

Regular Meeting Minutes

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

May 19, 2026 2:20 pm

The Board of Commissioners of the Florida Keys Mosquito Control District held a Regular Meeting on May 19, 2026 at the FKMCD Marathon Office.

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

Employees Present Were: Mikki Coss, Director of Operations; Lauren Bouchard, Director of Finance; Chad Huff, Public Education & Information Officer; Abigail Smith, Education Coordinator; Juliana Waldrop, Safety Coordinator; Rochele Miller, Executive/HR Assistant; Tony Nunez, Chief Technology Officer.

Invited Guest Present: Cory D. Schwisow, FPEM, Director, Monroe County Emergency Management

Member of the Public: Alex Osborn

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.

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Invited Speaker: Chairman Goodman welcomed Cory D. Schwisow, FPEM, Director, Monroe County Emergency Management who gave a broad overview of Emergency Management beginning with a recap of prior hurricane seasons, shelter locations and rules. Residential re-entry is quicker with placards but not necessary. A QR Code, like a boarding pass, will be used by emergency response teams like FKMCD to re-enter the keys and track when team members return to the county. This tracking will also be helpful for FEMA assistance afterward. Kristen Livengood, the County Public Information Officer, acts as a Joint Information Center as a one-stop shop for information related to hurricane news and rumor control once an emergency is activated for Monroe County. During the off season, Emergency Management helps coordinate any logistics for wildfires, support to law enforcement, event support along with active shooter and pandemic services.

Mr. Schwisow urged everyone to sign up for Alert!Monroe notifications. Alert!Monroe is a mass notification system that sends emergency notifications to residents. Additionally, all municipalities are encouraged to participate in Emergency Management meetings once they are activated. There was discussion regarding the MERC program, Volunteer Monroe, and opportunities for emergency communication within in the county after storms. Concerns were raised about the potential loss of a bridge. Multiple plans are in place to handle the situation on a case-by-case basis. The Board then expressed their gratitude to Cory Schwisow for his presentation.

Treasurer's Report: None.

Attorney's Report: None.

Director's Report: Executive Director, Andrea Leal reported that there are still only two confirmed travel-related cases of Chikungunya in Monroe County. Miami-Dade County is the only county currently under a mosquito-borne illness alert. The District continues to watch the travel-related cases of Chikungunya and dengue. Operationally, the adult mosquito population was still relatively low in April but it is increasing. Twenty-one (21) truck adulticide missions were conducted in April, which is lower than the historical average. *Aedes aegypti* numbers did not exceed the thresholds for adulticide but we did complete eleven (11) aerial granular larvicide missions and one (1) ground larvicide mission. Service requests are similar to the historical average for April and reported that all truck adulticide droplet calibrations have been completed.

Director Leal thanked staff once again for coming out and helping with the success of our open house.

We will have the opportunity in June, to meet with City Officials from Chittagong City Corporation, Bangladesh to share how we treat *Aedes aegypti* using different methods. Chairman Goodman recently published an article and was able to share some of the upcoming plans for FMCA to address the legislature and be sure our voice is heard regarding special districts and the property tax reform. AMCA Washington Days last week was positive and productive with the Kay Hagan Tick Reauthorization Act as our biggest focus. The maintenance training for our Chief Pilot is postponed. We plan to send a team of administrative employees to the Florida Association of Special Districts Annual Conference in June.

Director Leal shared that she and staff met with the DEP and they have agreed to add new areas where we can larvicide. Adulticide use is still on hold for now, but it will be discussed in another year. The FDACS Program Assessment was rescheduled to May 27th.

Lauren Bouchard, the Director of Finance, gave an investment update for the end of April 2026. The total amount of \$16,278,752.81 is divided in a 70/30 split. The average monthly yield is 3.7259% in FL CLASS and 3.3% at Centennial Bank. Having no withdrawals in April, Ms. Bouchard does expect that to change come summer/fall.

Items for Board Discussion:

10a.) Hurricane Plan: Juliana Waldrop, the Safety Coordinator, presented the Hurricane Response Plan to the Board. This plan is designed to protect the safety of the District and its staff, reduce property damage, maintain effective communication, and facilitate a swift recovery following the storm. She outlined the details of the Preparedness Phase, the Communication Plan, and the Response Phase. In the recovery phase, emergency personnel are assigned using a tiered system. Employees who work during this time receive compensation, while those who do not work are given administrative leave until normal District operations resume. The complete Hurricane Response Plan for 2026 was provided.

10b.) Budgetary Process for Annual Review – Lauren Bouchard, Director of Finance, pointed out that budget workshops begin in June and run through September. The Board is familiar with the process.

Items for Board Review and Action:

11a.) Financial Reports: Lauren Bouchard, Director of Finance, presented the April financial reports. There was no activity in the State fund. Ms. Bouchard highlighted chemical spend increases in the local fund, which are expected to continue over summer. Although unpredictable, our planning has certainly helped us remain on course. We will start the budget planning process

for 2026–2027 next month. With no further discussion, *A motion was made by Commissioner Zuba, seconded by Commissioner Brown, and passed unanimously confirming the Board received the financial information from April of 2026 and the Board requests it be submitted for audit at the appropriate time.*

11b.) Key Largo Church Lease: The letter received from the Key Largo Community Covenant Church Board of Directors and the condition of the church property were discussed. Possible uses will be presented by staff to the Board at an upcoming meeting. With no further discussion, *A motion was made by Commissioner Zuba, seconded by Commissioner Cranney, and passed unanimously to terminate the Key Largo Church lease. After a roll call vote, it was unanimously passed.*

11c.) Resolution 2026-11 Amending the District’s Personnel Manual: A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, AMENDING THE DISTRICT’S PERSONNEL MANUAL TO ADD A SECTION “PAYMENT OF APPROVED ANNUAL OR COMPENSATORY LEAVE WHEN ADDITIONAL WORK IS PERFORMED”; ADOPTING REVISIONS TO CERTAIN POLICIES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. *A motion was made by Commissioner Cranney, seconded by Commissioner Zuba, and passed unanimously to adopt Resolution 2026-11 as written. After a roll call vote, it was unanimously adopted.*

11d.) Marathon Generator Purchase: Executive Director Leal described the need for a new generator in Marathon. The cost was not budgeted but the funds are available with savings from the Fuel Farm Refurbishment Project. Following discussion regarding the process and timeline, *A motion was made by Commissioner Zuba, seconded by Commissioner Cranney, and passed unanimously to approve the issuance of an RFP for an Emergency Generator. After a roll call vote, it was unanimously passed.*

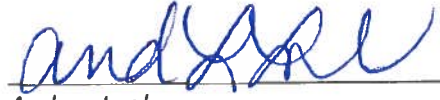
11e.) Resolution 2026-12 Executive Director Contract Renewal: A RESOLUTION OF THE FLORIDA KEYS MOSQUITO CONTROL DISTRICT, APPROVING A FIVE-YEAR EXTENSION TO THE EMPLOYMENT AGREEMENT WITH EXECUTIVE DIRECTOR ANDREA LEAL; AMENDING CERTAIN PROVISIONS OF THE EMPLOYMENT AGREEMENT; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE. Mr. O’Connor stated that he spoke at length with each commissioner and answered their questions prior to today’s meeting. All commissioners were clear and commended Executive Director Leal’s leadership, and they look forward to another five years. With no further discussion, *A motion was made by Commissioner Zuba, seconded by Commissioner Cranney, and passed unanimously to adopt Resolution 2026-12 as written. After a roll call vote, it was unanimously adopted.*

Good of the Order:

- Chairman Goodman discussed the next meeting of the Board to be held on June 16, 2026 at 1:00 pm, preceded by a Budget Workshop.
- Also in June, the Keys Lodging Association may join us for a District Overview Workshop. Chairman Goodman will follow up.
- Following discussion, the August meeting was rescheduled to August 19, 2026.
- For clarification, there is no Audit Committee meeting next month, the audit presentation will take place at the Regular Meeting.

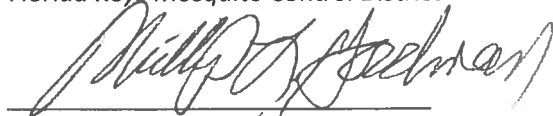
There being no further business to come before the Board the meeting was adjourned.

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.