

**Beach Mosquito Control District
Regular Board Meeting
October 12, 2020**

Call to Order and Roll Call. The regularly scheduled meeting of the Board of Commissioners for the Beach Mosquito Control District was called to order at 5:00 by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Caldwell, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, all present.

Approval of Minutes. Commissioner Dean presented the minutes of the September 14, 2020 meeting and moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Caldwell seconded. The motion passed unanimously.

Financial report. Commissioner Caldwell presented the financial report, noting the total tax revenue received since last meeting. Reviewed the P&L and noted the new building. The roll over amount was discussed. Commissioner Couch asked if there was any other discussions and hearing none, he stated the Financial should be filed for audit.

Old Business.

- A. TRIM – Sent off today to the Department of Revenue in Tallahassee.
- B. Public Records Request Policy – Working on a new policy – Lauren will be the public records custodian. Policy should be drafted by the next board meeting.
- C. FMCA Update – Zoom meeting 10/13/2020 to discuss ongoing issues.
- D. Audit Engagement Letter - Audit engagement letter for The CPA Group for the next 3 years.

Attorney Report. No report.

Director report.

- A. Calendar Review – Clauson began reviewing the calendar of events scheduled for October, November, and December 2020. A few conference calls in October for FMCA were noted. FMIT (Florida League of Cities

Insurance) Workers Comp audit coming up on October 21st. Two events at Frank Brown Park on the 29th and 31st. November FMCA meeting will be a quick business meeting sometime around the third week of the month. Thanksgiving is the 26th and 27th. Closure for Christmas was mentioned for the December calendar.

- B. Operations and COVID Update – Had a fair amount of mosquitos last week. We sprayed the entire district. Still on an advisory for West Nile, but no other chickens have tested positive for West Nile. Lots of mosquito breeding in the rain waters left by Hurricane Sally. The technicians are larviciding during the day and it seems to be helping. No new COVID updates. We are still using precautionary measures at the office and encouraging anyone that feels ill to stay home and get tested if they feel necessary.

New business.

- A. Closing out of FY 19/20 – Lauren is working on closing out the Fiscal Year 2019-2020. We are working on the FDACS spreadsheet for the year coming up.
- B. Salary Schedule Update – Everyone received their step increase per the budget. We are updating the grade and step plan spreadsheet and we will hopefully have something to review at the next board meeting.
- C. New Truck – The new truck will go to Eddie and Eddie’s truck will be used for the A-1 Mister. Approved purchase of truck up to \$34,000.00. Commissioner Dean made a motion to approve. Caldwell seconded. Motion passed unanimously.
- D. Bell Helicopter – The District is looking at the Bell 505 helicopter. The Leon County Sheriff Dept. flew their 505 helicopter over to Bay County EOC and James and Larry looked at it. A representative from Bell Helicopters will be flying a Bell 505 helicopter over soon from Ft. Worth Texas and James and Larry will be taking it for a flight. The base price is \$1.3 million, and with additions the price will likely be around \$1.6 million. We will keep the old helicopter for larviciding. The new helicopter will be used for adulticiding.

Any other announcements:

There being no other business or announcements, the meeting was adjourned at 5:24pm.



Larry Couch, Chairman



Brandon Caldwell, Treasurer



Joyce Dean, Secretary