

December 11<sup>th</sup>, 2017

The Regularly Scheduled Meeting of the Board of Commissioners for Beach Mosquito Control District was called to order by Chairman Dean at 5:00 P.M. on December 11<sup>th</sup>, 2017. Dean requested that the roll be recorded, and noted that all commissioners, Director Clauson, Attorney Amy Myers, Billy Perry and Stacey Bromlow from Mott MacDonald, and Laurell Young were present.

#### Approval of Minutes

Secretary Caldwell confirmed that everyone had received and reviewed the minutes from the November 6<sup>th</sup>, 2017 Board Meeting; and asked if there were any changes. Hearing none, he made a motion that the minutes be approved as submitted; Couch seconded, and the motion carried without dissent.

#### Financial Reports

Treasurer Couch referenced the financial reports and noted that we had received a total of \$19,101.06 since the last meeting; \$17,081.01 of excess funds from the Property Appraiser's Office and \$2,020.05 from miscellaneous receipts, including the sale of surplus equipment and return of premiums from Blue Cross/Blue Shield and FMIT. Couch 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

Dean then moved to Old Business and the new headquarters update. Mr. Perry provided an update on the progress made since the last board meeting, including the development of the floor plans for the administrative building, and reviewed 3D renderings of the site and building exteriors with the commissioners. The extension from the FAA on the helipad was requested and has been received, so the FAA and State of Florida deadlines for the completion of the helipad are the same.

#### Attorney's Report

Attorney Myers had nothing new to report on behalf of the District but on the professional front, her firm will be merging with a regional law firm in Alabama, Hand Arendall, LLC, but does not anticipate any changes to business. Also, she applied to represent the South Walton Mosquito Control District and is awaiting the results from their Board, but again, no change to business is anticipated.

#### Director's Report

Clauson began his report by reviewing the calendar of events scheduled for December of 2017, and January and February of 2018. The Christmas Parade was on the 9<sup>th</sup> at Pier Park. Cindy and Mike will be at Arnold High School the 11<sup>th</sup> through the 13<sup>th</sup>. The staff luncheon will be on Thursday, the 14<sup>th</sup>, and the last day the District will be open before the holiday break is Friday, the 15<sup>th</sup>, and we will be reopening on Tuesday, January 2<sup>nd</sup>. The FMCA Fly-In is being held in Ft. Myers again, James, Lee and Brad will be driving down on the 1/8/18 and returning on the 1/11/18. James has a Coordinating Council meeting at the Whitney Lab on 1/16/18 and he, Couch, Brad, Mike and Eddie will be meeting with the Mott

MacDonald reps at Anastasia MCD on the 17<sup>th</sup>. The Dodd Short Courses are being held the week of the 22<sup>nd</sup>. James will be attending the annual meeting of Mosquito and Vector Control Assoc. of California the week of the 29<sup>th</sup>. Cindy will be at West Bay Elementary the week of February 5<sup>th</sup>. James, Larry Kennedy and Brad will be attending the Heli-Expo February 26<sup>th</sup> through February 28<sup>th</sup>. Commissioner Caldwell and Cindy will be attending the annual AMCA meeting in Kansas City, MO the week of February 26<sup>th</sup> and James will be attending the last two days of the meeting once the Heli-Expo is over. The commissioners had no comments or concerns with any of the dates and activities planned. Clauson then gave his Operations Report referring to the November 2017 activity reports compiled by Summers and Riles.

New Business

Election of Officers for 2018:

Dean made a motion to rotate the positions in 2018 with Larry Couch as Chairman, Brandon Caldwell as Treasurer, and herself as Secretary; Couch seconded and the motion carried without dissent.

Clauson advised that the helicopter insurance renewal was received from Gallagher Aviation and even with increased coverage, the District saw a 2% decrease in the premium payment; the new annual premium for FY 17/18 is \$11,714.00.

Clauson asked that the board consider approving an additional 10 hours of Administrative Leave for the employees during this year's holiday break. They receive 20 hours currently and normally only have to expend 30 hours of their personal leave, either comp time or vacation, but this year they would need to expend 40 hours of their personal leave, either comp time or vacation, as a result of when the holidays fall in the calendar. Couch made a motion to approve the Director's request and provide an additional 10 hours of Administrative Leave, for a total of 30 hours this year only; Caldwell seconded, and the motion carried without dissent.

Announcements

There were no announcements and no further business to come before the board, and Chairman Dean adjourned the meeting at 5:29 PM.

  
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Joyce Dean, Chairman

  
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Brandon Caldwell, Secretary

  
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Larry Couch, Treasurer