



South Walton Mosquito District

Regular Board Meeting Agenda

 **Thursday, October 16, 2025 — 10:00 AM**

 **SWCMCD Headquarters**

774 N County Hwy 393, Santa Rosa Beach, FL 32459

1. Call to Order

- Chair to state time.

2. Invocation & Pledge of Allegiance

3. Approval of Minutes

- September 25, 2025 — Regular Board Meeting (*Motion*)

4. Public Comment (Non-Agenda Items)

Departmental Updates

A. Construction Update

- Administration Building — status report
- Phase II — progress summary

B. Administration Report

- Financial Report for September 2025
- September Expenditures (*Motion*) — Request to receive and forward for CPA review
- Budget Amendment #2 (*Motion*)
- 2025–2026 Calendar of Holidays (*Motion*)
- Wage Review & Approval (*Motion*)
- Director Review

C. Legal

- September Invoices (*Motion*)

D. Operations

- September Summary & Lab Report — updates from field and lab
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Commissioners' Reports

- Seat 1:** Doug Liles
 - Seat 2:** Steve Young
 - Seat 3:** Kristine Faulk
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Current Action Items

Opened	Item	Action	Due Date	Status
07/2025	Development within 25' code (Osprey Lane)	Darrin to coordinate with Amy; awaiting planning feedback	Oct 2025	

Prior Action Items

Opened	Item	Action	Due Date	Status
01/2025	Furniture surplus project (garage sale held Sep 18-19)	Completed	Sept 2025	Closed

Future Action Items

Opened	Item	Action	Due Date
07/2025	Add QR codes on trucks linking to the public info site	Darrin & PIO	Nov 2025
07/2025	Define MS4 ditch responsibilities	Darrin coordinating with NWWM & DOT	Feb 2026

Opened	Item	Action	Due Date
06/2025	Update standards letter for planning director	Darrin	Nov 2025
09/2024	Evaluate drone liability costs	Darrin consulting other districts	Sep 2025
11/2024	Financial Advisor project	—	Nov 2025
08/2025	Water Sound Origins: Larvicide vs. Adulticide cost analysis	—	Aug 2025
08/2025	Construction Business Plan — executive summary	—	Nov 2025
08/2025	Review Travel Policy with legal counsel	Amy	Nov 2026
08/2025	Update Board Procedures & Responsibilities	Amy	Oct 2026
08/2025	Evaluate the precision of new Google Earth platform	—	Oct 2026
08/2026	Record ditch maintenance affidavit	—	Dec 2025
08/2025	Review commissioner travel expenses (past 2 years)	—	Nov 2025
08/2025	Business Plan	Create an executive summary on construction projects	Nov 2025

New Business

Comments by Commission and Public

Adjournment

- Request motion to adjourn (*state time*)
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Next Scheduled Meeting

 **Thursday, November 13, 2025 — 10:00 AM**

 **SWCMCD Headquarters**