

Beach Mosquito Control District  
Regular Board Meeting  
June 12, 2023

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 John Smith. Commissioner Smith, Commissioner Couch, Director James Clauson, Office Manager Michelle Buell, Amy Pfau with The CPA Group, and Cale Madden with Mott Macdonald via Teams virtual meeting, were all present. Commissioner Dean and Legal Counsel Amy Myers were absent.

Approval of Minutes. Commissioner Couch presented the minutes of the May 8<sup>th</sup>, 2023, meeting and moved that they be accepted as presented. Commissioner Couch made a motion to approve as presented. Commissioner Smith seconded. The motion passed unanimously.

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

Old Business.

- A. Chicken Facility- Cale Madden conducted a Teams meeting with the contractors, Anderson and Dominguez, in order for the Commissioners to interview both of the possible candidates. Each candidate went over their estimated costs and time frames of building the chicken facility. Director Clauson and the Commissioners discussed the references of both contractors. Cale Madden went over the scores that were given to each contractor on the matrix form based on the answers they gave on their initial questionnaires. Cale suggested a few follow-up questions to each contractor, such as how many jobs each contractor is taking on at this time, and if those jobs will affect the time frame that they can complete the chicken facility. Once Director Clauson receives the responses to the follow-up questions, the Commissioners and himself will move forward on selecting which contractor that they want to build the chicken facility.
- B. Budget FY 23-24- Director Clauson presented two drafts of the detailed work plan budget, one including a four percent COLA raise and the other

having a six percent COLA raise. This detailed work plan budget is due to FDACS (Florida Department of Agriculture and Consumer Science) by July 15<sup>th</sup>. Discussion ensued with Commissioner Smith and Director Clauson about a fair way to incorporate a COLA raise for the next fiscal year. Commissioner Smith suggested that we possibly go with the rate that the Social Security Administration sets, but wants to revisit the actual COLA rate increase closer to September. To meet the FDACS deadline, both Commissioner Smith and Commissioner Couch agreed to go with the detailed work plan budget that had the four percent COLA increase included. Commissioner Couch made a motion to approve the tentative budget to send to FDACS to include a four percent COLA. Commissioner Smith seconded. The motion passed unanimously.

- C. Helicopter Update- Drew flew to Arrow Aviation in Louisiana to pick up the Bell 505. Director Clauson also requested that Drew be able to attend the Bell training through the Helicopter Institute, where the Pilot would come to the District and train Drew with the Bell 505. The cost for the Helicopter Institute will be \$12,000 dollars plus the travel expenses for the pilot that will be coming. Commissioner Smith made a motion to approve the \$12,000 plus travel expenses for the pilot from the Helicopter Institute. Commissioner Couch seconded. The motion passed unanimously.
- D. Sheriff's Office Helicopter- Sheriff Tommy Ford called Director Clauson and asked him if they could store their Bell 407 in our hanger while their hanger was being remodeled. The time frame of this will be approximately six to eight months. Both Commissioners agreed that the Sheriff's office storing their helicopter here was a good idea and they were okay with it.

Attorney Report.

No report.

Director report.

- A. Calendar Review- June 1<sup>st</sup> there is a MapVision meeting. June 1<sup>st</sup> – 13<sup>th</sup> Cindy will be out. June 8<sup>th</sup> the Aaron Bessant Concert series begins and will be every Thursday through August 10<sup>th</sup>. The board meeting is on June 12<sup>th</sup>. June 19<sup>th</sup>-21<sup>st</sup> Cindy will be working at Frank Brown Park for

a day camp. July 3<sup>rd</sup> James will be out. July 10<sup>th</sup>-13<sup>th</sup> James will be out. July 11<sup>th</sup> and 18<sup>th</sup> Cindy will be working at Frank Brown Park for a day camp. July 17<sup>th</sup> is the Board meeting. August 3<sup>rd</sup> and 10<sup>th</sup> there will be two home school groups that Cindy will show around the District. The Board meeting is on August 14<sup>th</sup>.

- B. Operations Updates- Mosquitoes are low due to little rain and dry conditions. There have been 6 chicken seroconversions, with EEE. Service requests have been low. The technicians are out larviciding and have begun checking golf courses for breeding. Ed's shed is being sold and the new owners have requested we move our chicken site. The new site will be behind S&S interior to the west of Ed's sheds.

#### New business.

- A. Hancock Bank Interest Rate- Director Clauson spoke with our Hancock Whitney bank representative, Sophia, and wanted to make sure the District's money was protected from any potential issues that might arise in the future with the economy. Sophia assured him that the District's money was protected. Director Clauson also spoke with Sophia about reevaluating our interest rates on our accounts. Sophia stated that if we keep \$150,000 in our checking account, it will eliminate any service charges for that account as well as increase the interest we accrue on our savings account. The interest rate allows for an accrual of roughly \$14,000 monthly in the District's savings account.
- B. Presentation of the FY 21-22 Audit- (This was presented directly after the Financial Report so Amy could leave). Amy Pfau presented the audit report for the fiscal year ending 9.30.2022 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. There being no questions, the Commissioners thanked Ms. Pfau for the summary.
- C. Ethics Training for Commissioners- The Commissioners are now required by law to acquire four hours of ethics training each year. Although Legal Counsel Amy Myers was absent, she did send an email of resources for each commissioner to obtain these hours.

**Any other announcements:**

Director Clauson announced that we sent over the final requests to the OPPAGA group, and everything looked positive so far.

There being no other business or announcements, the meeting was adjourned at 7:03 pm.



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John Smith, Chairman



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Joyce Dean, Secretary



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Larry Couet, Treasurer