



South Walton County Mosquito Control District  
2024-2025 Regular Board Meeting  
Thursday, December 18, 2025 – 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 December 18, 2025, at 10:00 AM.

Chairman Steve Young called the meeting to order on December 18<sup>th</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**

November 13, 2025, Regular Board Meeting

Request a motion to approve the November Regular Board Meeting Minutes.

Motion by: Commissioner Doug Liles

Second by: Commissioner Kristine Faulk

Motion approved: 3-0

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

**CONSTRUCTION UPDATE**

Phase I

No Safety incidents

Working on the punch list. Discussion ensued.

Phase II

Parking garage looks good. Discussion ensued.

**FINANCIAL OPERATIONS REVIEW**

Kevin Strickland, Capital City Bank – Discussion ensued.

**ADMINISTRATIONS REPORT**

Financial Report for November

Discussion ensued.

Expenditures for November

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

Motion by: Commissioner Doug Liles

Second by: Commissioner Kriss Faulk

Motion approved: 3-0



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Construction Cost Review – Discussion ensued.  
 Updated Board procedures & Responsibilities Resolution 26-001 (Motion)  
 Request a motion to approve the Resolution 26-001 Board Procedures.  
 Motion by: Commissioner Kriss Faulk  
 Second by: Commissioner Doug Liles  
 Motion approved: 3-0

Travel Policy Review (Motion)  
 Request a motion to approve the Travel Policy as updated.  
 Motion by: Commissioner Kriss Faulk  
 Second by: Commissioner Doug Liles  
 Motion approved: 3-0

Election of Officers starts in January – Will be held at the January meeting.

**LEGAL**

October & November Invoices (Motion)  
 Request a motion to approve the October & November legal.  
 Motion by: Commissioner Doug Liles  
 Second by: Commissioner Kriss Faulk  
 Motion approved: 3-0

**OPERATIONS**

November Summary with Lab Report – Discussion ensued  
 26-002 LMS Resolution – Discussion ensued.  
 Local Mitigation Strategy – Darrin will email all board members.

**COMMISSIONERS**

Seat – 1 Doug Liles – FASD conference in June.  
 Doug Liles would like to schedule an hour-long meeting with staff demonstrating AI.  
 He would like the questions 48 hours in advance.

Seat – 2 Steve Young – None  
 Seat – 3 Kristine Faulk – None

ADDITIONAL NON-AGENDA ITEMS - None

**Current Action Items**

Opened	Item	Action	Due Date	Close Date
08/2025	Update Board Procedures & Responsibilities	The board is reviewing.	Nov 2025	12/2025



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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	Dec 2025
11/2025	Financial Advisor project		Jan 2026	
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	

**New Business**

Opened	Item	Action	Due Date	Close Date
12/2025	Disaster Liaison/Disaster Response Coordinator	Darrin will research other districts, FMCA, FASD, etc.	Feb 2026	

COMMENTS BY COMMISSION AND PUBLIC – None



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Request for motion to Adjourn by Chairperson Steve Young  
Motion by: Commissioner Kristine Faulk  
Second by: Commissioner Doug Liles  
Motion approved: 3-0

Chairperson Steve Young adjourned the meeting at 12:14 PM.

Chairperson Steve Young: *St Y*

Commissioner Kristine Faulk: *Kristine Faulk*

Commissioner Doug Liles: *Doug Liles*