

Beach Mosquito Control District  
Regular Board Meeting  
February 10, 2025

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 5:21 PM by Commissioner John Smith. Commissioner Smith, Commissioner Couch, Legal Counsel Amy Myers, Director James Clauson, Office Manager Michelle Buell, Amy Pfau, and Christian Stanford, were all present. Commissioner Caldwell was absent.

Without objection from the other Board members, the Chairman invited Amy Pfau and Christian Stanford to present Old Business Item A re: FY 23/24 Audit Presentation, due to the board meeting starting later than normal.

FY 23/24 Audit Presentation- Amy Pfau & Christian Stanford- Amy Pfau and Christian Stanford presented the audit report for the fiscal year ending 9.30.2024 on behalf of Tipton, Marler, Garner & Chastain. Amy indicated they issued a clean, unmodified opinion of the financial statements. She drew attention to the total assets and liabilities, and total revenue and expenditures. She concluded by emphasizing two significant deficiencies reported regarding the small size of the District's accounting staff and journal entries needing to go through an internal control procedure of being approved by Commissioners. There being no questions, the Commissioners thanked Ms. Pfau and Mr. Stanford for the summary.

Approval of Minutes. Commissioner Smith presented the minutes of the January 13<sup>th</sup>, 2025, 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. Journal Entries from January were presented at this time. The month of January two journal entries were made. The first one, Journal Entry #19, was to accrue the monthly interest from the District's bank CD. Journal Entry #20 was made to transfer another \$1,500,000 from the District's Money Market account to the

bank CD upon renewal. Commissioner Couch made a motion to approve the journal entries made for the month of January. Commissioner Smith seconded. The motion passed unanimously.

### Old Business.

- B. Surplus Chicken Shed- Director Clauson stated that no sealed bids were received on the old chicken shed. He suggested that the District advertise the chicken shed again and reduce the asking price to \$200 or the best offer. The Commissioners agreed.

### Attorney Report.

Legal Counsel Amy Myers gave an update about the District's annual performance measures and goals report and when it was due. She stated the District did not have to evaluate their performance measures and publish a report on the District's website until December of 2025.

### Director report.

- A. Calendar Review –February 3<sup>rd</sup> is Lee's 22<sup>nd</sup> work anniversary. February 7<sup>th</sup> and 18<sup>th</sup> Cindy will be at the Boardwalk Convention Center for the Winter Resident Appreciation Day. The board meeting is February 10<sup>th</sup>. Cindy will be at Patronis Elementary February 12<sup>th</sup>-13<sup>th</sup>. February 17<sup>th</sup> is President's Day. February 17<sup>th</sup>-19<sup>th</sup> James will be out. February 20<sup>th</sup> Chris Pappas is holding a chemical spill class at the District. March 3<sup>rd</sup>-7<sup>th</sup> is AMCA. March 10<sup>th</sup>-14<sup>th</sup> James will be at VAI. March 12<sup>th</sup>-13<sup>th</sup> Cindy will be at Hutchinson Elementary School. March 17<sup>th</sup> and 18<sup>th</sup> James and Cindy will be in Tallahassee for FMCA Legislative Days. March 24<sup>th</sup> is the board meeting. March 24<sup>th</sup>-25<sup>th</sup> Cindy will be at Hutchinson Beach Elementary School. March 26<sup>th</sup> Cindy and Michelle are attending the FSU career fair in Tallahassee. March 30<sup>th</sup> is Eddie's 20<sup>th</sup> work anniversary. March 31<sup>st</sup> through April 3<sup>rd</sup> Cindy will be at West Bay Elementary School. April 7<sup>th</sup> - 10<sup>th</sup> is the FMCA Fly-In. April 8<sup>th</sup> Eddie and Cindy will be at the Florida Association of Code Enforcement meeting. The board meeting is April 14<sup>th</sup>. April 16<sup>th</sup> is the 9<sup>th</sup> Annual BMCD workshop. April 22<sup>nd</sup>-24<sup>th</sup> James is going to the FMIT Insurance Summit.
- B. Operations Update – Mosquitoes were low due to little rain and dry conditions with minimum service requests. CDC traps resumed the 1<sup>st</sup>

week in February. Director Clauson stated that the District is still looking to hire a surveillance technician. Director Clauson also presented WALs Urban treatment plans for 2025 that were put together by Eddie. Director Clauson mentioned that the District will have a new website soon.

New business.

- A. Larvicide Purchase- Director Clauson stated that the District needed to purchase FourStar briquettes for the upcoming season. The cost will be around \$43,916.10 but will not exceed \$ 50,000. Commissioner Couch made a motion to approve the purchase of FourStar briquettes for up to \$50,000. Commissioner Smith seconded. The motion passed unanimously.
- B. Annual Plan of Work- Commissioner Smith recommended that the District put together an annual plan of work that outlined the priorities of the employees as they tie in with the District's goals and objectives. Director Clauson said he would put the annual plan of work together before the next meeting.

**Any other announcements:**

Director Clauson stated that the District has three vehicles that require some attention. The transmission on the Tahoe recently had to be replaced because the Tahoe would not shift out of 2<sup>nd</sup> gear even after having the transmission flushed. The transmission for the 2010 F150 larvicide truck was also recently replaced. The 2005 E150 grey van has 80,754 miles on it and is a lot older than most of the vehicles in the District's fleet. Director Clauson expressed a desire to surplus these three vehicles out one at a time and replace them. Commissioner Couch mentioned that the vehicles be replaced in order of priority starting with the larvicide truck first. Director Clauson will gather prices on replacement vehicles, and it will be discussed further at the next board meeting.

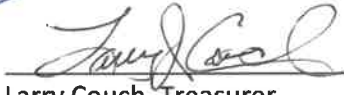
There being no other business or announcements, the meeting was adjourned at 6:17 pm.

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John Smith, Chairman

A handwritten signature in blue ink, appearing to read "Brandon Caldwell", written above a horizontal line.

Brandon Caldwell, Secretary

A handwritten signature in blue ink, appearing to read "Larry Couch", written above a horizontal line.

Larry Couch, Treasurer