

June 11<sup>th</sup>, 2018

The Regularly Scheduled Meeting of the Board of Commissioners for Beach Mosquito Control District was called to order by Chairman Couch at 5:00 P.M. on June 11<sup>th</sup>, 2018. Couch requested that the roll be recorded, and noted that all commissioners, Director Clauson, Attorney Amy Myers, Billy Perry and Stacy Rausch from Mott MacDonald, Burt Howle, Bob Blake and Procter McInnis from McInnis Builders, LLC, Lee Duke and Laurell Young were present.

#### Approval of Minutes

Secretary Dean confirmed that everyone had received and reviewed the minutes from the May 7<sup>th</sup>, 2018 Board Meeting; and asked if there were any changes. Hearing none, she made a motion that the minutes be approved as submitted; Caldwell seconded, and the motion carried without dissent.

#### Financial Reports

Treasurer Caldwell referenced the financial reports and noted that we had received a total of \$62,551.14 since the last meeting; of which \$61,253.20 was from tax revenue and \$1,297.94 from miscellaneous receipts. Caldwell noted that in the P&L, the Worker's Comp. Insurance was showing as 102%; it was explained that there was an increase to the premiums during the fiscal year. Caldwell did not have any other questions or comments and asked if anyone else had any questions regarding the P&L; hearing none he requested that the financials be filed for audit.

#### Old Business

Couch then moved to Old Business and the new headquarters update. Mr. Perry from Mott MacDonald provided the Board with the firm's formal bid tabulation of the three bids received, with McInnis Builders, LLC being the lowest responsible builder for the Base Bid at \$4,162,741.00; Reliant South was the next lowest at \$4,668,993.00 and GAC Contractors was the highest bid at \$5,556,000.00. They recommended McInnis Builders, LLC be awarded the Base Bid, which comprises the Civil/Site Work, the Administrative Building, the Shop and Hanger Building, and a Landscaping Allowance plus any combination of the Additive Alternates items. The Board then discussed the different Additive Alternate items and their costs, with the Board immediately deciding to eliminate awarding Additive Alternate No. 4 – Pole Barn to any of the bidders, due to the bid costs and with the District's ability to have it build at a cheaper price by an existing vendor. The Board also decided to hold off on awarding and building Additive Alternate No. 3 – Chicken Coop at this time. Couch asked Mr. Perry whether he would continue to attend the monthly Board meetings and if a representative from McInnis would start attending the monthly Board meetings. Mr. Perry said he would still attend the meetings, that he could provide updates on the construction and that there would be times he asked a McInnis representative to attend. Clauson anticipates monthly progress reports being provided and Mr. McInnis advised that there would be routine, scheduled job site meetings that Mott MacDonald will be attending and that the Director can attend. Couch entertained a motion to awarded McInnis Builders, LLC the Base Bid for \$4,162,741.00 as well as the Additive Alternate No. 1 – Chemical Shed, Fish Tank and Wash Bay with the bid price of \$548,000.00, Additive Alternate No. 4 – Foyer Logo with the bid price of \$2,215.00, Additive Alternate No. 5 – Monorail Lift with the bid price of \$16,234.00, and Deductive Alternate No. 1 which is a reduction of costs in the amount of \$13,331.00 due to a smaller asphalted area than originally

designed. Dean made the motion and Caldwell seconded. The motion carried unanimously. Couch thanked Billy and Stacy for all of the hard work they have provided.

Clauson then provided an update on the FY 2018-2019 budget. The preliminary numbers from the Property Appraiser's Office were received on May 24<sup>th</sup>; using that information and the McInnis Builders' bid amounts for all of the project items, the budget was updated and the suggested millage to generate the needed tax revenue is 0.5450. This is a 41.85% increase over the calculated roll-back rate and would generate \$4,686,621.00 in tax revenue. With an estimated carry-over of \$3,000,000.00, this amount of tax revenue is needed to cover both the anticipated yearly operational expenses as well as the construction costs for the new headquarters. The official numbers from the Property Appraiser's Office are due by July 1<sup>st</sup> and the final budget and suggested millage rate will be presented at the July Board meeting.

The Director advised that he and Lee interviewed the applicants for the Mosquito Technician I position and plans on offering the position to Dale Kennedy.

#### Attorney's Report

Attorney Myers advised that her firm is offering an ethics training seminar on July 9<sup>th</sup> at the Bay School District building. The class is required for all municipal and elected officials but is not required, only optional, for Special District officials and employees.

#### Director's Report

Clauson began his report by reviewing the calendar of events scheduled for June, July and August 2018. The week of June 25<sup>th</sup> is National Mosquito Awareness Week and Cindy has several events plans, with interviews with Channel 7 the morning of the 25<sup>th</sup> and the 28<sup>th</sup>. The Director will be on vacation from June 28<sup>th</sup> through July 4<sup>th</sup>. The Detailed Work Plan Budget is due to FDACS by July 15<sup>th</sup>. The Director and Mike will be attending the Florida Entomological Society annual meeting in St. Augustine, FL July 23<sup>rd</sup> through the 25<sup>th</sup>. The commissioners had no additional comments or concerns with any of the remaining dates and activities planned. Clauson then gave his Operations Report referring to the May 2018 activity reports compiled by Summers and Riles. There was no spraying in May but we did some spot spraying last week and anticipates spraying due to the recent rains.

He has recently entered into a service agreement with SWS to handle any chemical spill clean-up; there are no charges incurred until their services are utilized. We will be updating our procedures to include their services in case of a spill or helicopter accident. There are no charges incurred until their services are utilized.

#### New Business

Only one bid was received for the surplus inventory items. Eddie Summers bid \$25.00 each for two (2) of the Apple iPad Minis. There being no other bidders, Mr. Summers received the two (2) Apple iPad Minis for \$50.00; the remaining items will be offered to the employees and then any unwanted items will be disposed of.

He then requested a retroactive approval from the board to purchase 3-30 gallon drums of Dibrom for \$19,269.00. Dean made a motion to approve the Dibrom purchase not to exceed \$20,000.00; Caldwell seconded, and the motion carried without dissent.

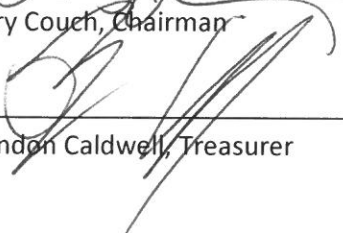
A local budget amendment was presented to show the anticipated extra incoming interest earning of \$6,400.00 for the remainder of the fiscal year, with the funds being applied to Account 52.4 Misc. Supplies, specifically Arbovirus Surveillance. Dean made a motion to approve the budget amendment as presented; Caldwell seconded, and the motion carried without dissent

Announcements

There were no announcements and no further business to come before the board, and Chairman Couch adjourned the meeting at 5:48 PM.

  
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Larry Couch, Chairman

  
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Joyce Dean, Secretary

  
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Brandon Caldwell, Treasurer