

November 19th, 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 November 19th, 2018. Couch requested that the roll be recorded, and noted that he and Commissioner Dean, as well as Director Clauson, attorney Myers, Billy Perry with Mott MacDonald and Laurell Young were present; Commissioner Caldwell was absent.

There were no minutes to be reviewed and approved as the October 15th, 2018 Board Meeting was cancelled due to Hurricane Michael.

Financial Reports

Chairman Couch referenced the financial reports and commented that we have received \$5,497.28 since the last meeting; \$563.16 from ad valorem taxes, \$2,395.88 for spraying services on the Navy Base, and a \$2,538.24 check from FMIT for repairs to Truck #216 (damages incurred from Hurricane Michael). 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. Director Clauson advised the Board that we received our first ACH payment from the Bay County Tax Collector's Office along with the accompanying notification with the distribution details. This is a new service their office is offering starting this fiscal year, so we will no longer receive paper checks that need to be deposited.

Old Business

Couch then moved to Old Business and the new headquarters update from Mr. Perry. Due to Hurricane Michael, McInnis Builders has lost their original mason and concrete subcontractors but they have since found substitute contractors but have indicated there will not be any financial impacts from these changes. They hope to have the striping on the helipad completed shortly and once completed, it should be ready for the FAA inspection. The subcontractor has poured the footers for the Admin building and is ready to pour the footers for the Chemical building; ready to start pouring the slab for the Admin building. They hope to be ready the first week of December to begin on the masonry work. Before the metal building vendor can begin the actual manufacturing, a final color decision needs to be made. The commissioners reviewed the site renderings created by Mott McDonald to show the various building and trim color options for the new headquarters and decided on Roman Blue for the building, with Slate Grey for the trim and Snow White for the roof. Mr. Perry provided the Board with the minutes from Construction Meeting No. 3 and 4. McInnis has a new site superintendent, Vince Godwin, on the project and Mr. Perry feels that he has a very good handle on the project and it's needs. A letter from Bob Blake with McInnis Builders was presented to the board for discussion; when McInnis bid the project, they did so hoping to use aluminum vs copper, just for the main electrical feed only, and anticipated a cost savings of approximately \$40,000.00. This was despite the bid plans detailing the use of copper throughout the project and not just in the buildings. McInnis Builders is requesting that the Board consider compensating them for the increased cost of using copper throughout the project. After discussing, the Director and commissioners agreed that they would be willing to consider compensating

McInnis Builders in some fashion for the additional cost of the copper but not until the end of project. Change Order No. 2 was presented for the Board's review and approval; additional floor box (outlets) in the large meeting room were requested, as well as the relocation of two floor to wall boxes at the reception desk and in Laurell's office, and the removal of the floor box in the entryway. There will be an increase of \$1,006.04 due to these electrical changes for a new total contract price of \$4,717,893.77. Couch made a motion to approve Change Order No. 2 as presented; Dean seconded, and the motion passed unanimously.

Clauson advised the TRIM Compliance response letter has been received, we were found to be in compliance with no errors or infractions found; as such, the District will be receiving our FY 2018-2019 tax revenues. Attorney Myers advised that we may see some decrease in tax revenue due to the impacts of Hurricane Michael on property values. Chairman Couch discussed that in FY 2019-2020 we may go with the roll-back rate in order to still generate surplus funds for future needs such as a new helicopter.

Attorney's Report

Attorney Myers advised that due to damages to their offices, they have relocated to the Beach. She is working out of the old Vision Bank near Highway 79 with her assistant and another attorney; everyone else is working out of the Summit Bank at Grand Panama. She has been providing required ethics training to several municipal offices and boards in the Panhandle and while the training is not required for Special Districts, she offered to provide the commissioners a brief review/refresher of the Florida Sunshine Law, ethics and public records. It would be approximately 15 minutes and could be held either at the District or over a meal. Couch and Dean indicated their interest and it was decided that it would be included on the January 14th, 2019 Board agenda. Clauson requested her opinion of the GASB 75 actuary contract from Foster & Foster: she recommended having a set agreement term instead of the indefinite term in the contract (page 2); that we get clarification of the date on page 2 of the contract as it has a date of July 1, 2017 and our fiscal year begins October 1; and that on the final page, they include certification that they meet the requirements of the Public Entity Crimes Bill as stated. Couch made a motion to approve GASB 75 contract with Foster & Foster for a term of 3 two-year renewals for a total of 6 years; Dean seconded, and the motion passed without dissent.

Director's Report

Clauson began reviewing the calendar of events scheduled for November and December of 2018, and January 2019. The commissioners had no comments or concerns with any of the dates and activities planned. The FMCA meeting was November 4th through the 7th. Thanksgiving is this week, so it will be a short week. The Christmas Parade is on December 8th, the board meeting is on the 10th, and the monthly staff meeting will be on the 12th. The last day the District will be open before the Winter Break is the 21st. The District will reopen on January 7th; the Director and both pilots, Brad and Larry, will be attending the FMCA Fly-In in Fort Myers January 7th through 10th. Cindy is back in the schools starting in January; she will be at Patronis with the 4th grade the 8th and 9th. Clauson then gave a review of the September 2018, FY 17-18 and October 2018 activity reports compiled by Summers and Riles. The mosquito counts are down so there has not been a lot of spraying; West Nile is down as well.

New Business

Couch then moved on to the State and Local budget amendments to reflect the correct carry over amounts; on the Local budget amendment, funds were moved from Contingency to Operating Expenses to cover the increase in expense to the Bay County Property Appraiser’s office. They were reviewed and approved with Dean making a motion to approve and Couch seconding. The State and Local budget amendments were approved unanimously as presented.

Clauson presented the board with a list of items to be declared surplus.

Inventory Item #	Description
#302	Spray System
#307	Spray System
#631	Concrete Forms
#210	Cat. Dozer D-3
#251	Komatsu Backhoe
#214	2007 F150 4x4
#266	Kitoon Wind Indicator System

After reviewing the list, Dean made a motion to declare the items on the list provided as surplus; Couch seconded, and the motion passed without dissent.

The Director then requested that the board approve purchasing a new 2019 Ford F-150 to replace Truck #214 that was declared surplus. Dean made a motion to approve the purchase of a new 2019 Ford F-150 for an amount up to but not exceeding \$30,000.00; Couch seconded, and the motion passed without dissent.

In an abundance of caution after Hurricane Michael, the Director purchased 6 drums of Dibrom for \$38,131.20 and requested retroactive approval from the Board for the purchase. Dean made a motion to retroactively approve the purchase of 6 drums of Dibrom for \$38,131.20; Couch seconded, and the motion passed unanimously.

Clauson then presented a quote for a new AgNav system for the helicopter. The new system would replace the current Wingman system that is installed and is capable of dispensing both adulticide and larvacide. The AgNav automates the distribution system and allows the pilot to concentrate on flying the helicopter; it also will incorporate an upcoming FAA requirement for an ADS-B, automatic dependent surveillance –broadcast equipment, that is used for tracking both on the ground and by other aircraft. We hope to have the equipment installed by Coastal Helicopters while the aircraft is there for its annual maintenance and will need to order the AgNav as soon as possible to have it available at that time. The Sheriff’s Office flew our helicopter approximately 27 hours during the immediate Hurricane Michael recovery efforts, flying various surveying missions and delivering food and water supplies to Mexico

Beach; we can expect compensation, which can be used to offset the cost of the new AgNav system, for the use of the helicopter either directly from FEMA or through the Sheriff's Office. Couch made a motion to approve the purchase of a new AgNav system for an amount up to but not exceeding \$80,000.00; Dean seconded, and the motion passed without dissent.


The Director then provided an update on the FMCA Fall Meeting; it was held in St. Petersburg November 4th through 7th. The Director, Mike Riles, Commissioners Couch and Caldwell attended. Director Clauson was elected as Vice President Elect of the Association and Commissioner Couch has been elected as Vice-Chairman of the Commissioners' section. Next year's meeting will be held at the Embassy Suites in St. Augustine.

Announcements

There were no announcements and no further business to come before the board, and Chairman Couch adjourned the meeting at 5:57 PM.



Larry Couch, Chairman



Brandon Caldwell, Treasurer



Joyce Dean, Secretary