

December 12th, 2016

The Regularly Scheduled Meeting of the Board of Commissioners for Beach Mosquito Control District was called to order by Chairman Smith at 5:00 P.M. on December 12th, 2016. Smith requested that the roll be recorded, and noted that all commissioners, Director Clauson, Attorney Amy Myers, Brad Gunn and Laurell Young were present.

Approval of Minutes

Secretary Dean confirmed that everyone had received and reviewed the minutes of the meeting from the November 7th, 2016 Board Meeting; and asked if there were any changes. Hearing none, she made a motion that the minutes be approved as submitted; Couch seconded, and the motion carried without dissent.

Financial Reports

Treasurer Couch referenced the financial reports and commented that the total received since the last meeting is \$1,331,625.73. 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.

Old Business

Smith then moved to Old Business. First up for discussion was the Commerce Land Update. Attorney Myers advised that she had received a revised set of closing documents, most of the documents but the lien affidavit is still outstanding. The settlement statement is tied to a closing date of the 19th but if the board wishes, it can be moved to the 20th to ensure there is no protest filed with the State on the 19th. The board did not feel it was necessary to change the closing date, so it will remain as scheduled on the 19th.

The following resolution was presented to authorize the Director and the Treasurer, in his absence, to execute the closing documents:

RESOLUTION 16-03: BE IT RESOLVED THAT THE APPROPRIATE OFFICERS OF THE BEACH MOSQUITO CONTROL DISTRICT ARE AUTHORIZED TO EXECUTE AND DELIVER ON BEHALF OF THE DISTRICT THOSE CERTAIN CLOSING DOCUMENTS BETWEEN THE CITY AND THE ST. JOE COMPANY AND ST. JOE TIMBERLAND COMPANY OF DELAWARE, LLC, RELATING TO THE DISTRICT'S PURCHASE OF LOT 10 IN THE BEACH COMMERCE PARK PHASE II, IN THE TOTAL AMOUNT OF \$345,038.61, IN SUBSTANTIALLY THE FORM ATTACHED AND PRESENTED TO THE DISTRICT TODAY WITH SUCH CHANGES, INSERTIONS OR OMISSIONS AS MAY BE APPROVED BY THE DIRECTOR OR TREASURER IN THE DIRECTOR'S ABSENCE, WHOSE EXECUTION OF SUCH DOCUMENTS SHALL BE CONCLUSIVE EVIDENCE OF SUCH APPROVAL. THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON PASSAGE. Dean made a motion to approve as presented and amended to have a secondary executor, Couch seconded and the motion passed unanimously.

After the first of the year, the Director anticipates working the Attorney Myers to begin working on the building paperwork and RFPs; with a tentative groundbreaking in the spring.

Clauson provided a Zika/West Nile Virus update; there was 1 new travel related Zika case identified in Bay County in early November and with the cooler temperatures, there is little to no West Nile activity. All chickens have been sold off and chicken coops have been pulled in; after the holiday break, repairs and maintenance will be made to the coops.

Attorney's Report

Attorney Myers advised she will have Nick Beninate to cover the District while she is on maternity leave. If she is unable to attend the January 2017 Board meeting, Beninate will attend in her absence.

Director's Report

Clauson began his report by reviewing the calendar of events scheduled for December of 2016 and January of 2017. The commissioners had no comments or concerns with any of the dates and activities planned. Clauson asked that the board consider approving an additional 10 hours of Administrative Leave for the employees during this year's holiday break. They receive 20 hours currently and normally only have to expend 30 hours of their personal leave, either comp time or vacation, but this year they would need to expend 40 hours of their personal leave, either comp time or vacation, as a result of when the holidays fall in the calendar. Dean made a motion to approve the Director's request and provide an additional 10 hours of Administrative Leave, for a total of 30 hours this year only; Couch seconded, and the motion carried without dissent. He then gave his Operations Report referring to the November 2016 activity reports compiled by Summers and Riles. All traps and coops have been brought in, so all surveillance has ended for the rest of the year and into January 2017.

New Business

A Budget Amendment was presented to the Board for approval: an increase of Department of Health Zika funds and the expected revenue from the new Navy Base spraying contract; with \$15,000.00 being added to Personal Services, \$1,000 to Travel & Per Diem to reflect the expenditures invoiced to DOH, and the remaining \$8,956.60 being added to Chemicals. Couch made a motion that the budget amendment be approved as submitted; Dean seconded, and the motion carried without dissent.

Both Commissioners Dean and Couch complimented Commissioner Smith on his job on the Board and expressed their appreciation of his knowledge and the experience he brought. Couch then presented Dr. Smith with a plaque from the District thanking him for his work and dedication as a commissioner on the board for the last 12 years. Smith expressed his honor and appreciation of serving as a commissioner for the last 12 years with Couch and the last 4 years with Dean. Smith then congratulated Brandon Caldwell on his election and hope that he is able to carry the stead forward from here.

Election of Officers for 2017:

Dean made a motion to nominate herself as Chairman for 2017; Couch seconded and the motion carried without dissent.

Dean made a motion to elect Larry Couch as Treasurer for 2017; Couch seconded and the motion carried without dissent.

Dean made a motion to elect the incoming commissioner, Brandon Caldwell, as Secretary for 2017; Couch seconded and the motion carried without dissent.

Clauson then reviewed the new engagement letter from the District's auditor, Tipton, Marler, Garner & Chastain, for the fiscal years ending September 30, 2017, 2018, and 2019. Due to new and increased audit requirements, the firm estimated that their fees for the years ending September 30, 2017, 2018, and 2019, will be \$12,800, \$13,000, and \$13,200, respectively. Couch made a motion to accept the new engagement letter from Tipton, Marler, Garner & Chastain for the fiscal years ending September 30, 2017, 2018, and 2019 as submitted; Dean seconded, and the motion carried without dissent.

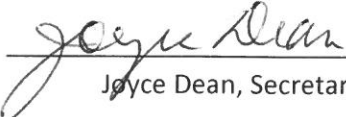
Announcements

There were no announcements and no further business to come before the board, and Chairman Smith adjourned the meeting at 5:33 PM.

John Smith, Chairman



Larry Couch, Treasurer



Joyce Dean, Secretary