



# South Walton Mosquito District

## Regular Board Meeting Agenda

Thursday, December 18, 2025 — 10:00 AM

SWCMCD Headquarters

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

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### Call to Order

- Chair to state time.

### Invocation & Pledge of Allegiance

### Approval of Minutes

- November 13, 2025 — Regular Board Meeting (*Motion*)

### Public Comment (Non-Agenda Items)

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### Departmental Updates:

#### Construction Update

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

#### Financial Operations Review

- Kevin Strickland, Capital City Bank

#### Administration Report

- Financial Report for November 2025
- November Expenditures (*Motion*) — Request to receive and forward for CPA review
- Construction Cost Review
- Update Board Procedures & Responsibilities (*Motion*)
- Travel Policy Review (*Motion*)
- Election of Officers starts in January (*Motion*)

## Legal

- October & November Invoices (*Motion*)

## Operations

- November Summary & Lab Report — updates from field and lab
  - 26-002 LMS Resolution
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## Commissioner Report

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

Opened	Item	Action	Due Date	Close Date
08/2025	Update Board Procedures & Responsibilities	The board is reviewing.  Motion	Nov 2025	

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## Future Action Items

Opened	Item	Action	Due Date	Close Date
08/2025	Review Travel Policy with legal counsel	The board wants to add board approval for travel.	Jan 2026	
11/2025	Financial Advisor project		Jan 2026	

Opened	Item	Action	Due Date	Close Date
10/2025	Resolution on Website		Jan 2026	
11/2025	Brown & Brown Insurance wants to provide a quote for our coverage.	Health Insurance	Jan 2026	
11/2025	Joint-Use Agreement for Emergency Use		Jan 2026	
07/2025	Add QR codes on trucks linking to the public info site	Darrin & PIO	Feb 2026	
11/2025	Evaluate sidewalk – stormwater		Feb 2026	
10/2025	Review commissioner travel expenses (past 2 years)		Mar 2026	

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## New Business

### Comments by Commission and Public

### Adjournment

- Request Motion to adjourn (*state time*)

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## Next Scheduled Meeting

 Thursday, January 22, 2025 — 10:00 AM

 SWCMCD Headquarters