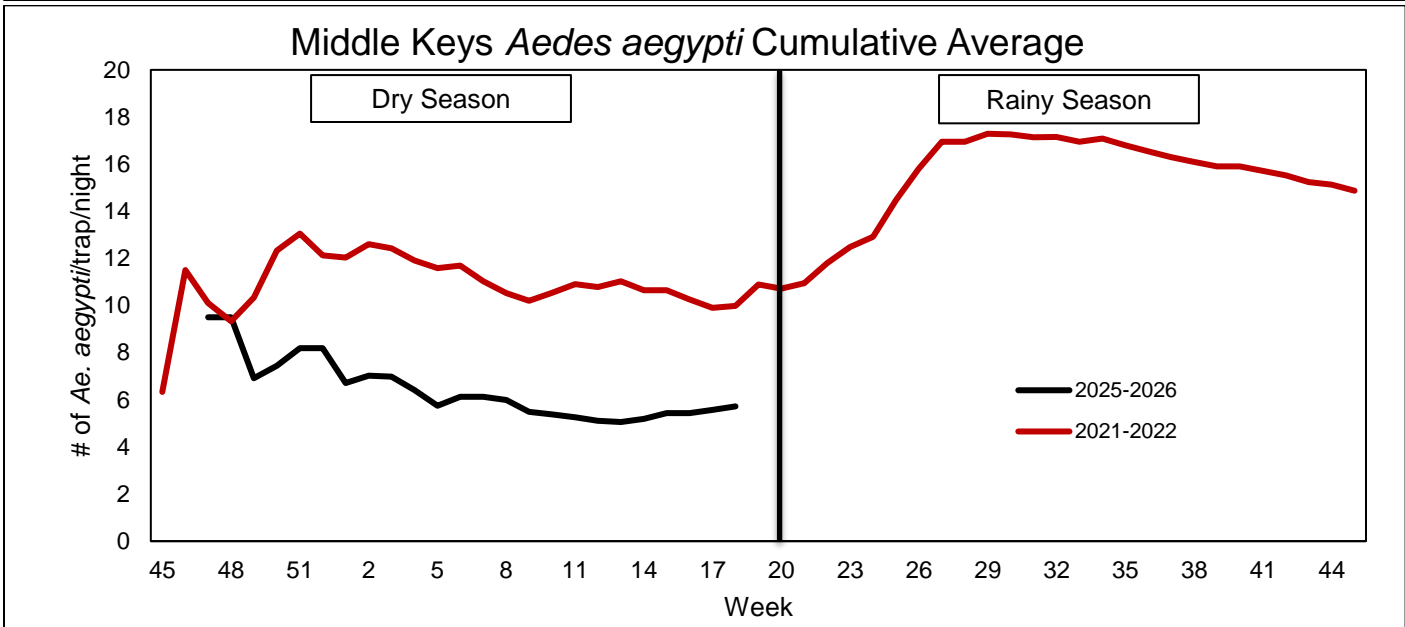
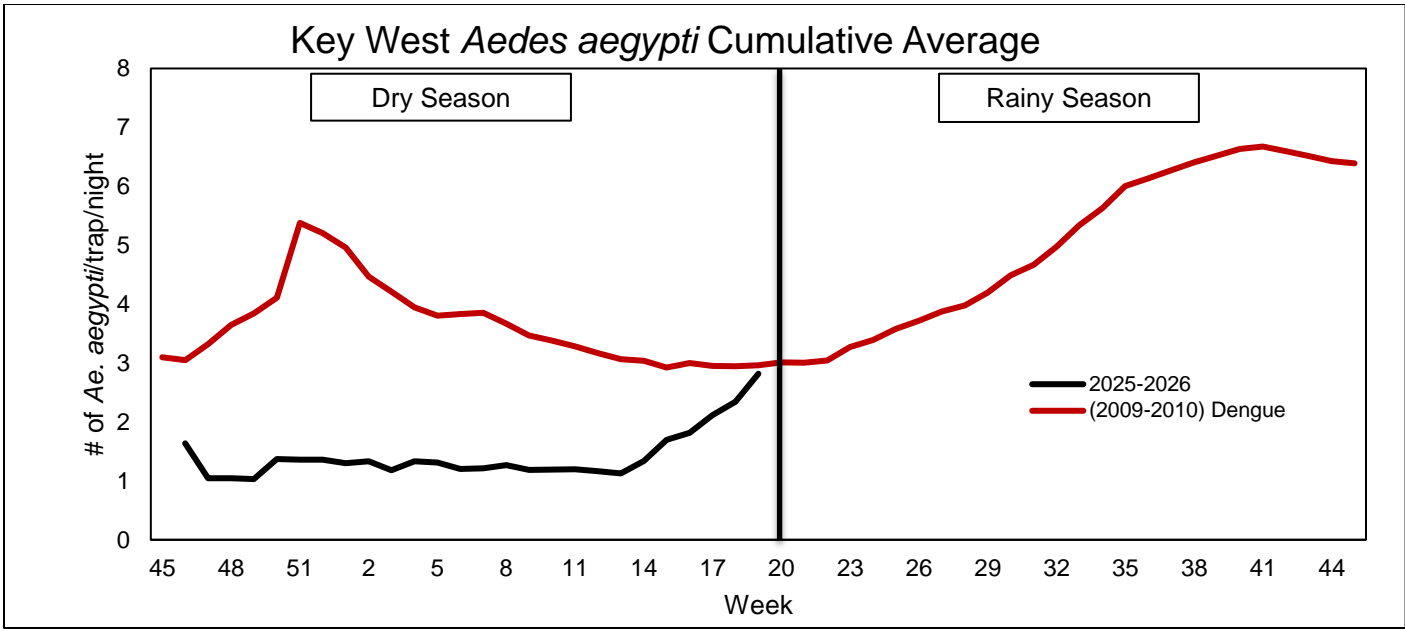
Middle Keys *Aedes aegypti* Larval Information:



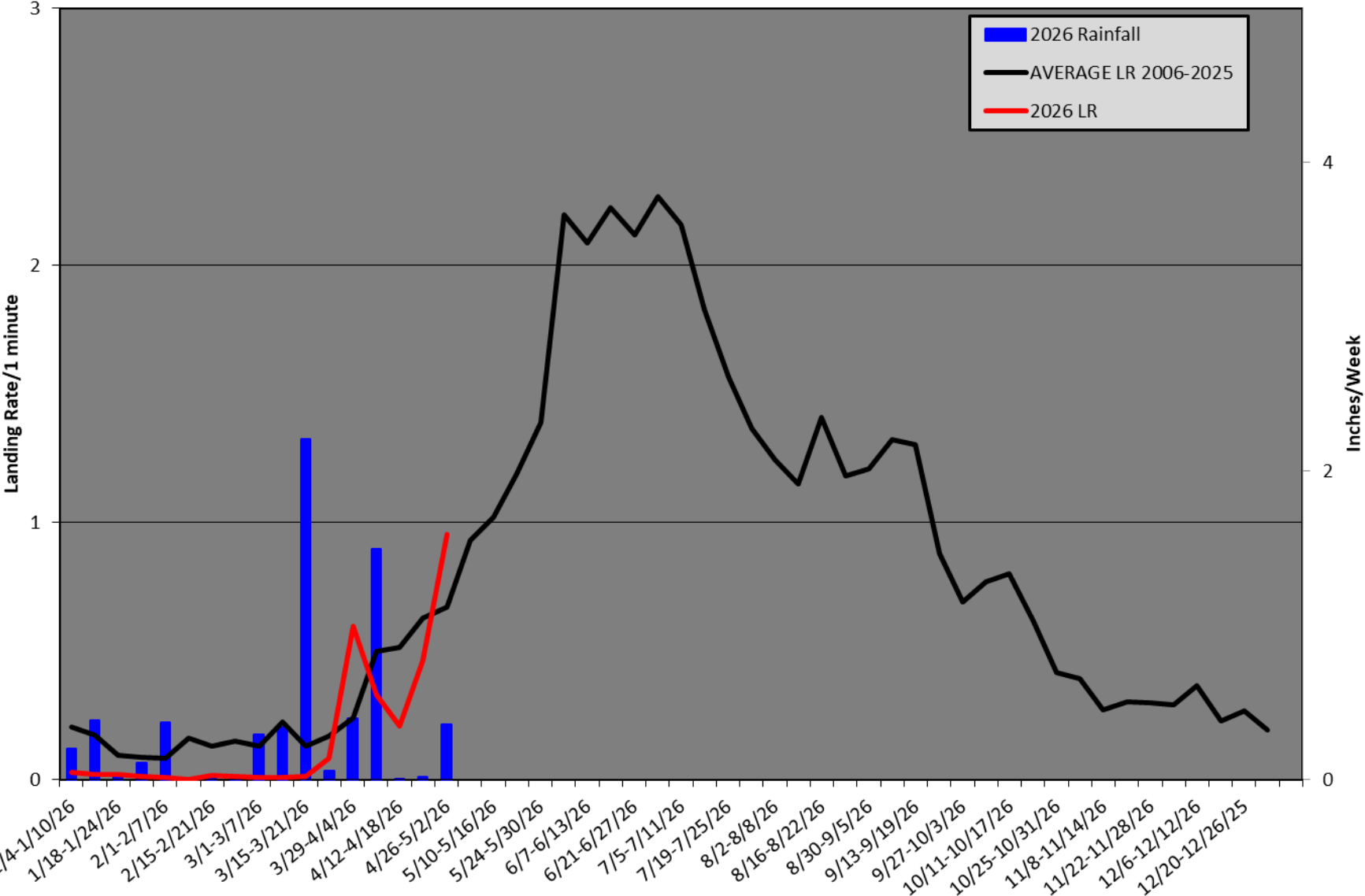
Upper Keys *Aedes aegypti* Larval Information:



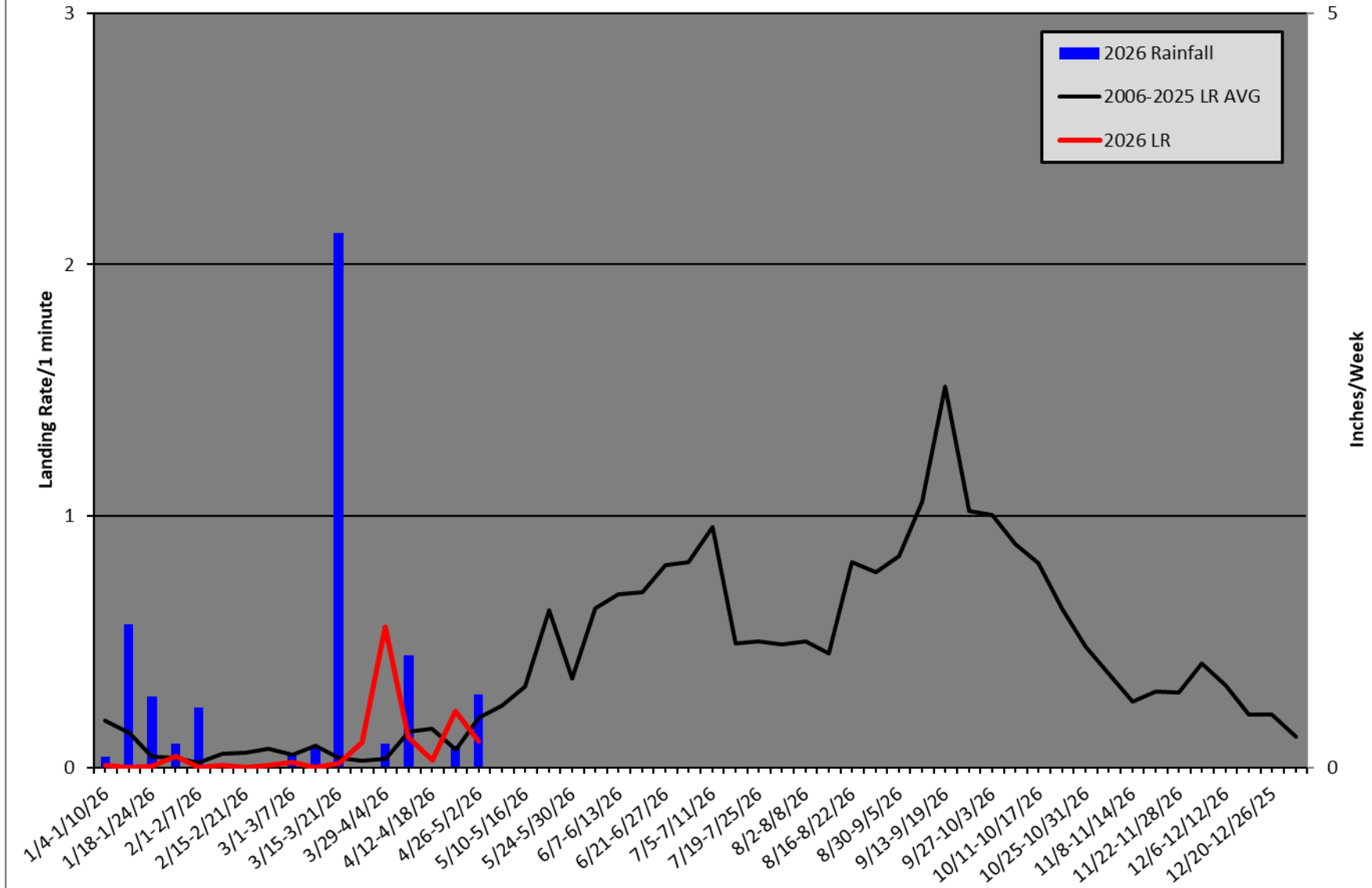
***PM: Indicates Performance Measure**



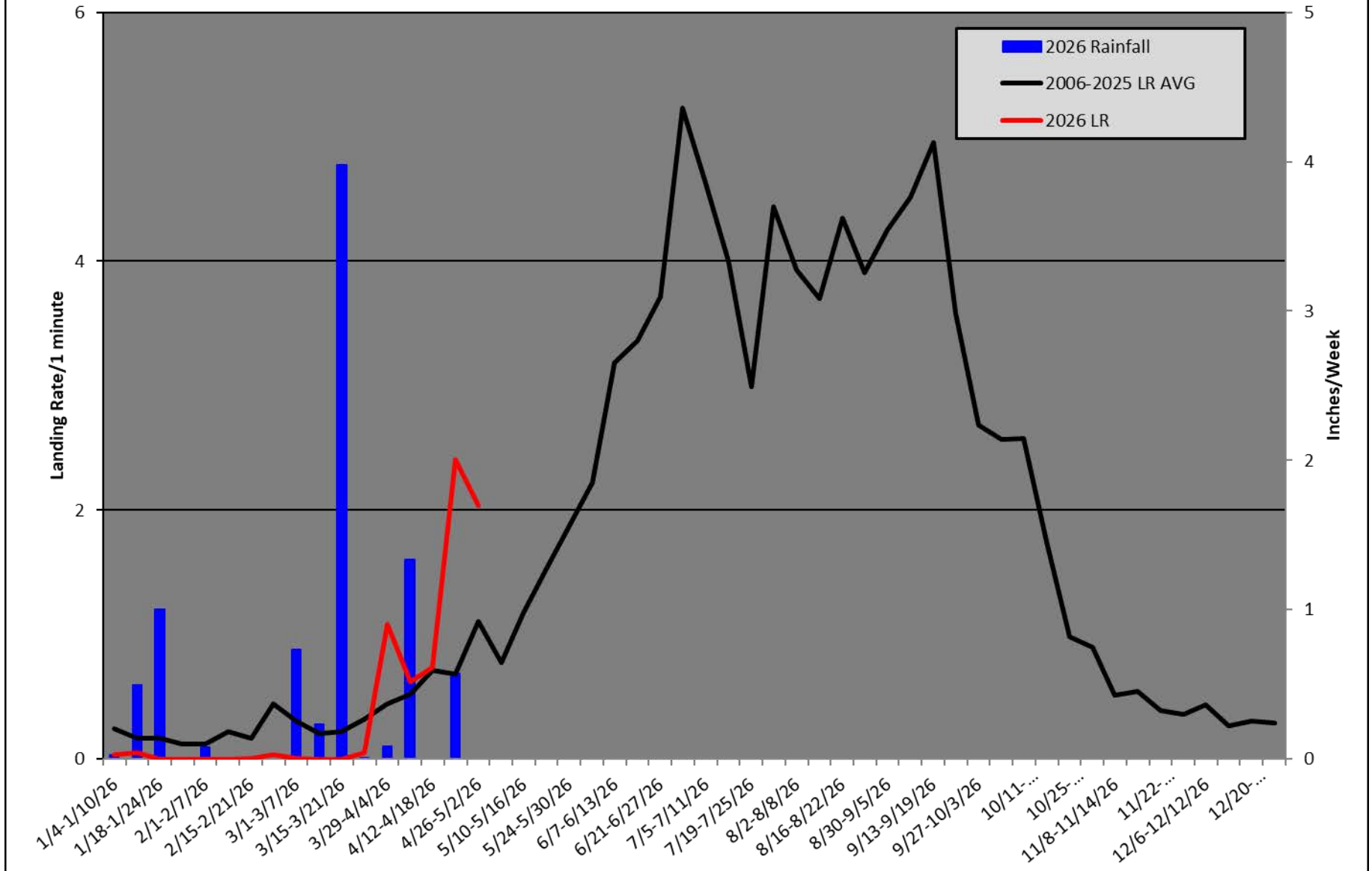
Lower Keys: Saddlebunch to Bahia Honda Average Landing Rate Counts and Rainfall



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

Hurricane
Plan



Florida Keys Mosquito Control District
Hurricane Response Plan
2026

HURRICANE PREPAREDNESS PLAN

Table of Contents

General Hurricane Preparedness Policy	1.1
• Responsibilities	1.1a
• Hurricane/Tropical Storm Alert	1.1b
• Saffir-Simpson Hurricane Scale	1.1c
• Hurricane Force Winds	1.1d
• Tropical Storm Force Winds	1.1e
• Tier II Personnel	1.1f
• Communication	1.1g
• Preparations Prior to Start of Hurricane Season	1.1h
Lower Keys Hurricane Preparedness Procedures	1.2
• Preparations	1.2a
• After the Storm	1.2b
Middle Keys Hurricane Preparedness Procedures	1.3
• Preparations	1.3a
• After the Storm	1.3b
Upper Keys Hurricane Preparedness Procedures	1.4
• Preparations	1.4a
• After the Storm	1.4b
Aerial Operations Hurricane Preparedness Procedures	1.5
• Hurricane Preparations	1.5a
• Responsibilities and Duties	1.5b
• Evacuation Equipment and Supplies	1.5c
• Satellite Phone Operations	1.6
• Government/Outside Entity Contact Information	1.7
• Documentation of Damaged Property	1.8
Addendum	
• Policy for Compensation for Public Emergency Response Work	1.9

1.1 HURRICANE PREPAREDNESS POLICY

The District has established a Hurricane Preparedness Plan for all employees to follow. All personnel will have sufficient time to take care of their personal family needs. Once this has been accomplished, the employees will be assigned areas to make them secure. This plan is designed to protect the District's property while also allowing employees the necessary time to protect their own property and safeguard their families in the event of a hurricane or tropical storm.

Employees may be required to work on a weekend or at night to prepare for the storm. Management will make every effort to allow employees time to prepare their personal property before a storm. All employees are strongly advised to have their personal plans in place and to do as much early preparation as possible. After the storm threat has passed, all employees will be required to report to work as soon as possible. The District will make every effort to work with employees who have suffered storm damage.

All personnel are to comply with Monroe County Emergency Management evacuation orders. Each Employee must travel with a usable uniform and FKMCD Identification Badge for reentry into Monroe County. In the event you are unable to evacuate, the FKMCD facilities are not an emergency shelter of last resort; please follow guidelines set by Monroe County Emergency Management for shelters of last resort. During and after the storm communications may be disrupted but comply with all Monroe County Emergency mandates. FKMCD instructions for Employees will be available through the FKMCD Emergency Line. All employees shall check the call-In number daily for instruction. After the storm threat has passed, all employees may return to their homes as directed by Monroe County emergency Management. The District will make every effort to work with employees who have suffered storm damage.

Due to the layout of the District, procedures will be different at each station (Key West, Marathon, Key Largo). In general, all employees shall follow the guidelines set forth by established persons in charge at each station. We are all responsible for certain equipment and also for the general preparation of each work site. Storage of personal property during the storm is not permitted unless essential to completing District assigned missions.

1.1a RESPONSIBILITIES

Staff shall be notified by supervisor of storm threat. All vehicles are to have a completed vehicle inspection, all fluid levels are to be full, and the vehicles must be completely fueled. They will be stored according to the directions given by the Lower Keys Supervisor/Mechanics Supervisor (Big Coppitt), Director of Aerial Operations (Marathon), or Upper Keys Supervisor (Key Largo). All Equipment, records and chemicals shall be stored, and secure and complete back-ups of computers should be completed. The Chief Technology Officer will give specific instructions on storage of computers and electronics. All grounds should be secured and windows shuttered or boarded at all facilities. All employees must

have correct contact information on file in the event of an evacuation. Any employee who chooses to evacuate before (or return after) the Executive Director authorizes Administrative Leave must use Annual Leave, Compensatory Leave, or Leave Without Pay if extra time is needed.

District aircraft may be evacuated to assigned areas, at the discretion of the Executive Director. If possible, after the aircraft are evacuated, flight crews will have the option to return to the District, to attend to personal family needs at the expense of the District. Tier II personnel, to include pilots, will be required to return to the aircraft evacuation area. After the event, flight crews may be required to return the aircraft for immediate tasking by Monroe County or move them to other locations as required. Due to the nature of mosquito control, flight operations must resume as soon as possible following major weather events.

12.1b HURRICANE/TROPICAL STORM ALERT

- **Tropical Storm Watch:** Tropical Storm conditions with sustained winds from 39-74 mph are possible in your area within the next 36 hours.
- **Tropical Storm Warning:** Tropical Storm conditions are expected in your area within the next 24 hours.
- **Hurricane Watch:** Hurricane conditions (sustained winds greater than 74 mph) are possible in your area within 36 hours.
- **Hurricane Warning:** Hurricane conditions are expected in your area within the next 24 hours.

1.1c SAFFIR-SIMPSON HURRICANE SCALE

- **Tropical Storm** (Winds 39-73 mph)
- **Category 1 Hurricane** (Winds 74-95 mph/64-82 kt)
 - No real damage to buildings. Damage to unanchored mobile homes. Some damage to poorly constructed signs. Also, some coastal flooding and minor pier damage.
- **Category 2 Hurricane** (Winds 96-110 mph/83-95 kt)
 - Some damage to building roofs, doors and windows. Considerable damage to mobile homes. Flooding damages piers and small craft in unprotected moorings may break their moorings. Some trees blown down.
- **Category 3 Hurricane** (Winds 111-130 mph/96-113 kt)
 - Some structural damage to small residences and utility buildings. Large trees blown down. Mobile homes and poorly built signs destroyed. Flooding near the debris. Terrain may be flooded well inland. Coast destroys smaller structures with larger structures damaged by flooding.
- **Category 4 Hurricane** (Winds 131-155 mph/114-135 kt)

- More extensive curtain wall failures with some complete roof structure failure on small residences. Major erosion of beach areas. Terrain may be flooded well inland.
- **Category 5 Hurricane** (Winds 156 mph and up/135+ kt)
 - Complete roof failure on many residences and industrial buildings. Some complete building failures with small utility buildings blown over or away. Flooding causes major damage to lower floors of all structures near the shoreline. Massive evacuation of residential areas may be required.

1.1d HURRICANE FORCE WINDS

The Executive Director shall order hurricane preparations when deemed necessary. Preparations must be completed timely as set forth in this manual. With today's storm track modeling, the cone created has proved to be fairly accurate. The direct forecasted path line cannot be used as an indication of hurricane strength winds; the entire cone must be considered. Any time the district is in the cone of hurricane strength wind, all preparations must be made and evacuation orders from Monroe County Emergency Management must be followed.

All loose material, equipment and vehicles are to be moved inside. Antennas, towers and windsocks are to be lowered or removed. Buildings should be shuttered, awnings lowered with buildings secured as much as possible. All valves on tank farm to be in the off position and electricity to pumps turned off. All non-essential electricity shall be turned off before vacating the property. Flood panels will be installed on the maintenance building at the Big Coppitt location only.

1.1e TROPICAL STORM FORCE WINDS

When tropical storm force winds are forecasted the Executive Director shall decide what preparations are to be made. At a minimum, the aircraft shall be secure in the hanger. The buildings, grounds, fuel tanks and vehicles shall be prepared and secured as deemed appropriate for the situation.

1.1f TIER II PERSONNEL

Personnel deemed critical for FKMCD operations shall remain readily accessible before, during and after the storm. In the event of an evacuation, they will remain in one central area for immediate reentry as directed by Monroe County Emergency Management. If the aircraft are evacuated to Orlando, the pilots will be included with this group. All Tier II personnel are responsible for managing their own food supplies during all phases of emergency operations. Tier II personnel include but are not limited to the following:

1. Executive Director
 - a. **PRIOR TO STORM:**
 - i. Maintain weather watch to plan for possible storm threat.
 - ii. Maintain communications with management team and advise of possible storm threat.
 - iii. Implement "Hurricane Preparedness Plan". Maintain communications with Emergency Operations Center for weather and closures.
 - iv. Make decisions on aircraft evacuation and office closures and communicate decisions to management team.
 - b. **DURING STORM:**
 - i. Monitor conditions at the facility and the evacuation site in order to facilitate timely reopening of facility after the storm threat has passed.
 - ii. Maintain communications with the management team.
 - iii. Maintain communications with Emergency Operations Center.
 - c. **POST STORM:**
 - i. Coordinate with evacuated Tier II employees on return of personnel and aircraft.
 - ii. Coordinate with Public Education & Information Officer on internal and external messaging daily.
 - iii. Maintain communications with management team.
 - iv. Maintain communications with Emergency Operations Center.

2. Director of Operations
 - a. **PRIOR TO STORM:**
 - i. Maintain weather watch to plan for possible storm threat.
 - ii. Maintain communications with and advise Executive Director and Director of Aerial Operations.
 - iii. Implement "Hurricane Preparedness Plan".
 - iv. Maintain communications with Emergency Operations Center for weather and closures.
 - v. Supervise the securing of the facility and equipment by facility personnel.
 - b. **DURING STORM:**
 - i. Monitor conditions at the facility and the evacuation site in order to facilitate timely reopening of facility after the storm threat has passed.
 - ii. Maintain communications with the Executive Director, Director of Aerial Operations and Emergency Operations Center as conditions allow.
 - c. **POST STORM:**
 - i. Coordinate with evacuated Tier II employees on return of personnel and aircraft.

- ii. Maintain communications with Executive Director and Director of Aerial Operations.
 - iii. Maintain communications with Emergency Operations Center.
 - iv. Inspect facilities.
 - v. Supervise reopening of facilities.
 - vi. Prepare for operations.
3. Director of Aerial Operations
- a. **PRIOR TO STORM:**
 - i. Maintain weather watch to plan for possible storm threat.
 - ii. Maintain communications with and advise Executive Director and Director of Operations.
 - iii. Advise the Executive Director and Director of Operations as to weather conditions affecting aircraft evacuations.
 - iv. Implement "Hurricane Preparedness Plan".
 - v. Supervise the securing of the facility and equipment by facility personnel.
 - vi. Coordinate and maintain communications with the Chief Pilot, Director of Maintenance and facility staff.
 - b. **DURING STORM:**
 - i. Monitor conditions at the facility and the evacuation site in order to facilitate timely reopening of facility after the storm threat has passed.
 - ii. Maintain communications with the Executive Director, Operations Director and Chief Pilot as conditions allow.
 - c. **POST STORM:**
 - i. Coordinate with Chief Pilot on return of aircraft.
 - ii. Inspect facility.
 - iii. Supervise reopening of facility.
 - iv. Prepare for operations.
4. Chief Pilot
- a. **PRIOR TO STORM:**
 - i. Maintain weather watch to plan for possible storm threat.
 - ii. Coordinate and maintain communications with Aerial Operations Director and Director of Maintenance.
 - iii. Contact all pilots and assemble roster of evacuation pilots.
 - iv. Ensure Purchasing has made all necessary reservations for Tier II personnel to evacuate.
 - v. Brief all pilots prior to evacuation and coordinate aircraft evacuation.
 - vi. Handle all details upon arrival at evacuation site including hotel registration for the pilots.
 - b. **DURING STORM:**

- i. Maintain weather watch.
 - ii. Maintain communications as possible with the Aerial Operations Director and Director of Maintenance, particularly before and after moving the aircraft.
 - iii. Provide contact instructions to Executive Director, Director of Aerial Operations and Director of Maintenance if aircraft are moved.
 - c. **POST STORM:**
 - i. Supervise the return of aircraft to Marathon when directed and after determining conditions are safe.
 - ii. Communicate and coordinate with the Director of Aerial Operations.
 - iii. Contact all pilots possible and check status.
 - iv. Prepare for operations.
5. Director of Maintenance
- a. **PRIOR TO STORM:**
 - i. Maintain weather watch to prepare for possible storm threat.
 - ii. Communicate and coordinate with the Director of Aerial Operations and Chief Pilot.
 - iii. Prepare Aircraft evacuation flight kits for each aircraft.
 - iv. Prepare aircraft for evacuation if ordered.
 - v. Work with others to prepare facility and equipment for storm threat.
 - vi. Secure aircraft logs.
 - b. **DURING STORM:**
 - i. Communicate with Director of Aerial Operations and Chief Pilot.
 - c. **POST STORM:**
 - i. Communicate and coordinate with Director of Aerial Operations and Chief Pilot.
 - ii. Work with others to reopen the facility.
 - iii. Prepare aircraft for operations as needed.
6. Public Education & Information Officer
- a. **PRIOR TO STORM:**
 - i. Maintain communications with Emergency Operations Center for weather and closures.
 - ii. Maintain communications with Executive Director and management team on messaging prior to the storm.
 - iii. Maintain the FKMCD Emergency Line daily with information and directions including a designated time for daily updates.
 - iv. Provide local radio stations with pre-planned messages for first couple of days after storm.
 - b. **DURING STORM:**

- i. Maintain communications with management team and Emergency Operations Center, as possible.
 - ii. Maintain the FKMCD Emergency Line daily with information and directions.
 - c. **POST STORM:**
 - i. Maintain communications with management team and Emergency Operations Center.
 - ii. Maintain the FKMCD Emergency Line daily with information and directions.
 - iii. Liaison between management and re-entering personnel.
 - iv. Update social media and website with spray alerts and important mosquito control information.
 - v. Maintain daily communication with local radio stations to provide spray alerts and important mosquito control information.
7. Chief Technology Officer
- a. **PRIOR TO STORM:**
 - i. Maintain weather watch to plan for possible storm threat.
 - ii. Implement Hurricane Preparedness plan (Servers, Computers, networking equipment shutdown and cover up - backups and secure backup).
 - iii. Maintain communication with Executive Director, Director of Operations and local management.
 - b. **DURING STORM:**
 - i. Monitor conditions at the facilities and the evacuation site in order to facilitate timely reopening and continuity of business.
 - ii. Stay safe, check the FKMCD Emergency Line daily for information and directions.
 - iii. Maintain communication with Executive Director, Director of Operations and local management.
 - c. **POST STORM:**
 - i. Assess the situation.
 - ii. Implement recovery plan (uncovering and reconnecting servers and computers, focus on re-establishing essential services).
 - iii. Maintain communication with Executive Director, Director of Operations and local management.
8. The pilots if aircraft are evacuated
- a. **PRIOR TO STORM:**
 - i. Communicate with Chief Pilot.
 - ii. Serve as evacuation pilot if needed.
 - b. **DURING STORM:**
 - i. Stay safe, check the FKMCD Emergency Line daily for information and directions.

- c. **POST STORM:**
 - i. Communicate with Chief Pilot.
 - ii. Assist in returning aircraft to Marathon if needed.
 - iii. Be available for possible aerial operations.
9. Aircraft maintenance personnel
- a. **PRIOR TO STORM:**
 - i. Work with others to prepare facility and equipment for possible storm threat.
 - ii. Work with others to prepare aircraft for possible evacuation or securing at the facility.
 - b. **DURING STORM:**
 - i. Stay safe, check the FKMCD Emergency Line daily for information and directions.
 - c. **POST STORM:**
 - i. Communicate with the Director of Maintenance.
 - ii. Work with others to reopen facility.
 - iii. Work with others to prepare aircraft for possible operation.

Prior to the storm, the District will establish which specific personnel are required Tier II employees. These designated employees will be required to return to work prior to the opening of the County to all residents. Work performed by these employees is subject to the Policy for Compensation for Public Emergency Response Work (see Addendum I).

1.1g COMMUNICATION

All employees are required to contact their supervisor, Director of Operations, or Executive Director within 24 hours following the "all clear" from the Monroe County Emergency Management Center, to learn when to report back to work. Due to the nature of mosquito control, operations must resume as soon as possible following major weather events. If contact with those individuals cannot occur due to communication issues following the storm, the District will activate its emergency call line (1-813-590-6857) for employee information. Employees may also receive FKMCD updates by texting "fkmcd" to the emergency call line. Additionally, the Public Education and Information Officer (PEIO) will remain in areas where communication is available to act as a liaison until communication is restored within the Keys. The PEIO will also maintain daily communication with area news outlets and on social media.

1.1h PREPARATIONS PRIOR TO START OF HURRICANE SEASON

Before the start of hurricane season all possible preparations, which can be completed should be made. Once a storm is approaching your time becomes critical. Food and bottled water supplies are depleted. Prior to the start of hurricane season, JUNE 1st, all of the following preparations shall be completed:

- Test and conduct training on the following emergency equipment and

- ensure manuals / operating instructions are up to date:
- Emergency Generator
- Sat Phones
- 1-813-590-6857 FKMCD emergency call line
- Aircraft flyaway kits
- Helicopter ground handling wheels
- Garmin GNS navigation equipment
- ForeFlight Flight planning applications
- Obtain emergency reentry placards
- Contact Orlando Convention Center Manager for possible hangar space availability.
- Arrange contracts and prioritize hotels along Orlando's I corridor for Tier II Personnel.
- Store bottled water for returning Tier II personnel.

1.2 LOWER KEYS HURRICANE PREPAREDNESS PROCEDURES

1.2a OVERVIEW

This plan is designed to protect the District's property while also allowing employees the necessary time to protect their own property and safeguard their families in the event of a hurricane or tropical storm.

Employees may be required to work on a weekend or at night to prepare for the storm. Management will make every effort to allow employees time to prepare their personal property before a storm. All employees are strongly advised to have their personal plans in place and to do as much early preparation as possible.

After the storm threat has passed, all employees will be required to report to work as soon as possible. The District will make every effort to work with employees who have suffered storm damage.

Each employee shall follow the guidelines set forth by the Lower Keys Supervisor in preparation for a storm. The Chief Technology Officer will give specific instructions on storage of computers and electronics. Employees are all responsible for certain equipment and also for the general preparation of the facility.

1.2 b PREPARATIONS

Tropical Storm/Hurricane Force Winds

All vehicles are to have a completed vehicle inspections, all fluid levels are to be full and the vehicles must be completely fueled. Boat tires are to be cinder-blocked on either side of the tires, as well as the crank wheel. They are to be left uncovered and with the hull plug inserted. All vehicles, including boats, are to be stored as directed by the Director of Operations and/or the Lower Keys Supervisor. All computers, microscopes, books, and chemicals shall be secured and stored in a safe area. The Chief Technology Officer will give specific instructions on storage of computers and electronics. Flood panels will be installed on the maintenance building.

It is each employee's responsibility to communicate with his/her supervisor for individual instructions to assist in the preparation of the facility, vehicles, and equipment. Prior to departure, each employee must leave details on how best to be reached and any evacuation plans.

1.2c AFTER THE STORM

All employees are required to contact their supervisor, Director of Operations, or Executive Director within 24 hours following the "all clear" from the Monroe County Emergency Management Service, to learn when to report back to work. Due to the nature of mosquito control, operations must resume as soon as possible following major weather events.

1.3 MIDDLE KEYS HURRICANE PREPAREDNESS PROCEDURES

1.3a OVERVIEW

This plan is designed to protect the District's property while also allowing employees the necessary time to protect their own property and safeguard their families in the event of a hurricane or tropical storm.

Employees may be required to work on a weekend or at night to prepare for the storm. Management will make every effort to allow employees time to prepare their personal property before a storm. All employees are strongly advised to have their personal plans in place and to do as much early preparation as possible.

After the storm threat has passed, all employees will be required to report to work as soon as possible. The District will make every effort to work with employees who have suffered storm damage.

Each employee shall follow the guidelines set forth by the Middle Keys Ground Supervisor, Director of Aerial Operations or Director of Operations in preparation for a storm. Employees are all responsible for certain equipment and also for the general preparation of the facility.

1.3b PREPARATIONS

Tropical Storm/Hurricane Force Winds

All vehicles are to have a completed vehicle inspections, all fluid levels are to be full and the vehicles must be completely fueled. All vehicles are to be stored as directed by the Middle Keys Supervisor within the hanger. All computers, microscopes, books, and chemicals shall be secured and stored in a safe area. The Chief Technology Officer will give specific instructions on storage of computers and electronics.

It is each employee's responsibility to communicate with his/her supervisor for individual instructions to assist in the preparation of the facility, vehicles, and equipment. Prior to departure, each employee must leave details on how best to be reached and any evacuation plans.

1.3c AFTER THE STORM

All employees are required to contact their supervisor, Director of Operations, or Executive Director within 24 hours following the "all clear" from the Monroe County Emergency Management Service, to learn when to report back to work. Due to the nature of mosquito control, operations must resume as soon as possible following major weather events.

1.4 UPPER KEYS HURRICANE PREPAREDNESS PROCEDURES

1.4a OVERVIEW

This plan is designed to protect the District's property while also allowing employees the necessary time to protect their own property and safeguard their families in the event of a hurricane or tropical storm.

Employees may be required to work on a weekend or at night to prepare for the storm. Management will make every effort to allow employees time to prepare their personal property before a storm. All employees are strongly advised to have their personal plans in place and to do as much early preparation as possible.

After the storm threat has passed, all employees will be required to report to work as soon as possible. The District will make every effort to work with employees who have suffered storm damage.

Each employee shall follow the guidelines set forth by the Upper Keys Supervisor in preparation for a storm. Employees are all responsible for certain equipment and also for the general preparation of the facility.

1.4b PREPARATIONS

Tropical Storm/Hurricane Force Winds

All vehicles are to have a completed vehicle inspections, all fluid levels are to be full and the vehicles must be completely fueled. Boat tires are to be cinder-blocked on either side of the tires, as well as the crank wheel. They are to be left uncovered and with the hull plug inserted. All vehicles, including boats, are to be stored as directed by the Upper Keys Supervisor. All computers, microscopes, books, and chemicals shall be secured and stored in a safe area. The Chief Technology Officer will give specific instructions on storage of computers and electronics.

It is each employee's responsibility to communicate with his/her supervisor for individual instructions to assist in the preparation of the facility, vehicles, and equipment. Prior to departure, each employee must leave details on how best to be reached and any evacuation plans.

1.4c AFTER THE STORM

All employees are required to contact their supervisor, Director of Operations, or Executive Director within 24 hours following the "all clear" from the Monroe County Emergency Management Service, to learn when to report back to work. Due to the nature of mosquito control, operations must resume as soon as possible following major weather events.

1.5 AERIAL OPERATIONS HURRICANE PREPAREDNESS PROCEDURES

12.5a HURRICANE PREPARATION (POSSIBLE AIRCRAFT EVACUATION)

NOTE: Times are general guidelines only. Conditions and times will vary.

STAGE I: Hurricane force winds are possible within 5 Days.

- Flight crews and staff notified of storm threat and possible aircraft evacuation.
- Update Personnel Contact Phone numbers and expected evacuation location.
- Chief Pilot compiles list of evacuation pilots.
- Chief Pilot makes initial contact with evacuation site, and reserves aircraft hangar.
- Purchasing reserves rental vehicle for evacuation Tier II employees
- Aircraft fueled and made ready for evacuation if ordered.
- Start carts fully charged each day.
- Order Gasoline, Jet A and generator tanks topped if possible.
- Company Satellite phones charged.

STAGE II: Hurricane force winds are possible within 4 Days.

- Evacuation flight crews placed on stand-by if evacuation is likely.
- Airport staff called in if necessary.
- Support equipment serviced and fueled.
- All vehicles fueled, all fluid levels checked. Flight plan route loaded on aircraft, weather monitored.
- Aircraft evacuation equipment list checked and all items placed aboard.
- Company Satellite phones distributed.
- Computers and office equipment disconnected, elevated and covered.

STAGE III: Hurricane force winds are possible within 3 Days.

- Evacuation flight crews called in to duty if aircraft evacuation is ordered.
- Airport staff called in if necessary. Final contact made with evacuation site, hotels and aircraft charter service.
- Aircraft evacuated.
- Bathroom water tanks filled with fresh water.
- All loose material, equipment and vehicles are to be moved inside
- Hanger door braced.
- Non-Essential Employees released, comply with Monroe County Emergency Management evacuation orders.

STAGE IV: Hurricane Force winds are possible within 2 Days.

- Grounds secured.
- Fuel tank valves turned off and electricity turned off to pumps.
- Parking lot gate secured in open position and power off.
- Airport gate secured in closed position and power off.
- Glass front doors secured.
- All non-essential electricity turned off.
- Final facility inspection.

- If aircraft not evacuated cancel hangar reservations.
- If no evacuation of Tier II personnel cancel room reservations.
- Employees released, comply with Monroe County Emergency Management evacuation orders.
- Start FKMCD Emergency Phone Line messaging.

1.5b RESPONSIBILITIES AND DUTIES

- **Director of Aerial Operations**
 - **PRIOR TO STORM:**
 - Maintain weather watch to plan for possible storm threat.
 - Maintain communications with and advise Executive Director and Director of Operations.
 - Advise the Executive Director and Director of Operations as to weather conditions affecting aircraft evacuations.
 - Implement "Hurricane Preparedness Plan".
 - Supervise the securing of the facility and equipment by facility personnel.
 - Coordinate and maintain communications with the Chief Pilot, Director of Maintenance and facility staff.
 - **DURING STORM:**
 - Monitor conditions at the facility and the evacuation site in order to facilitate timely reopening of facility after the storm threat has passed.
 - Maintain communications with the Executive Director, Operations Director and Chief Pilot as conditions allow.
 - **POST STORM:**
 - Coordinate with Chief Pilot on return of aircraft.
 - Inspect facility.
 - Supervise reopening of facility.
 - Prepare for operations.

- **Chief Pilot**
 - **PRIOR TO STORM:**
 - Maintain weather watch to plan for possible storm threat.
 - Coordinate and maintain communications with Aerial Operations Director and Director of Maintenance.
 - Contact all pilots and assemble roster of evacuation pilots.
 - Ensure Purchasing has made all necessary reservations for Level ONE personnel to evacuate.
 - Brief all pilots prior to evacuation and coordinate aircraft evacuation.
 - Handle all details upon arrival at evacuation site including hotel registration for the pilots.

- **DURING STORM:**
 - Maintain weather watch.
 - Maintain communications as possible with the Aerial Operations Director and Director of Maintenance, particularly before and after moving the aircraft.
 - Leave contact instructions if aircraft are moved.
- **POST STORM:**
 - Supervise the return of aircraft to Marathon when directed and after determining conditions are safe.
 - Communicate and coordinate with the Director of Aerial Operations. Contact all pilots possible and check status.
 - Prepare for operations.
- **Director Of Maintenance**
 - **PRIOR TO STORM:**
 - Maintain weather watch to prepare for possible storm threat.
 - Communicate and coordinate with the Director of Aerial Operations and Chief Pilot.
 - Prepare Aircraft evacuation flight kits for each aircraft.
 - Prepare aircraft for evacuation if ordered.
 - Work with others to prepare facility and equipment for storm threat.
 - Secure aircraft logs.
 - **DURING STORM:**
 - Communicate with Director of Aerial Operations and Chief Pilot.
 - **POST STORM:**
 - Communicate and coordinate with Director of Aerial Operations and Chief Pilot.
 - Work with others to reopen the facility.
 - Prepare aircraft for operations as needed.
- **Maintenance Personnel**
 - **PRIOR TO STORM:**
 - Work with others to prepare facility and equipment for possible storm threat.
 - Work with others to prepare aircraft for possible evacuation or securing at the facility.
 - **DURING STORM:**
 - Stay safe, check the FKMCD Emergency Line daily for information and directions.
 - **POST STORM:**
 - Communicate with the Director of Maintenance.
 - Work with others to reopen facility.
 - Work with others to prepare aircraft for possible

operation.

- **Pilots**
 - **PRIOR TO STORM:**
 - Communicate with Chief Pilot.
 - Serve as evacuation pilot if needed.
 - **DURING STORM:**
 - Stay safe, check the FKMCD Emergency Line daily for information and directions.
 - **POST STORM:**
 - Communicate with Chief Pilot.
 - Assist in returning aircraft to Marathon if needed.
 - Be available for possible aerial operations.

1.5c EVACUATION EQUIPMENT AND SUPPLIES

- **Helicopters**
 - Aircraft Doors Installed
 - Aircraft Keys
 - Life Jackets
 - Ground Handling Wheels
 - Intake/Exhaust Plugs
 - Engine Oil (2 qts.)
 - Oil Funnel
 - Hydraulic Fluid (1 qt)
 - Transmissions Oils
 - Tie down equipment
- **Tier II Personnel Evacuation Supplies**
 - GOM
 - Aircraft Logs
 - Company Phones/Chargers
 - ID cards
 - I-Pad with charger
 - Updated ForeFlight
 - Flashlight/Extra Batteries
 - Headsets/Helmets
 - Aircraft Keys
 - Credit Card
 - Satellite Phone
 - Tax Exempt Forms
 - 4 day overnight bag
 - MREs and Water for 3 days
 - Reentry placards

1.6 *SATELLITE PHONE OPERATIONS*

To make a call from the satellite phone:

- Hold down 0 until you see a +
- Then, dial the number: 1-area code- number.

To place a call to a satellite phone:

- Dial: 1-480-768-2500
- Dial Satellite number you want after the greeting.

Satellite Numbers

Executive Director	8816-3162-1351
Director of Operations	8816-3162-1445
Director of Aerial Operations	8816-3153-3640
Chief Pilot	8816-3162-0586

1.7 *TELEPHONE CONTACT INFORMATION*

FKMCD EMERGENCY CALL LINE

For verbal updates call 1-813-590-6857
For written updates text "fkmcd" to above number

GOVERNMENT SERVICES

800 WX BRIEF AFSS	800 992-7433
Florida Highway Patrol	305 289-2600
Key West Airport Manager	305 809-5200, Ext. 6 Cell 305-393-7742 (Richard Strickland)
Marathon Airport Manager	305 289-6302 Cell 305 699-7573 (Mike Legere)
Monroe County Sherriff (EYW)	305 292-4625
Monroe County Sherriff (MTH)	305 289-2430
Monroe County Emergency Management	305 289-6018

ORLANDO AIRPORT SERVICES

F.A.A. Orlando Flight Service	407 487-7000
Orlando International Airport Authority	407 825-2001
Orange County Convention Center (Orlando)	407 685-9800
Signature FBO Orlando International Airport	407 856-5598

MARATHON AIRPORT SERVICES

Million Air Marathon – Jet Center

305 743-1995

KEY WEST AIRPORT SERVICES

Signature Key West

305 296-5422

1.8 DOCUMENTATION OF DAMAGED PROPERTY










Below is an example of the photo process for documenting damaged district property. First, secure the area to prevent further damage or safety hazards. If possible, record the date, time and location of the damage/incident including the type of property affected. Capture clear photographs from multiple angles as demonstrated below. Submit the information to Director of Human Resources.



Florida Keys Mosquito Control District

Photo Samples for Insurance Purposes

Use these examples to document damage, conditions, and identifying information.

<p>1. WIDE-ANGLE PHOTOS Show the overall scene or area.</p>  <p>Overall view of the scene.</p>	<p>2. MEDIUM-RANGE PHOTOS Show the damaged item in relation to surrounding objects.</p>  <p>Vehicle shown in relation to surroundings.</p>	<p>3. CLOSE-UP PHOTOS Show specific damage or details.</p>  <p>Close-up of damage to front fender and bumper.</p>	<p>4. MULTIPLE ANGLES Take photos from different sides.</p>  <p>Front, rear, left side, and right side views.</p>	
<p>5. IDENTIFICATION PHOTOS Capture identifying information.</p>  <p>License plate, VIN, asset tag, and serial number.</p>	<p>6. CONTEXT PHOTOS Show conditions or circumstances that provide context.</p>  <p>Road conditions, signs, debris, and surrounding area.</p>	<p>7. PROGRESSION PHOTOS Document changes or repairs over time.</p>  <p>Before Repair After Repair</p> <p>Before and after photos showing progress or repairs.</p>	<p>8. INTERIOR PHOTOS Include interior damage when applicable.</p>  <p>Interior damage to ceiling and wall.</p>	
<p>REMEMBER: Take clear, focused photos with good lighting. Include date/time if available. Do not edit, delete, or alter photos. Capture all relevant details.</p>				

1.9 POLICY FOR COMPENSATION FOR PUBLIC EMERGENCY RESPONSE WORK

The following policy shall apply to public emergency response and compensation for such other than employees hired as temporary on-call emergency disaster employees.

Definitions:

Administrative Leave: Leave (with pay at an employee's regular rate of pay for regular working hours) which the Executive Director or his/her designee has authorized. The leave applies only to an employee's regular working hours during the time that the Executive Director or his/her designee has authorized the leave. Administrative leave is awarded to make an employee whole for a workday when the employee's regular work may be suspended due to some disaster or emergency. Administrative leave will apply to staff for any event requiring cessation of regular work. Employees will not receive administrative leave pay for any hours during which an employee is receiving compensation for Emergency Response or other work as provided below.

Emergency Response Work: Any work performed by an employee during the time period that administrative leave is authorized due to a disaster or other emergency and which work is performed in furtherance of the duties of the District to protect the health, safety and welfare of the public against the cause of the disaster or other emergency.

Authorized Employee: An employee who is pre-approved as an emergency response worker by both his/her supervisor, as well as, either the Executive Director or his/her designee.

Exemptions: All full-time employees other than temporary on-call emergency disaster employees who work due to an emergency/disaster and are not recognized in this policy may be approved by the Executive Director or his/her designee for compensation at one and one-half times their regular rate of pay for all hours worked. Should an employee not work a complete 8-hour day, the employee may receive administrative leave hours for the balance of the day. Any hours worked exceeding an 8-hour day will be compensated at two times their regular rate of pay. The Executive Director or his/her designee may approve on a case-by-case basis, compensation at one and one-half times their normal rate of pay, for additional emergency response/disaster recovery work performed outside of the granted administrative leave time period.

Authorization and Pay

Only by authorization of the Executive Director or his/her designee will the District cease operations due to an emergency/disaster. The Executive Director's or designee's declaration of cessation of normal District operations shall set forth the areas affected by the closure if there is to be a cessation of operations in only part of the District.

Employees with questions of their responsibilities during the time of disaster or emergency should contact their supervisor to be sure that they are fulfilling their responsibilities.

All authorized employees, other than temporary on-call emergency disaster employees, who perform emergency response work during the period of administrative leave will be compensated at one and one-half of their regular rate of pay for the time actually worked up to 8-hours in a day. Any hours performing emergency response work exceeding an 8-hour day, will be compensated at two times their regular rate of pay. An authorized employee who performs duties which could have been postponed until after the administrative leave has ceased shall only be paid at his or her normal rate of pay for

hours worked performing such duties. In the event an authorized employee performs emergency response work for less than 8-hours, administrative leave shall be granted for the balance of the workday.

In the case of a partial District operation closing those employees whose worksite (not residence) are in the area where the closing occurs shall be granted administrative leave. In severe emergency/disaster situations where an employee is granted administrative leave it is the responsibility of the employee to establish contact with his/her supervisor if there is any doubt about when to return to work and/or to report an inability to appear at the worksite. Employees should stay close to media information and/or telephone in order to obtain information regarding District operations resuming. Employees should not rely solely on media information.

Return to Work

All employees are required to return to work when the District resumes normal operations, unless otherwise authorized in advance by the Executive Director or his/her designee. If an employee for any reason does not return to work when the District resumes normal operations, that employee will have to utilize accrued leave in accordance with the Personnel Policies and Procedures. In the absence of accrued leave, the employee will take leave without pay. It is the employee's responsibility to notify his/her supervisor if unable to report to work.

Employees, both exempt and non-exempt, are granted administrative leave if they do not perform emergency response or other work. Administrative leave shall be granted for those hours not worked in order to make the employee "whole" for the normal scheduled workday. It is not meant as a means of awarding overtime to an employee.

All authorized employees who perform emergency response work during the time that administrative leave is authorized for personnel at their normal worksite are compensated at one and one-half times their regular rate of pay for the time actually worked during the emergency or disaster up to 8 hours per day. Any hours worked exceeding an 8-hour day will be compensated at two times their regular rate of pay.

All employees on sick leave, personal leave, or vacation on a day when an emergency closing occurs are changed with such leave as was scheduled up until the time when administrative leave was granted.

Timesheets must reflect actual hours worked. Administrative leave time granted until the end of the normally scheduled workday must be reflected in the leave column in order to make the employee "whole" for that workday.

Administrative leave will not be counted as hours worked for the purpose of overtime calculation.

This policy may be amended and/or supplemented by resolutions.

Item 10b

Budgetary
Process Annual
Review

Key Dates for Preparation of the 2026-2027 Budget

1. June tentative budget is prepared & approved for the Florida Department of Agriculture's July 15 deadline (Florida Statue 388.201).
2. July 1: Monroe County Property Appraiser certifies taxable value statement to FKMCD and each county taxing authority. (Florida Statue 200.065, DOR Rule 12DER11-13 FAC).
3. By July 31: FKMCD and each county taxing authority must adopt a tentative millage rate. The board also adopts a location for the first public hearing. (Florida Statue 200.065, DOR Rule 12DER11-13 FAC).
4. September 3 through September 18: Within 65 to 80 days of certification of value, the taxing authority holds the first public hearing on the tentative budget and proposed millage rate. This hearing is publicized on the TRIM Notice which is mailed by the property appraiser. At this hearing, the taxing authority: amends and adopts the amended tentative budget, re-computes the proposed millage rate, publicly announces the percent, if any, by which the re-computed proposed millage exceeds the rolled-back rate, and adopts a tentative millage and budget. (Florida Statue 200.065)
5. September 8 through September 23 the final hearing is held. The millage rate will be adopted first, with accompanying resolution followed by the budget with accompanying resolution. (Florida Statue 200.065)

Item 11a

Financial Reports

Budget Analysis

District Finances

Cash Disbursements

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2025-2026
APRIL 2026**

STATE FUND

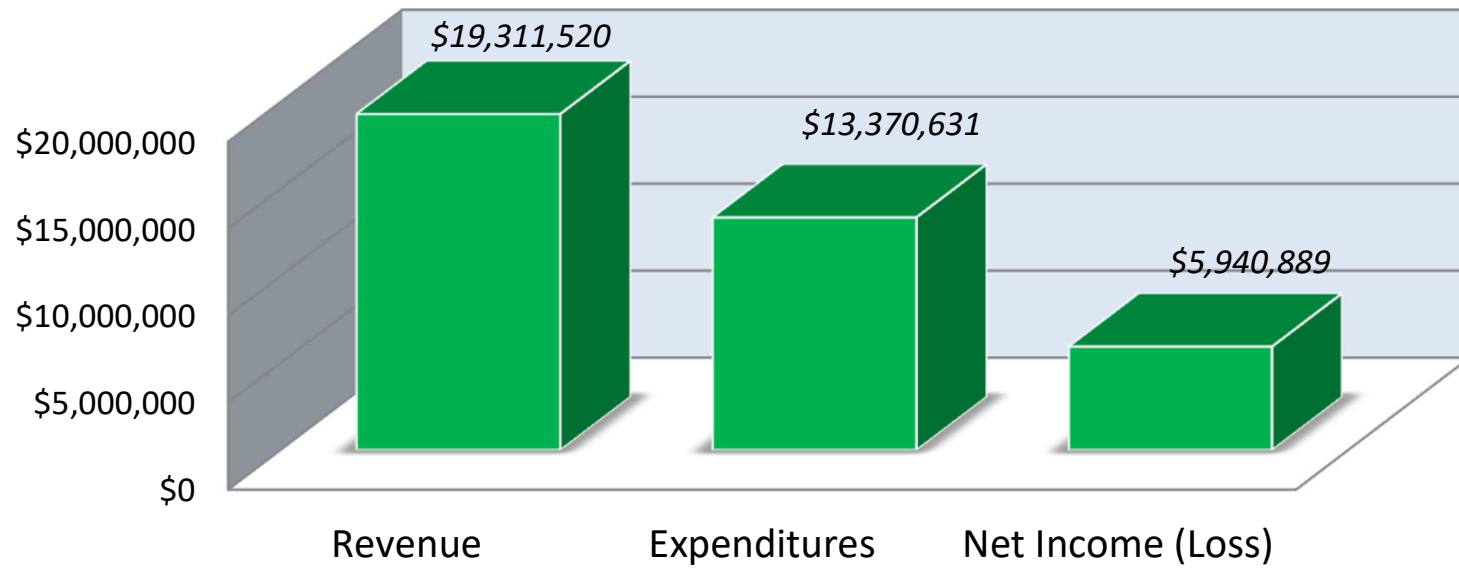
ACCT. NO	ITEM	Annual Budget	Current April Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15						0.00	0.00
20	Personal Service Benefits 21 - 25						0.00	0.00
30	Operating Expense 31 - 34						0.00	0.00
40	Travel and Per Diem 40.1 - 40.3	7,835.00			1,681.00	2,986.13	6,154.00	(1,305.13)
41	Communication Services						0.00	0.00
42	Freight Services						0.00	0.00
43	Utility Services						0.00	0.00
44	Rentals and Leases						0.00	0.00
45	Insurance						0.00	0.00
46	Repair and Maintenance Service 46.1 - 46.6						0.00	0.00
47	Printing/Binding						0.00	0.00
48	Promotional Activities						0.00	0.00
49	Other Current Charges and Obligations						0.00	0.00
51	Office Supplies/Materials						0.00	0.00
52.1	Gas/Oil/Lube						0.00	0.00
52.2	Chemical/Solvents/Additives	1,337,759.31			0.00	118,656.00	1,337,759.31	(118,656.00)
52.3	Clothing and Wearing Apparel						0.00	0.00
52.4	Miscellaneous Supplies and Incidental						0.00	0.00
52.5	Tools and Small Implements						0.00	0.00
54	Books, Publications, Subscriptions, Memberships						0.00	0.00
55	Training	4,635.00			0.00	3,875.00	4,635.00	(3,875.00)
60	Capital Outlay 61 - 64				0.00		0.00	0.00
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	90,926.68					90,926.68	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay							
0.002	Reserves - Self Insurance							
0.004	Reserves - Sick and Annual Leave							
	TOTAL:	1,441,155.99	0.00	0.00	1,681.00	125,517.13	1,439,474.99	(123,836.13)

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
MONTHLY BUDGET ANALYSIS
FISCAL YEAR 2025-2026
APRIL 2026**

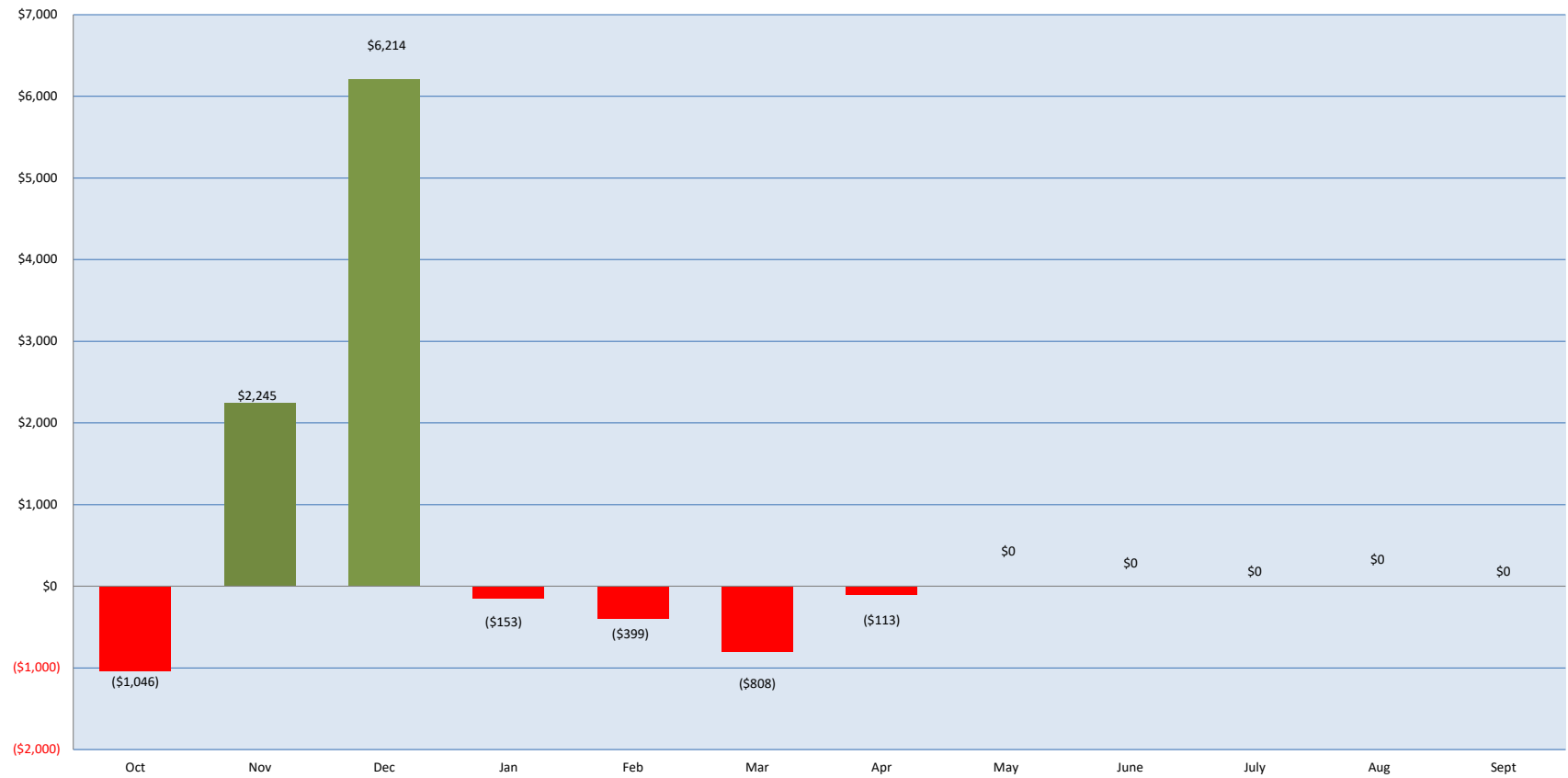
LOCAL FUND

ACCT. NO	ITEM	Annual Budget	Current April Actual	Prior Year Month	Current YTD - Actual	Prior Year YTD Actual	Current Annual: Unexpended	Year on Year Variance
10	Personal Services 11 - 15	6,523,900.94	512,240.64	468,814.35	3,745,751.22	3,321,110.98	2,778,149.72	424,640.24
20	Personal Service Benefits 21 - 25	4,381,830.70	330,245.93	282,854.52	2,605,483.29	2,346,211.38	1,776,347.41	259,271.91
30	Operating Expense 31 - 34	1,456,340.50	175,139.85	159,900.03	1,111,177.23	1,027,997.20	345,163.27	83,180.03
40	Travel and Per Diem 40.1 - 40.3	173,528.50	6,630.76	10,680.54	78,978.92	99,615.53	94,549.58	(20,636.61)
41	Communication Services	100,100.00	7,203.30	8,257.91	56,113.63	56,939.22	43,986.37	(825.59)
42	Freight Services	25,250.00	1,264.65	1,158.88	14,275.56	5,740.71	10,974.44	8,534.85
43	Utility Services	164,000.00	8,746.27	7,370.25	58,046.28	53,178.52	105,953.72	4,867.76
44	Rentals and Leases	1,059,335.95	20,565.66	37,050.16	142,390.42	161,230.59	916,945.53	(18,840.17)
45	Insurance	1,381,437.20	0.00	29,424.00	27,540.00	(19,384.40)	1,353,897.20	46,924.40
46	Repair and Maintenance Service 46.1 - 46.6	872,013.00	63,967.56	28,812.24	610,487.41	214,404.27	261,525.59	396,083.14
47	Printing/Binding	12,750.00	3,728.00	482.91	9,719.76	6,349.46	3,030.24	3,370.30
48	Promotional Activities	33,650.00	2,467.00	1,423.99	8,516.48	9,481.22	25,133.52	(964.74)
49	Other Current Charges and Obligations	17,125.00	360.65	1,243.56	8,942.30	6,091.07	8,182.70	2,851.23
51	Office Supplies/Materials	76,000.00	447.83	10,022.56	19,680.13	25,048.77	56,319.87	(5,368.64)
52.1	Gas/Oil/Lube	259,825.00	10,214.96	9,749.19	64,419.83	76,370.55	195,405.17	(11,950.72)
52.2	Chemical/Solvents/Additives	1,096,493.30	157,825.00	47,106.96	528,656.67	887,287.56	567,836.63	(358,630.89)
52.3	Clothing and Wearing Apparel	50,940.00	2,359.00	2,763.23	24,224.96	28,258.85	26,715.04	(4,033.89)
52.4	Miscellaneous Supplies and Incidental	171,684.40	8,971.23	8,495.96	50,206.09	44,637.76	121,478.31	5,568.33
52.5	Tools and Small Implements	24,900.00	5,261.43	548.83	17,305.97	2,328.19	7,594.03	14,977.78
54	Books, Publications, Subscriptions, Memberships	89,051.00	52.16	1,906.06	10,971.66	24,788.67	78,079.34	(13,817.01)
55	Training	158,364.50	13,166.30	9,722.24	71,925.39	49,123.86	86,439.11	22,801.53
60	Capital Outlay 61 - 64	5,650,260.00	9,620.00	9,549.89	4,105,817.62	176,733.04	1,544,442.38	3,929,084.58
71	Debt Service-Principal							
72	Debt Service-Interest							
89	Contingency (current year)	2,659,073.32					2,659,073.32	
99	Payment of Prior Year Accounts							
0.001	Reserves - Future Capital Outlay	2,700,000.00					2,700,000.00	
0.002	Reserves - Self Insurance	1,438,255.78					1,438,255.78	
0.004	Reserves - Sick and Annual Leave	250,000.00					250,000.00	
	TOTAL:	30,826,109.09	1,340,478.18	1,137,338.26	13,370,630.82	8,603,543.00	17,455,478.27	4,767,086.92

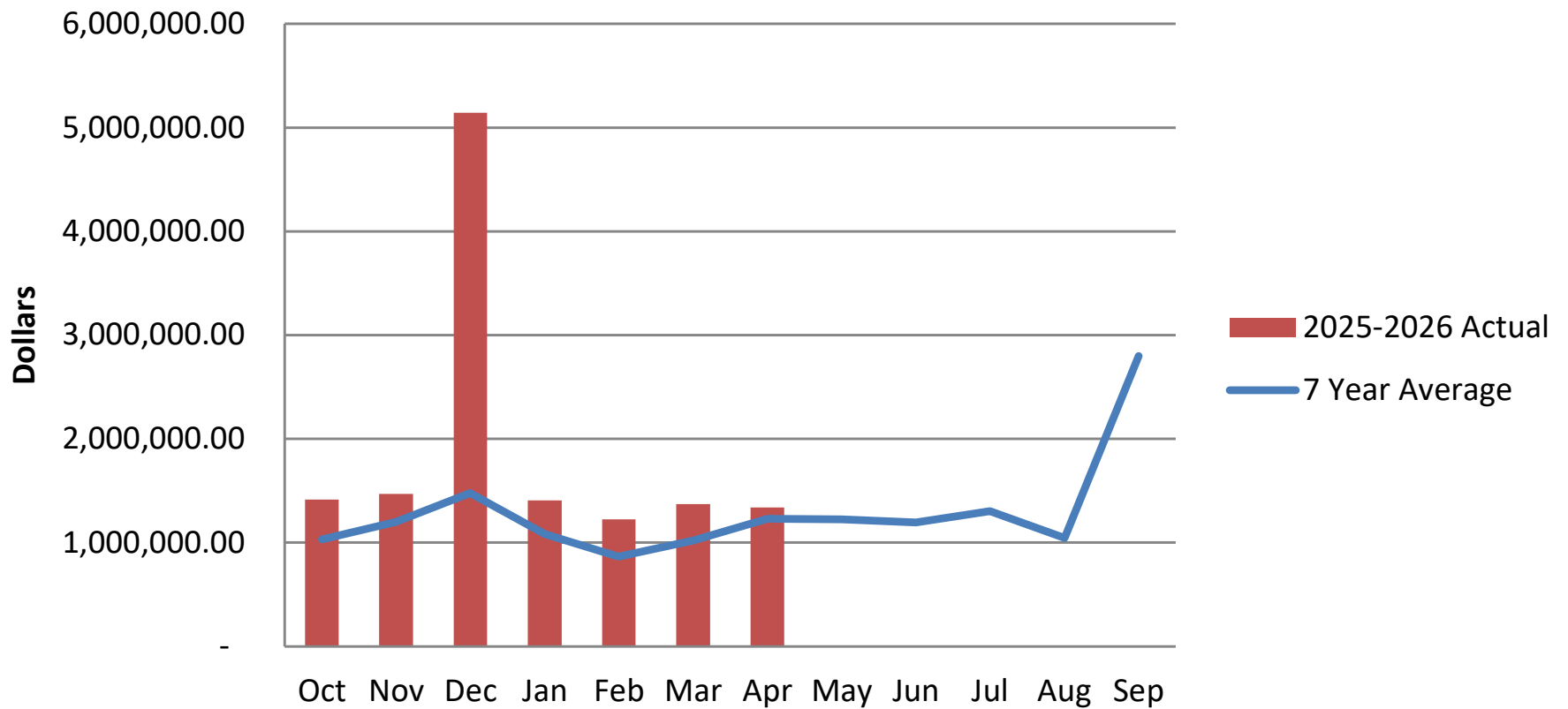
FKMCD Local FY 2025-2026 YTD Cash Basis Net Income (Loss) through April 2026



**FKMCD Local Funds FY 2025-2026 Cash Basis Monthly Net Income (Loss)
through April 2026
(Thousands of Dollars)**



Expenditure of Local Funds 2025-2026 Actual vs. Average of Last 7 Years



Florida Keys Mosquito Control District
 District Finances as of
 May 14, 2026

LOCAL ACCOUNT FUNDS

CHECKING - OPERATING

Checking Account balance on April 31, 2026:	\$	173,364.61		
Plus May 2026 deposits to date:		248,350.84		
Plus funds transferred from FL Class to Operating:		55,911.89		
Plus funds transferred from Reserve to Operating:		111,823.77		
Total Operating Checking Account funds available:		589,451.11		589,451.11
Less funds transferred from Operating to FL Class:		-		
Less funds transferred from Operating to Local Reserve:		-		
Less May 2026 expenditures to date:		(556,373.52)		
Total Operating Checking Account funds expended/transferred to date:		(556,373.52)		(556,373.52)
Balance in Operating Checking Account at present:	\$			33,077.59

CHECKING - FL CLASS

FL Class Account balance on April 31, 2026:	\$	4,889,094.55		
Plus funds transferred from Operating Checking to FL Class Cash:		-		
Plus May 2026 Income to date:		6,451.49		
Less funds transferred to Operating Checking from FL Class Cash:		(55,911.89)		
Balance in FL Class Cash Account at present:	\$			4,839,634.15

CHECKING - RESERVE

Reserve Account balance on April 31, 2026:	\$	11,389,658.26		
Plus funds transferred from Operating Checking to Reserve:		-		
Less funds transferred from Reserve to Operating Checking:		(111,823.77)		
Total Reserve Checking Account funds available:	\$	11,277,834.49		11,277,834.49

HEALTH INSURANCE CLAIMS FUND ACCOUNT

Checking Account balance on April 31, 2026:	\$	84.84		
Plus funds transferred from Operating Checking to Health Checking:		-		
Total Health Checking Account funds available:	\$	84.84		84.84
Plus Payroll Clearing Account:				62.50
Plus FSA Account:				9,640.67
Total Local Funds:	\$			16,160,334.24

STATE ACCOUNT FUNDS

CHECKING - OPERATING

Checking Account balance on April 31, 2026:	\$	470,117.15		
Plus May 2026 deposits to date:		-		
Total Checking Account funds available:	\$	470,117.15		470,117.15
Less funds transferred to Operating Checking:	\$	-		
Less May 2026 expenditures to date:		-		
Total State Checking Account funds expended/transferred to date:	\$	-		-
Balance in State Checking Account at present:	\$			470,117.15

**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 April 1, 2026 to April 30, 2026:

Check No.	Payment Date	Remit To	Payment Amt.
ACH	4/1/2026	Florida Division of Retirement	97,120.86
ACH	4/2/2026	Centennial Bank (Payroll)	2,601.73
ACH	4/2/2026	EFTPS	477.12
ACH	4/2/2026	Florida State Disbursement Unit	11.50
ACH	4/10/2026	Centennial Bank (Payroll)	181,962.10
ACH	4/10/2026	EFTPS	66,906.88
ACH	4/10/2026	Florida State Disbursement Unit	411.78
ACH	4/10/2026	Florida State Disbursement Unit	323.65
ACH	4/10/2026	Florida State Disbursement Unit	349.11
ACH	4/10/2026	Empower Retirement (Payroll Deductions)	6,617.00
ACH	4/10/2026	Empower Retirement (Payroll Deductions)	1,542.00
ACH	4/14/2026	Centennial Bank (Payroll)	585.98
ACH	4/15/2026	EFTPS	97.04
ACH	4/17/2026	Centennial Bank	1,660.92
ACH	4/17/2026	EFTPS	290.24
ACH	4/22/2026	Centennial Bank	200.00
ACH	4/22/2026	EFTPS	33.12
ACH	4/20/2026	CIGNA Healthcare	75,332.97
ACH	4/24/2026	Centennial Bank (Payroll)	169,612.98
ACH	4/24/2026	EFTPS	61,160.35
ACH	4/24/2026	Florida State Disbursement Unit	411.78
ACH	4/24/2026	Florida State Disbursement Unit	323.65
ACH	4/24/2026	Empower Retirement (Payroll Deductions)	7,303.35
ACH	4/24/2026	Empower Retirement (Payroll Deductions)	1,577.32
ACH	4/24/2026	Centennial Bank	2,976.81
ACH	4/24/2026	EFTPS	1,042.32
ACH	4/27/2026	Centennial Bank	66.52
ACH	4/27/2026	Centennial Bank	2,140.29
ACH	4/27/2026	Centennial Bank	4,055.31
ACH	4/27/2026	Centennial Bank	3,011.93
ACH	4/27/2026	Wex Bank	643.90
ACH	4/30/2026	Centennial Bank (Payroll)	4,993.34
ACH	4/30/2026	EFTPS	1,534.37
123301	4/1/2026	Airgas USA, LLC	3,044.26
123302	4/1/2026	Airgas Dry Ice	544.45
123303	4/1/2026	Digital Airware, LLC	4,950.00
123304	4/1/2026	Allen, Norton & Blue, P.A.	8,705.75
123305	4/1/2026	Amazon Capital Services	1,801.82
123306	4/1/2026	American Public Life Insurance Company	629.27
123307	4/1/2026	Lauren Bouchard (Per Diem/Travel Reimbursement 3/30/2026)	15.00
123308	4/1/2026	Keys Energy Services	903.75
123309	4/1/2026	Mikki Coss (Per Diem/Travel Reimbursement 3/22-3/27/2026)	205.00
123310	4/1/2026	Daniel Collins	8,730.00

LOCAL ACCOUNT CONTINUED

123311	4/1/2026	DSLX.NET	3,275.00
123312	4/1/2026	Florida Keys Aqueduct Authority	73.19
123313	4/1/2026	Florida Keys Aqueduct Authority	287.57
123314	4/1/2026	Florida Keys Electric Coop Assn Inc	545.81
123315	4/1/2026	Chad Huff (Per Diem/Travel Reimbursement 3/22-3/27/2026)	240.00
123316	4/1/2026	Helicopter Services Inc.**VOID**	
123317	4/1/2026	Lawrence J. Hribar, PhD (Per Diem /Travel Reimbursement 3/22-3/27/2026)	245.00
123318	4/1/2026	Heidi Murray (Per Diem/Travel Reimbursement 3/22-3/27/2026)	270.00
123319	4/1/2026	Jonathan McGarry (Reimbursement for Public Health Core Exam)	99.78
123320	4/1/2026	Jonathan McGarry (Reimbursement for Work Boots)	150.00
123321	4/1/2026	Andrea L. Leal (Per Diem/Travel Reimbursement 3/22-3/27/2026)	626.00
123322	4/1/2026	Catherine Pruszynski (Per Diem/Travel Reimbursement 3/22-3/27/2026)	280.10
123323	4/1/2026	Rosalina Rivera (Per Diem /Travel Reimbursement 3/20-3/27/2026)	219.04
123324	4/1/2026	Staples Business Credit	36.15
123325	4/1/2026	Waste Management of Florida Keys	508.39
123326	4/1/2026	Verizon Wireless	4,061.98
123327	4/6/2026	APA Aviation Staffing, LLC	3,264.00
123328	4/6/2026	Helicopter Institute	13,000.00
123329	4/15/2026	United Way of the Florida Keys (Payroll Deductions)	13.00
123330	4/15/2026	Adapco, Inc.	47,136.00
123331	4/15/2026	Arrow Aviation	3,155.24
123332	4/15/2026	Chetu Inc	11,520.00
123333	4/15/2026	Florida Calibration Lab	2,105.00
123334	4/15/2026	Gary's Plumbing and Fire, Inc	15,983.00
123335	4/15/2026	OUR KEYS	1,290.00
123336	4/15/2026	Safran Helicopter Engines USA, Inc.	2,409.68
123337	4/15/2026	Specialty Hardware of Marathon	130.17
123338	4/15/2026	Sunshine Gasoline Distributors, Inc.	4,515.22
123339	4/15/2026	Verizon Wireless	1.50
123340	4/17/2026	Adapco, Inc.	11,809.00
123341	4/17/2026	Advance Auto Parts	382.25
123342	4/17/2026	Advance Auto Parts	655.79
123343	4/17/2026	Advance Auto Parts	476.01
123344	4/17/2026	Airbus Helicopters, Inc	605.51
123345	4/17/2026	Airgas Dry Ice	1,090.85
123346	4/17/2026	Amazon Capital Services	1,458.09
123347	4/17/2026	APA Aviation Staffing, LLC	5,875.20
123348	4/17/2026	Shalena Abbas (Per Diem/Travel Reimbursement 3-21-2026)	15.00
123349	4/17/2026	AutoZone, Inc.	133.18
123350	4/17/2026	Keys Auto Supply	270.96
123351	4/17/2026	Keys Auto Supply	76.07
123352	4/17/2026	Lauren Bouchard (Reimbursement for District Expense)	360.65
123353	4/17/2026	Clarke Mosquito Control Products	8.79
123354	4/17/2026	Dart Aerospace Company	264.00
123355	4/17/2026	Stephanie Faucett (Per Diem/Travel Reimbursement 3/19-4/5/2026)	245.00
123356	4/17/2026	Stephanie Faucett (Per Diem/Travel Reimbursement 4/8-4/10/2026)	45.00
123357	4/17/2026	Federal Express	689.46
123358	4/17/2026	HemoStat Laboratories	39.00
123359	4/17/2026	Elizabeth R. Frampton (Per Diem /Travel Reimbursement 4/13/2026)	15.00
123360	4/17/2026	Scott P. Russell County Property Ap	80,443.53
123361	4/17/2026	Home Depot Credit Services	608.17
123362	4/17/2026	Keys Automotive Sales & Service	881.22
123363	4/17/2026	Keys Sanitary Service	239.54
123364	4/17/2026	Justin Knowles (Per Diem/Travel Reimbursement 3/22-27/2026)	290.00

LOCAL ACCOUNT CONTINUED

123365	4/17/2026	The Florida Keys Marathon International Airport	19,133.90
123366	4/17/2026	LEAF	413.70
123367	4/17/2026	LEAF	69.95
123368	4/17/2026	Marathon Garbage Service, Inc.	1,437.25
123369	4/17/2026	Marie's Cleaning	900.00
123370	4/17/2026	Rochele L. Miller (Reimbursement for District Expense)	67.47
123371	4/17/2026	Monroe County Solid Waste	78.00
123372	4/17/2026	The N2 Company	200.00
123373	4/17/2026	Catherine Pruszynski (Per Diem/Travel Reimbursement 4/2-10/2026)	75.00
123374	4/17/2026	Protection Plus	1,439.37
123375	4/17/2026	Publix Super Markets, Inc.	134.45
123376	4/17/2026	SmartSign	615.12
123377	4/17/2026	Streamline	1,100.00
123378	4/17/2026	UniFirst Corporation	2,213.46
123379	4/17/2026	Vernis & Bowling of the Florida	2,537.00
123380	4/17/2026	Vernis & Bowling of the Florida	2,350.00
123381	4/17/2026	Xerox Corporation	948.11
123382	4/18/2026	Island Celebrity Party People LLC	900.00
123383	4/21/2026	Bette Brown (Per Diem/Travel Reimbursement Bd Mtg 4/21/2026)	78.00
123384	4/21/2026	Jill Cranney-Black (Per Diem/Travel Reimbursement Bd Mtg 4/21/2026)	91.05
123385	4/21/2026	Phillip L. Goodman (Per Diem/Travel Reimbursement Bd Mtg 4/21/2026)	62.78
123386	4/21/2026	Stanley Zuba (Per Diem/Travel Reimbursement Bd Mtg 4/21/2026)	74.81
123387	4/24/2026	United Way of the Florida Keys (Payroll Deductions)	13.00
123388	4/27/2026	Adapco, Inc.	98,880.00
123389	4/27/2026	ADSS Global	1,550.00
123390	4/27/2026	Aflac	44.20
123391	4/27/2026	Aflac	1,989.26
123392	4/27/2026	Aircraft Spruce & Specialty Co.	44.74
123393	4/27/2026	Airbus Helicopters, Inc	10,761.72
123394	4/27/2026	Airgas Dry Ice	545.90
123395	4/27/2026	Amazon Capital Services	4,788.60
123396	4/27/2026	APA Aviation Staffing, LLC	3,264.00
123397	4/27/2026	Arrow Aviation	221.80
123398	4/27/2026	Artic Temp Inc	2,100.00
123399	4/27/2026	BASIC Benefits	161.50
123400	4/27/2026	BASIC Benefits (COBRA Admin Fee)	78.75
123401	4/27/2026	Century Fire Protection	804.00
123402	4/27/2026	Dot Palm Landscaping	695.00
123403	4/27/2026	Florida Keys Aqueduct Authority	766.25
123404	4/27/2026	Florida Keys Electric Coop Assn Inc	3,906.52
123405	4/27/2026	Stephanie Faucett (Per Diem/Travel Reimbursement 4/15-17/2026)	45.00
123406	4/27/2026	Lawrence J. Hribar, PhD (Reimbursement for District Expense)	32.20
123407	4/27/2026	KLI Shell Lumber & Hardware Headquarters	287.17
123408	4/27/2026	Local Awards & Engraving	79.00
123409	4/27/2026	Maid in Paradise FL Keys Corp	135.00
123410	4/27/2026	Jonathan McGarry (Reimbursement for District Expense)	173.01
123411	4/27/2026	Rochele L. Miller (Reimbursement for District Expense)	850.00
123412	4/27/2026	MVC Brothers Painting Inc	4,310.00
123413	4/27/2026	Andrea L. Leal (Reimbursement for District Expense)	265.00
123414	4/27/2026	Danilo Diaz Perez (Per Diem/Travel Reimbursement 4/8-20/2026)	60.00
123415	4/27/2026	PPLSI (Payroll Deductions)	364.65
123416	4/27/2026	Rocket Cooling	9,620.00
123417	4/27/2026	Steven Rutherford (Per Diem/Travel Reimbursement 4/8-20/2026)	60.00

LOCAL ACCOUNT CONTINUED

123418	4/27/2026	RSG Products Inc.	1,249.59
123419	4/27/2026	Wex Bank	1,066.76
123420	4/27/2026	Standard Insurance Co.	5,003.08
123421	4/27/2026	Standard Insurance Co.	8,300.94
123422	4/27/2026	Sterling Helicopter	18,000.00
123423	4/27/2026	Sunshine Gasoline Distributors, Inc.	3,981.79
123424	4/27/2026	West Marine Pro	63.03
123425	4/27/2026	ULINE	847.11
123426	4/27/2026	Williams and Williams Inc	38.45
		Transfer - Healthcare	187,195.64
		Positive Pay	81.10
Total Local Account Cash Disbursements			\$ 1,356,968.79

Respectfully Submitted,



Lauren Bouchard, Director of Finance
Florida Keys Mosquito Control District

Item 11b

Key Largo
Church Lease

April 25, 2026

Key Largo Community Covenant

P.O. Box 2834

Miami, FL 33037

To whom it may concern,

With a heavy heart and with deep gratitude for God's faithfulness, the Board of Directors and the congregation of the Key Largo Community Covenant Church have made the difficult decision to close our ministry. It is unfortunate, but we need to terminate our lease on the church at 14 Burlington Road in Key Largo, Florida.

This decision was not made lightly. After much prayerful deliberation, assessment of our current circumstances, and review of our stewardship, we have recognized that the decline in membership and financial sustainability makes it impossible to continue our operations.

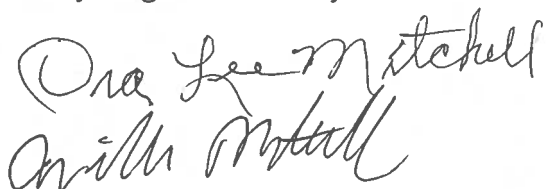
We celebrate the countless lives touched by this ministry. While we grieve this change, we are proud of the witness and fellowship this community has shared from this place of worship.

While the legacy of the church will live on, we pray for the members as they transition to new church homes.

With gratitude and hope,

The Board of Directors

Key Largo Community Covenant Church



Ora Lee Mitchell
Ora Lee Mitchell

Item 11c

Resolution 2026-11
Amending the
District's
Personnel
Manual

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
RESOLUTION NO. 2026-11**

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AMENDING THE DISTRICT'S PERSONNEL MANUAL TO ADD A SECTION "PAYMENT OF APPROVED ANNUAL OR COMPANSATORY LEAVE WHEN ADDITIONAL WORK IS PERFORMED"; ADOPTING REVISIONS TO CERTAIN POLICIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS; the Florida Keys Mosquito Control District of Monroe County, Florida (the "District") is an independent taxing district located within Monroe County, Florida; and

WHEREAS, the District previously adopted various policies which were compiled into a Personnel Manual; and

WHEREAS; any modifications to the Personnel Manual are adopted by the District by resolution; and

WHEREAS; the District desires to change and revise the Personnel Manual by adding the sections entitled "Payment of approved annual or compensatory leave when additional work is performed" to include provisions regarding "additional work"; and

WHEREAS; the Board hereby desires to amend and adopt such revisions to the Personnel Manual as set forth in Exhibit "A" attached.

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. **Amendments to Personnel Manual.** The Board hereby approves and adopts the revisions to the District Personnel Manual as set forth in Exhibit "A" attached hereto.

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

[THIS SPACE INTENTIONALLY LEFT BLANK; SIGNATURE PAGE TO FOLLOW]

PASSED AND ADOPTED by the Florida Keys Mosquito Control District at a regular meeting of said Board Officials held on the 19th of May 2026.

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

EXHIBIT A

Payment of approved annual or compensatory leave when additional work is performed

When a full-time, nonexempt employee has approved annual or compensatory leave during a workweek and also performs additional work outside the employee's regular duties due to District operational needs, the District may allow the employee to receive payment for both the hours actually worked and any approved annual or compensatory leave.

Approved leave paid under this provision shall be deducted from the employee's available leave balance and shall not be treated as hours worked for purposes of calculating overtime. Overtime shall be based only on actual hours worked in accordance with applicable law and District policy.

This provision is subject to advance supervisory approval, operational need, budget availability, and accurate timekeeping. The District reserves the right to deny, limit, or discontinue this option based on staffing, budgetary, or operational considerations.

Item 11d

Marathon
Emergency
Generator
Purchase



FLORIDA KEYS

MOSQUITO CONTROL DISTRICT

18 Aquamarine Drive, Key West, FL 33040
Telephone: (305) 292-7190
www.keysmosquito.org

Executive Director
Andrea Leal

Board of Commissioners

Phil Goodman, Chairman
Stanley Zuba, Vice Chairman
Bette Brown, Secretary/Treasurer
Jill Cranney
Brandon Pinder

To: Board of Commissioners, Florida Keys Mosquito Control District

From: Andrea Leal, Executive Director

Date: May 14, 2026

Subject: Request for Approval to Issue RFP – Emergency Generator for Marathon Facility

The District's Marathon facility plays a critical role in supporting daily operations, storm response, and emergency mosquito control activities throughout the Upper, Middle, and Lower Keys. Ensuring continuity of operations during power outages is essential, particularly during hurricane season and other emergency events when our services are most needed.

At present, the Marathon facility does not have an operating emergency generator due to an unexpected mechanical issue that has been difficult to have fixed. This gap presents operational and public health risks, particularly during post-storm response periods.

While the purchase of an emergency generator was not included in the current fiscal year budget, the District is projected to realize cost savings within the Capital Outlay category due to the aviation fuel farm refurbishment project being completed under budget. As a result, sufficient funds are available within the approved Capital category to support this purchase without requiring a budget amendment that would increase overall expenditures. The estimated cost for a replacement generator would be around \$300,000.

Staff respectfully requests Board approval to:

1. Issue a Request for Proposals (RFP) for the purchase and installation of a properly sized emergency generator for the Marathon facility; and
2. Utilize available Capital Outlay funds, derived from savings in the aviation fuel farm refurbishment project, for this purpose.

Issuing the RFP will allow the District to obtain competitive pricing, ensure compliance with procurement requirements, and identify the most suitable system to meet operational needs.

Thank you for your consideration.

Item 11e

Resolution 2026-12
Executive
Director
Contract
Renewal

**FLORIDA KEYS MOSQUITO CONTROL DISTRICT
RESOLUTION NO. 2026-12**

A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING A FIVE-YEAR EXTENSION TO THE EMPLOYMENT AGREEMENT WITH EXECUTIVE DIRECTOR ANDREA LEAL; AMENDING CERTAIN PROVISIONS OF THE EMPLOYMENT AGREEMENT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on or around November 19, 2021, the Florida Keys Mosquito Control District (hereinafter “District”) entered into an employment agreement (the “Contract”) with Andrea Leal to serve as the Executive Director of the Florida Keys Mosquito Control District; and

WHEREAS, the term of the Contract ends on November 19, 2026; and

WHEREAS, the Executive Director has proposed to renew the Contract for an additional five-year term beginning November 19, 2026 and concluding November 19, 2031, with updated terms and conditions (the “Renewal Contract”) which is attached hereto as “Exhibit A” and incorporated herein by reference; and

WHEREAS, the District Board of Commissioners wishes to approve the Renewal Contract and authorizes the Chairman to execute the Renewal Contract; and

WHEREAS, the District Commission finds that this Resolution is in the best interest of the District.

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. The Board of Commissioners of the Florida Keys Mosquito Control District hereby approves the Renewal Contract with Executive Director Andrea Leal.

Section 3. Authorization. The Board of Commissioners hereby authorizes the Chairman to execute the Renewal Contract.

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

PASSED AND ADOPTED this 19th day of May, 2026.

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

EXHIBIT A

EMPLOYMENT AGREEMENT

This Employment Agreement ("Agreement") is made between the Florida Keys Mosquito Control District (hereinafter referred to as the "District"), organized and existing under the laws of the State of Florida, with its offices located at 18 Aquamarine Drive, Key West, Florida 33040; 503 107th Street, Gulf, Marathon, Florida 33050 and 100701 Overseas Highway, Key Largo, Florida 33037; and Andrea Leal (hereinafter referred to as the "Employee").

NOW THEREFORE, in consideration for the mutual covenants contained herein, the parties agree as follows:

I. Employment and Duties

A. **Employment Duties:** The District hereby agrees to employ Employee as Executive Director and Employee agrees to accept such employment, all subject to the terms and conditions set forth in this agreement. The Employee shall report and be directly responsible to the District Board of Commissioners (hereinafter "District Board"). Unless otherwise provided herein, the Employee shall devote her full time as Executive Director and carry out to the best of her ability all duties imposed on her by the District charter, and rules and regulations as they now exist, or from time to time may be changed by the District Board, and such other duties as the District may from time to time require of her. Employee will be in active charge of the management and operation of the District, including the hiring, supervision, evaluation and discipline of all District employees subject to the applicable laws of the United States, the State of Florida, including Chapter 67-1726 Laws of Florida, and all rules and regulations of the District now in existence or as subsequently adopted, altered or amended by the District.

B. **Individual District Commissioners:** Individual Commissioners of the District Board shall not involve themselves in the day-to-day management of the District, including the administration of the employment policies of the District relating to hiring, evaluation, discipline,

retention and supervision, unless otherwise specifically provided herein, or as specifically provided in the District Charter or rules and regulations now in existence or as may be subsequently altered, adopted or amended; provided, however, the Executive Director, shall keep the District Board advised of all disciplinary actions more severe than a suspension without pay and all terminations of District employees which are involuntary, except termination of probationary employees. The Executive Director shall also advise the District Board of any and all demands for arbitration, administrative charges or litigation and keep the District Board updated as to the status of same. The District Board shall retain the sole and exclusive right to determine whether to settle (including the terms of any settlement) or contest any and all claims, or threatened claims involving the District, and employees acting within the scope of their authority as District employees, including those claims related to the District personnel rules and regulations, except when by official action, the District Board determines otherwise, or the law otherwise provides.

II. Term

The term of employment under this Agreement will commence on November 19, 2026, and end on November 19, 2031, unless earlier terminated by either party as provided in Paragraph VII below.

Thereafter, this Agreement shall automatically renew for periods of one year unless either party gives the other written notice, as provided in paragraph VIII, of its intent to modify or terminate same not less than One Hundred and Eighty (180) days prior to November 19, 2031, or One Hundred and Eighty (180) days prior to the expiration of any renewal year of the Agreement, or unless earlier terminated as provided in paragraph VII. If notice is not timely provided to employee the District shall pay employee compensation in lieu of notice for the amount of notice not timely given, not to exceed 20 weeks of salary.

III. Compensation and Benefits

A. The District will pay Employee for all services rendered and performed hereunder, and for all hours worked, a salary of One Hundred Ninety-Nine Thousand Six Hundred Six Dollars and zero cents (\$199,606.00) per annum, paid in equal installments according to the District's regular pay practices at the time for all other employees, currently bi-weekly (26 pay periods per annum).

B. Beginning in calendar year 2022, Employee's job performance will be reviewed and evaluated by the District Board annually, on or before April 1st of each year, and shall be discussed with Employee by the District Board or its designee. Other reviews may be conducted at the discretion of the District Board.

C. Employee will be considered for yearly merit increases in conjunction with Employee's yearly evaluations at the sole and absolute discretion of the District Board. The District Board will endeavor to provide merit increases to Employee in the same percentage range as other employees with similar performance review results. Any pay increases must be approved by the District Board.

IV. Fringe Benefits

A. Generally

Employee shall be eligible for all fringe benefits provided to other management level employees of the District on the same basis and under the same conditions as provided to other management level employees of the District, except as otherwise provided herein, in the District Rules, Regulations or Personnel Manual, or unless the Employee and District Board mutually agree otherwise. Such benefits include, but are not limited to, health, vision, and dental insurance, as well as retirement contributions.

B. **Key Employee**

Employee will be considered and treated as a “key employee” under the FMLA, to whom reinstatement may be denied as provided by law. Should Employee be denied reinstatement as a “key employee” under the FMLA it will operate as an involuntary separation under Paragraph VII B. (2).

C. **PTO**

Employee will be entitled to 30 days of Paid Time Off (PTO) each calendar year this agreement is in effect. Employee will not be eligible for, and will not receive, annual leave, compensatory leave or sick leave.

PTO may not be carried over year to year and will be lost and not paid out at Employee’s separation from employment for any reason, except that Employee may be permitted to use available PTO in the event Employee resigns with at least 4 weeks’ notice, or in the event of non-renewal of this agreement by the District after providing 180 days’ notice, provided that it does not unduly disrupt the operations of the District. If Employee provides less than 4 weeks of notice no PTO may be used.

PTO may be taken at such times and in such quantities (within the limits expressed herein) as Employee chooses, subject to the needs of the District and provided further that Employee notifies the Chairman of the Board, or her designee, of her use of PTO, which will be separately tracked by the District. Employee agrees to be reasonably available by phone and email during her use of PTO, unless arrangements have been made otherwise with the Chairman of the Board. The Chairman of the Board, or her designee, shall be the District member with whom Employee shall coordinate contact between the District and Employee when using PTO. Paid holidays recognized by the District will not be charged against Employee’s PTO. Donation of PTO to any employee or entity is prohibited.

D. **Transportation:**

Employee shall be assigned a District vehicle under the following conditions:

- (1) The Employee shall keep the vehicle in tidy condition at all times, within reason.
- (2) The Employee shall be allowed to use the vehicle for personal use within the District boundaries.
- (3) The District reserves the right to inspect the vehicle at any time.

E. **Equipment:** The District will furnish Employee a District cellular telephone, with email capability, which shall be promptly returned at Employee's separation from employment. Employee shall be permitted reasonable use of the District provided cellular phone for personal reasons, consistent with the cellular plan adopted by the District. The District reserves the right to inspect and search the phone at any time.

F. **Dues and Subscriptions:** Subject to presentation of proper receipts or invoices, the District agrees to budget and to pay for the professional dues per fiscal year as necessary for Employee's continuation and full participation in national, regional, state and local associations and organizations which the District Board determines are necessary and desirable for Employee's continued professional participation, growth and advancement, and for the good of the District.

Additionally, the District may pay for other memberships and subscriptions on behalf of the Employee, in its exclusive discretion, if approved in advance by the District Board.

G. **Travel:**

(1) The District hereby agrees to budget and to pay the registration fees, travel and subsistence consistent with subparagraph 2 for meetings, seminars and short courses attended by the Employee, for the benefit of the District.

(2) Expenses shall be paid in accordance with the District policy applicable to all employees. However, Employee agrees that she will not be eligible for, and will not receive, subsistence or per diem expenses for In-District travel except as may be approved in advance by the Chairman of the Board.

V. **Extent of Services and Hours of Work**

A. Except during periods of PTO, Employee will devote her best efforts to the performance of her duties and responsibilities under this Agreement. Nothing herein will limit Employee's right to make passive investments, to participate in charitable service and organizations, other community activities and trade and professional organizations or to undertake other activities which do not interfere with the performance of her duties hereunder, it being mutually agreed that her participation in charitable service, other community activities, and trade and professional organization should be to the benefit of the District. Employee shall not otherwise be employed elsewhere on a full or part-time basis without the written permission of the District Board.

B. Employee agrees to make herself available as needed for the proper direction of the District. It is recognized the Employee's duties as Executive Director require a great deal of time outside of normal office hours. It is also recognized that Employee is required to devote an unspecified amount of time and energy to carry out those duties with the highest amount of professionalism possible and that interference with her private life is to be expected. As an exempt

executive, Employee will not be entitled to compensatory time or overtime for hours worked over 40 in a work week.

VI. Indemnification and Cooperation

A. The District shall defend, hold harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action for which the District is legally responsible for the lawful actions of Employee acting in her capacity as the Executive Director and are within the scope of her authority and employment as Executive Director subject to applicable law.

B. In the event of actual or threatened litigation and/or administrative proceedings involving the District which arise out of the operation or actions which occurred or are alleged to have occurred while Employee was the Executive Director of the Florida Keys Mosquito Control District, Employee will cooperate with the District and its counsel in assisting the District in every legal matter to prevail in said action. The District shall pay Employee's reasonable travel expenses and subsistence expenses incurred away from her home incurred in preparation for and actual discovery, settlement and trial of said matters.

C. Employee further agrees that unless required by law, she will not cooperate with or assist any party, person or entity who has, had or may have, or asserts that she has or may have any claim of any nature against the District, its agents, officers, employees, without the express written permission of the District, or its designee.

D. Employee shall not disclose any confidential information involving the business of the District to any person or entity without the written permission of the District Board, or its designee, unless required to do so by law. Nothing herein shall prohibit Employee from discussing the terms of this agreement or complying with Florida's Public Records law.

E. Restrictions set forth in subparagraph C and D above shall not apply in instances of governmental entities with jurisdiction over a claim of a violation of law.

VII. Resignation and Termination

A. **Resignation:** Employee may resign her employment at any time. Should Employee resign her employment:

(1) Employee shall not receive severance pay. However, in the event Employee provides at least 4 weeks of notice prior to her resignation date, Employee may be permitted to use unused PTO, provided it does not unduly disrupt the operations or the business of the District. If Employee provides less than 4 weeks of notice of her resignation, any unused PTO will be forfeited.

(2) This Agreement, except for paragraphs VI. B., VI. C, and VI. D. (which shall remain in force and effect for as long as the law allows), shall be automatically canceled, and except as to those paragraphs that continue in effect, neither Employee nor the District shall have any further obligation one to the other under this contract or otherwise.

B. **Termination by the District Board:**

(1) Subject to the procedures set forth below, Employee and this Agreement may be terminated at any time (including during its stated term) at the will and pleasure of the District Board, with or without cause.

(2) Except as provided in paragraph VII. B. (3) below, and subject to subparagraphs (2)(c) below, if Employee is involuntarily terminated, without good cause, she shall receive severance pay under the conditions set forth in subparagraphs 2(a) - (e) below. Severance, if any, will be paid in equal installments pursuant to District's normal payroll cycle. A vote by a simple majority of the District Board to offer the opportunity to voluntarily resign in lieu of

involuntary termination, shall be considered an involuntary termination under and subject to the conditions set forth in this subparagraph B (2).

- (a) Severance is limited to Twenty (20) weeks of the employee's salary at the time of separation, however, there shall be no severance due in the event this Agreement is not renewed or extended.
- (b) During the severance period the Employee will be responsible for 100% of the premium payments for all benefits provided by the District, including group medical insurance. Employee may make a timely election to continue coverage under COBRA.
- (c) Employee must comply with paragraphs VI. B. through VI. D. of the Employment Agreement (Confidentiality and Cooperation) to receive severance pay.
- (d) Upon termination of the Agreement, neither Employee nor the District shall have any obligation one to the other except as set forth in paragraph VI. B through VI. D.
- (e) As a condition to payments provided under paragraph VII. B. (2), Employee shall execute a full and final release to all officers, directors, Commissioners, District, employees and representatives of any and all rights she has, had or may have arising out of her employment or the cessation thereof under this Agreement and all applicable federal, state and local laws, including, but not limited to, claims of illegal discrimination, retaliation, harassment, intentional and unintentional torts, breach of contract, and all other types of claims whether known or unknown through the date of her

termination. This provision is subject to all applicable requirements of municipal, county, state and federal law. Additionally, this provision shall be deemed void to the extent it is prohibited by applicable law.

(3) The District shall have no obligation to pay any severance under paragraph (2) hereunder, unless otherwise required by law, if she is terminated for good cause by a super majority vote under paragraph (5) hereunder, which includes, but is not limited to, any or a combination of the following reasons:

- (a) Dishonesty with respect to the business and operation of the District.
- (b) Violation of the District drug policy.
- (c) Refusal to cooperate in an investigation involving any aspect of the business or operation of the District conducted by or at the direction of the District.
- (d) Conviction or pleading guilty or *nolo contendere* to a felony or crime involving moral turpitude.
- (e) Gross neglect or willful or intentional misconduct by Employee.
- (f) Failure or neglect to perform the duties of the Employee's position.
- (g) Failure to obey orders given by the District.
- (h) Misappropriation of District Funds.
- (i) Securing or attempting to secure personal profit in connection with official District business.
- (j) Misrepresentation to the District.
- (k) Any violation of law on district property or to which the District is subject.

- (l) Commission of an act involving moral turpitude, theft, unethical business practices, or conduct that impairs the reputation of the District.
- (m) Any other act of misconduct, listed in Fla. Stat. 443.036(29)(a) through (e).

Employee will only be permitted the opportunity to cure those cause items above as the District Board may permit at their sole discretion.

(4) Except as may otherwise be required by law, in the event Employee is charged with a felony or crime involving moral turpitude, the District shall have no obligation to pay Employee severance under paragraph VII. B. (2), unless and until a judgment of acquittal is entered by the Court.

(5) Any decision to terminate Employee under paragraphs VII. B (2) or (3) must be supported by a super majority vote consisting of 4 out of 5 District Board members. A simple majority of 3 out of 5 Board members is all that is required to terminate Employee for good cause. A vote to terminate for good cause, supported only by a simple majority, shall require the payment of severance per subparagraph B (2) (a)-(e).

(6) If, in the opinion of the District, Employee, because of physical or mental illness or incapacity, becomes unable to perform the essential functions of her position, with or without reasonable accommodation, and after exhaustion of any available leave, the District may terminate this Agreement. A termination under this paragraph will operate as an involuntary separation under Paragraph VII B. (2).

(7) In the event of Employee's death during the term of this agreement, Employee's salary and benefits owing to Employee through the date of Employee's death shall be

paid to her estate. Employee's estate will not be entitled to any other compensation under this Agreement.

VIII. Notice and Consent

Any written or other notice required by this Agreement shall be deemed delivered as follows:

A. As to the District, when delivered by personal service or by Certified or Registered Mail to the Chairman of the District Board at the offices during the regular business hours of the District, said delivery to be verified by an executed Certified or Registered Mail receipt.

B. As to Employee, by personal service to her or via Certified or Registered Mail to her at the most recent mailing address set forth in the District's personnel records.

IX. Miscellaneous

A. The District Rules and Regulations and Personnel Manual, as they now exist or as they may be later modified by the District Board, shall apply to Employee as provided therein, except when inconsistent with this Agreement or applicable law, in which case this Agreement and applicable law will govern and control.

B. This Agreement shall be interpreted, construed and governed according to the laws of the State of Florida, with venue in Monroe County, Florida. In the event of litigation to enforce this Agreement, the prevailing party shall be entitled to reasonable attorney's fees and costs in addition to any other relief to which the prevailing party may be entitled in accordance with applicable law.

C. No amendment or variation of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

D. The Employee's rights and obligations under this Agreement are personal and are not assignable.

E. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

F. This Agreement supersedes any and all other understandings or agreements, whether written or oral, with respect to its subject matter, and constitutes the complete and full agreement between the parties, and may be modified only by the written agreement of Employee and the District Board.

**FLORIDA KEYS MOSQUITO
CONTROL DISTRICT**

By: _____
Philip Goodman - Chairman

Employee – Andrea Leal

Dated: _____

Dated: _____

Attest: _____

Dated: _____