

## Regular Meeting Minutes

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

August 19, 2025 1:29 pm

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

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

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

**Invited Guests Present:** None.

**Community Input:** None.

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

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

**Attorney's Report:** None.

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

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

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

**Items for Board Discussion:**

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

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

**Items for Board Review and Action:**

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

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

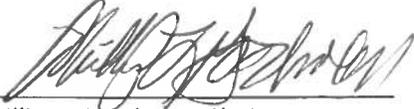
There being no further business to come before the Board the meeting was adjourned.

Respectfully submitted,



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).