

Beach Mosquito Control District  
Regular Board Meeting  
April 13, 2026

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, Commissioner Caldwell, Current Director James Clauson, Director in waiting Teahna Stephens, Legal Counsel Amy Myers, and Office Manager Michelle Buell were all present.

Approval of Minutes. Commissioner Caldwell presented the minutes of the March 6, 2026, and March 16, 2026, meetings and moved that they be accepted as presented. Commissioner Smith made a motion to approve as presented. Commissioner Caldwell seconded. The motion passed unanimously.

Financial report. Commissioner Smith presented the financial report, noting the total revenue received since the last meeting. Reviewed the P&L. Commissioner Smith stated the financial report should be filed for audit. Any Journal Entries from March were presented at this time. Journal Entry #48 was made to accrue the monthly interest from the District's bank CD. Commissioner Smith made a motion to approve the journal entry made for March. Commissioner Couch seconded. The motion passed unanimously.

Old Business.

- A. Surplus Items: Dump Truck & Trailer Price Change- Director Clauson stated that the surplus items were advertised and still received no bids. It was decided that the District would leave the dump truck and trailer advertised as it is for now and look into finding a government auctioneer or joining with the City and County whenever they hold their surplus item auctions.
- B. Maternity Leave Policy: Employee Manual Update- Michelle presented the board with an updated Employee Manual. Page 44 of the manual now includes the new policy instated of employees being able to receive paid maternity leave. The commissioners looked over the addition of the manual and approved it.

C. Director Position Contract- Attorney Myers provided a draft contract with certain parts to be discussed. The first item discussed was who would be an acting Director, should Teahna not be able to fulfill her duties and it was decided that Teahna would assign an acting Director in coordination with the Commission Chairman. The next item is that the contract would expire in 3 years and it can either be renegotiated or renewed at the end of the 3-year term. Severance pay was also discussed, and it was decided that the contract would include 20 weeks of severance pay if the Commission votes to terminate the contract. The next item discussed was the salary amount, and Commissioner Smith made a motion to start Teahna on Grade 6 Step 2 of the step plan in place and to also include her certificate pay for her Masters' Degree and Aquatics license for a total annual salary of \$93,412.80. Commissioner Couch seconded. The motion passed unanimously. The Commissioners all agreed that they would not require Teahna to relocate to the Panama City Beach as long as she was within 2 miles of the District's limits. An automobile allowance was also discussed due to Teahna not taking the District vehicle home. The Commissioners all agreed that the contract would include a \$750 automobile allowance every month for Teahna's use of her own vehicle. The final item discussed for the contract was Teahna's effective date. It was decided that Teahna's effective date could either be set for May 2<sup>nd</sup> which was the day after James' last day or May 9<sup>th</sup> when the new payroll begin. The commissioners agreed that they were fine with whichever date was easier for payroll and reporting for FRS. Attorney Myers said she would send the final draft of the contract the next day for it to be signed by Teahna and by the Commissioner Couch.

#### Attorney Report.

Commissioner Smith asked if there were any updates on the contract with the County for the District taking over all of the boundaries up to the West Bay bridge. Attorney Myers reported that she has not received any new information regarding the agreement, but she would follow up with County's attorney. Commissioner Smith asked if the boundary agreement be added to every agenda until the matter is resolved. Attorney Myers also stated that she would put together a Legislative summary of any new bills that may affect the District.

## Director report.

- A. Calendar Review –April 2<sup>nd</sup> Cindy will be at Hutchinson Beach Elementary. April 7<sup>th</sup>-8<sup>th</sup> Cindy will be at Hutchison Beach Elementary. April 8<sup>th</sup> is the 10<sup>th</sup> annual BMCD workshop. April 13<sup>th</sup> is the board meeting. April 13<sup>th</sup>-14<sup>th</sup> Cindy will be at Breakfast Point Academy. April 21<sup>st</sup> Cindy will be at West Bay Elementary. April 25<sup>th</sup> is Kids Fest. April 28<sup>th</sup>-29<sup>th</sup> Cindy will be at Hutchinson Beach Elementary. April 30<sup>th</sup> Cindy will be at Walsingham Elementary. May 1<sup>st</sup> will be James' last day. May 11<sup>th</sup> is the board meeting, but at this time it was discussed to move the Board meeting to May 18<sup>th</sup> due to Teahna attending Washington Days. All the commissioners agreed with this change, and the new board meeting date will be advertised on the public notice website. May 11<sup>th</sup>-14<sup>th</sup> will be AMCA Washington Days. May 13<sup>th</sup> is the staff meeting and James' retirement party. On May 15<sup>th</sup>, the PR trailer will be going to PressPrint to have repairs down to some parts of its wrap. May 17<sup>th</sup> is Kyle's 14-year work anniversary. May 23<sup>rd</sup> is Michelle's 7-year work anniversary. May 25<sup>th</sup> is Memorial day. May 28<sup>th</sup> is Mike's 2-year work anniversary. June 8<sup>th</sup> is the board meeting. June 22<sup>nd</sup> is Cindy's 21-year work anniversary.
- B. Operations Update – Mosquitoes are low due to little rain and dry conditions. Service requests have been low and there are no seroconversions. Director Clauson stated the sterile male *Ae. aegypti* mosquitoes were released in the areas they were found at. Commissioner Smith stated that it was a good idea to do a PA on the *Ae. aegypti* being released and letting the public that the mosquitoes are not GMO mosquitoes and that the males do not bite and just educating the public on the process of releasing the mosquitoes.

## New business.

- A. Bank CD Renewal- Director Clauson presented the new interest rates that were sent by Tim Prather. To renew the bank CD for another 3 months the District would receive a 2.73% interest rate. Commissioner Smith made a motion to renew the bank CD with a 2.73% interest rate for another 3 months. Commissioner Caldwell seconded. The motion passed unanimously.


B. Purchase of Kontrol 30-30- Director Clauson stated that the District needed to place an order for Kontrol 30-30. Commissioner Smith made a motion to approve the purchase of the Kontrol 30-30 for an amount up to \$25,000. Commissioner Caldwell seconded.

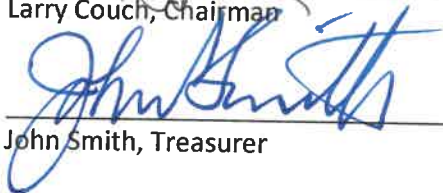
**Any other announcements:**

At this time Director Clauson stated that they did an interview with a candidate for the Entomologist Assistant position. The Entomologist position has been advertised as well, and the current Entomologist Assistant has shown interest in applying for the position.

There being no other business or announcements, the meeting was adjourned at 6:00 pm.

  
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Larry Couch, Chairman

  
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Brandon Caldwell, Secretary

  
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John Smith, Treasurer