

Beach Mosquito Control District  
Regular Board Meeting  
October 11, 2021

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, 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 7<sup>th</sup> and 13<sup>th</sup>, 2021 meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. FMCA Meeting Update - Had a good meeting in Vero Beach. Six people attended in person; the rest were virtual. The bylaw changes were made, and the updates went out to everyone with a membership. Everything seems to be moving along fine. The meeting for November in Hawks Cay is still taking place.

Attorney Report. At the last meeting a complaint from Danny Hood was given to Amy Myers for her to review and report back on. She noted Mr. Hood had 3 specific requests of the Board. Those requests included equal and fair treatment of employees, make Lee Duke the HR person, or get an outside HR person, and leadership training for all management. Amy's response to the Board on how to address the requests included hold leadership training, HR specific training for certain employees, hire a third-party HR, or hire an HR person. A lengthy discussion ensued on this topic. Amy did not have a recommendation of something the Board needed to do on the matter but did offer the Board some options of things that could be done. She felt that the Board took the complaint seriously and she also felt that the Employee

Manual was followed. The Board discussed some employment training and Amy gave some company names around the Beach that provide leadership training. Director Clauson commented that he would set up some extra training this winter for the employees.

#### Director report.

- A. Calendar Review – Board meeting is October 11<sup>th</sup>. October 12<sup>th</sup> and 13<sup>th</sup> Mike Reynolds from MapVision will be here on site for some training on the new version. October 12<sup>th</sup> will be the fly by during the burial ceremony for Larry Kennedy over in Tallahassee. Lauren off the week of October 18<sup>th</sup>-October 22<sup>nd</sup>. Emily is going down to FMEL for ID course October 18<sup>th</sup>-October 22<sup>nd</sup>. Mike has a Biologist Virtual meeting on October 20<sup>th</sup>. Lee will be off the end of October. FASD meeting in Sandestin on October 29<sup>th</sup>, Lauren will be attending the meeting since I will be out of town. Board meeting is November 8<sup>th</sup>. Mike is participating via Zoom in the North Carolina Vector & Mosquito Control Annual Meeting. Veterans Day holiday is November 11<sup>th</sup>. FMCA meeting is November 15<sup>th</sup>-November 18<sup>th</sup>. Thanksgiving holidays are November 25<sup>th</sup> and 26<sup>th</sup>. Cindy is taking the week of Thanksgiving off. The Christmas parade is still on the calendar for December 11<sup>th</sup>. There is currently a request to fly Mr. and Mrs. Claus over to the VFW here in the Commerce Park on December 12<sup>th</sup>. Board meeting is December 13<sup>th</sup>. Our office closure this year begins on December 20<sup>th</sup> and the employees return to work January 3<sup>rd</sup> (for the Monday crew) and January 4<sup>th</sup> (for the Tuesday crew).
- B. Operations and COVID Updates – We had 10 inches of rain last week. We will likely have lots of mosquitoes next week. We aren't having a lot of requests. The guys are finding (and treating) lots of larvae. Mike is finding some vectors and we have had a few seroconversions with the chickens. We have no other COVID cases among employees.

#### New business.

- A. Remembrance for Larry Kennedy, Pilot for BMCD – Commissioner Couch spoke on how great of a person Larry was and how much he will be missed here at BMCD. The Board took a moment of silence to remember

Larry. Director Clauson suggested we have a plaque made in remembrance of Larry and display in the front lobby.

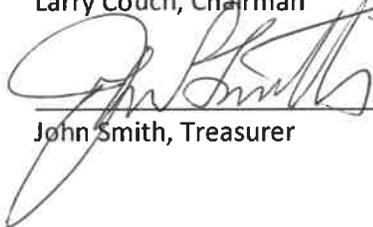
- B. TRIM, Truth in Millage – The packet went out. Director Clauson called them today and they informed him they had received the packet but could not confirm compliance yet because they hadn't reviewed our packet.
- C. Budget Amendment 2021-02 – Lauren discussed the budget amendment. The amendment shifted money from the contingency line item into personal services benefits, office supplies, and capital outlay. This will be the last budget amendment for FY 2020-2021.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 6:10pm.

  
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Larry Couch, Chairman

  
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Joyce Dean, Secretary

  
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John Smith, Treasurer

Beach Mosquito Control District  
Regular Board Meeting  
November 8, 2021

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 5:04 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, all present. Commissioner Dean absent.

Approval of Minutes. Commissioner Smith presented the minutes of the October 11<sup>th</sup>, 2021, meetings moved that they be accepted as presented. Commissioner Smith made a motion to approve as presented. Commissioner Couch seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. FMCA Meeting Update – Meeting in Hawks Cay is taking place next week. Had a zoom meeting with Karen Crawford and the finance committee today and we will be following up with that tomorrow. Registration for the meeting is closed, roughly 225 attendees have registered. The vendor area is also maxed out.
- B. TRIM Certification Received – We had a small infraction (we rounded 2 decimal places and they only wanted our figure rounded 1 decimal place) but we were still in compliance.

Attorney Report. Director Clauson had requested an investigation on an employee issue. Legal Counsel Myers had not drafted the official memo, but she reported she was in the process of completing the request. Director Clauson added that an office wide mandatory training with Bay Solutions was set up for December 1, 2021. A conversation ensued about an email that was sent to the Board members and legal counsel earlier that day by Danny Hood. Legal Counsel Myers asked if she needed to respond to the email from Mr. Hood, the Board agreed that she didn't need to respond.

## Director report.

- A. Calendar Review – Had a meeting last week with FWC and FDACS about some labeling changes that would affect mosquito control, especially from the ULV aspect. Winding toward the end with the new MapVision and we are getting close to going live with it. Our staff meeting and Thanksgiving luncheon is November 10<sup>th</sup>. Veterans Day holiday is November 11<sup>th</sup>. FMCA meeting is November 15<sup>th</sup>-November 18<sup>th</sup>. Thanksgiving holidays are November 25<sup>th</sup> and 26<sup>th</sup>. December 1<sup>st</sup> is the HR training for the entire staff. The Christmas parade is still on the calendar for December 11<sup>th</sup>. There is currently a request to fly Mr. and Mrs. Claus over to the VFW here in the Commerce Park on December 12<sup>th</sup>. Board meeting is December 13<sup>th</sup>. Luncheon and staff meeting on December 15<sup>th</sup>. Our office closure this year begins on December 20<sup>th</sup> and the employees return to work January 3<sup>rd</sup> (for the Monday crew) and January 4<sup>th</sup> (for the Tuesday crew). January 11<sup>th</sup> is the FCCOMC meeting. The Fly-In is from January 11<sup>th</sup>-January 13<sup>th</sup>. Board meeting is January 17<sup>th</sup>. DODD is January 31<sup>st</sup>-February 3<sup>rd</sup>.
- B. Operations and COVID Updates – We have done a little bit of spraying. We aren't having a lot of requests. The guys are finding (and treating) lots of larvae. Mike is finding some vectors and we have had a few seroconversions with the chickens. We have no other COVID cases among employees.

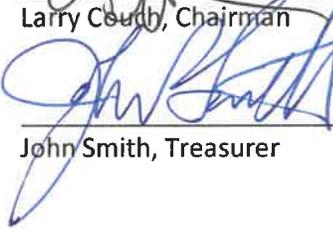
## New business.

- A. Spray System for Helicopter – We have received the spray system last week from Isolair. Michael Powell (the President of Isolair) is going to come down to Coastal and install the system. Lee Majors is coming over from Leon County to fly the 505 over to Coastal.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:26pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

**Beach Mosquito Control District  
Regular Board Meeting  
December 13, 2021**

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, all present.

Approval of Minutes. Commissioner Dean presented the minutes of the November 8<sup>th</sup>, 2021, meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting, the first round of tax receipts for the year was received and was just over \$1 million. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. FMCA Annual Meeting – Director Clauson stated that the annual meeting went well. He had received feedback from participants of the meeting and the feedback was good. Commissioner Couch thanked Director Clauson for his efforts as the FMCA president for the past year.
- B. Trailer Surplus – Commissioner Smith made a motion to approve the enclosed trailer as surplus. Commissioner Dean seconded. The motion passed unanimously.

Attorney Report. No report.

Director report.

- A. Calendar Review – Director Clauson attended Ethics training on December 10<sup>th</sup> with Legal Counsel Myers office. The Christmas parade was December 11<sup>th</sup>. Luncheon and staff meeting on December 15<sup>th</sup> at Triple J. Our office closure this year begins on December 20<sup>th</sup> and the employees return to work January 3<sup>rd</sup> (for the Monday crew) and

January 4<sup>th</sup> (for the Tuesday crew). January 11<sup>th</sup> is the FCCOMC meeting. The Fly-In is from January 11<sup>th</sup>-January 13<sup>th</sup>. Board meeting is January 17<sup>th</sup>. Tallahassee Days will be January 18<sup>th</sup> and 19<sup>th</sup>. Mike is having a Beacons (a group of Academia and mosquito control professionals that focus on invasive species – they are supported by a federal grant) meeting at the District Office January 24<sup>th</sup>. DODD is January 31<sup>st</sup>-February 3<sup>rd</sup>. Mardi Gras parade is scheduled for February 12<sup>th</sup>. Board meeting is February 14<sup>th</sup>. AMCA will be in Jacksonville from February 28<sup>th</sup>-March 4<sup>th</sup>.

- B. Operations and COVID Updates – We have done a little bit of spraying. We aren't having a lot of requests. Mike is finding some vectors and we have had a few seroconversions with the chickens. We have no other COVID cases among employees.

#### New business.

- A. Mulch for Yard Quote – The color on the pine straw that we typically purchase only lasts for one year or so. Dale found some rubber chipped mulch at Lowe's and started researching the product. The product has a 10-year warranty on the discoloration. We plan to put it about 2 to 3 inches thick and Dale feels this will help keep the sun out and keep the weeds to a minimum. Commissioner Smith asked if only 1 quote was secured and requested before any purchase is made that Director Clauson had at least 3 quotes. Commissioner Dean made a motion to purchase shredded red rubber mulch for a price of less than \$15,000. Commissioner Smith seconded. Motion passed unanimously.
- B. Air Gas Quote – Director Clauson and Mike are looking into changing out the CO2 tanks from the current 20-pound tanks to smaller 10-pound tanks. Director Clauson just wanted to let the Board know about this possible change in the future.
- C. Officers for 2022 – Commissioner Dean made a motion that everyone stays with their current roles, Commissioner Couch as Chair, Commissioner Dean as Secretary, and Commissioner Smith as Treasurer. Commissioner Smith seconded. Motion passed unanimously.
- D. Open House – Commissioner Couch stated that after the first of the year (possibly March or April) holding the open house on the new facility.

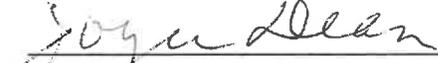
E. CEU Training with Commissioner Smith – Commissioner Smith will be discontinuing the annual CEU training and BMCD will carry on the CEU training. The new CEU training will be held in the latter part of April or possibly early May. Director Clauson hopes to have FMCA helping with the CEU training.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:28pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

**Beach Mosquito Control District  
Regular Board Meeting  
January 17, 2022**

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, all present. Commissioner Dean was absent.

Approval of Minutes. Commissioner Couch presented the minutes of the December 13<sup>th</sup>, 2021, meetings moved that they be accepted as presented. Commissioner Smith made a motion to approve as presented. Commissioner Couch seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting of just over \$1.5 million. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. Estimates for Mulch – Director Clauson provided the Commissioners with three estimates for the shredded mulch.
- B. FMCA Fly-In Meeting – Flew the 505 over with the tank. Darrin from South Walton took the booms over with him. Director Clauson gave a presentation on the 505 and people at the Fly-In had great interest in the information on the 505.
- C. COVID Administrative Leave (Revisit) – We had 3 employees out last week with COVID related illness and the need has arisen to revisit the COVID administrative leave. The policy needs to be revisited. Director Clauson stated to possibly offer 40 hours per year since CDC guidelines have now changed and allow people to come back to work after 5 days. Discussion ensued between the Commissioners and Director Clauson about a new policy. Commissioner Smith made a motion to adopt a new COVID Administrative Leave policy. Each year in January everyone is allotted 40 hours of administrative COVID leave, the leave is not to be carried from year to year. It can be taken throughout the year when the

need arises, but if it is not used by December 31, it will expire. Commissioner Couch seconded. Motion passed unanimously.

Attorney Report. No report. Amy requested contact information for Danny Hood so she could send the letter Director Clauson requested she send. Lauren will be giving her the information she needs for her to mail the letter.

Director report.

- A. Calendar Review – FCCOMC wants to hold their annual meeting here on May 3<sup>rd</sup>. Director Clauson feels that may be a good day to do the Open House. MapVision project meetings are still happening every Thursday. Mike is having a Beacons (a group of Academia and mosquito control professionals that focus on invasive species – they are supported by a federal grant) meeting at the District Office January 24<sup>th</sup>. Jessica from FDACS will be here January 25<sup>th</sup> for an assessment. January 26<sup>th</sup> FASD is having a legislative meeting in Tallahassee. DODD is January 31<sup>st</sup>-February 3<sup>rd</sup>. Mardi Gras parade is scheduled for February 12<sup>th</sup>. Board meeting is February 14<sup>th</sup>. AMCA will be in Jacksonville from February 28<sup>th</sup>-March 4<sup>th</sup>. March 7<sup>th</sup> to March 10<sup>th</sup> is the HAI meeting in Dallas. Board meeting will be March 14<sup>th</sup>. Cindy will be at Patronis on March 21<sup>st</sup>. The meeting at Anastasia MCD will be March 29<sup>th</sup> to March 31<sup>st</sup>.
- B. Operations and COVID Updates – Mosquitoes counts have been really light. The guys are walking ditches and breaking up beaver dams when they find them. We have had three employees out that either tested positive for COVID or their spouses tested positive.

New business.

- A. Mosquito Technician to Attend AMCA/FMCA Meetings – Director Clauson requested that the Commissioners start allowing technicians to attend AMCA and FMCA meetings each year. Choosing the attendee will be based on seniority. Director Clauson feels that this will be a benefit for the technicians to experience the meeting. For the AMCA meeting, the FMCA is accepting volunteers to help with various activities and Director Clauson submitted Kyle's name and the FMCA approved him as a volunteer. FMCA will pay for his registration to AMCA and his hotel accommodations. Director Clauson feels this will be an extra opportunity

that the District can provide to the employees. The Commissioners were in agreement that this will be a great opportunity.

- B. Per Diem Update – The current per diem rates have been in effect for many years. After some research, it was determined that we were under the standard rates. Most of the other mosquito control districts either use the GSA (U.S. General Services Administration) website or IRS website for their rates. Director Clauson informed the Commissioners of some of the rates in Florida according to the GSA website. Commissioner Smith made a motion that the District change the per diem rates to reflect the rates listed on the U.S. General Service Administration website based on the destination and if the specific destination is not listed, the rates will reflect the standard rates for that state. Commissioner Couch seconded. The motion passed unanimously.
- C. Budget Amendment 2022-01 – Budget amendment 2022-01 in the amount of \$68,600.00 was presented to the board. The funds were moved from Capital Outlay into several other expense accounts. Commissioner Smith made a motion to approve the budget amendment. Commissioner Couch seconded. The motion passed unanimously.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:36pm.

  
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Larry Couch, Chairman

  
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Joyce Dean, Secretary

  
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John Smith, Treasurer

**Beach Mosquito Control District  
Regular Board Meeting  
February 14, 2022**

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, all present.

Approval of Minutes. Commissioner Dean presented the minutes of the January 17<sup>th</sup>, 2022, meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting of just over \$100,000. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. FMCA DODD Re-cap – Several employees went down. Director Clauson stated it was a good meeting.
- B. AMCA Update – Coming up at the end of the month. We are taking the educational trailer over to the meeting. Eddie is taking a larvicide truck over also. This is the first AMCA meeting in 2 years.
- C. MLK Holiday Discussion – The January meeting fell on MLK Day, so the discussion was started then. The item was added to the agenda for the February meeting. Commissioner Dean asked if the District holiday hours were comparable to other local government organizations. Discussion ensued over that matter. Commissioner Smith made a motion to add Martin Luther King Jr Day to the holiday list for the District. Commissioner Dean seconded. The motion passed unanimously. This change will start with the 2023 calendar year.

Attorney Report. No report. Amy did have a request for the Board to consider raising her hourly rate. Amy is currently charging the Board \$170 per hour, but she charges the City of Panama City Beach and South Walton Mosquito

Control both \$250. Amy is requesting an increase to get her rate a little more in line with what she charges other local governments. Commissioner Couch made a motion to approve the new rate of \$250 per hour for Amy. The new rate should become effective at the beginning of her next billing cycle (which would be March). Commissioner Dean seconded. The motion passed unanimously.

Director report.

- A. Calendar Review – Mardi Gras parade was for February 12<sup>th</sup>. Staff meeting will be February 16<sup>th</sup>. February 17<sup>th</sup> some of the guys are going over to South Walton for the Chemical Spill Response Training. Director Clauson is taking off on February 17<sup>th</sup>. Michelle is taking her LLO exam on February 23<sup>rd</sup>. AMCA will be in Jacksonville from February 28<sup>th</sup>-March 4<sup>th</sup>. March 7<sup>th</sup> to March 10<sup>th</sup> is the HAI meeting in Dallas. Board meeting will be March 14<sup>th</sup>. Emily is taking her Public Health Exam on March 15<sup>th</sup>. Staff meeting will be on March 16<sup>th</sup>. Cindy will be at Patronis on March 21<sup>st</sup>. The meeting at Anastasia MCD will be March 29<sup>th</sup> to March 31<sup>st</sup>. Director Clauson is taking off April 7<sup>th</sup> and 11<sup>th</sup>. The District will host a training event on April 12<sup>th</sup> and 13<sup>th</sup>.
- B. Operations and COVID Updates – Mosquitoes counts have been light. The guys are walking ditches and breaking up beaver dams when they find them. We have had three employees out that either tested positive for COVID or their spouses tested positive.

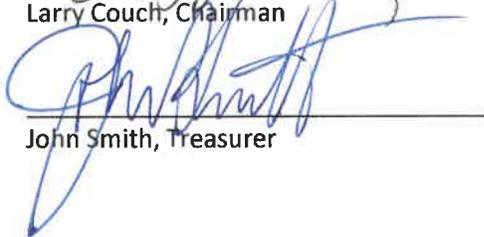
New business.

- A. Additional Pilot Part-Time Position – Director Clauson brought his concerns to the Board about hiring another part-time pilot since Wade is busy with the Sheriff's Office. A discussion ensued about the District's need for a pilot between the commissioners and Director Clauson. Commissioner Smith made a motion to allow Director Clauson to hire another part-time pilot (at a salary that Director Clauson deems appropriate as long as it is reasonable.) Commissioner Dean seconded. The motion passed unanimously.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:25pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

**Beach Mosquito Control District  
Regular Board Meeting  
March 14, 2022**

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Director James Clauson, and Office Manager Lauren Dee, all present. Legal Counsel Amy Myers absent.

Approval of Minutes. Commissioner Dean presented the minutes of the February 14<sup>th</sup>, 2022, meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting of just over \$107,000. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. AMCA and HAI Recap – The AMCA meeting went well. Mike won 1<sup>st</sup> place for a poster. HAI was a great meeting. Director Clauson connected with a pilot from Ft. Rucker (Rich). Rich connected Director Clauson with another pilot (David). David is getting ready to test for his A&P certification, so he will be a pilot and certified to complete maintenance on the helicopter. Some discussion ensued about the pilot position with Director Clauson and the Commissioners. Commissioner Couch recommended if David came down for an interview that the District would reimburse him for his expenses for accommodations and mileage. Commissioner Smith made a motion to negotiate with David on a full-time pilot position. Commissioner Couch seconded. The motion passed unanimously.
- B. Audit Update – The audit is running smoothly and making good progress. The CPA Group just billed us for the first half of the audit. Office Manager Lauren feels the audit team will be wrapping things up very soon and drafting the report.

- C. Additional Surplus – We have already declared the enclosed trailer as surplus. We would like to add 3 homemade sprayers and the Big Bear 4-Wheeler to the list before we submit it to FDACS. Commissioner Smith made a motion to approve listing the enclosed trailer, 3 homemade sprayers, and Big Bear 4-Wheeler as surplus. Commissioner Dean seconded. The motion passed unanimously.
- D. Personnel Manual Update – Added Martin Luther King Jr day to the holiday list (as approved in the February meeting). Also, update verbiage on Bereavement leave to reflect up to 40 working hours, instead of the original 50 working hours. Commissioner Couch made a motion to adopt the new verbiage for the holiday list and bereavement leave. Commissioner Smith seconded. The motion passed unanimously.

Attorney Report. No report.

Director report.

- A. Calendar Review – Emily is taking her Public Health Exam on March 15<sup>th</sup>. Staff meeting will be on March 16<sup>th</sup>. MapVision meetings are continuing to be held every Thursday morning. Cindy will be at Patronis on March 21<sup>st</sup>. The meeting at Anastasia MCD will be March 29<sup>th</sup> to March 31<sup>st</sup>. Director Clauson is taking off April 7<sup>th</sup> and 11<sup>th</sup>. The District will host a training event on April 12<sup>th</sup> and 13<sup>th</sup>. April 14<sup>th</sup> will be the A-1 Mister training with ADAPCO. April 18<sup>th</sup> will be the Board Meeting. May 3<sup>rd</sup> will be the Open House in conjunction with the FCCOMC meeting that will be held here at the District. May 9<sup>th</sup> will be the Board Meeting. May 17<sup>th</sup> and 18<sup>th</sup> will be the Washington Days in DC. Director Clauson would like to attend.
- B. Operations and COVID Updates – Mosquitoes counts have been light. The guys are walking ditches and breaking up beaver dams when they find them. No new COVID cases within staff or their families.

New business.

- A. RAMP Test Kit – This test kit from ADAPCO will allow for mosquito pools to be tested for West Nile Virus in the lab instead of sending them off to Tampa. With this machine, the District will have results quicker and can be more proactive with treatment. Commissioner Smith made a motion

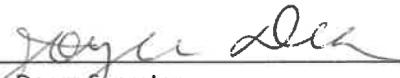
to move forward with the purchase of the RAMP Test Kit from ADAPCO.  
Commissioner Dean seconded. The motion passed unanimously.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned  
at 5:35pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

**Beach Mosquito Control District  
Regular Board Meeting  
April 18, 2022**

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Director James Clauson, Legal Counsel Amy Myers, and Office Manager Lauren Dee, all present.

Approval of Minutes. Commissioner Dean presented the minutes of the March 14<sup>th</sup>, 2022, meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting of almost \$69,000. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. Surplus Items – We received 1 bid for the surplus list that was sent to FDACS. The bid was from Washington County Board of County Commissioners. It was a \$600 bid for one of the spray units. Commissioner Smith made a motion to accept the bid. Commissioner Dean seconded. The motion passed unanimously. The other two spray units, the 4-wheeler, and enclosed trailer will be offered to other local government entities soon per Director Clauson.
- B. 6<sup>th</sup> Annual Workshop Recap – Director Clauson received lots of good reviews on the critique sheets. Director Clauson wanted to note the appreciation of all the work by all staff members that went into making the workshop possible. Director Clauson and lots of attendees are looking forward to another successful meeting next year.
- C. Pilot Position Update – The most recent candidate declined the job, but he put Director Clauson in contact with another prospective candidate. The prospective candidate is separating from the Armed Forces in August and he and his family already own a home in Panama City. Director Clauson will be coordinating an interview soon with the prospective

candidate. Brad will be coming over to help conduct the interview. Director Clauson noted the vacant Operations Technician position that needs to be filled, especially with the expansion that is happening rapidly. Director Clauson will be advertising the position with FMCA, Gulf Coast State College, and Florida State University.

Attorney Report. No report.

Director report.

- A. Calendar Review – April 12<sup>th</sup> and 13<sup>th</sup> was the workshop. April 14<sup>th</sup> ADAPCO conducted A-1 Mister training to our staff on the new A-1 Mister. April 18<sup>th</sup> will be the Board Meeting. Cindy is in schools on April 19<sup>th</sup> and 20<sup>th</sup>. Thursday MapVision meetings are still ongoing. May 3<sup>rd</sup> will be the Open House in conjunction with the FCCOMC meeting that will be held here at the District. May 9<sup>th</sup> will be the Board Meeting. May 17<sup>th</sup> and 18<sup>th</sup> will be the Washington Days in DC. Memorial Day is May 30<sup>th</sup>. Board meeting is currently scheduled for June 13<sup>th</sup>, but the date conflicts with the annual FASD meeting. Proposal to change the meeting date is under new business.
- B. Operations and COVID Updates – Mosquitoes counts have been light. The guys are walking ditches and breaking up beaver dams when they find them. No new COVID cases within staff or their families.

New business.

- A. Larvicide Purchase – The material we are needing to purchase is for the A-1 Mister it is Vectobac and Vectolex from ADAPCO. Commissioner Smith made a motion to approve the Vectobac and Vectolex purchase from ADAPCO (parent company AZELIS). Commissioner Dean seconded. The motion passed unanimously.
- B. June Board Meeting (Change date to 6<sup>th</sup> or 20<sup>th</sup>) – Due to a scheduling conflict between the original June board meeting and the annual FASD meeting, Director Clauson requested the meeting date be changed to either June 6<sup>th</sup> or June 20<sup>th</sup>. After some discussion, the best date to hold the meeting would be June 6<sup>th</sup>. Director Clauson stated he would advertise the meeting change according to the Sunshine Law.
- C. Open House – Director Clauson provided a quote from Catering by Bob for the Board to look over for the open house. The original quote was for

50 people, but it was determined a better number to prepare for would be 100. The open house will happen on May 3<sup>rd</sup>. Discussion on the timeline of events for the day happened at this point. The Board was in favor of paying for the catering for the open house. The discussion took a turn from the open house to drone footage and Commissioner Smith recommended that the District look in to obtaining some drone footage and using it from a PR/Education perspective on Social Media. Director Clauson agreed and stated he would investigate some avenues to make it happen.

- D. Auto Clave Purchase - The auto clave sterilized the lab equipment. The quotes received were both on the State of Florida approved contracts list. The quotes were for a 23" capacity and a 26" capacity. The only difference in the two auto claves is the size/capacity and a small price difference. Mike would prefer the larger of the two. Commissioner Smith inquired if we had the correct plumbing, and Director Clauson noted that these units were self-contained and required no additional plumbing. Commissioner Smith made a motion to approve the auto clave purchase in the amount of \$6,402 for the 26" capacity auto clave. Commissioner Dean seconded. The motion passed unanimously.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:40pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

Beach Mosquito Control District  
Regular Board Meeting  
May 9, 2022

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Director James Clauson, Legal Counsel Amy Myers, and Office Manager Lauren Dee, all present.

Approval of Minutes. Commissioner Dean presented the minutes of the April 18<sup>th</sup>, 2022, meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. Pilot Position Update – Director Clauson spoke with new pilot candidate (Andrew). Brad contacted Andrew and talked with him about the position and gave him details on the daily operations and what to expect if he came on board with the District. Andrew is fairly certain he will accept the position but will still be talking some things over with his wife and will make a final decision before the end of the week (around May 13<sup>th</sup>). If he accepts the position, he will be on paternity in June and can come in to familiarize himself with the helicopters we have. His terminal leave from the Army will be in August and from there he will have a better anticipated start date for when he will be a permanent full-time employee of the District.
- B. Open House Recap – The open house went well. Wes captured some good footage. The Commissioners made mention of how well everything was cleaned up and ready for the open house.

Attorney Report. No report.

Director report.

- A. Calendar Review – Thursday MapVision meetings are still ongoing. May 9<sup>th</sup> will be the Board Meeting. May 17<sup>th</sup> and 18<sup>th</sup> will be the Washington Days in DC. Memorial Day is May 30<sup>th</sup>. Board meeting is June 6<sup>th</sup>. FASD meeting in Orlando is from June 13<sup>th</sup>-17<sup>th</sup>. Mosquito Awareness week is June 19<sup>th</sup>-June 25<sup>th</sup>. Cindy has days dedicated to Lowes, Home Depot, and ACE. July 4<sup>th</sup> is a holiday. Board Meeting will be held on July 11<sup>th</sup>. July 14<sup>th</sup> Cindy will be at Camp Helen for Movies and S'mores.
- B. Operations and COVID Updates – Mosquitoes counts, and service request have been light. No new COVID cases within staff or their families.

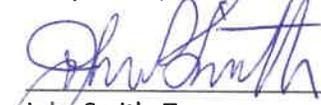
New business.

- A. Larvicide Purchase – Director Clauson stated the operations team was low on DT tablets and more was needed. The invoice is \$6,930 for 5 cases. Commissioner Smith made a motion to approve the purchase of the DT tablets. Commissioner Dean seconded. The motion passed unanimously.
- B. Draft Budget FY 22-23 – Director Clauson presented the draft budget for the upcoming fiscal year. He noted the only major project the District would have in the upcoming future would be the construction of a permanent chicken coop here at the shop. Final budget must be to FDACS by July 15<sup>th</sup>. This year is a step increase year. The rest of the budget was reviewed briefly, but it is remarkably similar to last years. Director Clauson noted we had two more meetings before the budget had to go to FDACS.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:25pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

Beach Mosquito Control District  
Regular Board Meeting  
July 11, 2022

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Dean, Commissioner Smith, Director James Clauson, Legal Counsel Amy Myers, and Office Manager Lauren Dee, all present. Curtis Chastain and Amy Pfau from the auditing firm Tipton, Marler, Garner & Chastain were also present.

Approval of Minutes. Commissioner Dean presented the minutes of the May 9<sup>th</sup>, 2022, meetings moved that they be accepted as presented. Commissioner Dean made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

The Chair then asked to have New Business Item A, Audit Presentation, considered at this time to save the auditors from waiting until the conclusion of the other business items. There being no objections, he gave the floor to the auditors.

Old Business.

- A. Pilot Position Update (Sheriff Department Helicopter Hangar Storage) – Andrew will be separating from the Army at the end of July or beginning of August. His anticipated start date with the District is mid-August. While Director Clauson was over at the Sheriff's Department hangar picking up some items, Ken Smiley asked if the Sheriff's Department could store a helicopter at the District's hangar while some renovation work was being done on their hangar. The renovations are projected to start sometime in the fall (November time frame) and last about four to six weeks. Director Clauson relayed that he would be sure the Sheriff's Department insurance would cover the aircraft should something happen while it was being stored at the District. Amy Myers interjected that through conversation

the District and the Sheriff's Department needed to be clear on insurance coverage and accessing the aircraft. The Commissioners were on board with Director Clauson talking more in depth with Ken Smiley on using the District's facilities.

- B. FY 22-23 Budget (FDACS July 15<sup>th</sup>) – Director Clauson and Lauren presented the budget; it was reviewed in detail. Discussion ensued over the tentative millage, which is noted down under New Business.
- C. FY 21-22 Budget (COLA Adjustment) – Director Clauson and Lauren presented some information on the rising inflation and proposed a mid-year COLA. A 5% is the recommended COLA. The most current inflation rate in the southern region (as of May 2022) is 9.2%. When the initial budget figures were passed in the September 2021 board meeting, the inflation rate in the southern region was around 5%. Within the last 10 months, inflation rates have almost doubled. After some discussion, Commissioner Smith had a proposal to adjust the grades separately so the amount per hour raise was closer from grade to grade. As the 5% across the board that was proposed gave some of the grades a significant dollar amount increase per hour. Commissioner Smith wanted to ensure the employees that were most affected by the rising cost, saw an equal raise. Commissioner Dean and Commissioner Couch agreed with Commissioner Smith. Lauren will work on a new proposal and present it at the August meeting. The new proposal will ensure the employees in the lower pay grades are getting a fair COLA in comparison with those in the higher grades.

Attorney Report. No report.

Director report.

- A. Calendar Review – Cindy is doing Movie and Smores at Camp Helen on July 14<sup>th</sup>. Cindy will be at Girls Inc on July 18<sup>th</sup>. Kaylyn starts on July 19<sup>th</sup> as the new Entomologist. Commissioner Smith inquired of Kaylyn's academic background and some discussion followed about her bachelor's degree (received from University of Florida) work experience with the District as a seasonal employee and other places such as USDA and FMEL. Commissioner Smith inquired if the position should have been posted to the public and other employees for legal purposes. A lengthy discussion ensued about filling the position. Amy noted that she

would research what the best approach would be moving forward and if the District policy was followed. FMCA Legislative Committee meeting is July 21<sup>st</sup>. MapVision meetings are still being held on Thursday mornings. The anticipated go-live date for MapVision is August 1<sup>st</sup>. Director Clauson will be off August 4<sup>th</sup>. August 8<sup>th</sup> is the board meeting. August 11<sup>th</sup> Cindy will be at the blood drive. August 15<sup>th</sup> is the anticipated start date for our new pilot Andrew. September 5<sup>th</sup> is Labor Day. 1<sup>st</sup> Budget hearing will be September 7<sup>th</sup>. Regular board meeting and final budget hearing will be September 12<sup>th</sup>. September 13<sup>th</sup> is a FCCOMC in Lee County. Scout Ranger days will be on September 17<sup>th</sup> (Andrew should be able to fly the helicopter for it). SOVE meeting will be held from September 19<sup>th</sup> to September 23<sup>rd</sup>.

- B. Operations and COVID Updates – Mosquitoes have been very light. We have done a little ULV spraying. It has been dry. The guys have been doing pretreatments. It appears COVID cases are on the rise. Eddie's wife and Michelle's entire family reported sickness.

#### New business.

- A. Audit Presentation – (This was presented directly after the Financial Report so Amy and Curtis could leave). Amy Pfau presented the audit report for fiscal year ended 9.30.2021 on behalf of Tipton, Marler, Garner & Chastain. She indicated they issued a clean, unqualified opinion of the financial statements. She drew attention to the total assets and liabilities, and total revenue and expenditures. She concluded by emphasizing one significant deficiency reported regarding the small size of the District's accounting staff. Amy and Director Clauson thanked Lauren for helping make this audit process run smoothly. There being no questions, the Commissioners thanked Ms. Pfau and Mr. Chastain for the summary.
- B. TRIM (Tentative Millage and 1<sup>st</sup> Budget Hearing Date) – Director Clauson and Lauren prepared some draft DR420's showing several millage rates. Those millage rates were .2500, .2200, and .2000 (all less than the roll back rate). The projected carryover amount is around \$5 million. A few capital outlay expenditures this fiscal year will be replacing at least 1 vehicle and building a permanent chicken coop here at the District. The Commissioners were all in agreement to use the millage rate of .2200 for the resolution in the first budget hearing coming up in September.

Moving forward, the millage rate can be lowered, but cannot exceed the .2200 figure that was reflected on the advertisement that was sent out to the property owners. The reduction will generate the revenue needed to ensure efficient operations and reduce the tax liability of the property owners in the District. When determining this figure, the Commissioners also ensured the District would be a good financial standing should a natural disaster strike the area. Commissioner Smith made a motion to set the tentative millage at .2200. Commissioner Dean seconded. The motion passed unanimously.

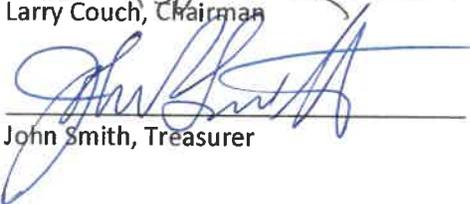
Director Clauson then presented some dates to the Commissioners for the first and final budget hearings. Some discussion ensued. Commissioner Dean made a motion to set first hearing on Wednesday, September 7<sup>th</sup> at 5:01pm and the final hearing on Monday, September 12<sup>th</sup> at 5:01pm. Commissioner Smith seconded. The motion passed unanimously.

- C. Open Bids on Surplus Items – Bid from Michelle for the 4-wheeler of \$600.00. Bid on trailer from Cody for \$1,800.00. Bid from Lee for the 4-wheeler of \$655.55. Bid from James for the 4-wheeler of \$550.00. Commissioner Smith made a motion to approve and accept the bid from Cody Vinson in the amount of \$1,800.00 for the enclosed trailer. Commissioner Dean seconded. The motion passed unanimously. Commissioner Dean made a motion to approve and accept the bid from Lee Duke in the amount of \$655.55 for the 4-wheeler. Commissioner Smith seconded. The motion passed unanimously.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 6:17pm.

  
Larry Couch, Chairman

  
John Smith, Treasurer

  
Joyce Dean, Secretary

Beach Mosquito Control District  
Regular Board Meeting  
August 8, 2022

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 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Smith, Director James Clauson, Legal Counsel Amy Myers, and Office Manager Lauren Dee, all present. Scott Clemmons from The Clemmons Company was also present. Commissioner Dean was absent.

Approval of Minutes. Commissioner Couch presented the minutes of the July 11<sup>th</sup>, 2022, meetings moved that they be accepted as presented. Commissioner Smith made a motion to approve as presented. Commissioner Couch seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

The Chair then asked to have New Business Item A, Insurance Presentation, considered at this time to save Scott from waiting until the conclusion of the other business items. There being no objections, he gave the floor to Scott.

Old Business.

- A. FY 21-22 Budget (COLA Adjustment) – In the last meeting it was requested to re-work the adjustment chart to bring each employee closer to the median rate. The new proposal presented to the Commissioners was: 7% for grades 1 and 2, 5.5% for grade 3, 5% for grades 4 and 5, and 3% for grade 6. The average increase over all grades was 6.2%. Commissioner Smith made a motion to approve the COLA as presented and the increase being retroactive back to July 11, 2022. Commissioner Couch seconded. The motion passed unanimously.

Attorney Report.

- A. Discussion of HR Topics – In the July meeting the Commissioners requested Amy to research the employee manual section over filling

vacancies within the District. She confirmed that the employee handbook seems to require that all vacancies will be posted internally and externally. Amy recommended that the District should follow the policy and notice the vacancy now. Some discussion ensued around the topic. The plan moving forward was to move Kaylyn to Interim Entomologist, re-advertise the position vacancy, and follow a more formal interview process before a final selection is made. Some other topics Amy noticed upon reviewing the manual was the section on dispute resolution. She proposed a revision of an alternative dispute resolution process other than binding Arbitration. Amy will be helping add some informal processes for the board to adopt at the later time.

#### Director report.

- A. Calendar Review – August 8<sup>th</sup> is the board meeting. August 11<sup>th</sup> Cindy will be at the blood drive. August 22<sup>nd</sup> is the anticipated start date for our new pilot Andrew and Mike with Isolair will be here that day. September 5<sup>th</sup> is Labor Day. 1<sup>st</sup> Budget hearing will be September 7<sup>th</sup>. Regular board meeting and final budget hearing will be September 12<sup>th</sup>. September 13<sup>th</sup> is a FCCOMC in Lee County. Scout Ranger days will be on September 17<sup>th</sup>. SOVE meeting will be held from September 19<sup>th</sup> to September 23<sup>rd</sup>. Emily and Kaylyn will be going to an ID class from October 3<sup>rd</sup> to October 7<sup>th</sup>. James and Andrew will be going to meet with BELL October 5<sup>th</sup> and 6<sup>th</sup>. October 8<sup>th</sup> is the Pirate Parade. Board meeting will be October 10<sup>th</sup>. Thunder Beach starts October 19<sup>th</sup>.
- B. Operations and COVID Updates – Mosquitoes have been very light. We have had numerous seroconversions, so the Department of Health may issue an advisory in the near future. We have not found any positive mosquito pools during testing. We are doing some ULV spraying and will continue ULV spraying over the next couple of weeks. No new COVID cases.

#### New business.

- A. Insurance Presentation – Scott Clemmons from The Clemmons Company presented the new rates to the Commissioners. The health insurance is rising roughly 6% per month, the short-term and long-term disability and life insurance are all seeing a slight increase as well. Scott noted no

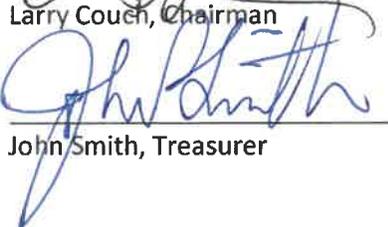
increase in the dental or Teladoc coverage. A discussion ensued about the health plan. Commissioner Smith made a motion that the health insurance and new rates be accepted. Commissioner Couch seconded. The motion passed unanimously.

- B. Truck Replacement – The A1 mister is currently in a 2-wheel drive truck. Director Clauson would like to surplus that truck (#218) and replace larvicide truck #220 with a new truck. Once we get the new truck, we would move the A1 mister to truck #220 because it is 4-wheel drive. Lee worked on a quote for a new one. Commissioner Smith made a motion to approve the purchase of a new F-150 extended cab 4-wheel drive with a purchase price of less than \$36,000. Commissioner Couch seconded. The motion passed unanimously.
- C. Chemical (Larvicide) Purchase – Director Clauson presented an invoice for the purchase of P35 for board approval. Commissioner Smith made a motion to approve the purchase of P35 and Altosid for \$9,850.80. Commissioner Couch seconded. The motion passed unanimously.
- D. Chicken Coop – Director Clauson presented to the board the idea of starting the process for a permanent chicken coop. Amy will be looking at the statutes governing the bidding process and start working on the beginning stages of the process.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 6:05pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

**Beach Mosquito Control District  
First Budget Hearing Board Meeting  
September 7, 2022**

Call to Order and Roll Call. The first budget hearing for Fiscal Year 2022-2023 of the Board of Commissioners for the Beach Mosquito Control District was called to order at 5:01 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Smith, Director James Clauson, Legal Counsel Amy Myers, and Office Manager Lauren Dee all present in person. Commissioner Dean was absent.

Discussion Items. Commissioner Couch began the meeting by announcing the items for discussion, the first being the proposed millage rate for Fiscal Year 2022-2023 of 0.2200, which is 16.41% lower than the rollback rate of 0.2632. Commissioner Couch then asked anyone in the public had any comments or questions regarding the proposed millage rate. Hearing none, he moved on to the second item for discussion.

Commissioner Couch then announced the Board adopted a tentative detailed work plan budget on July 11, 2022, in a total amount of \$2,777,985 which amount is necessary and appropriate to fund the District's proposed programs and commitments for Fiscal Year 2022-2023; the total taxes to be levied at the rate of 0.2200 is \$2,777,985. The total taxes to be levied at the roll back rate of 0.2632 equals \$3,323,480. Discussion ensued for justifications of budget due to growth of the district in the coming year. Commissioner Couch asked if anyone from the public had any comments or questions regarding the budget. Hearing none, he moved on to entertaining motions for the discussion items.

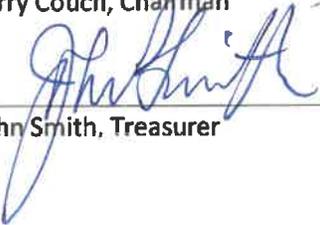
Action Items. A motion was called to approve the proposed millage rate for Fiscal Year 2022-2023 to be set at 0.2200. Commissioner Smith made a motion to approve the tentative millage of 0.2200 as presented; Commissioner Couch seconded, and the motion passed unanimously.

A motion was called to approve the tentative budget for Fiscal Year 2022-2023 in the total amount of \$2,777,985. Commissioner Smith made a motion to approve the tentative budget of \$2,777,985 as presented; Commissioner Couch seconded, and the motion passed unanimously.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 5:20pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary

**Beach Mosquito Control District  
Regular Board Meeting  
September 12, 2022**

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 5:01 PM by Commissioner Larry Couch. Commissioner Couch, Commissioner Smith, Legal Counsel Amy Myers, Director James Clauson, and Office Manager Lauren Dee, Helicopter Pilot Andrew Lewis, present. Commissioner Dean was absent.

Final budget hearing was discussed first. The millage rate of .2200 was presented by the Chairman and discussed with no feedback. Commissioner Smith made a motion to approve the millage rate of .2200. Commissioner Couch seconded the motion. Motion passed unanimously. Commissioner Couch then presented the FY 2022-2023 budget which was \$8,090,485.00. Commissioner Smith made a motion to approve the budget as presented. Commissioner Couch seconded the motion. Motion passed unanimously.

Approval of Minutes. Commissioner Couch presented the minutes of the August 8, 2022, meeting moved that they be accepted as presented. Commissioner Smith made a motion to approve as presented. Commissioner Couch seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since last meeting. Commissioner Smith mentioned that the Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit.

Old Business.

- A. Director Clauson discussed a new total for the truck purchase of \$45,821 with an increase \$9,611 from the original total from Ford. Commissioner Smith made a motion to ratify the new purchase amount. Commissioner Couch seconded the motion. Motion passed unanimously. Director Clauson discussed the possibility of replacing the Chevy Tahoe somewhere down the line.

Attorney Report. Legal Counsel Amy Myers stated that she had drafted alternative dispute resolution procedure to be reviewed. It was also stated that staggered terms, if they were being considered, is a resolution that needed to be adopted in the next six months.

Director report.

- A. Calendar Review –September 13<sup>th</sup> will be a FCCMC meeting via Zoom. Cindy is working the Scout Ranger Days on September 17<sup>th</sup>. James and John attend SOVE Conference September 19<sup>th</sup>-September 23<sup>rd</sup>. September 27<sup>th</sup>- September 30<sup>th</sup> James and Andrew are attending the 2022 Bell Maintainer and Operator meeting. Emily and Kaylyn are attending FMEL larval ID class October 3<sup>rd</sup>-October 7<sup>th</sup>. James is attending Safran meeting October 4<sup>th</sup> -7<sup>th</sup>. Cindy will be participating in the Pirate’s Parade October 8<sup>th</sup>. Board meeting is October 10<sup>th</sup>. MapVision UAS Demo will be held at the district October 12<sup>th</sup>. Lee will be off October 17<sup>th</sup>-18<sup>th</sup>. Cindy is working the Fishing Rodeo October 22<sup>nd</sup>. Board meeting is November 7<sup>th</sup>. FMCA meeting starts November 14<sup>th</sup> at Hammock Dunes, with one Technician attending. Thanksgiving holidays are November 24<sup>th</sup> and 25<sup>th</sup>.
- B. Operations and COVID Updates – We have sprayed a few times. Our traps are slightly heavier on the Northside of the District, but we have not had many service requests. Sentinel chickens are still seroconverting consistently. We have no other COVID cases among employees.

New business.

- A. Helicopter Bell 206 was flown to Coastal for Annual inspections, findings showed that compressor case set, and the retention strap that hold the blades down needed replacement coming out to a cost of \$40,052.12. Commissioner Smith made a motion to cover up to \$45,000 on the Annual repairs and inspections for the Bell 206. Commissioner Couch seconded this motion. Motion passed unanimously.
- B. Helicopter Bell 505 surpassed its thirty-day flight requirements resulting in BELL recommending the engine be pulled and sent to Safran for inspection and repairs. Quotes were then discussed to carry out these repairs. Coastal will transport the helicopter for less than \$5,000. Andrew is waiting on a quote from the Helicopter insurance for the

transport. Two quotes were provided for the removal process of the engine. Aero Aviation sent a quote for \$20,000 and Miami Bell sent a quote for \$25,000 this includes all air frame inspections and removing engine to ship it. The total cost of Safran to inspect the engine is in the range of \$50,000 to \$250,000. Procedures were presented for future maintenance routines to prevent these costs in the future. A tentative budget was discussed for repairs. Commissioner Smith made a motion to approve \$102,295 for to the Bell 505. Commissioner Couch seconded the motion. Motion passed unanimously.

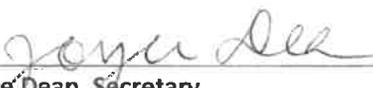
- C. Dates for Board Meeting for FY 2022-2023 – dates were discussed for the FY 2022-2023 board meetings. November’s board meeting was moved to the first Monday (the 7<sup>th</sup>) due to conflict with FMCA. The other proposed meetings are to be held on the second Monday of each month as previously done. Any conflicts of dates can be advertised as needed. Commissioner Smith made a motion to approve these proposed dates for October 2022-September 2023. Commissioner Couch seconded the motion. Motion passed unanimously.
- D. A semi-annual uniform pants reimbursement for up to \$100 was proposed for employees due to the discontinued used of our uniform services.

**Any other announcements:**

There being no other business or announcements, the meeting was adjourned at 6:13pm.

  
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Larry Couch, Chairman

  
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John Smith, Treasurer

  
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Joyce Dean, Secretary