

## Regular Meeting Minutes

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

December 19, 2025 10:15 am

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

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

**Employees Present Were:** Lauren Bouchard, Director of Finance; Chad Huff, Public Education & Information Officer; Michael Behrend, Director of Human Resources; Deanna Darias, Executive Assistant; Tony Nunez, Chief Technology Officer; Rochele Miller, Purchasing Agent/Financial Analyst.

**Invited Guests Present:** None.

**Community Input:** None.

**Approval of Consent Agenda:** Chairman Goodman requested to pull item 4b from the consent agenda for review. A motion was made by Commissioner Brown, seconded by Commissioner Zuba and passed unanimously to approve the amended consent agenda. Director Leal gave the updated wording for the minutes for item 4b; Minutes of the November 13th, 2025 Wolbachia Male Release Project Update Workshop. A motion was made by Commissioner Zuba, seconded by Commissioner Cranney and passed unanimously to approve the amended minutes.

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

**Treasurer's Report:** None.

**Attorney's Report:** Hunter O'Connor, Board Attorney, informed the board that staff has begun preliminary discussions regarding a possible review and update of the District's purchasing policy, including emergency purchasing procedures. No report or action was taken, and any proposed revisions will be presented at a future meeting this coming spring.

**Director's Report:** Director Andrea Leal provided an operational update covering mosquito-borne disease activity, mosquito control operations, and district initiatives. It was reported that statewide travel-related cases have shifted from dengue to Chikungunya, with most cases concentrated in Miami-Dade County and linked to travel from Cuba; no significant changes have been observed in Monroe County. Adult mosquito populations remain below historical averages, with no adulticide missions conducted in November, though recent rainfall prompted larvicide operations. Service requests were also below average. Community outreach included participation in Leadership Monroe Health Day. Employee wellness initiatives were highlighted, including onsite dermatology and mobile eye exams, funded through wellness resources. Employee retention bonuses were issued in early December. Updates were also provided on training and travel, helicopter acquisition and outfitting, upcoming conferences, facility waiver coordination with legal counsel, and collaboration with the Sheriff's Office regarding temporary fuel access during planned fuel farm refurbishment. Lauren Bouchard, Director of Finance, provided an investment update for November was provided, noting withdrawals totaling \$750,000 and an ending balance of just over \$8 million. The average monthly yield was reported at

4.0389%, remaining above 4%, and the account maintained its AAAM rating. It was further noted that \$7.75 million was transferred into the account after the statement period, bringing the current balance to over \$15 million to support continued investment earnings. The board discussed the investment security of the District's funds held in FL Class, expressing concerns about the current balance size and the inherent risks associated with any investment. FL Class is highly rated (AAAM) but is not FDIC insured. Alternative options, such as the CDARS program, were also considered; this program provides full FDIC insurance through reciprocal deposits at multiple banks but typically offers a lower interest rate. It was noted that the District had previously reviewed these options and chose to remain with FL Class due to its higher yield. The committee agreed that staff should continue to monitor investment security and returns annually, beginning in January, and provide an update on FL Class and potential diversification options for Board consideration.

***Items for Board Discussion:***

**9a.) FKMCD Administrative Policies Manual:** Director Leal reviewed the Administrative Policy Manual, which is presented annually for the Board's consideration. Staff noted that no substantive changes are recommended at this time, aside from routine housekeeping updates such as revising graphs for millage rates, budget overviews, and contact information for relevant associations and agencies. Red lettering within the manual identifies previously adopted policies and their associated resolutions. Commissioners were invited to review the manual and suggest any changes or discussion items; none were requested during the meeting. Staff highlighted sections related to risk, diversification, and liquidity requirements for potential future review, considering ongoing investment discussions. The Board agreed to revisit any proposed changes, including updates to the purchasing policy, in upcoming meetings as needed.

**9b.) Property Taxes:** Director Leal provided an update on potential property tax reform in Florida, noting that while the governor is advancing proposals, the specific impacts on the District remain uncertain. It was emphasized that approximately 95% of the District's revenue comes from property taxes, and local legislators, including Representative Mooney and Senator Rodriguez, are aware of the District's reliance on this funding. Discussions with FMCA lobbyist Chris Lyon suggest that any changes are unlikely to be drastic. The board was advised that the District will continue monitoring developments and engaging with state legislators, with the issue expected to be a focus at the upcoming Tallahassee Days.

***Items for Board Review and Action:***

**10a.) Financial Reports:** Lauren Bouchard, the Director of Finance, presented the financial report for November and early December. No expenditures occurred in the state fund during November. Local fund activity included the receipt of two trucks and approximately \$200,000 in helicopter-related repairs and maintenance, with all other categories consistent with historical November trends. Net income was positive, showing improvement from the negative results in October. Year-to-date December expenditures totaled \$4.2 million, primarily related to helicopter payments. Cash disbursements for November were also presented for review. *A motion was made by Commissioner Brown, seconded by Commissioner Cranney, and passed unanimously, confirming the Board received the financial information from November of 2025 and the Board requests it be submitted for audit at the appropriate time.*

**10b.) Resolution 2025-35 Ratification of Emergency Purchase:** A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, RATIFYING AND APPROVING THE EXPENDITURE TO H.E.R.O.S. INC 560 FOR ADDITIONAL WORK RELATED TO RFP 2025-02 BELL 206L4 HELICOPTER TURBINE SECTION OVERHAUL; DECLARING AN EMERGENCY PURCHASE AND WAIVER OF COMPETITIVE BIDDING; AUTHORIZING THE EXECUTIVE DIRECTOR TO TAKE NECESSARY AND EXPEDIENT ACTION; 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 2025-35 as written. After a roll call vote, it was unanimously adopted.*

**Good of the Order:** Chairman Goodman announced that the next meeting is scheduled for January 20<sup>th</sup> at 1:00pm and will include the Retiree Healthcare Trust, Regular and Audit Committee Meetings and a workshop.

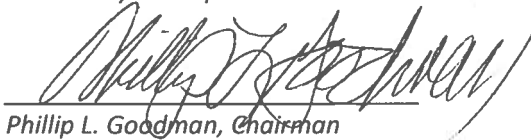
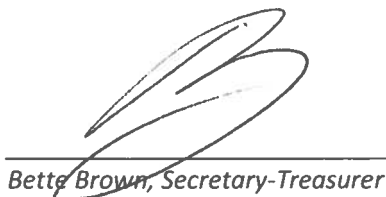
There being no further business to come before the Board the meeting was adjourned.

*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](http://www.keysmosquito.org).*