

The Regularly Scheduled Meeting of the Board of Commissioners for Beach Mosquito Control District was called to order by Chairman Smith at 5:00 P.M., February 13, 2012. Smith requested the roll be recorded, and noted that all commissioners were present.

Present:	Commissioner:	John Smith, Chairman
	Commissioner:	Larry Couch, Secretary
	Commissioner:	Tom Easter, Treasurer
	Director:	James Clauson
	Attorney:	Amy Myers
	District Secretary:	Joyce Dean
	Fiscal Assistant:	Sherry Bennett
Guests:	None	

Commissioner Easter recommended that the Agenda order be changed, since commissioner Couch would be leaving the meeting early. The board agreed to move New Business and Old Business to the beginning of the agenda.

#### Approval of Minutes

Board Secretary Couch confirmed that everyone received and reviewed the minutes of the January 9, 2012 meeting, and asked if there were any corrections. Hearing none, he moved the minutes be approved as submitted. Easter seconded, and the motion carried unanimously.

#### Old Business:

Smith apprised the board on the status of the PHEREC property. During a visit in Tallahassee in January, FAMU officials were encouraging about working with the district and appeared to want the district to lease the property. Joseph Bakker, FAMU Associate Vice President for Construction and Facilities Management, felt an agreement could be worked out to allow the district to receive the funds necessary to operate the facility. A meeting was planned with the provost office to arrive at a decision regarding the release of funds to the district, as well as making contact with the DEP regarding extending the lease option deadline. However, a response has not yet been received. The current deadline for the lease option has passed.

#### New Business

Chairman Smith asked that State Mosquito Control Appropriations be added to the agenda. He distributed information regarding the draft proposal of the Senate budget and the FMCA Proposed State Aid Distribution for the board's review. Smith explained that the Senate appropriations committee initially published to recommend that Florida Medical Entomology Lab in Vero Beach be given \$1.1 million and no additional funds be given to any mosquito control entities. Additional information received today indicates a total proposed allocation of \$2.16 million, with \$1.1 million of that amount to the FMEL. He pointed out the FMCA Proposed State Aid Distribution, Option C – Based on \$2.16 million, which reflects the \$1.1 million for research grant funding (increased from \$250,000), Funds for DACS to administer the program of \$108,000, and \$935,368 available for mosquito control.

He explained the Tier 1 Programs, the largest districts and county mosquito control agencies, with budgets over \$3,000,000, would receive no state funding; Tier 2 Programs, including Beach Mosquito Control, would be allotted \$10,000 each; and Tier 3 Programs, the smallest districts and county mosquito control programs, would receive amounts from \$8,000 to \$27,000, with the majority receiving \$27,000. Clauson questioned where the \$1.1 million earmarked for FMEL came from, and why their funding should increase from \$250,000 to \$1.1 million, while the districts and county control agencies receive so much less. Smith responded that the amount allocated for research is a 440% increase. He referenced a letter he drafted to Senator Gaetz, President-Elect of the Senate, in which Smith emphasized the substantial increase, while all others are being cut. Since the drafting of this letter, however, Smith received the modified information regarding the funding to the Tier 2 and 3 Programs. Smith referenced a letter from Dennis Moore, regarding the efforts of Senator Hays to restore the \$2.16 million for mosquito research and control. Moore continued that the Senate's proposed budget includes the fully restored \$2.16 million, including the additional \$1,043,368, which is the same amount as the current year for distribution for the mosquito control programs. Moore was therefore hesitant to challenge the Senate's proposal. Smith stated he had received no response to his question regarding who lobbied for the large increase for research. Clauson commented that the money would better serve the public if more went to the mosquito control programs, rather than such a huge increase in the research budget, but was also concerned that lobbying for part of the research increase might jeopardize all funding. A discussion ensued regarding a recommendation of making the research funds available to all Florida universities. Smith emphasized that the key issue at this point was the allocation to mosquito control, and recommended that the board make sure the area representatives are aware of the circumstances and the district's desire to have more funding to the medium and lower-budget mosquito control programs. Smith related that the Florida House has agreed to give mosquito control programs the same as the previous year, \$1.29 million, and the Senate will decide on the Senate Appropriation Proposal on Wednesday, February 15. He added that the board needed to communicate concern as soon as possible. Smith suggested the board send letters to Gaetz, Patronis and Coley, pointing out the excessive amount committed to FMEL, suggesting a more reasonable amount should be granted to FMEL, with the difference going to mosquito control. Clauson questioned if this action could jeopardize the funds designated for mosquito research and control, and stated he would prefer the money go to something for mosquito control rather than being removed altogether. Smith summarized by stating the three issues of concern:

- Making the research funds available to all universities;
- The amount of money designated for research by the Senate Budget Subcommittee on General Government Appropriations - excessive?
- Increase distribution for mosquito control.

Easter reiterated Clauson's and Dennis Moore's concern about jeopardizing all monies currently designated for mosquito control and research. Discussion continued, and Easter moved that the board authorize Chairman Smith to write letters to Gaetz, Coley and Patronis expressing the board's concern as Smith previously stated. Couch seconded, and the motion passed unanimously. Smith stated that unless a major change was made, he would draft the letter, send it to Clauson, who will forward a copy to the other commissioners.

### New Business

Clauson related that with a few minor corrections, the Annual Report was completed. He complimented Cindy Mulla as well as the other employees who contributed to the completion of the report, and stated he will put the report on flash drives for the commissioners' review. The report will also be published on the district web site. He will ask for the board's approval of the report during the March board meeting. Smith mentioned that the previous year's report included inaccurate information on the Financial Reports and Graph. Clauson assured the board that Sherry Bennett had revised the reports and the data compiled therein is correct.

Smith clarified the district's policy for travel, per diem and last day of travel reimbursement procedures. There have been some misunderstandings in the past, and Smith explained that any meals provided must be deducted from the last day of travel reimbursement. Clauson added that continental breakfasts provided at some lodgings do not apply and will not affect the reimbursement. After a brief discussion, Smith requested that this information be modified in the employee manual to clarify the issue if necessary, for the board's review and approval at the March meeting.

The purchase of the larvicide Natular XRT was discussed, and because the purchase amount exceeded \$5000, requested the board's approval for the purchase. He explained that funds were in the budget for larvicide purchases, although the budget did not specifically provide a line item for this particular product. The request includes sufficient amounts to cover the catch basins and perform an evaluation, and should cover the catch basins from April through October. Easter stated he did not understand the invoice, and Attorney Myers, Clauson and Couch explained the discount portion and the final payment amount. A discussion ensued regarding budget figures for larvicide, previous larvicide used, evaluated and the results, the benefits of rotating larvicide products, and the expectations, properties and use of the Natular XRT. Couch moved that the board approve the purchase; Easter seconded, and the motion carried unanimously.

Clauson reviewed the requirements of the National Pollutant Discharge Elimination System (NPDES), and informed the board that the district has 90 days to establish a Pesticide Discharge Management Plan, that the district is still within the 90 days, and the plan is in the process of completion. The board then reverted to the regular order of the agenda.

### Financial Reports

During the February board meeting, Easter had questions regarding line item expenses included in the budget. Under Small Tool Expenses, Clauson explained that a rolling work bench had been purchased to replace the "maid-cart" which Skip Valdez found in the trash and converted to a work bench. The item belongs to Valdez and he will be taking it with him when he retires the end of February. Smith asked if the tools owned by Skip that he would be taking with him would need to be replaced at the district's expense. A discussion followed regarding personally-owned and district-owned tools, the standard practices, and inventory of the same. Easter suggested that employees use only district tools and not bring their personal tools to work. Couch responded that to do so would be a large expense for

the district, and that a lot of mechanics are very particular about the tools they use. The board recommended that an inventory be maintained of district tools, and the tools be marked to reflect district ownership.

Budget line item questions continued by addressing Gasoline Expenses. Clauson explained at the February meeting that due to the delay between gasoline purchases and billing for same, there is always a carry-over which is reflected every fiscal year. He reiterated this explanation and Easter stated he understood. Easter had also previously requested a break-down and explanation of CPA Payments. Bennett explained this was a similar circumstance to the gasoline, in that the billing for the previous fiscal year was paid in the following fiscal year. Clauson confirmed that the amount being paid the CPA firm was the agreed upon amount, and did not exceed the amount budgeted for the fiscal year. Smith had requested more information regarding Leased Tank Prices, and Clauson responded the district is paying \$14.00 for filled Co2 tanks, and other cost savings adjustments will be forthcoming. A brief discussion ensued regarding further savings by not having the cylinders delivered, the license requirement to do so, and the safety risks involved. At Smith's request, Clauson will check into the possibility of picking up the cylinders rather than having them delivered. Easter recommended the financial reports be filed for audit.

The board then addressed agenda item VI. E. Maintenance Team Leader – Lee Duke. Upon Skip Valdez' retirement, Clauson recommended the district move Lee Duke into the Maintenance Team Leader Grade four, Step Two Position, at \$16.74 base pay per hour. Pay certifications earned would be added to this amount. The board reviewed and discussed Duke's training, experience, certifications, current hourly wage and proposed hourly wage. Couch moved to approve this recommendation; Easter seconded, and the motion passed unanimously.

Commissioner Couch then left the meeting due to another commitment, and Chairman Smith noted a quorum remained and the meeting could continue.

#### Attorney Report

Myers informed the board that she continues to watch the bills in legislature, including the bill regarding merger, voluntary or involuntary dissolution of special districts, and especially the one that applies to involuntary dissolution of independent special districts. She explained that, as the bill is written, involuntary dissolutions only apply to those special districts created and operating pursuant to a special act. She emphasized that Beach Mosquito Control District does not fall into that category. A brief discussion followed regarding the status of the bills before the legislature, the creation of the districts and the requirements for dissolution. Clauson informed the board he received a phone request from a representative in the governor's office for information regarding special districts, for further recommendation to the governor. The representative explained that the effort would be a very slow, long process, with close scrutiny to ensure correct comparisons were made. She specifically asked for a map reflecting the boundaries of the district, as well as population figures for the district's coverage area. The board discussed the factors the governor's office may be considering for purposes of

consolidation, such as possible duplication of services and the close proximity of some districts, the distinction between an independent special district and a dependent one.

Myers advised the board the attorneys and accountants were still working on ways to calculate the ad valorem claims relating to the possible BP settlement.

#### Director Report

Clauson reviewed the events scheduled for February and March. He noted Skip Valdez' retirement party will be Saturday, February 18 at the Black Angus Restaurant and briefly outlined the plans for the evening. Clauson related that the employees made contributions to purchase a gift for Valdez; all other gift donations will be utilized for the party expenses, with funds remaining given to him at the party. Clauson emphasized that no district funds were used. Continuing with the calendar review, Clauson wished Amy Myers a happy birthday for the 19<sup>th</sup>; the AMCA meeting will be February 27 through March 1; Cindy Mulla will be teaching at Breakfast Point the week of March 5; the next board meeting is scheduled for March 12; the FSU Mosquito Control Workshop will be March 20-21; and Mulla will represent the district at the Spring Fling Girl Scout event at Camp Helen on March 31.

During the operations update, Clauson reviewed the Arbovirus Surveillance Serology report received from the state, and noted there was no virus activity in the birds. The monthly summary of mosquitoes during the month of February was discussed; counts were light with the exception of a few service requests during the brief warm spell a couple of weeks past.

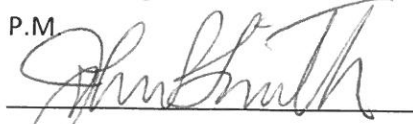
Clauson related the district received the Yamaha ATV, acquired from Indian River Mosquito Control surplus equipment. Phillip Harvey picked it up while at the Dodd Short Courses, so there was no shipping expense. He stated it works well and will be utilized to pull the mist blower, and is small enough to reach tighter places as needed.

Smith stated the FSU Mosquito Control Workshop could use more attendees, and requested Clauson contact other district directors to urge them to have their district participate. Smith related the ones he had contacted as well as those he wanted Clauson to reach.

#### Announcements

There were no announcements.

There being no further discussion or announcements Chairman Smith adjourned the meeting at 6:30 P.M.



John Smith, Chairman



Larry Couch, Secretary



Tom Easter, Treasurer