
Meeting Minutes

June 2024 Monthly Meeting of the Fort Myers Beach Mosquito Control District

Call to order

A meeting of the Fort Myers Beach Mosquito Control District was held in the temporary office trailer at 300 Lazy Way, Fort Myers Beach, Florida on Tuesday June 11th, 2024. The meeting was called to order at 8:07 am. Attendees included: Commissioner Joanne Semmer, Commissioner Steve Johnson, Commissioner Jim Murphy, Director Michael Mills, and Tom Gressman. A guest in attendance was Sharon Brotherton, President and CEO of ShaBro Alternative Office Solutions.

Approval of minutes

The May 2024 minutes were read by Commissioner Semmer. A motion to approve the minutes was made by Commissioner Johnson, seconded by Commissioner Murphy. Approved 3-0.

Public Comment

- None.

Staff Reports

- Bank Balance: \$638,174.15 as of May 31st.
- Received check for \$52,000.00 from Dept of Revenue, and it has been deposited, this is revenue to be used at our discretion.
- Michael to look into the Grant possibly available from the \$2B Lee County received to rebuild from Hurricane Ian Damage.
- Smith Fence completed the perimeter fence and repaired the binding vehicle gate and has been paid in full.
- HONC completed the seawall cap project and has been paid in full.

Unfinished business

- Ms. Brotherton has completed DACS reports through September of 2023. She is finishing up the audit work with Ashley Brown.
- Audit should be complete on time, and the future our DACS reports will be timely with no late penalties.
- Future budget reports will show Budget vs Actual, and will be available at monthly board meetings, approximately three weeks ahead of due date.

- Teresa at Ashley Brown has a copy of our old policies and procedures handbook. Commissioners will review it for discussion on updating at next month's meeting.
- Attorney Pringle has not responded to Commissioner Semmer's request for language required to begin the bidding process for a new building.
- Commissioner Johnson received a response from Dr. Hoel (Director of LCMCD), regarding the potential conflict of our district boundaries as first mentioned by the OPPAGA audit by the Balmoral group. Dr. Hoel requested a map (if we have one), he is especially interested in the Tidewater neighborhood.
- Director Mills has a copy of a map of our boundaries and our charter. Commissioner Semmer has a copy of the resolution of modification of the boundaries approved in 1989.
- Commissioner Semmer wants written documentation of LCMD aerial application in our district.
- Commissioner Johnson will reach out to Teresa at Ashley Brown regarding a letter of Engagement for our current year's audit.

New business

- Budget: If we repeat last year's millage rate, we will receive \$472,713. Last year we received \$337,000.
- Each District must now list their own Performance Measures on their website by October 1, 2024.
- Draft budget will need to be voted on during next month's monthly meeting.
- Ms. Brotherton meeting prior to next month's meeting so that the preliminary budget could be voted on at the July meeting, and submitted early.
- Michael needs to change the District IRS address from LCMCD to FMBMCD. Sharon is willing to assist.
- Michael needs to change the Payroll Company delivery from his personal address to FMBMCD, this will require a drop box.
- Ms. Brotherton proposed services based on 2 to 3 hours of bookkeeping per week, also adopting a District electronic bill paying procedure. She would also be able to provide some Special District Administration services on an Ad-Hoc basis and potential Grant writing services as a special project that would also be on an Ad-Hoc basis. She will be able to handle payroll (eliminating the need for a dropbox) and Website maintenance. She submitted a proposal for adoption of her services.
- Motion to adopt ShaBro Alternative Office Solutions proposal for services was made by Commissioner Johnson, Second by Commissioner Murphy. Passed 3 – 0.

Announcements

None

Adjournment

Motion made by Commissioner Johnson, Second by Commissioner Semmer. Approved 2-0.

June 11, 2024 at 9:44 am.

Secretary

Date of approval