



South Walton County Mosquito Control District  
2025-2026 Regular Board Meeting  
Thursday, April 23, 2026 – 10:00 AM  
**Minutes of Meeting**

The Board of Commissioners of the South Walton County Mosquito Control District held its Regular Board Meeting at the District Office at 774 North Highway 393, Santa Rosa Beach, Florida, on April 23, 2026, at 10:00 AM.

Chairman Doug Liles called the meeting to order on April 23<sup>rd</sup> at 10:00 AM and opened with a Prayer and Pledge of Allegiance to the American Flag.

The Commissioners attending the meeting were Doug Liles, Steve Young, and Kristine Faulk. Attorney Amy Myers participated in the meeting.

Staff Present:     Darrin Dunwald, Director  
                          Cammie Henderson, Finance & HR Manager  
                          Gerry Williams, Operations Manager

**APPROVAL OF MINUTES**

March 19, 2026, Regular Board Meeting  
Request a motion to approve the March Regular Board Meeting.  
Motion by: Commissioner Kriss Faulk  
Second by: Commissioner Steve Young  
Motion approved: 3-0

**PUBLIC COMMENT - NON-AGENDA ITEMS – None**

**CONSTRUCTION UPDATE**

Phase I  
Working on the punch list. Back porch coated. Front porch next week. Discussion ensued.

Phase II  
Parking garage looks good.  
Waiting on CO for parking garage.

Chicken Coop  
Pouring footers. Discussion ensued.

DAG – Add Services (motion)  
Phase I – DAG \$70,412.00 – O’Connell \$41,100.00  
Discussion ensued. The commissioner would like to table until hours spent, and the change orders breakdown can be provided by DAG.  
O’Connell – additional time for administration. Separate Phase I and Phase II.  
Tabled until next meeting.  
Phase II  
Tabled until next month.



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#### ADMINISTRATIONS REPORT

Financial Report for March

Discussion ensued.

Expenditures for March (Motion)

Request a motion to receive the March expenditure as presented for CPA review.

Motion by: Commissioner Steve Young

Second by: Commissioner Kriss Faulk

Motion approved: 3-0

#### LEGAL

March Invoices (Motion) – no invoice

#### OPERATIONS

March Summary with Lab Report – Discussion ensued

Moving the ditch. Amy Myers doesn't believe we are liable for the ditch.

#### PUBLIC OUTREACH

Quarterly Update discussion ensued.

Simplify the website.

URL – to link to the operations page.

#### COMMISSIONERS

Seat – 1 Doug Liles – AI policy – designate that you are using AI with your policies.

Seat – 2 Steve Young

Accounting system software review – August 2026

- This project will compare our QuickBooks system to those used by the larger FMCA members

- Comparison lists benefits, risks, and costs

- Reason for the project is to address our QuickBooks ' potential for fraud because it does not let you lock down accounting after a month is closed

Outsource payroll – August 2026

- This project will compare the benefits, risks, and costs of outsourcing payroll
- Current process is to perform payroll function internally

AI (Artificial Intelligence) policy – July 2026

- This project will create an AI policy for our district

- Obtain AI policies from the larger FMCA members and other sources to create a policy

- Once a policy is created, obtain Board member input

- Create a referendum for Board member approval

- Current status: we don't have an AI policy



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South Walton Mosquito District (SWMD) Brand – August 2026

- This project will create a guide for the SWMD Brand
- Suggested brands are Public Health, Environmental Steward, and Fiscally Responsible with Taxpayer Money
  - All marketing material and social media posts will support and promote our brand
  - Create an approval process for all marketing material and posts to be approved by a staff member, like Cammie or Gerry, then our director, Darrin, before it is published
  - This year's Annual Report will describe how SWMD fulfills each component of our brand
  - It's worthwhile noting our Mission and Vision are aligned with the Brand

Seat – 3 Kristine Faulk – None

ADDITIONAL NON-AGENDA ITEMS –

**Current Action Items**

Opened	Item	Action	Due Date	Close Date
07/2025	Add QR codes on trucks linking to the public info site	Kellyanne is currently updating the complete website	Apr 2026	
10/2025	Resolution on Website	Kellyanne is updating the website.	Apr 2026	
10/2025	Review commissioner travel expenses (past 2 years)		Apr 2026	April 2026
02/2026	Financial Process – Financial Review Quarterly		Apr 2026	



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**Future Action Items**

Opened	Item	Action	Due Date	Close Date
03/2026	Create a timeline from Wharton-Smith/DAG		May 2026	
03/2026	Review and create a letter for the County		June 2026	
11/2025	Evaluate sidewalk – stormwater	Chairman Doug Liles – Increased impermeable area may increase flooding.	July 2026	
11/2025	Joint-Use Agreement for Emergency Use		Jan 2027	

**New Business**

Opened	Item	Action	Due Date	Close Date
04/2026	AI Policy Review	Create policy	07/2026	
04/2026	Payroll Outsource	Look for alternatives	08/2026	
04/2026	Accounting Software	Research what other districts are using.	08/2026	
04/2026	Brand	Create a brand to show public health, environmental stewards, and fiscally responsible	08/2026	



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COMMENTS BY COMMISSION AND PUBLIC – None

Request for motion to Adjourn by Chairperson Doug Liles

Motion by: Commissioner Kristine Faulk

Second by: Commissioner Steve Young

Motion approved: 3-0

Chairperson Doug Liles adjourned the meeting at 11:30 AM.

Chairperson Doug Liles: *Doug Liles*

Commissioner Kristine Faulk: *Kristine Faulk*

Commissioner Steve Young: *SY*