

Anastasia Mosquito Control District of St. Johns County



District Board Meeting
JULY 12, 2018
Thursday at
5:00 P.M



**ANASTASIA MOSQUITO CONTROL DISTRICT
ST. JOHNS COUNTY**

PROPOSED AGENDA

**Thursday, July 12, 2018
5:00 PM**

Invocation and Pledge: *Commissioner Howell*

Consent Items: APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, June 14, 2018 (5:00 PM)
5. DACS Work Plan Narrative
6. Public Hearing Dates (First Public Hearing, Thursday, September 13, 2018 at 5:30 PM, and Final Public Hearing, Thursday, September 27, 2018 at 5:30 PM)
7. Contract for Helicopter Purchase from Lee County Mosquito Control District
8. RFP for Aviation Insurance
9. Revised Comcast Business Service Order Agreement (Static IP for database)
10. Budget Amendments ~ \$88,342.16 (Receipts: current year taxes, interest earnings, prior year tax distributions, salvage) (Expenditures: training, chemicals)

Unfinished Business:

1. 8 Acre South Parcel & Research Property Construction Project Update Report ~ *Mr. Bill Youker, V.P., Harrell Construction Co., Inc. (10 min)*
2. Aerial Committee Meeting Update Report ~ *Mr. Richard Weaver (10 min)*
3. Discussion and Approval of Policy for "How many absences a Board member can be absent from Board meetings" ~ *Mr. Wayne Flowers, AMCD Attorney (10 min)*

New Business:

1. Approval of DACS Work Plan Budget FY 18/19 (*Deadline July 15th*) ~ *Dr. Rui-De Xue (15 min)*
2. Discussion and Approval of Recommendation of Tentative Millage Rate FY 18/19 ~ *Dr. Rui-De Xue (15 min)*

Reports

1. Director
2. Attorney

Commissioner Comments:

Attachments: FOR INFORMATION PURPOSES ONLY

1. None

CONSENTS

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

June 2018 Reconcile

Report for July, 2018 Meeting

Cash Balances Ending:

6/30/18

| | | |
|-----------------------------------|-----------|---------------------|
| Local Fund | \$ | 2,961,138.77 |
| S.B.A. Fund | \$ | 4,685,465.21 |
| Total Funds as of 06/30/18 | \$ | 7,646,603.98 |

Source of Income Local/ SBA Fund:

6/30/18

| | | |
|-----------------------------------|-----------|-------------------|
| Taxes | \$ | 167,489.94 |
| Prior Year Taxes | \$ | - |
| Local Fund - Interest | \$ | 43.74 |
| SBA Fund- Return on Investment | \$ | 8,121.97 |
| FMCA NE Region Meeting , Pmt. | \$ | 500.00 |
| Scrap Metal/ Salvage | \$ | 464.35 |
| Total Deposits by 06/30/18 | \$ | 176,620.00 |

CHEMICAL & INSECTICIDE INVENTORY

Report for July, 2018 Meeting

Summary

VOUCHERS PRESENTED

Report for July, 2018 Meeting

Local Fund several

VOUCHERS (Electronic Bill Pay & Canceled Checks)

Accrual Basis

From 06/01/18 through 06/30/18

| Date | Num | Name | Memo | Clr | Amount | Balance |
|---|---------|----------------------|----------------|-----|-------------------|----------------------|
| 110 - Wells Fargo Bank - Local | | | | | | 3,148,220.23 |
| 110-A - QuickBooks Bill Pay | | | | | | -7,172,688.05 |
| 06/01/2018 | 6227 | American Cross... | Mosquito ... | X | -1,372.00 | -7,174,060.05 |
| 06/01/2018 | 6228 | Staples Credit P... | 60111000... | X | -437.88 | -7,174,497.93 |
| 06/01/2018 | 7222 | Nationwide Retir... | Entity Cod... | X | -845.00 | -7,175,342.93 |
| 06/01/2018 | 7223 | US Department ... | Tracing# 1... | X | -138.79 | -7,175,481.72 |
| 06/06/2018 | 6229 | Fisher Scientific | ACCT#869... | X | -7,997.00 | -7,183,478.72 |
| 06/07/2018 | 6230 | AFLAC | HZQ29 | X | -161.76 | -7,183,640.48 |
| 06/07/2018 | 6231 | Hagan Ace Mg... | ACCT#704... | X | -53.13 | -7,183,693.61 |
| 06/07/2018 | 6232 | John W. Hock C... | PO# 071111 | X | -1,603.18 | -7,185,296.79 |
| 06/07/2018 | 6233 | Legal Shield | Group#01... | X | -57.80 | -7,185,354.59 |
| 06/07/2018 | 6234 | QUEST DIAGN... | 10356110 | X | -48.40 | -7,185,402.99 |
| 06/07/2018 | 6235 | Republic Servic... | 3-0687-00... | X | -461.51 | -7,185,864.50 |
| 06/07/2018 | 6236 | St. Johns Count... | 500562-12... | X | -295.53 | -7,186,160.03 |
| 06/07/2018 | 6237 | Turner Ace Har... | ACCT#107 | X | -367.63 | -7,186,527.66 |
| 06/11/2018 | 6238 | Augustine Alar... | 18081 | X | -84.99 | -7,186,612.65 |
| 06/11/2018 | 6239 | Aztec Office of ... | 015791 | X | -860.70 | -7,187,473.35 |
| 06/11/2018 | 6240 | Cronin Ace Har... | 10004 | X | -42.26 | -7,187,515.61 |
| 06/11/2018 | 6241 | Flagler Care Ce... | Acct# 227... | X | -20.00 | -7,187,535.61 |
| 06/11/2018 | 6242 | Florida Janitor &... | Acct#STJ... | X | -107.90 | -7,187,643.51 |
| 06/11/2018 | 6243 | L.V. Hiers, Inc. | Cust#ANA... | X | -7,894.73 | -7,195,538.24 |
| 06/11/2018 | 6244 | READY REFRE... | 0010927986 | X | -171.68 | -7,195,709.92 |
| 06/11/2018 | 6245 | The Feed Store | 00300 | X | -520.00 | -7,196,229.92 |
| 06/11/2018 | 6246 | The Home Depot | 60353225... | X | -176.79 | -7,196,406.71 |
| 06/11/2018 | 6247 | TPH The Parts ... | 23256 | X | -312.12 | -7,196,718.83 |
| 06/18/2018 | 7232 | Aero-Door Inter... | WORK do... | X | -7,380.50 | -7,204,099.33 |
| 06/20/2018 | 6248 | Life Technologe... | 316538 | X | -38.00 | -7,204,137.33 |
| 06/20/2018 | 6249 | Advance Auto P... | 9530571521 | X | -18.38 | -7,204,155.71 |
| 06/20/2018 | 6250 | Augustine Alar... | 18081 | X | -89.00 | -7,204,244.71 |
| 06/20/2018 | 6251 | Cintas Corporati... | 280-01247 | X | -681.20 | -7,204,925.91 |
| 06/20/2018 | 6252 | Comcast Busine... | 906116964 | X | -367.06 | -7,205,292.97 |
| 06/20/2018 | 6253 | FPL - EOC DRI... | 54682-331... | X | -1,397.63 | -7,206,690.60 |
| 06/20/2018 | 6254 | Life Technologe... | 316538 | X | -166.24 | -7,206,856.84 |
| 06/20/2018 | 6255 | Mobisoft Infotech | VCMS Dev... | X | -2,610.00 | -7,209,466.84 |
| 06/20/2018 | 6256 | St. Johns Count... | MosquitoC... | X | -18,856.25 | -7,228,323.09 |
| 06/20/2018 | 6257 | St. Johns Count... | Account#0... | X | -63.60 | -7,228,386.69 |
| 06/20/2018 | 6258 | Tractor Supply ... | 6035 3012... | X | -131.16 | -7,228,517.85 |
| 06/20/2018 | 6259 | United Concordia | Recipient ... | X | -1,376.65 | -7,229,894.50 |
| 06/25/2018 | 6260 | Bank of America | 4356 2200... | X | -13,170.54 | -7,243,065.04 |
| 06/25/2018 | 6261 | COMCAST TV-1... | 8495-74-3... | X | -310.29 | -7,243,375.33 |
| 06/25/2018 | 6262 | DiscoverTec | ANAS001 | X | -50.00 | -7,243,425.33 |
| 06/25/2018 | 6263 | Lewis Longman ... | ID#4370-001 | X | -1,250.00 | -7,244,675.33 |
| 06/26/2018 | 6264 | Blue Cross Blue... | A5658 | X | -25,972.66 | -7,270,647.99 |
| 06/26/2018 | 6265 | Guardian | Group ID#... | X | -400.47 | -7,271,048.46 |
| Total 110-A - QuickBooks Bill Pay | | | | | -98,360.41 | -7,271,048.46 |
| 110 - Wells Fargo Bank - Local - Other | | | | | | 10,320,908.28 |
| 06/01/2018 | 9-#2... | Payroll | Taxes Wit... | X | -14,171.56 | 10,306,736.72 |
| 06/01/2018 | 9-#2... | Payroll | Bank Acco... | X | -1,407.00 | 10,305,329.72 |
| 06/01/2018 | 9-#2... | Payroll | Credit Union | X | -543.39 | 10,304,786.33 |
| 06/01/2018 | 9-#2... | Payroll | Net Pay to ... | X | -42,149.70 | 10,262,636.63 |
| 06/01/2018 | Dire... | Daniel Dixon | Gas Reimb. | X | -30.62 | 10,262,606.01 |
| 06/01/2018 | Dire... | David Strickland | reimburse ... | X | -10.00 | 10,262,596.01 |
| 06/01/2018 | Dire... | Catherine Brand... | Commissi... | X | -100.00 | 10,262,496.01 |
| 06/01/2018 | Dire... | Gary Howell | | X | -100.00 | 10,262,396.01 |
| 06/01/2018 | Dire... | Gina LeBlanc | | X | -100.00 | 10,262,296.01 |
| 06/01/2018 | Dire... | Jacqueline Rock | | X | -100.00 | 10,262,196.01 |
| 06/01/2018 | Dire... | Jeanne Moeller | Commissi... | X | -100.00 | 10,262,096.01 |
| 06/04/2018 | Dire... | Hui Liu | | X | -700.00 | 10,261,396.01 |
| 06/05/2018 | Dire... | Joe D'Amato | reimburse ... | X | -59.10 | 10,261,336.91 |
| 06/05/2018 | | QUICKBOOKS ... | | X | -27.80 | 10,261,309.11 |
| 06/05/2018 | | QUICKBOOKS ... | | X | -15.95 | 10,261,293.16 |
| 06/06/2018 | | | Deposit | X | 700.00 | 10,261,993.16 |
| 06/06/2018 | 9-#2... | Florida Retirem... | FRS May ... | X | -13,195.87 | 10,248,797.29 |
| 06/08/2018 | 7224 | Brad Gunn | | X | -521.29 | 10,248,276.00 |
| 06/08/2018 | 7225 | Peter P. Leone III | | X | -558.51 | 10,247,717.49 |
| 06/08/2018 | 7226 | Harrell Construc... | AMCD Co... | X | -47,679.92 | 10,200,037.57 |
| 06/08/2018 | | wells Fargo | Deposit | X | 43.74 | 10,200,081.31 |
| 06/12/2018 | | | Deposit | X | 55,033.66 | 10,255,114.97 |
| 06/12/2018 | 7227 | Clyde Mizell, Inc. | | X | -780.00 | 10,254,334.97 |
| 06/13/2018 | Dire... | Hui Liu | AGO/ Spri... | X | -2,100.00 | 10,252,234.97 |
| 06/14/2018 | | | Deposit | X | 260.85 | 10,252,495.82 |
| 06/14/2018 | 7228 | Flagler Broadca... | VOID: OP... | X | 0.00 | 10,252,495.82 |
| 06/14/2018 | 7229 | Flagler Broadca... | Commerci... | X | -900.00 | 10,251,595.82 |
| 06/14/2018 | 7230 | Nationwide Retir... | Entity Cod... | X | -970.00 | 10,250,625.82 |

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 06/01/18 through 06/30/18

| Date | Num | Name | Memo | Cir | Amount | Balance |
|--|---------|-------------------|----------------|-----|--------------------|---------------------|
| 06/14/2018 | 7231 | US Department ... | Tracing# 1... | X | -138.79 | 10,250,487.03 |
| 06/15/2018 | 9-#2... | Payroll | Taxes Wit... | X | -14,946.44 | 10,235,540.59 |
| 06/15/2018 | 9-#2... | Payroll | Bank Acco... | X | -1,407.00 | 10,234,133.59 |
| 06/15/2018 | 9-#2... | Payroll | Credit Union | X | -668.39 | 10,233,465.20 |
| 06/15/2018 | 9-#2... | Payroll | Net Pay to ... | X | -44,539.55 | 10,188,925.65 |
| 06/18/2018 | | | Deposit | X | 109,106.48 | 10,298,032.13 |
| 06/25/2018 | 7233 | Parker Brown | Intern Appr... | X | -50.00 | 10,297,982.13 |
| 06/26/2018 | Dire... | Jeanne Moeller | | X | -83.00 | 10,297,899.13 |
| 06/26/2018 | Dire... | Richard Weaver | | X | -83.00 | 10,297,816.13 |
| 06/26/2018 | Dire... | Ruide Xue | | X | -57.00 | 10,297,759.13 |
| 06/26/2018 | Dire... | Jeanne Moeller | | X | -234.35 | 10,297,524.78 |
| 06/28/2018 | 9-#2... | Payroll | Taxes Wit... | X | -161.86 | 10,297,362.92 |
| 06/28/2018 | 9-#2... | Payroll | Bank Acco... | X | 0.00 | 10,297,362.92 |
| 06/28/2018 | 9-#2... | Payroll | Credit Union | X | 0.00 | 10,297,362.92 |
| 06/28/2018 | 9-#2... | Payroll | Net Pay to ... | X | -486.97 | 10,296,875.95 |
| 06/28/2018 | 9-#2... | Payroll | Taxes Wit... | X | -8.28 | 10,296,867.67 |
| 06/28/2018 | 9-#2... | Payroll | Bank Acco... | X | 0.00 | 10,296,867.67 |
| 06/28/2018 | 9-#2... | Payroll | Credit Union | X | 0.00 | 10,296,867.67 |
| 06/28/2018 | 9-#2... | Payroll | Net Pay to ... | X | 0.00 | 10,296,867.67 |
| 06/28/2018 | | | Deposit | X | 1,666.50 | 10,298,534.17 |
| 06/28/2018 | Dire... | Richard Weaver | | | -36.00 | 10,298,498.17 |
| 06/29/2018 | 9-#2... | Payroll | Taxes Wit... | X | -16,165.00 | 10,282,333.17 |
| 06/29/2018 | 9-#2... | Payroll | Bank Acco... | X | -1,427.00 | 10,280,906.17 |
| 06/29/2018 | 9-#2... | Payroll | Credit Union | X | -668.39 | 10,280,237.78 |
| 06/29/2018 | 9-#2... | Payroll | Net Pay to ... | X | -48,050.55 | 10,232,187.23 |
| Total 110 · Wells Fargo Bank - Local - Other | | | | | -88,721.05 | 10,232,187.23 |
| Total 110 · Wells Fargo Bank - Local | | | | | -187,081.46 | 2,961,138.77 |
| TOTAL | | | | | -187,081.46 | 2,961,138.77 |

07/02/18

Reconciliation Summary

110 · Wells Fargo Bank - Local, Period Ending 06/30/2018

| | Jun 30, 18 |
|--|---------------------|
| Beginning Balance | 3,178,737.76 |
| Cleared Transactions | |
| Checks and Payments - 88 Items | -384,347.22 |
| Deposits and Credits - 12 Items | 166,811.23 |
| Total Cleared Transactions | <u>-217,535.99</u> |
| Cleared Balance | <u>2,961,201.77</u> |
| Uncleared Transactions | |
| Checks and Payments - 2 Items | -63.00 |
| Total Uncleared Transactions | <u>-63.00</u> |
| Register Balance as of 06/30/2018 | <u>2,961,138.77</u> |
| New Transactions | |
| Checks and Payments - 13 Items | -95,231.04 |
| Total New Transactions | <u>-95,231.04</u> |
| Ending Balance | <u>2,865,907.73</u> |

Reconciliation Detail

110 · Wells Fargo Bank - Local, Period Ending 06/30/2018

| Type | Date | Num | Name | Clr | Amount | Balance |
|--------------------------------|------------|------------|--------------------------|-----|------------|--------------|
| Beginning Balance | | | | | | 3,178,737.76 |
| Cleared Transactions | | | | | | |
| Checks and Payments - 88 Items | | | | | | |
| Bill Pmt -Check | 05/09/2018 | 7215 | Dillon Streuber | X | -10.00 | -10.00 |
| Bill Pmt -Check | 05/18/2018 | 7221 | US Department of E... | X | -138.79 | -148.79 |
| Bill Pmt -Check | 05/24/2018 | 6218 | Florida Mosquito Co... | X | -4,286.00 | -4,434.79 |
| Bill Pmt -Check | 05/31/2018 | 6219 | Blue Cross Blue Shi... | X | -25,972.66 | -30,407.45 |
| Bill Pmt -Check | 05/31/2018 | 6220 | DiscoverTec | X | -50.00 | -30,457.45 |
| Bill Pmt -Check | 05/31/2018 | 6221 | Florida Pest Control | X | -33.08 | -30,490.53 |
| General Journal | 06/01/2018 | 9-#241 | Payroll | X | -42,149.70 | -72,640.23 |
| General Journal | 06/01/2018 | 9-#241 | Payroll | X | -14,171.56 | -86,811.79 |
| General Journal | 06/01/2018 | 9-#241 | Payroll | X | -1,407.00 | -88,218.79 |
| Bill Pmt -Check | 06/01/2018 | 6227 | American Crossroad... | X | -1,372.00 | -89,590.79 |
| Bill Pmt -Check | 06/01/2018 | 7222 | Nationwide Retirem... | X | -845.00 | -90,435.79 |
| General Journal | 06/01/2018 | 9-#241 | Payroll | X | -543.39 | -90,979.18 |
| Bill Pmt -Check | 06/01/2018 | 6228 | Staples Credit Plan | X | -437.88 | -91,417.06 |
| Bill Pmt -Check | 06/01/2018 | 7223 | US Department of E... | X | -138.79 | -91,555.85 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | Jeanne Moeller | X | -100.00 | -91,655.85 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | Catherine Brandhorst | X | -100.00 | -91,755.85 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | Jacqueline Rock | X | -100.00 | -91,855.85 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | Gina LeBlanc | X | -100.00 | -91,955.85 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | Gary Howell | X | -100.00 | -92,055.85 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | Daniel Dixon | X | -30.62 | -92,086.47 |
| Bill Pmt -Check | 06/01/2018 | Direct ... | David Strickland | X | -10.00 | -92,096.47 |
| Bill Pmt -Check | 06/04/2018 | Direct ... | Hui Liu | X | -700.00 | -92,796.47 |
| Bill Pmt -Check | 06/05/2018 | Direct ... | Joe D'Amato | X | -59.10 | -92,855.57 |
| Check | 06/05/2018 | | QUICKBOOKS BILL... | X | -27.80 | -92,883.37 |
| Check | 06/05/2018 | | QUICKBOOKS BILL... | X | -15.95 | -92,899.32 |
| General Journal | 06/06/2018 | 9-#238 | Florida Retirement S... | X | -13,195.87 | -106,095.19 |
| Bill Pmt -Check | 06/06/2018 | 6229 | Fisher Scientific | X | -7,997.00 | -114,092.19 |
| Bill Pmt -Check | 06/07/2018 | 6232 | John W. Hock Com... | X | -1,603.18 | -115,695.37 |
| Bill Pmt -Check | 06/07/2018 | 6235 | Republic Services - ... | X | -461.51 | -116,156.88 |
| Bill Pmt -Check | 06/07/2018 | 6237 | Turner Ace Hardware | X | -367.63 | -116,524.51 |
| Bill Pmt -Check | 06/07/2018 | 6236 | St. Johns County Uti... | X | -295.53 | -116,820.04 |
| Bill Pmt -Check | 06/07/2018 | 6230 | AFLAC | X | -161.76 | -116,981.80 |
| Bill Pmt -Check | 06/07/2018 | 6233 | Legal Shield | X | -57.80 | -117,039.60 |
| Bill Pmt -Check | 06/07/2018 | 6231 | Hagan Ace Mgmt. C... | X | -53.13 | -117,092.73 |
| Bill Pmt -Check | 06/07/2018 | 6234 | QUEST DIAGNOST... | X | -48.40 | -117,141.13 |
| Bill Pmt -Check | 06/08/2018 | 7226 | Harrell Construction ... | X | -47,679.92 | -164,821.05 |
| Bill Pmt -Check | 06/08/2018 | 7225 | Peter P. Leone III | X | -558.51 | -165,379.56 |
| Bill Pmt -Check | 06/08/2018 | 7224 | Brad Gunn | X | -521.29 | -165,900.85 |
| Bill Pmt -Check | 06/11/2018 | 6243 | L.V. Hiers, Inc. | X | -7,894.73 | -173,795.58 |
| Bill Pmt -Check | 06/11/2018 | 6239 | Aztec Office of FL (p... | X | -860.70 | -174,656.28 |
| Bill Pmt -Check | 06/11/2018 | 6245 | The Feed Store | X | -520.00 | -175,176.28 |
| Bill Pmt -Check | 06/11/2018 | 6247 | TPH The Parts House | X | -312.12 | -175,488.40 |
| Bill Pmt -Check | 06/11/2018 | 6246 | The Home Depot | X | -176.79 | -175,665.19 |
| Bill Pmt -Check | 06/11/2018 | 6244 | READY REFRESH -... | X | -171.68 | -175,836.87 |
| Bill Pmt -Check | 06/11/2018 | 6242 | Florida Janitor & Pa... | X | -107.90 | -175,944.77 |
| Bill Pmt -Check | 06/11/2018 | 6238 | Augustine Alarm, Fir... | X | -84.99 | -176,029.76 |
| Bill Pmt -Check | 06/11/2018 | 6240 | Cronin Ace Hardware | X | -42.26 | -176,072.02 |
| Bill Pmt -Check | 06/11/2018 | 6241 | Flagler Care Center | X | -20.00 | -176,092.02 |
| Bill Pmt -Check | 06/12/2018 | 7227 | Clyde Mizell, Inc. | X | -780.00 | -176,872.02 |
| Bill Pmt -Check | 06/13/2018 | Direct ... | Hui Liu | X | -2,100.00 | -178,972.02 |
| Bill Pmt -Check | 06/14/2018 | 7230 | Nationwide Retirem... | X | -970.00 | -179,942.02 |
| Bill Pmt -Check | 06/14/2018 | 7229 | Flagler Broadcasting... | X | -900.00 | -180,842.02 |
| Bill Pmt -Check | 06/14/2018 | 7231 | US Department of E... | X | -138.79 | -180,980.81 |
| General Journal | 06/15/2018 | 9-#239 | Payroll | X | -44,539.55 | -225,520.36 |
| General Journal | 06/15/2018 | 9-#239 | Payroll | X | -14,946.44 | -240,466.80 |
| General Journal | 06/15/2018 | 9-#239 | Payroll | X | -1,407.00 | -241,873.80 |
| General Journal | 06/15/2018 | 9-#239 | Payroll | X | -668.39 | -242,542.19 |
| Bill Pmt -Check | 06/18/2018 | 7232 | Aero-Door Internatio... | X | -7,380.50 | -249,922.69 |
| Bill Pmt -Check | 06/20/2018 | 6256 | St. Johns County Pr... | X | -18,856.25 | -268,778.94 |
| Bill Pmt -Check | 06/20/2018 | 6255 | Mobisoft Infotech | X | -2,610.00 | -271,388.94 |
| Bill Pmt -Check | 06/20/2018 | 6253 | FPL - EOC DRIVE | X | -1,397.63 | -272,786.57 |
| Bill Pmt -Check | 06/20/2018 | 6259 | United Concordia | X | -1,376.65 | -274,163.22 |
| Bill Pmt -Check | 06/20/2018 | 6251 | Cintas Corporation-... | X | -681.20 | -274,844.42 |
| Bill Pmt -Check | 06/20/2018 | 6252 | Comcast Business -... | X | -367.06 | -275,211.48 |
| Bill Pmt -Check | 06/20/2018 | 6254 | Life Technologies C... | X | -166.24 | -275,377.72 |
| Bill Pmt -Check | 06/20/2018 | 6258 | Tractor Supply Credi... | X | -131.16 | -275,508.88 |
| Bill Pmt -Check | 06/20/2018 | 6250 | Augustine Alarm, Fir... | X | -89.00 | -275,597.88 |
| Bill Pmt -Check | 06/20/2018 | 6257 | St. Johns County So... | X | -63.60 | -275,661.48 |
| Bill Pmt -Check | 06/20/2018 | 6248 | Life Technologies C... | X | -38.00 | -275,699.48 |
| Bill Pmt -Check | 06/20/2018 | 6249 | Advance Auto Parts | X | -18.38 | -275,717.86 |
| Bill Pmt -Check | 06/25/2018 | 6260 | Bank of America | X | -13,170.54 | -288,888.40 |
| Bill Pmt -Check | 06/25/2018 | 6263 | Lewis Longman & ... | X | -1,250.00 | -290,138.40 |
| Bill Pmt -Check | 06/25/2018 | 6261 | COMCAST TV-Inter... | X | -310.29 | -290,448.69 |

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|------------|-------------------------|-----|--------------------|---------------------|
| Bill Pmt -Check | 06/25/2018 | 6262 | DiscoverTec | X | -50.00 | -290,498.69 |
| Bill Pmt -Check | 06/25/2018 | 7233 | Parker Brown | X | -50.00 | -290,548.69 |
| Bill Pmt -Check | 06/26/2018 | 6264 | Blue Cross Blue Shi... | X | -25,972.66 | -316,521.35 |
| Bill Pmt -Check | 06/26/2018 | 6265 | Guardian | X | -400.47 | -316,921.82 |
| Bill Pmt -Check | 06/26/2018 | Direct ... | Jeanne Moeller | X | -234.35 | -317,156.17 |
| Bill Pmt -Check | 06/26/2018 | Direct ... | Richard Weaver | X | -83.00 | -317,239.17 |
| Bill Pmt -Check | 06/26/2018 | Direct ... | Jeanne Moeller | X | -83.00 | -317,322.17 |
| Bill Pmt -Check | 06/26/2018 | Direct ... | Ruide Xue | X | -57.00 | -317,379.17 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | -486.97 | -317,866.14 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | -161.86 | -318,028.00 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | -8.28 | -318,036.28 |
| General Journal | 06/29/2018 | 9-#240 | Payroll | X | -48,050.55 | -366,086.83 |
| General Journal | 06/29/2018 | 9-#240 | Payroll | X | -16,165.00 | -382,251.83 |
| General Journal | 06/29/2018 | 9-#240 | Payroll | X | -1,427.00 | -383,678.83 |
| General Journal | 06/29/2018 | 9-#240 | Payroll | X | -668.39 | -384,347.22 |
| Total Checks and Payments | | | | | -384,347.22 | -384,347.22 |
| Deposits and Credits - 12 items | | | | | | |
| Deposit | 06/06/2018 | | | X | 700.00 | 700.00 |
| Deposit | 06/08/2018 | | wells Fargo | X | 43.74 | 743.74 |
| Deposit | 06/12/2018 | | | X | 55,033.66 | 55,777.40 |
| Bill Pmt-Check | 06/14/2018 | 7228 | Flagler Broadcasting... | X | | 55,777.40 |
| Deposit | 06/14/2018 | | | X | 260.85 | 56,038.25 |
| Deposit | 06/18/2018 | | | X | 109,106.48 | 165,144.73 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | | 165,144.73 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | | 165,144.73 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | | 165,144.73 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | | 165,144.73 |
| General Journal | 06/28/2018 | 9-#241 | Payroll | X | | 165,144.73 |
| Deposit | 06/28/2018 | | | X | 1,666.50 | 166,811.23 |
| Total Deposits and Credits | | | | | 166,811.23 | 166,811.23 |
| Total Cleared Transactions | | | | | -217,535.99 | -217,535.99 |
| Cleared Balance | | | | | -217,535.99 | 2,961,201.77 |
| Uncleared Transactions | | | | | | |
| Checks and Payments - 2 items | | | | | | |
| Bill Pmt -Check | 05/10/2018 | 6187 | Braddock's Small E... | | -27.00 | -27.00 |
| Bill Pmt -Check | 06/28/2018 | Direct ... | Richard Weaver | | -36.00 | -63.00 |
| Total Checks and Payments | | | | | -63.00 | -63.00 |
| Total Uncleared Transactions | | | | | -63.00 | -63.00 |
| Register Balance as of 06/30/2018 | | | | | -217,598.99 | 2,961,138.77 |
| New Transactions | | | | | | |
| Checks and Payments - 13 items | | | | | | |
| Bill Pmt -Check | 07/06/2018 | 6266 | Adapco, Inc. | | -81,137.40 | -81,137.40 |
| Bill Pmt -Check | 07/06/2018 | 6270 | L.V. Hiers, Inc. | | -9,031.88 | -90,169.28 |
| Bill Pmt -Check | 07/06/2018 | 6267 | American Mosquito ... | | -2,075.00 | -92,244.28 |
| Bill Pmt -Check | 07/06/2018 | 6277 | Verizon Wireless Ce... | | -998.49 | -93,242.77 |
| Bill Pmt -Check | 07/06/2018 | 6278 | Wal-Mart Community | | -566.77 | -93,809.54 |
| Bill Pmt -Check | 07/06/2018 | 6274 | Republic Services - ... | | -468.20 | -94,277.74 |
| Bill Pmt -Check | 07/06/2018 | 6268 | Fisher Scientific | | -353.03 | -94,630.77 |
| Bill Pmt -Check | 07/06/2018 | 6275 | St. Johns County Uti... | | -344.90 | -94,975.67 |
| Bill Pmt -Check | 07/06/2018 | 6273 | READY REFRESH -... | | -79.07 | -95,054.74 |
| Bill Pmt -Check | 07/06/2018 | 6271 | Legal Shield | | -57.80 | -95,112.54 |
| Bill Pmt -Check | 07/06/2018 | 6272 | MSC Industrial Supp... | | -49.94 | -95,162.48 |
| Bill Pmt -Check | 07/06/2018 | 6276 | Staples Credit Plan | | -35.48 | -95,197.96 |
| Bill Pmt -Check | 07/06/2018 | 6269 | Florida Pest Control | | -33.08 | -95,231.04 |
| Total Checks and Payments | | | | | -95,231.04 | -95,231.04 |
| Total New Transactions | | | | | -95,231.04 | -95,231.04 |
| Ending Balance | | | | | -312,830.03 | 2,865,907.73 |

07/02/18

Reconciliation Summary

115 · SBA, Period Ending 06/30/2018

| | <u>Jun 30, 18</u> |
|-----------------------------------|---------------------|
| Beginning Balance | 4,677,343.24 |
| Cleared Transactions | |
| Deposits and Credits - 1 Item | <u>8,121.97</u> |
| Total Cleared Transactions | <u>8,121.97</u> |
| Cleared Balance | <u>4,685,465.21</u> |
| Register Balance as of 06/30/2018 | 4,685,465.21 |
| Ending Balance | 4,685,465.21 |

07/02/18

Reconciliation Detail

115 · SBA, Period Ending 06/30/2018

| Type | Date | Num | Name | Clr | Amount | Balance |
|--|------------|-----|------|-----|----------|--------------|
| Beginning Balance | | | | | | 4,677,343.24 |
| Cleared Transactions | | | | | | |
| Deposits and Credits - 1 Item | | | | | | |
| Deposit | 06/30/2018 | | | X | 8,121.97 | 8,121.97 |
| Total Deposits and Credits | | | | | 8,121.97 | 8,121.97 |
| Total Cleared Transactions | | | | | 8,121.97 | 8,121.97 |
| Cleared Balance | | | | | 8,121.97 | 4,685,465.21 |
| Register Balance as of 06/30/2018 | | | | | 8,121.97 | 4,685,465.21 |
| Ending Balance | | | | | 8,121.97 | 4,685,465.21 |



State Board of Administration
Local Government Surplus Funds Trust Fund
Participant Statement

AGENCY ACCOUNT 101071
06/01/2018 - 06/30/2018

ANASTASIA MOSQUITO CONTROL DIS
OF ST JOHNS COUNTY
120 EOC DRIVE
ST. AUGUSTINE, FL 32092

Participant Return 06/30/2018 : 2.11 %

| Date | Transaction Type | Description | Amount | Balance |
|------------|-------------------|-------------|----------|--------------|
| 06/01/2018 | BEGINNING BALANCE | | | 4,677,343.24 |
| 06/30/2018 | EARNED INCOME | INTEREST | 8,121.97 | 4,685,465.21 |
| | Totals: | | 8,121.97 | 4,685,465.21 |



ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
 MONTH OF MAY 2018

DISTRICT TOTALS

| CHEMICAL DESCRIPTION (Indicate lbs., gals. or ea.) | BEGINNING PHYSICAL COUNT | AMOUNT PURCHASED | TRANSFER IN | TRANSFER OUT | AMOUNT AVAILABLE | AMOUNT USED | ENDING "BOOK" BALANCE | PHYSICAL COUNT | OVER / (UNDER) |
|---|--------------------------------|---------------------|-------------|-----------------|---------------------|-----------------|-----------------------------|-------------------|-------------------|
| ALTOSID WSP EA. | 27,785.00 | | | | 27,785.00 | 2322.00 | 25,463.00 | 25,463.00 | 0.00 |
| ALTOSID XR LBS. | 1,012.00 | | | | 1,012.00 | 236.00 | 776.00 | 776.00 | 0.00 |
| ALTOSID XRG LBS. | 3,996.00 | | | | 3,996.00 | 797.00 | 3,199.00 | 3,199.00 | 0.00 |
| AQUABAC XT GALS. | 259.52 | | | | 259.52 | 64.09 | 195.43 | 195.42 | -0.01 |
| AQUALUER 20-20 GALS. | 634.90 | | | | 634.90 | 37.68 | 597.22 | 582.35 | -14.87 |
| B. t. I. DUNKS (Dognuts) EA. | 1,965.00 | | | | 1,965.00 | 669.00 | 1,296.00 | 1,296.00 | 0.00 |
| COCO BEAR GALS. | 144.25 | | | | 144.25 | 10.01 | 134.24 | 134.24 | 0.00 |
| DUJET GALS. | 208.50 | | | | 208.50 | 15.50 | 193.00 | 193.00 | 0.00 |
| MOSQUITOMIST TWO GALS. | 354.00 | | | | 354.00 | 20.25 | 333.75 | 333.50 | -0.25 |
| NALED GALS. | 390.00 | | | | 390.00 | 0.00 | 390.00 | 390.00 | 0.00 |
| NATULAR DT EA. | 10,984.00 | | | | 10,984.00 | 11.00 | 10,973.00 | 10,973.00 | 0.00 |
| NATULAR XRT EA. | 67.00 | | | | 67.00 | 41.00 | 26.00 | 26.00 | 0.00 |
| STRIKE PELLETS LBS. | 44.00 | | | | 44.00 | 0.00 | 44.00 | 44.00 | 0.00 |
| SUSTAIN MBG LBS. | 2,138.00 | | | | 2,138.00 | 240.00 | 1,898.00 | 1,898.00 | 0.00 |
| TALSTAR P GALS. | 68.65 | | | | 68.65 | 3.33 | 65.32 | 65.30 | -0.02 |
| GASOLINE GALS. | 2,697.00 | 3,001.00 | | | 5,698.00 | 2,232.22 | 3,465.78 | 3,456.00 | -9.78 |
| TOTALS | 52,747.82 | 3,001.00 | 0.00 | 0.00 | 55,748.82 | 6,699.08 | 49,049.74 | 49,024.81 | -24.93 |

| | |
|-------|-----------|
| BASE= | 49,024.81 |
| Total | 49,024.81 |

DATE: 6/14/18
 DATE: 7/02/18
 DATE: 7/2/18

PREPARED BY: [Signature]
 REVIEWED BY: [Signature]
 REVIEWED BY: [Signature]

**ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
 CHEMICAL & FUEL INVENTORY
 VALUE
 MONTH OF MAY 2018**

| CHEMICAL DESCRIPTION (Indicate lbs., gals. or ea.) | PHYSICAL COUNT | ACTUAL COST PER LB/GAL/EA | TOTAL INVENTORY VALUE | INVOICE DATE | PURCHASED FROM |
|---|-------------------|------------------------------|-----------------------------|-----------------|-------------------|
| ALTOSID WSP EA. | 25,463.00 | \$0.8100 | \$20,625.03 | 6/22/17 | UNIVAR |
| ALTOSID XR LBS. | 776.00 | \$3.34 | \$2,591.84 | 4/9/18 | UNIVAR |
| ALTOSID XRG LBS. | 3,199.00 | \$8.4500 | \$27,031.55 | 9/1/17 | UNIVAR |
| AQUABAC XT GALS. | 195.42 | \$32.5000 | \$6,351.15 | 2/13/18 | ADAPCO |
| AQUALUER 20-20 GALS. | 582.35 | \$117.3400 | \$68,332.95 | 10/2/17 | ALLPRO |
| B. t. i. DUNKS (Dognuts) EA. | 1,296.00 | \$0.9780 | \$1,267.49 | 4/9/18 | ADAPCO |
| COCO BEAR GALS. | 134.24 | \$17.7300 | \$2,380.08 | 9/17/14 | CLARKE |
| DUET GALS. | 193.00 | \$175.4800 | \$33,867.64 | 9/9/16 | CLARKE |
| MOSQUITOMIST TWO GALS. | 333.50 | \$51.7330 | \$17,252.96 | 11/13/17 | CLARKE |
| NALED GALS. | 390.00 | \$203.7600 | \$79,466.40 | 6/16/17 | ADAPCO |
| NATULAR DT EA. | 10,973.00 | \$0.4168 | \$4,573.55 | 9/9/16 | CLARKE |
| NATULAR XRT EA. | 26.00 | Transferred from lab | | | CLARKE |
| STRIKE PELLETS LBS. | 44.00 | \$184.1500 | \$8,102.60 | 5/10/10 | ADAPCO |
| SUSTAIN MBG LBS. | 1,898.00 | \$6.8800 | \$13,058.24 | 7/13/17 | ALLPRO |
| TALSTAR P GALS. | 65.30 | \$37.1400 | \$2,425.24 | 3/29/17 | UNIVAR |
| GASOLINE GALS. | 3,456.00 | \$2.6307 | \$9,091.70 | 5/25/18 | L. V. HIERS |
| TOTAL | 49,024.81 | \$843.34 | \$296,418.41 | | |

PREPARED BY: [Signature] DATE: 6/14/18

COST FIGURES REVIEWED BY: [Signature] DATE: 7/02/18

REVIEWED BY: [Signature] DATE: 7/2/18



Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092

Telephone: (904)-471-3107 * Fax (904) 471-3189 * Web: www.amcdsjc.org

BOARD OF COMMISSIONERS

Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, June 14, 2018

Next Meeting(s): Thursday, July 12, 2018 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, June 14, 2018, at 5:00 PM.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Gina LeBlanc, Vice-Chairperson
Mrs. Catherine Brandhorst, Commissioner
Mrs. Jeanne Moeller, Commissioner

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney

Absent:

Mrs. Jacqueline Rock, Secretary/Treasurer (*Out of the Country through August 24th*)

Chairperson Howell called the meeting to order.

Commissioner Brandhorst led the invocation and the Pledge of Allegiance to the flag.

ITEM for IMMEDIATE ATTENTION: (*Per Communications Media Technology Policy*)

ITEM #1: Discussion and Approval Concerning Commissioner Rock's Request to Join the Board Meetings Through Media Communication ~ *Commissioner Jeanne Moeller*

- There was discussion by the Board members on the request from Commissioner Rock to call in via media technology for June, July, and August 2018 Board meetings. Commissioner Moeller stated she didn't think she should be granted permissions to call in those three months because per the policy, numbers 1-4 do not apply and per number 5 of the policy, the request did not meet "Extraordinary Circumstances" as it was for Commissioner Rock's political activism, not mosquito control business.

A. A motion was made to deny the request by Commissioner Jacqueline Rock to call in via media technology to the June, July, and August 2018 Board meetings.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner Brandhorst
- VOTE accepted: by Commissioners' Moeller and Brandhorst
- VOTE opposed: by Commissioners' Howell and LeBlanc
- **MOTION FAILED for lack of majority vote due to a tie vote**

- After discussion by the Board members, and at the direction of our AMCD attorney, Mr. Wayne Flowers, the motion can be made to reconsider the prior motion, if made by an opposing commissioner.

B. A motion was made to reconsider Commissioner Jeanne Moeller's motion to deny Commissioner Jacqueline Rock's request to call in via media technology to the June, July, and August 2018 Board meetings.

- Motioned by: Commissioner Howell
- Seconded by: Commissioner Moeller
- VOTE accepted: by Commissioners' Moeller, Brandhorst, and Howell
- VOTE opposed: by Commissioner LeBlanc
- **MOTION PASSED 3:1**

- After additional discussion by the Board members considering the request from Commissioner Rock to call in via media technology for June, July, and August 2018 Board meetings, it was decided that Commissioner Rock should not be granted permissions to call in during the June, July and August 2018 Board meetings because, per the policy, numbers 1-4 do not apply and per number 5 of the policy, the request did not meet "Extraordinary Circumstances" as it was for Commissioner Rock's political activism, not mosquito control business.

C. A motion was made to deny the request by Commissioner Jacqueline Rock to call in via media technology to the June, July, and August 2018 Board meetings.

- Motioned by: Commissioner Brandhorst
- Seconded by: Commissioner Moeller
- VOTE accepted: by Commissioners' Moeller, Brandhorst, and Howell
- VOTE opposed: by Commissioner LeBlanc
- **MOTION PASSED 3:1**

ROLL CALL: Chairperson Howell noted ~ All were present with the exception of Commissioner Jacqueline Rock who did not call in to the meeting.

CITIZEN PARTICIPATION: For Items not on the Agenda ~

Mr. Ed George, #9 C Street, St. Augustine Beach, FL 32080:

- Wanted clarification on the AMCD policy for commissioners calling into Board meetings when physically absent and requested the Board look into what other Mosquito Control Boards policies are on this.

Ms. Myrna Malinkey, 245 Wildwood Drive, Lot 161, St. Augustine, FL 32086:

- Part of the back of their Community, Moultrie Oaks, is wetlands and there is lots of standing water in many of their yards because it doesn't drain correctly from the neighboring community, as that was built up higher than Moultrie Oaks. There are concerns with the kinds of mosquitoes breeding there and wants someone to test the water and see what species of mosquitoes are breeding there.

Ms. Bonita Hendry, 245 Wildwood Drive, St. Augustine, FL 32086:

- She is here representing the citizens of her community as the south east section, south of Moultrie Creek, has standing water in the yards and the creek doesn't run with water as it has too much vegetation and tree roots in it. The community consists of 200 plus residents and they all have concerns over the mosquitoes breeding there.

A. A motion was made to allow Commissioner Moeller to contact the Board of County Commissioners of St. Johns County, on behalf of the Moultrie Oaks citizens, pertaining to their standing water issue and to allow Chairperson, Commissioner Howell to contact them also.

- Motioned by: Commissioner Brandhorst
- Seconded by: Commissioner Moeller
- VOTE accepted unanimously by all commissioners
- MOTION PASSED UNANIMOUSLY

APPROVAL OF AGENDA: Chairperson Howell called for approval of the Agenda.

A. A motion was made to approve the Agenda as presented.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner LeBlanc
- VOTE accepted unanimously by all commissioners
- MOTION PASSED UNANIMOUSLY

APPROVAL OF CONSENT AGENDA: Chairperson Howell called for approval of the Consent Agenda.

A. A motion was made to approve the Consent Agenda as presented.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner Brandhorst
- VOTE: Accepted unanimously by all commissioners
- MOTION PASSED UNANIMOUSLY

CONSENT ITEMS ~ APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting - May 10, 2018 at 5:00 PM
5. Approval of Commissioner Moeller and Dr. Xue to attend SOVE Meeting, Yosemite, CA, Oct. 7-11, 2018
6. Budget Amendments ~ Interest Earnings to Training: \$6,014.00
7. Department of Health (DOH) Business Associates Agreement with AMCD (*Added to FINAL Agenda*)

UNFINISHED BUSINESS:

Item 1: AMCA Washington, D.C. Legislation Conference Report ~ Commissioner Jeanne Moeller

- Commissioner Moeller stated they saw 5 representatives and asked for \$131 million for national mosquito control and thinks it will pass the House, but not certain about the Senate and they also asked for \$61 million for the next five years for vector control for the Center for Disease. They talked about the NPDES Permit (clean water act) which passed the House several times but not the Senate and they talked about the Endangered Species Act.

- THERE WAS NO MOTION ON THIS ITEM

Item 2: AMCD & DOH Collaboration Meeting & National Mosquito Control Awareness Week Plan Update Reports ~ Ms. Molly Clark, Education Specialist

- Education Specialist, Molly Clark stated that the collaboration meeting was today and they will continue working in collaboration with the DOH. AMCD is having an Open House on June 26th, from 10 A.M. to Noon, for the National Mosquito Control Awareness week. The project collaborators (Mosquito Mate, Springstar, etc.) will be here to demonstrate and answer questions on their projects and we will have 30 second radio spots throughout the week. AMCD will join the St. Johns County summer recreation program for summer programs and is doing a few kids camps this year.

- THERE WAS NO MOTION ON THIS ITEM

Item 3: Discussion and Review of the Laws, Regulations, and Process to Replace Commissioner Jacqueline Rock's Seat ~ Mr. Wayne Flowers, District Attorney

- Mr. Flowers explained, in Statute, Chapter 388, it states that a vacancy appointment is done by the Commissioner of Agriculture and for the remainder of the term, in this case, through 2020. There is an application form, which is included in the Board book, for those interested in being considered. They encourage the Board, by Resolution or otherwise, in recommending a person they feel will fit the appointment. Applications can be sent in now but the appointment won't be done until the date of the vacancy of the seat, which is December 2, 2018. As Commissioner Putnam is running for Governor, we would have between December 2nd and the end of his term which is the end of the year, December 31, 2018, if he is elected Governor, or wait until the new Commissioner of Agriculture has the ability to do so after the first of the year, 2019. A Resolution may speed up the process in getting the vacancy filled more timely.
- Commissioner Howell suggested the public give us (AMCD) a copy of their applications when they submit them so that we can review them and make that recommendation via a Resolution.
- Commissioner Moeller suggested we make a policy for how many absences a Board member can be absent from Board meetings.

THERE WAS CONSENSUS of the Board for AMCD attorney, Mr. Flowers, to look into a policy for how many absences a Board member can be absent from Board meetings.

NEW BUSINESS

Item 1: EEE Vector Control Response ~ Mrs. Kay Gaines and Dr. Rui-De Xue

- DOH put out an advisory on June 8th; this year so far, St. Johns County has 2 horses and 27 sentinel chickens that tested positive for EEE. AMCD has done 95 barrier treatments, 142 hand fogging applications, 595 larvicide applications, 87 adulticide applications, and monitoring will continue, as well as, the continuance of collaborations with the DOH. There have been no human cases in St. Johns county of EEE, which is a serious mosquito-borne disease where it is fatal to 50% of the people contracting it.

○ **THERE WAS NO MOTION ON THIS ITEM**

Item 2: Discussion and Approval of Auditor Committee Contract Renewal Recommendation ~ Commissioner Catherine Brandhorst

- The Auditor Committee meeting was held earlier today and Lombardo, Spradley, and Klein have no change in their contract this year, it is the same as last year and the committee recommends the renewal as presented.
 - A. **A motion was made to approve the renewal of the Auditor's Contract as presented.**
 - Motioned by: Commissioner Brandhorst
 - Seconded by: Commissioner LeBlanc
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

PUBLIC COMMENT: Mr. Ed George, #9 C Street, St. Augustine Beach, FL 32080

- Mr. George asked the names of those on the Finance and Auditor Committee and was given those names, and asked how much we pay the company for the audit and he was given that information. (This was in the contract that was included the Board books, including the Public Board Book)

Item 3: Change August 30, 2018 Board Meeting back to original date of August 9, 2018 at 5:00 P.M.
~ Commissioner Jeanne Moeller

- Commissioner Moeller had considered requesting the change of the August 30, 2018 Board meeting back to the original date of August 9th, however, now thinks it needs to be left at August 30, 2018 because when it was changed it was in consideration of Commissioner Rock making it back into the country on August 24, 2018 and being able to attend but when that consideration was done, Commissioner Rock had not yet notified the Board that she was running for Mayor and retiring December 2, 2018, therefore she needs to attend.

A. A motion was made to change the August 30, 2018 Board meeting back to August 9, 2018 at 5:00 P.M.

- Motioned by: Commissioner Brandhorst
- Seconded by: *None*
- **MOTION FAILED for Lack of a Second**

Item 4: FY 18/19 Draft Budget Discussion ~ Board of Commissioners and Dr. Rui-De Xue
(NOTE: to bring Budget Draft Books with you)

- Dr. Xue asked if there were any questions after the Board members received their Draft Budget books at the last meeting and stated that next month there may be some budget changes on the building construction project and asked each Board member to call or meet with him on any questions or discussions on the Draft Budget, because we will be voting on the tentative millage rate at the July Board meeting. There will then be two months before the Final Public Hearing on September 27, 2018 for the final decision. The Board also discussed the helicopter being in the budget draft 18/19; whatever isn't spent this year on the construction project will be put in next year's budget; and the probability of the Homestead exemption increase passing and causing loss of revenue in that respect.

- **THERE WAS NO MOTION ON THIS ITEM**

REPORTS:

1. **Director** ~ Dr. Xue stated that due to the excessive rain we have had, there is a lot of standing water all over the county and the outbreak of EEE has never been as bad as it is this year; thanked the employees and staff for their hard work in this matter; thanked SpringStar and MosquitoMate and USDA and UF for their cooperation. Last week we deployed 1600 AGO traps from SpringStar and released Wolbachia mosquitoes with MosquitoMate, which paid \$6,000 that allowed us to hire intern students to do the work. We received Grants from the Department of Agriculture, in cooperation with the University of Florida, \$130,000 for two grants, ULV, thermal fogger, and barrier treatment; and impacts on honey bees; Mr. Christopher Bibbs received a grant for \$34,000 and Dr. Daniel Dixon received one for \$96,000. Other grants; a little over \$100,000 from USDA, Department of Entomology, a continued grant.
2. **Attorney** ~ after giving an example of the problems another entity encountered after having a problem with their audit firm not getting the audit done correctly or on time, Mr. Flowers stated it is important to have an audit firm that is timely and good at it.

COMMISSIONER COMMENTS:

Commissioner Brandhorst ~ noted that in the Draft Budget for 18/19, Personnel Services are higher due to adding a pilot and the chemical budget is also higher due to chemicals needed for the helicopter.

Commissioner LeBlanc ~ thanked the staff for all they do.

Commissioner Moeller ~ received two emails, one from Mayor Shaver stating that mosquito control did a good job in the Fullerwood neighborhood and one from a lady in Hastings on how wonderful it was to come home and not to be carried off by mosquitoes and was happy to have the app to put in service requests and encourages all to use it. At the FMCA Legislative Committee, they had a phone conference and they are looking at changes in Chapter 388 and 5E-13: Independent Districts and term limits for commissioners, pay increases for Commissioners in the future, and the EPA has increased the Waste Tire Fund from \$500,000 to \$750,000.

A. A motion was made to approve Commissioner Jeanne Moeller to check on how to go about reimbursement for waste tire pick up through EPA and Solid Waste.

- o Motioned by: Commissioner Brandhorst
- o Seconded by: Commissioner LeBlanc
- o VOTE: Accepted unanimously by all commissioners
- o **MOTION PASSED UNANIMOUSLY**

Commissioner Howell ~ thanked Mr. Flowers for legal advice to the Board and thanked the staff and noted people that work here are friendly and hard workers. He challenged each commissioner to look at the budget and come up with a good millage rate that will make the citizens of St. Johns County happy. He also thanked the public for allowing the Board to be commissioners.

Commissioner Rock ~ N/A

ATTACHMENTS: ~

1. None

ADJOURNMENT:

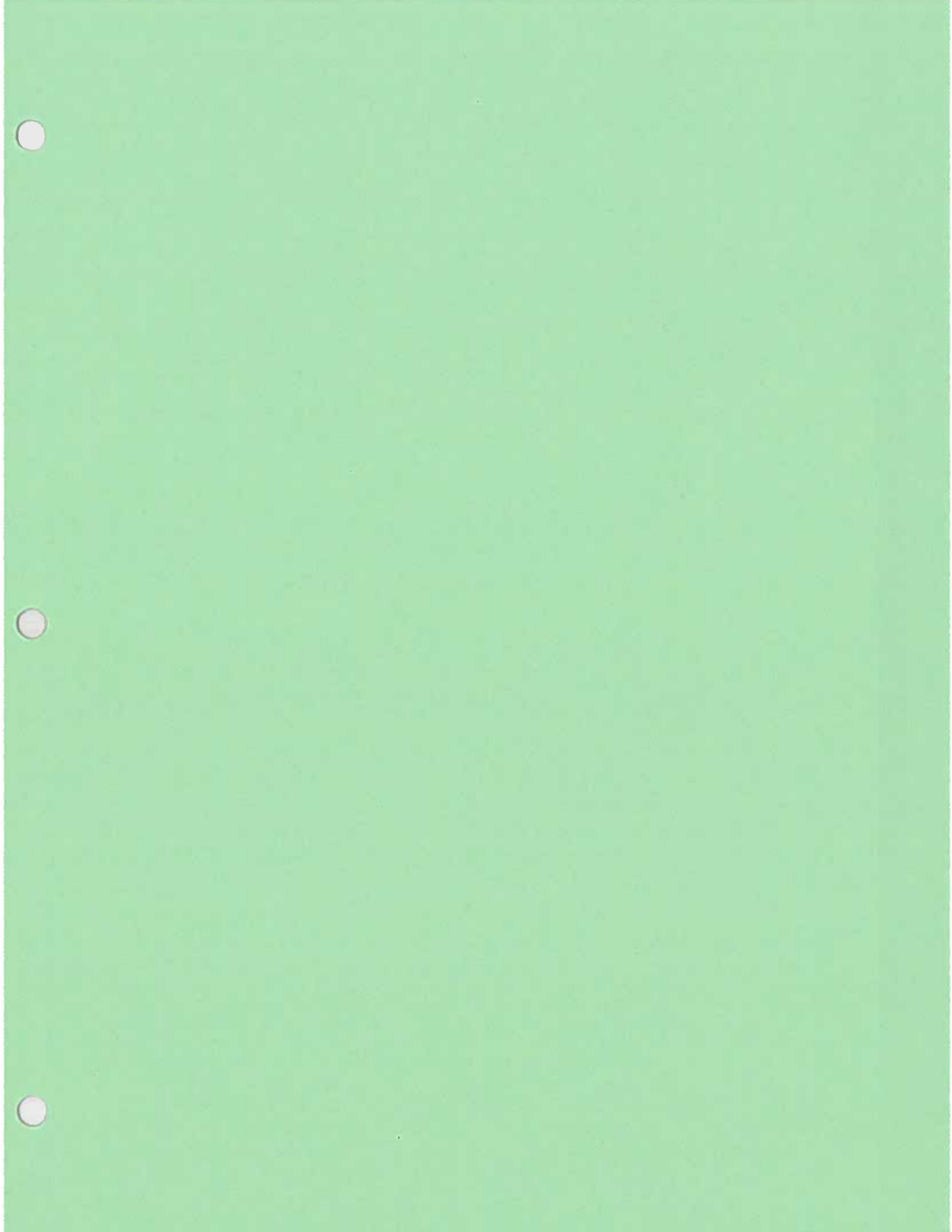
Chairperson Howell adjourned the meeting at 6:46 P.M.

ATTEST

Chairperson, Commissioner Gary Howell

Secretary/Treasurer, Commissioner Jaqueline Rock
(Out of the Country)
Vice-Chairperson, Commissioner Gina LeBlanc

These minutes are not intended to be a verbatim transcript of this meeting and could easily be misinterpreted by a reader who was not present. To obtain a full and accurate record of the meeting, an individual should view/listen to the entire proceedings via the District's DVD visual/recording system.





ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

OPERATIONAL WORK PLAN FOR MOSQUITO CONTROL
FISCAL YEAR 20 18 / 20 19

Submit to:
Mosquito Control Program
3125 Conner Blvd, Bldg 6
Tallahassee, FL 32399-1650

Section 388.341, F.S. and 5E-13.022, F.A.C.
Telephone: (850) 617-7995; FAX (850) 617-7969

| I. COUNTY OR DISTRICT: Anastasia Mosquito Control District of St. Johns County | | | | | | | |
|---|------------------|------------------|-----------------------|------------------|------------------|-----------------------|---------------------------------|
| II. CHEMICAL | | | | | | | |
| METHOD OF DISPERSAL | | | | | | | |
| ADULTICIDES Please Reference Enclosed Chemical Data Sheet Be Sure To List % of Active Ingredient | Ground Dispersal | | | Aerial Dispersal | | | PROJECTED PURCHASE (GALLONS) |
| | U L V | T H R M | O T H E R | U L V | T H R M | O T H E R | |
| Aqualuer: 20% Permethrin, 20% PBO 769-985 | X | | | | | | 660 Gallons |
| Dibrom: 87.4% Naled 5481-480 | | | | X | | | 900 Gallon |
| DUET: 1% Prallethrin, 5% Sumithrin, 5% PBO 1021-1795-8329 | | X | | | | | 220 Gallons |
| Mosquitomist Two U. L. V.: 24.6% Chlopyrifos phosphorathloate | X | | | | | | 275 Gallons |
| Talstar P: 7.9% Bifenthrin 279-3206 | | | X | | | | 60 Gallons |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

| METHOD OF DISPERSAL | | | | | | | |
|--|----------------------------|------------------|-----------------------|----------------------------|------------------|-----------------------|--|
| LARVICIDES Please Reference Enclosed Chemical Data Sheet Be Sure To List % of Active Ingredient | Ground Dispersal | | | Aerial Dispersal | | | PROJECTED PURCHASE (GALLONS/POUNDS) |
| | L I Q U I D | S A N D | S O L I D | L I Q U I D | S A N D | S O L I D | |
| Altosid WSP: 4.25% Methoprene 2724-448 | | | X | | | | 24,000 Units |
| Altosid XR: 2.1% Methoprene 2724-421 | | | X | | | | 880 Units |
| Altosid XRG: 2.5 % Methoprene 2724-451 | | | X | | X | | 6,000 Pounds |
| Aquabac xt: 8 % Bti 62637-1 | X | | | | | X | 800 Gallons |
| Bti Briquets: 10.3% Bti 6218-47 | | | X | | | | 2,500 Units |
| Cocobear:10% White Mineral Oil 8329-93 | X | | | | | | 110 Gallons |
| Sustain MBG: 5.71% Bti 769-992 | | | X | | | X | 5,000 Pounds |
| Natular DT: 7.48% Spinosad 8329-602 | | | X | | | | 0 Units |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

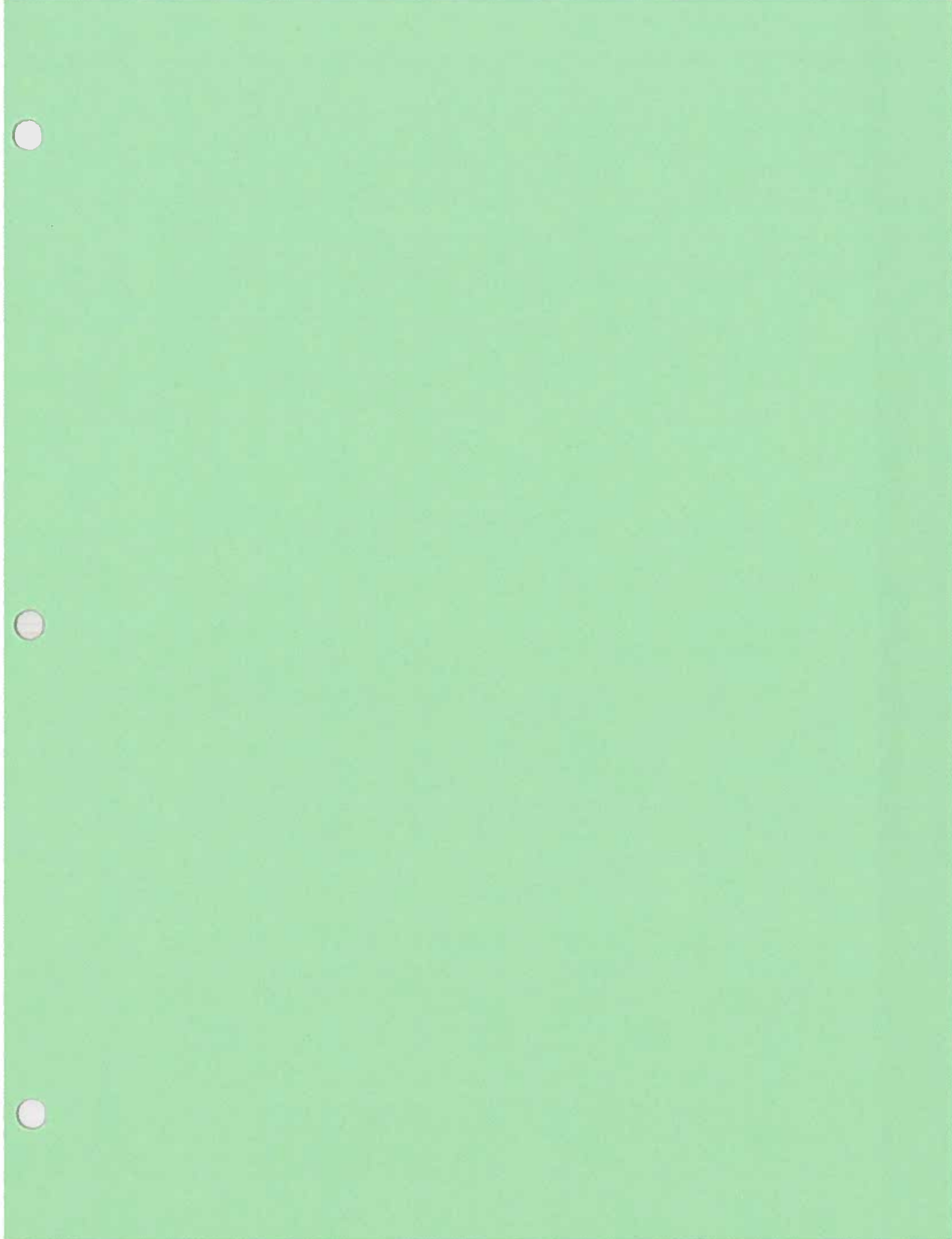
**Operational Work Plan for Mosquito Control
FISCAL YEAR 20 18 /20 19**

| BIOLOGICAL CONTROL | | | | |
|---|-------------------------------------|-------------------------------------|----------------------------|------------------------------|
| | NUMBER OF RELEASE SITES | TOTAL # RELEASES | AVERAGE # PER RELEASE | |
| PLACEMENT | 100 | 100 | 50+ | |
| OTHER PREDATORS | | | | |
| III. DESCRIPTION OF PROGRAM ELEMENTS | | | | |
| SURVEILLANCE | | | | |
| NUMBER OF CITIZEN COMPLAINTS PER YEAR (ESTIMATED) | | 2961 (2015 number) | | |
| BASIC METHODS USED FOR MOSQUITO POPULATION MEASUREMENT | NUMBER OF SITE SAMPLES | NUMBER OF COLLECTIONS | TOTAL NUMBER OF TRAPS USED | NUMBER IN ORDER OF FREQUENCY |
| NEW JERSEY LIGHT TRAP | N/A | N/A | N/A | N/A |
| CDC LIGHT TRAP | 32 | 1120 | 32 | 1 |
| TRUCK TRAPS | N/A | N/A | N/A | N/A |
| LANDING RATE | 0 | 0 | N/A | 0 |
| OTHER (SPECIFY) | | | | |
| BG | 12 | 624 | 12 | 3 |
| SPECIAL SURVEYS | NUMBER OF SITE SAMPLES | NUMBER OF COLLECTIONS | TOTAL NUMBER OF TRAPS USED | NUMBER IN ORDER OF FREQUENCY |
| SENTINEL CHICKENS | 10 | 320 | N/A | 2 |
| GRAVID TRAPS DNA Testin | 8 | 256 | 8 | 4 |
| PICKLE JAR TRAPS | VARIES | VARIES | 8 | 5 |
| CDC for EEE DNA | 1 | VARIES | 8 | 6 |
| AGO | 1000 | 100 | 1000 | 7 |
| | | | | |
| | | | | |
| MOSQUITO IDENTIFICATION | | | | |
| NUMBER OF EMPLOYEES COMPLETING ID CLASS | | 10+ | | |
| NUMBER OF MICROSCOPES | | 17 | | |
| ROUTINE LOCAL ID PROGRAM | | <input checked="" type="checkbox"/> | YES | <input type="checkbox"/> NO |
| COMPUTERS USED IN ANALYSIS | | 15 | | |
| OTHER MEANS (SPECIFY) | | | | |
| ADDITIONAL EFFORTS | | | | |
| 1) Non regulated Bti dunks given to Health Department so their inspectors can treat abandon pools, 2) Resistance testing | | | | |
| SOURCE REDUCTION PROGRAM | | | | |
| PROJECTS NEEDING MAINTENANCE THIS FISCAL YEAR | | | | |
| PROJECT NUMBER/NAME | DESCRIPTION OF WORK | | | |
| Abandon tire removal | Pick up and dispose (recycle) tires | | | |
| | | | | |
| PUBLIC RELATIONS/EDUCATIONAL PROGRAMS | | | | |
| Public Relations: TV, radio, and newspaper interviews. Print articles and advertisements. Social media to include Face Book, Twitter and Instagram. | | | | |
| Community events with education displays, community parades, earth days, open houses, and facilities tours. | | | | |
| Outreach Education: SJC public school classroom presentations grades K-12, individually catered school programs, club and community organization presentations, home owners's association educational meetings, and institutional seminars to local agencies. | | | | |
| Training Education: New employee training, staff refresher trainings, international workshop, mentorship for internship students. | | | | |
| Annual international mosquito workshop | | | | |

Operational Work Plan for Mosquito Control

FISCAL YEAR 20 18 /20 19

| INVENTORY OF EQUIPMENT (Trucks, Aircraft, Boats, Etc.) | | | | | |
|---|-------------------------|--------------|---------------|-------------------------------|-----------------------------|
| YEAR | MAKE | MODEL | TON | USED FOR | VEHICLE/ASSET NUMBER |
| 1979 | Landau | Landau | N/A | Light pond maintenance | 646 |
| 1983 | Ford | LA314C | N/A | Mowing/Grading | 686 |
| 1984 | Utility Trailer | Sprint | N/A | Utility Trailer (ATV 1045) | 693 |
| 1993 | Kawasaki | ATV | N/A | Larvicide | 934 |
| Unknown | Utility Trailer | Haulin | N/A | Utility Trailer (ATV 934) | 964T (Haulin) |
| 1998 | Case Tractor | 580L | N/A | Tractor/Loader/Backhoe | 1018 |
| 2001 | Ford | F-250 | Three Quarter | Larvicide & Adulicide | 1084 |
| 2001 | Utility Trailer | 4x8 | N/A | Utility Trailer (equip. move) | 1100 |
| 2001 | John Deer | Gator | N/A | Larvicide | 1109 |
| 2002 | Ford | Ranger | N/A | Adulicide | 1132 |
| 2002 | Ford | Ranger | N/A | Service | 1133 |
| 2002 | Ford | F-250 | Three Quarter | Larvicide | 1134 |
| 2002 | Utility Trailer | Triple Crown | N/A | Utility Trailer (Ranger 1271) | 1141 |
| 2003 | Ford | Ranger | One Half | Larvicide | 1173 |
| 2003 | Ford | Expedition | N/A | Entomology | 1174 |
| 2004 | Chevy | Colorado | One Half | Larvicide | 1194 |
| 2004 | Chevy | Colorado | One Half | Larvicide | 1195 |
| 2004 | Chevy | Colorado | One Half | Adulicide | 1196 |
| 2004 | Chevy | Colorado | One Half | Surveillance | 1197 |
| 2004 | Chevy | Colorado | One Half | Surveillance | 1198 |
| 2004 | Chevy | Colorado | One Half | Adulicide | 1199 |
| 2004 | Chevy | Colorado | One Half | Adulicide | 1200 |
| 2004 | Chevy | Colorado | One Half | Service | 1201 |
| 2004 | Chevy | Colorado | One Half | Adulicide | 1202 |
| 2004 | Chevy | Colorado | One Half | Adulicide | 1203 |
| 2004 | Chevy | One Half | One Half | Service | 1204 |
| 2004 | Utility Trailer | Triple Crown | N/A | Utility Trailer (ATV 1366) | 1213 |
| 2004 | John Deer | Gator | N/A | Larvicide | 1223 |
| 2004 | Utility Trailer | Triple Crown | N/A | Utility Trailer (Gator 1223) | 1226 |
| | Utility Trailer | Triple Crown | N/A | Utility Trailer (Amph. 1346) | 1270 |
| 2006 | Kawasaki ATV | Prairie | N/A | Larvicide | 1273 |
| 2006 | Utility Trailer | 5x10 | N/A | Utility Trailer (ATV 1273) | 1274 |
| 2007 | GM | Jeep | N/A | Surveillance | 1320 |
| 2009 | Ford | F-150 | One Half | Larvicide & Adulicide | 1341 |
| 2009 | Ford | F-150 | One Half | Larvicide & Adulicide | 1342 |
| 2009 | Ford | F-150 | One Half | Larvicide & Adulicide | 1343 |
| 2009 | Argo | Max II | N/A | Larvicide | 1346 |
| 2010 | Diamond Cargo | BM7145A | N/A | Education Trailer | 1365 |
| 2010 | Polaris | ATV | N/A | Larvicide | 1366 |
| 2010 | Polaris | ATV | N/A | Larvicide | 1367 |
| 2012 | Ford | F-150 | One Half | Larvicide & Adulicide | 1409 |
| 2012 | Ford | F-150 | One Half | Larvicide & Adulicide | 1410 |
| 2012 | Ram-Lin Custom Trailers | 83 | N/A | Boat Trailer (1422B) | 1422T |
| 2012 | Alumitech | Air Boat | N/A | Larvicide | 1422B |
| 2012 | Utility Trailer | N/A | N/A | Utility Trailer | 1424 |
| 2013 | Ford | F-150 | One Half | Larvicide & Adulicide | 1425 |
| 2013 | Ford | F-150 | One Half | Larvicide & Adulicide | 1426 |
| 2014 | Ford | F-150 | One Half | Larvicide & Adulicide | 1462 |
| 2014 | Ford | F-150 | One Half | Larvicide & Adulicide | 1463 |



Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue



BOARD OF COMMISSIONERS:

*Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner*

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 12, 2018

RE: Approval of First and Final Public Hearing Dates

Based on State TRIM law and date requirements, I would like to request approval of the First Public Hearing date on Thursday, September 13, 2018 at 5:30 P.M. and the Final Public Hearing date on Thursday, September 27, 2018 at 5:30 P.M.





| | |
|---|---|
| SELLER: Lee County Mosquito Control District 15191 Homestead Road Lehigh Acres, FL 33971 | PURCHASER: Anastasia Mosquito Control District 120 EOC Drive St. Augustine, FL 32092 |
|---|---|

| | |
|--|-----------------------------------|
| AIRCRAFT: One (1) 2003 Bell 206B3, S/N 4659, N874M Engine(s): Rolls Royce Allison, Model 250C20J, CAE 270926 Equipped Per Attachment C – Aircraft Specification SN 4659 | PRICE: \$593,000.00 |
|--|-----------------------------------|

TERMS AND CONDITIONS - SELLER

1. Deliver said Aircraft on or before July 31, 2018 with free and clear title, free of any existing or outstanding liens or encumbrances.
2. Deliver said Aircraft with airframe and engine log books; weight and balance data; flight manual; performance data; maintenance records; component historical records on all installed components with clear traceability; wiring diagrams; various equipment operators manuals; other miscellaneous documents and paperwork; covers, plugs and tie-downs, and ground handling wheels which are normally considered part of the loose equipment delivered with the Aircraft as inspected and verified by Purchaser.
3. Deliver said Aircraft with all mandatory Airworthiness Directives, mandatory Service Bulletins and mandatory Service Letters pertaining to the Aircraft complied with and with all systems and equipment operating normally and in accordance with the manufacturer's specifications and engines meeting or exceeding manufacturer's minimum power specification as inspected and verified by Purchaser.
4. Provide the following documents to the Escrow Agent, Insured Aircraft Title Service (IATS), a bonded escrow and title company located in Oklahoma City, OK (USA): a) An originally executed Bill of Sale from Seller to Purchaser, b) Lien release, if applicable. (See Attachment A – Escrow Instructions).

TERMS AND CONDITIONS - PURCHASER

1. Purchaser shall provide to the Escrow Agent a refundable deposit of US\$~~50,000.00~~ to remove the Aircraft from the market until Purchaser is able to perform a final acceptance inspection. (See Attachment B - Wire Transfer Instructions). Inspection currently scheduled to occur on or before July 31, 2018. Immediately upon successful pre-purchase inspection (written notification from Purchaser to the Escrow Agent), deposit shall become non-refundable and released to Seller at final closing.
2. Purchaser shall provide to the Escrow Agent balance and payment in full of US\$ 593,000.00 for final closing on or before July 31, 2018 and release same to Seller immediately upon receipt of all documents outlined in number 4 above, Terms and Conditions (Seller). (See Attachment B – Wire Transfer Instructions).

ATTACHMENTS

| | |
|---------------------------------------|--|
| A - Escrow Instructions – IATS | C - Aircraft Specification – SN 4659 |
| B - Wire Transfer Instructions - IATS | D - Aircraft Acceptance & Delivery Agreement |

Seller: _____

Purchaser: _____



GENERAL TERMS AND CONDITIONS

OWNERSHIP/LIENS

Seller represents and warrants that the aircraft/equipment will be free and clear of all liens and encumbrances at time of purchase and full legal rights and title shall pass to Purchaser at delivery. Purchaser agrees that funds paid to Seller may be used to obtain release of any liens.

BREACH OF CONTRACT

Should Seller fail to deliver aircraft/equipment within the time specified or in the condition as agreed, unless default is caused by an act of, or failure to act by, the Purchaser, or any condition beyond the control of the Seller, then, upon written request of the Purchaser, all deposits paid to Seller shall be returned and this agreement shall be considered null and void. Should Purchaser fail to comply with this agreement, or fail to close within the time specified, then, at the option of Seller, any funds paid to Seller by Purchaser shall be forfeited and retained by Seller as liquidated damages.

RESPONSIBILITY FOR CERTAIN LOSSES

Neither party shall hold the other responsible for loss or damage to its property or injury or death of its employees, agents or representatives at the facilities of the other party in the course of performance of this agreement, except as a result of the other party's gross negligence. The foregoing applies, without limitation, to losses caused by mechanical defects, parts failure, or accident. Risk of loss shall pass to Purchaser upon execution of receipt acknowledging delivery of Aircraft.

WARRANTIES

EXCEPT AS SET FORTH HEREIN, SELLER(S) AND ITS AGENT(S) MAKE NO WARRANTIES OF ANY NATURE, EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO, WARRANTY OR MERCHANTABILITY AND THE WARRANTY OF FITNESS OR AIRWORTHINESS FOR A PARTICULAR PURPOSE, IN REGARD TO THE DESCRIBED AIRCRAFT. PURCHASER(S) ACCEPTS THIS AIRCRAFT IN "AS-IS", "WHERE-IS" CONDITION AND WITH ANY AND ALL FAULTS, KNOWN OR UNKNOWN. ACCEPTANCE IS NOT BASED UPON ANY REPRESENTATION OR WARRANTIES OF CONDITION WHICH MAY HAVE BEEN MADE BY THE SELLER(S) OR AGENT(S).

CAPE TOWN TREATY

At Purchaser's cost, the parties agree to cooperate, register as users of, and perform such acts as necessary to register at Closing, Purchaser's purchase of the Aircraft including, without limitation, its engines, under Convention of International Interests in Mobile Equipment, the Protocol to the Convention on Matters Specific to Aircraft Equipment and the regulations and procedures issued thereunder (collectively, the "Cape Town Convention"). Notwithstanding any provision in this Agreement to the contrary, Purchaser does not have any right to and shall not, claim, file or assert any lien, right or interest with respect to the Aircraft under the Cape Town Convention prior to the Closing Date, without Seller's prior written consent. The parties agree to indemnify and hold one another harmless for all costs and expense incurred by the parties as a result of the other party's breach under this paragraph and the parties, at their option, may declare such action to be a default of this Agreement.

INSPECTION/ACCEPTANCE

Purchaser agrees to accept aircraft/equipment in condition as represented by this Purchase Agreement and all Attachments.

PRICES AND PAYMENTS

All payments shall be made in United States dollars.

TAXES AND FEES

Purchaser agrees, in addition to price specified herein, to pay all taxes, duties or imposts, or any other charges which are levied, assessed, or required by law to be paid, applicable to the purchase of said aircraft/equipment, exclusive of Sellers income taxes.

FORCE MAJEURE

If Seller shall be unable to perform its obligations under this Agreement because of intervention of a Force Majeure event, which term shall include but not be limited to strikes, lockouts, or other labor disturbances, riots, epidemics, war, government actions, inactions or regulations, fire, weather, difficulty in obtaining qualified parts or materials, failure of performance by subcontractors or other causes beyond its control, Seller shall not be responsible for delays in acceptance, delivery or performance under this Agreement. Seller shall give reasonable notice to Purchaser upon the occurrence of an event of Force Majeure. If a delay in delivery or performance extends beyond 180 days from the scheduled date of Acceptance specified in this Agreement, either party may terminate this Agreement, whereupon the sole liability of Seller shall be to return any payments made by Purchaser for Equipment not delivered.

WAIVER PROTECTION

If any provision of this agreement is or becomes null or unenforceable by force of law, the other provisions shall remain valid and enforceable. Waiver of one provision by either party shall not act as waiver of any other provision.

GOVERNING LAW AND VENUE

Seller and Purchaser expressly agree to exclude from this Agreement the United Nations Convention on Contracts for the International Sale of Goods, 1960, and any successor thereto. This Agreement, the rights and obligations of the parties hereto, and any claims or disputes relating thereto, shall be exclusively governed by and construed in accordance with the laws of the State of Florida (without regard to any Florida law which would require the application of the law of any other state or jurisdiction). Venue for any dispute under this Agreement shall exclusively be in the state courts of competent jurisdiction sitting in Lee County, Florida.

ENTIRE AGREEMENT

Seller and Purchaser agree that this agreement, inclusive of all attachments, constitutes the entire agreement and any changes or amendments shall be in writing and signed or initialed by both parties.

ATTORNEY FEES

In any legal action between the parties arising out of this Agreement, any attempts to enforce this Agreement, or any breach of this Agreement, the prevailing party may recover its expenses of such legal action including, but not limited to, its costs of litigation (whether taxed by the court or not) and its reasonable attorneys' fees (including fees generated on appeals) from the other party.

EXPORT REGULATIONS

Purchaser acknowledges that the United States laws and regulations may require specific authorization (including export licensing) by the U.S. government. Purchaser acknowledges and agrees that equipment shall not be operated, transferred, or re-exported to any country in violation of U.S. government export regulations, including being leased by Purchaser to any of these embargoed countries.

Seller: _____

Purchaser: _____



ACCEPTANCE

The signatories to this Agreement verify that they have read the complete Agreement, understand its contents, and have full authority to bind and hereby do bind their respective companies.

Seller: Lee County Mosquito Control District

Purchaser: Anastasia Mosquito Control District

Signature:

Signature:

Name/Title:

Name/Title:

Date:

Date:

Gary Howell, Chairperson

July 12, 2018

ATTACHMENT A
ESCROW INSTRUCTIONS
APA NO: 206B3/4659

This Escrow Account is to be opened for: 2003 Bell 206B3, SN 4659, N874M

ESCROW AGENT: **Insured Aircraft Title Service, Inc. (IATS)**
21 East Main Street, Suite 100
Oklahoma City, OK 73104
Phone 800-654-4882
Fax: 405-688-7732
Email: kthompson@insureaircraft.com
Contact: Kim Thompson

SELLER: **Lee County Mosquito Control District**
15191 Homestead Road
Lehigh Acres, FL 33971
Phone: 239-694-2174
Email: rbaker@lcmcd.org
Contact: Russ Baker

PURCHASER: **Anastasia Mosquito Control District**
120 EOC Drive
St. Augustine, FL 32092
Phone: 904- 471-3107 Ext. 333
Mobile: 904-669-1831
Email: rweaveramcd@bellsouth.net
Contact: Richard Weaver

The procedures are as follows:

IATS will act as escrow agent to handle documents and funds for the closing on the sale of the Aircraft from Seller to Purchaser for a total purchase price of US\$593,000.00 as per the terms of the APA 7/12/18 dated ~~2017~~ ²⁰¹⁸. USATI must notify both Seller and Purchaser in writing once all of the referenced documents and funds are in place.

Seller:

- 1) Seller shall present the following documents to the Escrow Agent for processing. The documents shall be:
 - (a) One originally, undated, executed FAA Bill of Sale for S/N 4659 N874M , in proper form, transferring full rights and ownership from Seller to Purchaser;
 - (b) Lien Release if Applicable;

Seller: _____

Purchaser: _____

ATTACHMENT A
ESCROW INSTRUCTIONS
APA NO: 206B3/4659

Purchaser:

- 1) Purchaser shall provide the following to Escrow Account (as specified in Attachment B – Wire Transfer Instructions):
 - (a) A refundable deposit of US\$~~50,800.00~~ to Escrow Account to remove the Aircraft from the market until Purchaser concludes a final Acceptance Inspection as per the terms of the Agreement. Immediately upon completion of acceptable Acceptance Inspection and test flight (Acceptance Agreement, Attachment D), from Purchaser and receipt by the Escrow Agent, deposit shall become non-refundable and released to Seller at final closing.
 - (b) Balance of the purchase price of US\$ 593,000.00 which, shall be wired to Escrow prior to final closing scheduled to occur on or before July 31, 2018.

Once Escrow receives all of the above referenced documents and funds, authorization from each party must be received prior to release of same. Once release of funds and documents is received, the Escrow Account can be closed.

Escrow charges are to be shared equally between Seller and Purchaser.

To indicate acceptance of these Escrow Instructions, all parties must affix proper signatures below.

| | | | |
|----------------|---|-------------------|--|
| Seller: | Lee County Mosquito Control District | Purchaser: | Anastasia Mosquito Control District |
| Signature: | _____ | Signature: | _____ |
| Name/Title: | _____ | Name/Title: | Gary Howell, Chairperson |
| Date: | _____ | Date | July 12, 2018 |

ESCROW AGENT:

Insured Aircraft Title Service, Inc.

Signature: _____
Name/Title: _____
Date: _____

ATTACHMENT B

WIRE TRANSFER INSTRUCTIONS

APA 206B3/4659



Insured Aircraft Title Service, LLC

21 E. Main Street, Suite 100, Oklahoma City, OK 73104

405-681-6663 800-654-4882

FAX: 405-681-9299

INSTRUCTIONS FOR USD PAYMENTS TO BANK OF AMERICA

U.S. & INTERNATIONAL WIRE TRANSFERS

| | |
|--------------------------|--|
| BENEFICIARY BANK: | BANK OF AMERICA ABA # 026009593 211 N Robinson Ave, Oklahoma City, OK 73102 SWIFT BOFAUS3N |
| CREDIT: | INSURED AIRCRAFT TITLE SERVICE ACCOUNT # 0028 6358 5210 21 E. Main Street, Suite 100, Oklahoma City, OK 73104 PHONE ADVISE: JOAN ROBERTS |
| REFERENCE: | Bell 206B3, S/N 4659, N874M Payment in full: \$593,000.00 Deposit: US\$50,000.00 |

FUNDS HELD IN ESCROW ARE NON-INTEREST BEARING

**ESCROW FEES MUST BE PAID AT CLOSING. A MINIMUM \$150.00 FEE
WILL BE ASSESSED FOR AN UNSUCCESSFULLY CLOSED ESCROW.**

***ESCROW DEPOSITS RECEIVED ARE CONSIDERED REFUNDABLE TO THE DEPOSITOR UNTIL WE ARE
NOTIFIED OTHERWISE BY THE DEPOSITOR OR UNTIL WE ARE IN RECEIPT OF A PURCHASE
AGREEMENT THAT HAS BEEN EXECUTED BY BOTH PURCHASER AND SELLER OUTLINING THE
TERMS AND CONDITIONS OF THE FUNDS HELD IN ESCROW.***

ATTACHMENT C
AIRCRAFT SPECIFICATION
APA 206B3/4659



General Information:

- Airframe TSN: 2287.60 (Approximate)
- Landings: 2532
- Engine TSN/CSN: 2163.0/2278
- M/R Blades: 2712.50
- T/R Blades: 817.60/319.10
- Empty Weight: 1874.15
- No Known Accident or Damage History
- Turbine/Compressor Time Remaining: 1297.80/1337.0
- Transmission: 2212.50
- T/R Gearbox: 3712.50

Exterior:

- White Base with Dark Blue & Gold Stripes

Interior:

- 3 Place Utility Cabin Seating in Blue Cloth w/Color Coordinated Carpet

Optional Equipment & Accessories:

- High Skid Gear
- Dual Controls
- Particle Separator
- WSPS
- Gill 641S Lead Acid Battery
- Bear Paw Kit
- External Scavenge Oil Filter Kit (Facet)
- Simplex 4900 Spray System Provisions
- Simplex 7600 Electrical System
- Ag Nav Platinum Provisions
- Nav Bar Provision
- AAI Cockpit & Cabin Floor Protector Kits
- AAI Maintenance Step L/H

Avionics:

- Bendix/King KMA 24H Audio Control Panel w/5 Place ICS
- Bendix/King KX 155 VHF Nav/Comm w/KI 209 Nav Ind.
- Narco AT 155 Transponder w/TransCal SSD 120-30 Encoder
- Flight Instruments – ATT/DG/T&B
- Davtron Digital Clock
- Pointer 3000-10 ELT

Asking Price: \$625,000 - Delivery LCMC Facilities

Seller:

Purchaser:

ATTACHMENT D
AIRCRAFT ACCEPTANCE & DELIVERY
AGREEMENT APA 206B3/4659

TO: Lee County Mosquito Control District
15191 Homestead Road
Lehigh Acres, FL 33971

This Acceptance & Delivery Agreement is made and entered into by the following Individual/Company, herein referred to as "Purchaser".

PURCHASER INFORMATION

COMPANY: Anastasia Mosquito Control District
120 EOC Drive
St. Augustine, FL 32092

AIRCRAFT/EQUIPMENT INFORMATION

1. One (1) 2003 Bell 206B3, S/N 4659, N874M

Add Attachments as Required

TERMS AND CONDITIONS OF AGREEMENT

1. I, Gary Howell, hereby known as Purchaser, acknowledge that we, and/or our designated representative, have personally inspected the Aircraft described above, and have determined that all systems, avionics, engines and its accessories, rotors and airframe are in working order or otherwise meet or exceed my expectations, and are within my acceptable limits and conditions.
2. Further, we and/or our designated representative, have inspected all of the log books and related airworthy paperwork associated with this aircraft and, likewise, find that all documents and required maintenance inspections are in satisfactory order and further find the aircraft to be in airworthy condition.
EXCEPT AS SET FORTH HEREIN, SELLER(S) AND ITS AGENT(S) MAKE NO WARRANTIES OF ANY NATURE,
3. EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, WARRANTY OR MERCHANTABILITY AND THE WARRANTY OF FITNESS OR AIRWORTHINESS FOR A PARTICULAR PURPOSE, IN REGARD TO THE DESCRIBED AIRCRAFT. PURCHASER(S) ACCEPTS THIS AIRCRAFT IN "AS-IS", "WHERE-IS" CONDITION AND WITH ANY AND ALL FAULTS, KNOWN OR UNKNOWN. ACCEPTANCE IS NOT BASED UPON ANY REPRESENTATION OR WARRANTIES OF CONDITION WHICH MAY HAVE BEEN MADE BY THE SELLER(S) OR AGENT(S).
4. The undersigned Purchaser hereby accepts delivery of said aircraft at Seller's location per the conditions hereinstated. Purchaser hereby accepts full responsibility for any and all federal, state and local taxes specific to the purchase of this aircraft exclusive of Sellers Federal Income taxes.

I have personally read and fully understand and accept all conditions made in this agreement.

PURCHASER ACCEPTANCE - DELIVERY:

SIGNATURE:

NAME/TITLE:

DATE:

Gary Howell, Chairperson

July 12, 2018



ANASTASIA MOSQUITO CONTROL DISTRICT
OF ST. JOHNS COUNTY
120 EOC DRIVE, ST. AUGUSTINE, FLORIDA 32092
TELEPHONE: 904-471-3107 FAX: 904-471-3189

REQUEST FOR PROPOSAL FOR AN INSURANCE AGENCY THAT WILL BECOME AMCD'S AGENT OF RECORD FOR AVIATION INSURANCE AND PROVIDE A QUOTE(S) FOR AVIATION INSURANCE

REQUEST FOR PROPOSAL # 17/18-2

RFP SOLICITATION START DATE: 7:30 A.M. JULY 2, 2018

RFP SOLICITATION END DATE: 4:00 P.M. July 10, 2018

RFP OPENING BY STAFF DATE: 8:00 A.M. July 11, 2018

RFP CONSIDERATION: Board of Commissioners' regular meeting July 12, 2018 5:00 PM.

SPECIFICATIONS

INTRODUCTION:

- Anastasia Mosquito Control District (AMCD) is seeking an insurance agency to provide insurance coverage for district helicopter a 2003, Bell 206B, N874M. Advise the Board of Commissioner (5 elected members), District Director, and staff with insurance options.
- Agency chosen must be licensed in the State of Florida.

SCOPE OF WORK

- Provide Aircraft Physical Damage and Liability, Aviation General Liability quotes on an annual basis.
- Provide recommendations on specific plans, based on quotes.
- Administer the policy and plan chosen by the AMCD Board of Commissioners', and provide help and information to the Board members, Director, staff and employees as required.
- Provide quotes based on the following insurance requirements:

Aircraft Physical Damage & Liability

- | | |
|-------------------------------------|----------------|
| • Aircraft physical damage coverage | \$800,00.00 |
| • Chemical liability coverage | \$1,000,000.00 |
| • Non-chemical liability coverage | \$2,000,000.00 |

Pilot Provisions

- | | |
|--|----------------|
| • Medical expenses, each person | \$5,000.00 |
| • Passenger baggage | \$5,000.00 |
| • Property damage to hangar and contents (each occurrence) | \$500,000.00 |
| • Search & rescue (each occurrence) | \$500,000.00 |
| • Runway foaming (each occurrence) | \$500,000.00 |
| • Personal injury aggregate limit (aggregate) | \$2,000,000.00 |
| • Aircraft spare parts or equipment (each occurrence) | \$250,000.00 |

- Extra expense (daily limit) \$250,000.00
- Extra expense (aircraft limit) \$250,000.00
- Temporary replacement component part expense \$250,000.00

Additional Coverages

- Non-owned aircraft liability (each occurrence) \$2,000,000.00
- Non-owned aircraft physical damage(each occurrence) \$800,000.00
- Scheduled equipment-agricultural spraying (each occurrence) \$200,000.00
- Passenger voluntary settlement for non-owned aircraft
 - Each passenger including crew \$250,000.00
 - Benefit per week \$1,250.00
- Sale of aircraft \$2,000,000.00
- Sale of aircraft parts \$2,000,000.00

ATTACHEMENTS

Attachment 1: AMCD pilot information sheet for Paul Leone contract pilot.

Attachment 2: Bell 206B3 specification sheet

FORMAT AND ORDER OF RESPONSES TO THE RFP

All proposals will be presented as 8 1/2 X 11 either stapled, bound or in notebook.

INTRODUCTION/COVER LETTER: You may provide no more than a 1 page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, fax number and e-mail address of one contact to whom any correspondence should be directed.

BUSINESS ORGANIZATION: In this section, you should describe your business organization and who will serve as AMCD’s agent. Please provide a detailed resume or CV for the person to be primarily responsible for representation of the District.

FIRM EXPERIENCE / CAPABILITY: In this section, proponents will provide a list of their firm’s work experience dealing within local government and special districts.

REFERENCES: Please provide three names of professional reference, including contact information.

CONTRACT LANGAUGE: Please provide language of proposed agreement or contract.

MISCELLANEOUS. This section provides an opportunity for you to provide other information that your agency considers relevant. Be specific.

The above is in compliance with AMCD policies and procedures for: REQUEST FOR PROPOSAL FOR AN INSURANCE AGENCY THAT WILL BECOME AMCD’S AGENT OF RECORD FOR AVAITION INSURANCE AND PROVIDE A QUOTE (S) FOR AVAITION INSURANCE

INSURANCE REQUIREMENTS

The insurance agency shall not commence work under this contract until they have provided certificates to AMCD for amounts of insurance as follows:

1. Public Liability and Property Damage Insurance including Independent Contractor's Liability, Owner's Protection Insurance, Contractual Liability and Completed Operations Insurance as follows:
 - a. One person in any one accident, amount – Five Hundred Thousand Dollars (\$500,000.00)
 - b. Two or more persons in any one accident, amount – Five Hundred Thousand Dollars (\$500,000.00)
 - c. Property Damage in any one accident, amount – Five Hundred Thousand Dollars (\$500,000.00)
2. Automobile Liability Insurance (including coverage for Contractors Automotive equipment; owned, hired and non-owned);
 - a. One Person in any one accident, amount – Five Hundred Thousand Dollars (\$500,000.00)
 - b. Two or More persons in any one accident, amount – Five Hundred Thousand Dollars (\$500,000.00)
 - c. Property Damage in any one accident amount, amount – Five Hundred Thousand Dollars (\$500,000.00) with aggregate Property Damage in the amount of – Five Hundred Thousand Dollars (\$500,000.00)

3. Workmen's Compensation Insurance – Florida Statutory and any required by Maritime Law.

All insurance shall be maintained in force during term of contract or agreement and shall include an endorsement requiring ten (10) days prior written notice to the District (AMCD) before any change or cancellation is made effective.

SUBMITTAL PROCEDURE

A particular procedure for submitting an RFP to Our District is necessary, following the District's Policies and Procedures.

RFP numbers will be assigned as "REQUEST FOR PROPOSAL FY17/18-2, **(your company name)** REQUEST FOR PROPOSAL FOR AN INSURANCE AGENCY THAT WILL BECOME AMCD'S AGENT OF RECORD FOR AVAITION INSURANCE AND PROVIDE A QUOTE (S) FOR AVAITION INSURANCE

Original RFP shall be submitted **with eight (8) copies for a total of 9**, in a sealed envelope or box, and are to be identified in the **lower, left-hand corner** of the envelope or box with **your assigned RFP number** (see above).

Hand delivery, US Postal service, Parcel services (UPS or Fed Express) and couriers are acceptable methods of delivering your RFP.

As per the advertisement, no REQUESTS FOR PROPOSAL will be accepted after 4PM JULY 10, 2018. Do not be late. You must be in compliance with the above procedure. Proposers seeking clarifications shall direct all communications in writing to Kay Gaines at Anastasia Mosquito Control District, 120 EOC DRIVE, St. Augustine Florida 32092. Fax 904-471-3189 or e-mail gainesamcd@bellsouth.net, clarifications or modifications of this RFP document will be by addendum only. Addenda and other documents will be delivered by mail, FAX, e-mail or messenger to RFP document holders of record at the mailing address, FAX number, e-mail address or location provided by RFP document holders. The District may amend the RFP, as it sees fit, at any time, and may cancel the Request for Proposal at any time.

The District may reject any submittals in whole or part with or without cause.

Dr. Rui-De Xue
Director

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (*printed name*) _____ am the (*title*) _____ and the duly authorized representative of the firm of (*firm name*) _____ whose address is _____, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
3. Neither the business nor any authorized representative or significant stakeholder of the business has been determined by judicial or administrative board action to be in noncompliance with or in violation of any provision of the Anastasia Mosquito Control District nor has any outstanding past due debt to the Anastasia Mosquito Control District: and
4. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

Signature: _____

Printed Name: _____

Firm Name: _____

Date: _____

Sworn to and subscribed before me this _____ day of _____ 20____.

Personally known _____

OR Produced identification _____ Notary Public-State of _____

My Commission expires _____

(Type of Identification)

(Printed, typed or stamped commissioned name of Notary Public)

PILOT TIME/EXPERIENCE BREAKDOWN

Peter Paul Leone III

DOB: 6 Feb 65

Address: 2801 C.H. Arnold Road Saint Augustine Florida 32092

Email: Peterleone2801@comcast.net

Phone: 904-814-7293

Sex: M

Occupation: Commercial Pilot

Employer: Anastasia Mosquito Control District

FAA CERTIFICATES:

CERTIFICATE NUMBER: 2835974

Commercial Fixed-Wing

Commercial Rotor-Wing

Airplane Single Engine Land

Airplane Multi-Engine Land

IFR Fixed-Wing

IFR Rotor-Wing

Advanced Ground Instructor

Unmanned Aerial Systems Remote Pilot CERTIFICATE NUMBER: 3958408

Date of last FAA Medical: 5-16-2018

Class: 2

Waivers: None

Date of last flight review: 6-4-2018

Date of last IPC: 11-9-2013

SPECIALIZED TRAINING:

1993: US Army Aviator

2001: ATP Inc. Multi airplane Commercial IFR

1990: NFFC, FACT Airplane Private Pilot

2003: Florida Certified Aerial Applicator

| AIRCRAFT DESCRIPTION | TOTAL | PIC | COPILOT | LAST 12 MO | LAST 90 DAYS |
|--------------------------------|-------------|-------------|------------|------------|--------------|
| TOTAL TIME ALL AIRCRAFT | 4387 | 4188 | 199 | | |
| SINGLE ENGINE AIRPLANE | 400 | 400 | 0 | 0 | 0 |
| MULTI ENGINE AIRPLANE | 624 | 624 | 0 | 0 | 0 |
| ALL HELICOPTER | 3363 | 3164 | 199 | 346 | 76 |
| | | | | | |
| | | | | | |
| | | | | | |

| HELICOPTER MAKE/MODEL | | | | | |
|-----------------------|------|------|---|-----|----|
| BELL UH-1 | 578 | 575 | 0 | 0 | 0 |
| BELL 206 | 555 | 555 | 0 | 35 | 35 |
| BELL 47 SOLOY | 548 | 548 | 0 | 0 | 0 |
| MD 500 E | 250 | 250 | 0 | 0 | 0 |
| MD 520 N | 372 | 372 | 0 | 293 | 50 |
| S269/300/TH-55 | 1060 | 1060 | 0 | 1 | 0 |

TOTAL AG HOURS: 2500

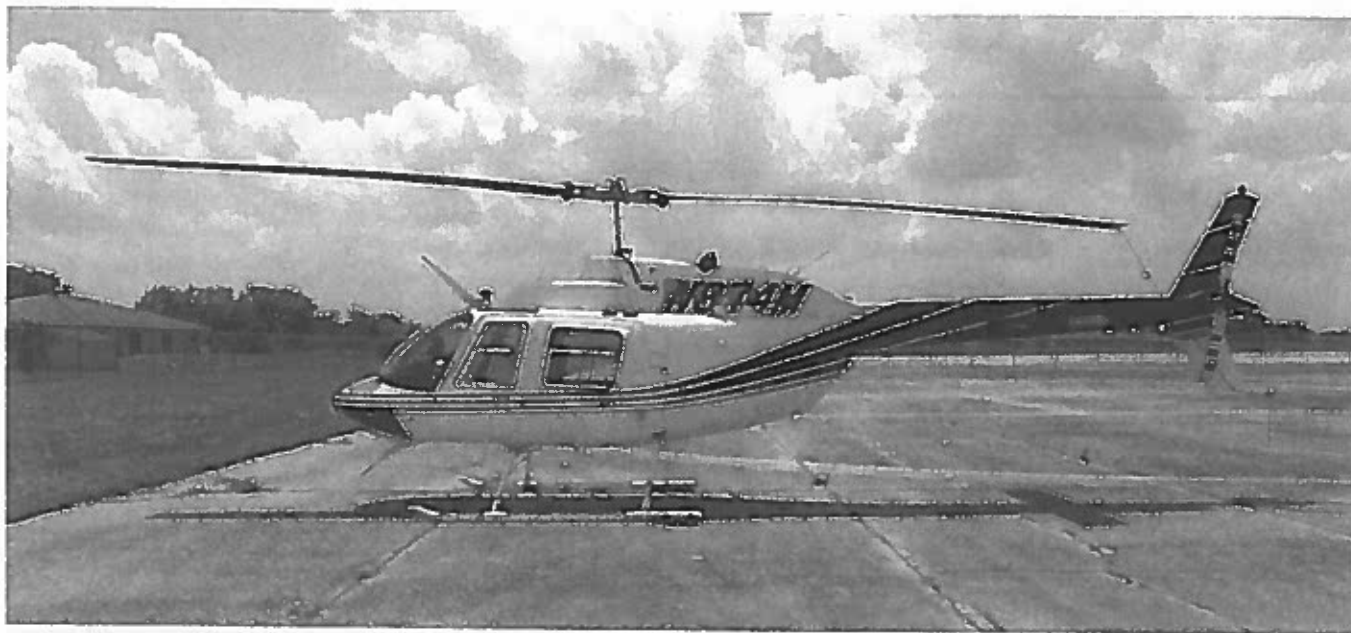
No accidents, incidents or insurance claims.

No violations of Federal Aviation Regulations.

No revocations or suspensions of Driver License.

No convictions for DUI and no drug related convictions in last 5 years.

ATTACHMENT 2
AIRCRAFT SPECIFICATION
APA 206B3/4659



General Information:

- Airframe TSN: 2287.60 (Approximate)
- Landings: 2532
- Engine TSN/CSN: 2163.0/2278
- M/R Blades: 2712.50
- T/R Blades: 817.60/319.10
- Empty Weight: 1874.15
- No Known Accident or Damage History
- Turbine/Compressor Time Remaining: 1297.80/1337.0
- Transmission: 2212.50
- T/R Gearbox: 3712.50

Exterior:

- White Base with Dark Blue & Gold Stripes

Interior:

- 3 Place Utility Cabin Seating in Blue Cloth w/Color Coordinated Carpet

Optional Equipment & Accessories:

- High Skid Gear
- Dual Controls
- Particle Separator
- WSPS
- Gill 641S Lead Acid Battery
- Bear Paw Kit
- External Scavenge Oil Filter Kit (Facet)
- Simplex 4900 Spray System Provisions
- Simplex 7600 Electrical System
- Ag Nav Platinum Provisions
- Nav Bar Provision
- AAI Cockpit & Cabin Floor Protector Kits
- AAI Maintenance Step L/H

Avionics:

- Bendix/King KMA 24H Audio Control Panel w/5 Place ICS
- Bendix/King KX 155 VHF Nav/Comm w/KJ 209 Nav Ind.
- Narco AT 155 Transponder w/TransCal SSD 120-30 Encoder
- Flight Instruments – ATT/DG/T&B
- Davtron Digital Clock
- Pointer 3000-10 ELT

Asking Price: \$625,000 - Delivery LCMC Facilities

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue



BOARD OF COMMISSIONERS:

Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner

TO: The St. Augustine Record

ATTENTION: Melissa Rhinehart and/or Tiffany Lowe; Legal Dept. (fax: 819-3523)
legals@staugustine.com Melissa.rhinehart@staugustine.com tiffany.lowe@staugustine.com

FROM: Charolette M. Hall, Admin. Asst.

CC: Dr. Rui-De Xue, Director

DATE: July 3, 2018

RE: Please print the following Legal Ad for RFP

LEGAL NOTICE

The Anastasia Mosquito Control District of St. Johns County is accepting a Request for Proposal for the following service:

REQUEST FOR PROPOSAL FOR AN INSURANCE AGENCY THAT WILL BECOME AMCD'S AGENT OF RECORD FOR AVIATION INSURANCE AND PROVIDE A QUOTE (S) FOR AVIATION INSURANCE

RFP document package may be picked up at AMCD office 120 EOC Drive, St. Augustine, FL 32092, or by email: gainesamcd@bellsouth.net beginning July 2, 2018 between 7:30 AM and 4:00 PM, Monday through Friday until July 10, 2018 at 4:00 PM.

RFP Open: July 2, 2018 7:30 AM

RFP Closing: July 10, 2018 4:00 PM

RFP Opening by staff: July 11, 2018 8:00 AM.

RFP Consideration: Board of Commissioners' regular meeting July 12, 2018 5:00 PM.

The District in its sole discretion reserves the right to reject any and all RFPs or to waive any irregularities.

(Please include the mosquito logo with the ad.)

Publish date: Wednesday, July 4, 2018 - (St. Augustine Record)

Thank you.

Charolette M. Hall, Administrative Assistant
charoletteamcd@gmail.com



**Anastasia Mosquito
Control District of
St. Johns County**
The Anastasia Mosquito
Control District of St.
Johns County is accept-
ing a

Request for Proposal for the following
service:

**REQUEST FOR PROPOSAL FOR AN
INSURANCE AGENCY THAT WILL
BECOME AMCD'S AGENT OF RE-
CORD FOR AVIATION INSURANCE
AND PROVIDE A QUOTE (S) FOR
AVIATION INSURANCE**

RFP document package may be picked
up at AMCD office 120 EOC Drive, St.
Augustine, FL 32092, or by email esamcd@bellsouth.net beginning July
2, 2018 between 7:30 AM and 4:00
PM, Monday through Friday until July
10, 2018 at 4:00 PM.

RFP Open: July 2, 2018 7:30 AM
RFP Closing: July 10, 2018 4:00 PM
**RFP Opening by staff: July 11, 2018
8:00 AM.**
**RFP Consideration: Board of Commis-
sioners' regular meeting July 12, 2018
5:00 PM.**

The District in its sole discretion reserves
the right to reject any and all RFPs or to
waive any irregularities.
0003063806 July 4, 2018

LEGAL NOTICE

The Anastasia Mosquito Control District of St. Johns County is accepting a Request for Proposal for the following service:

REQUEST FOR PROPOSAL FOR AN INSURANCE AGENCY THAT WILL BECOME AMCD'S AGENT OF RECORD FOR AVAITION INSURANCE AND PROVIDE A QUOTE (S) FOR AVAITION INSURANCE

RFP document package may be picked up at AMCD office 120 EOC Drive, St. Augustine, FL 32092, or by email gainesamcd@bellsouth.net beginning July 2, 2018 between 7:30 AM and 4:00 PM, Monday through Friday until July 10, 2018 at 4:00 PM.

RFP Open: July 2, 2018 7:30 AM

RFP Closing: July 10, 2018 4:00 PM

RFP Opening by staff: July 11, 2018 8:00 AM.

RFP Consideration: Board of Commissioners' regular meeting July 12, 2018 5:00 PM.

The District in its sole discretion reserves the right to reject any and all RFPs or to waive any irregularities.



Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

2018 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

*Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner*

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director and Richard Weaver, Data Manager

CC: Charolette M. Hall, Administrative Assistant,

DATE: June 29, 2018

RE: Comcast Business Service Order Agreement Update

In order to host the GeoMosquito database on the AMCD server and to be able to have the cloud based host server talk to the AMCD server, AMCD needed to move from one static IP address to two static IP addresses.

Comcast only assigns an IP address in a bundle of one or five so AMCD had to upgrade our Comcast agreement to a five bundle for our static IP's. The cost increase was minimal, at under \$20.00 a month.

I request the Board to approve the revised/updated Service Agreement, as attached.

COMCAST BUSINESS BUSINESS SERVICE ORDER AGREEMENT

Account Name: Anastasia Mosquito Control

ID#: 19805642

CUSTOMER INFORMATION (Service Location)

| | |
|--|--|
| Address 1 <u>120 EOC DRIVE</u> | City <u>St Augustine</u> |
| Address 2 _____ | State <u>FL</u> |
| Primary Contact Name <u>Richard Weaver</u> | ZIP Code <u>32092</u> |
| Business Phone <u>(904) 471-3107</u> | County _____ |
| Cell Phone _____ | Email Address <u>rweaveramcd@bellsouth.net</u> |
| Pager Number _____ | Primary Fax Number _____ |
| Technical Contact Name _____ | Tech Contact On-Site? <u>No</u> |
| Technical Contact Business Phone _____ | Technical Contact Email _____ |
| Property Manager Contact Name _____ | Property Mgr. Phone _____ |

COMCAST BUSINESS SERVICES

| | |
|-----------------------|----|
| Selection (X) | |
| Business Voice | X |
| Business Internet | X |
| Business TV | X |
| Service Term (Months) | 36 |

COMCAST BUSINESS SERVICES DETAILS

Business Voice*

| VOICE SELECTIONS | Quantity | Unit Cost | Total Cost |
|--------------------------|--------------|------------|------------|
| Mobility Lines | 1 | \$44.95 | \$44.95 |
| 4+ Mobility Lines | 0 | \$29.95 | \$0.00 |
| Full Feature Voice Lines | 0 | \$39.95 | \$0.00 |
| 4+ Lines | 0 | \$24.95 | \$0.00 |
| Basic Lines | 0 | \$24.95 | \$0.00 |
| Toll Free Numbers | | | |
| Equipment Fee | 1 | N/A | \$14.95 |
| VOICE OPTIONS | Selection(X) | Total Cost | |
| VoiceMail | 0 | | |
| Published | X | \$0.00 | |
| Enhanced Listings | | | |
| Auto-Attendant | | | |

* Voice offers & options not available in all markets

Comcast Business Packages

| Package Name | <u>CL3_DP8V_TP_189.95D250_329MOB3yr</u> |
|--|---|
| PACKAGE DESCRIPTION | |
| \$160 MRC Discount off Deluxe 250 Business Internet for discounted rate of \$189.95 \$15 MRC Discount off Mobility Lines 1-3 for discounted rate of \$29.95 each MRC discounts rolls to rate card in month 37 Deluxe 250 Business Internet and minimum 1 Mobility Line required. 3 year term required. Taxes, Usage, Fees, and Equipment are extra | |

VoiceEdge Select Selections*

| Voice Selections | Quantity | Unit Price(MRC) | Total Price(MRC) | Unit Price(NRC) | Total Price(NRC) |
|------------------------|----------|-----------------|------------------|-----------------|------------------|
| VoiceEdge Select Seats | 0 | \$39.95 | \$0.00 | \$29.95 | \$0.00 |
| Cordless Handset | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Cordless Deskphone | 0 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

*Bundle include Auto attendant, Hunt Group and Base station.

Business Internet*

| INTERNET SELECTIONS | Selection(X) | Total Cost |
|---------------------|--------------|------------|
| Speed - Deluxe 250 | X | \$349.95 |
| Equipment Fee | X | \$0.00 |

*Business Internet speed tier selections not available in all markets
*Internet selections & options not available in all markets

| INTERNET OPTIONS | Selection(X) | Total Cost |
|--------------------------------|--------------|------------|
| Static IP V4/V6 - 5 | X | \$24.95 |
| Wi-Fi - Business Wifi Standard | X | \$0.00 |

Business TV***

| TV SELECTIONS | Selection | Total Cost |
|-------------------|-----------|------------|
| TV Select | X | \$19.95 |
| HD Technology Fee | | |

| TV OPTIONS | Selection | Total Cost |
|------------------------------------|-----------|------------|
| Sports Pack** | | |
| Canales Selecto | | |
| Music Choice w/Comcast Business TV | | |
| Other | | |
| Other | | |

| TV CONFIGURATION DETAILS | Quantity | Unit Cost | Total Cost |
|-----------------------------|----------|-----------|------------|
| Primary Outlet - TV Adaptor | 1 | \$0.50 | \$0.50 |
| TV Box + Remotes | 0 | \$0.00 | \$0.00 |
| TV Adaptor | 4 | \$7.75 | \$31.00 |

| mini mDTA/mDTA Type | # of Outlets | NRC | MRC |
|---------------------|--------------|-----|-----|
| | | | |

*** Not available in home offices or private view establishments. TV selections & options not available in all markets. Customer acknowledges and understands Customer may be responsible for additional music licensing or copyright fees for music contained in any or all of the Services, including, but not limited to Video and/or Public View Video

** Available as add-on to Digital Standard & Digital Deluxe TV Selections only

**COMCAST
BUSINESS**

BUSINESS SERVICE ORDER AGREEMENT

Account Name: Anastasia Mosquito Control

ID#: 19805642

COMCAST BUSINESS TOTAL SERVICE CHARGES

| Comcast Business | | | | Selection(X) | Quantity | Unit Cost | Total Cost | Total Monthly Service Charge | |
|---|--|---|--|--------------|----------|-----------|------------|------------------------------|----------|
| Business Internet/TV/Voice Installation Fee | | X | | | \$0.00 | \$0.00 | | | \$486.25 |
| Voice Activation Fee* | | | | | | | | | |
| Auto-Attendant Setup Fee | | | | | | | | | |
| Toll Free Activation Fee | | | | | | | | | |
| Directory Listing Suppression Fee | | | | | | | | | |
| VoiceEdge Select Seat Activation Fee** | | | | | | | | | |

* Per line activation fee, up to four (4) line resumption charge
 ** Bundle includes Auto attendant, Hunt Group and Seat Station

| | |
|--|--------|
| Promotional Code (if applicable) | |
| Discount On Internet (if applicable) | 160.00 |
| Discount On Video (if applicable) | |
| Discount On Voice (if applicable) | 15.00 |
| Discount On VoiceEdge Select Seats (if applicable) | |

Total Discount \$175.00

Total Recurring Monthly Bill: \$311.25

Total Installation Charges: \$0.00

* Does not include Custom Installation Fees

* Applicable federal, state, and local taxes and fees may apply

GENERAL SPECIAL INSTRUCTIONS

COMCAST BUSINESS INTERNET CONFIGURATION DETAILS

| | | | |
|-------------------------------------|----|----------------------|-------------------|
| Transfer Existing Comcast.net Email | No | Equipment Selection | Business Wireless |
| Number of Static IPs* | 5 | Business Web Hosting | No |

COMCAST BUSINESS TV CONFIGURATION DETAILS

| Outlet Details | Location | Outlet Type |
|-----------------------|------------|-------------|
| Outlet 1 - Primary | Outlet - 1 | TV Adaptor |
| Outlet 2 - Additional | Outlet - 2 | TV Adaptor |
| Outlet 3 - Additional | Outlet - 3 | TV Adaptor |
| Outlet 4 - Additional | Outlet - 4 | TV Adaptor |
| Outlet 5 - Additional | Outlet - 5 | TV Adaptor |
| Outlet 6 - Additional | | |
| Outlet 7 - Additional | | |
| Outlet 8 - Additional | | |

Additional Comments:

OUTLETS 9 & UP QUANTITY

| | |
|-----------------|---|
| TV Box + Remote | 0 |
| TV Adaptor | 0 |

COMCAST BUSINESS VOICEEDGE SELECT CONFIGURATION DETAILS

| Phone # | Type |
|---------|------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

COMCAST BUSINESS VOICE CONFIGURATION DETAILS

| Phone # | Type | HG1 Seq | HG2 Seq | Voicemail | Customer Equipment |
|------------|----------------|---------|---------|-----------|---|
| 9044713189 | Mobility Lines | None | None | No | Phone System Type (Key System, PBX, Other) |
| | | | | | |
| | | | | | Phone System Manufacturer |
| | | | | | |
| | | | | | Fax Machine Manufacturer |
| | | | | | |
| | | | | | Alarm System Vendor |
| | | | | | |
| | | | | | Point of Sale Device |
| | | | | | |
| | | | | | Telco Closet Location |
| | | | | | |
| | | | | | Hunt Group Configuration Details |
| | | | | | Hunt Group Features Requested (Yes/No) |
| | | | | | No |
| | | | | | Hunt Group 1 Configuration Type |
| | | | | | |
| | | | | | Hunt Group 2 Configuration Type |
| | | | | | |
| | | | | | Hunt Group 1 Pilot Number |
| | | | | | |
| | | | | | Hunt Group 2 Pilot Number |
| | | | | | |

COMCAST BUSINESS BUSINESS SERVICE ORDER AGREEMENT

Account Name: Anastasia Mosquito Control

ID#: 19805642

| Toll Free # | Calling Origination Area | Associated TN |
|-------------|--------------------------|---------------|
| | | |
| | | |
| | | |
| | | |

Directory Listing Details

| Directory Listing (Published, Non-Published, Unlisted) | Published | Additional Voice Details | |
|--|----------------------------|--------------------------------------|--------------|
| Directory Listing Phone Number | 9044713188 | Caller ID (Yes/No) | Yes |
| Directory Listing Display Name | Anastasia Mosquito Control | Caller ID Display Name (max 15 char) | AMC District |
| DA/DL Header Text Information | Pest Control Services | International Dialing (Yes/No) | No |
| DA/DL Header Code Information | 078990 | Call Blocking (Yes/No) | No |
| Standard Industry Code Information | | Auto-Attendant (Yes/No) | No |

COMCAST BUSINESS VOICE EDGE CONFIGURATION DETAILS

Voice Edge Directory Listing Details

| | |
|--|--|
| Directory Listing (Published, Non-Published, Unlisted) | |
| Directory Listing Phone Number | |
| Directory Listing Display Name | |
| DA/DL Header Text Information | |
| DA/DL Header Code Information | |

Voice Edge Additional Voice Details

| | |
|--|--|
| Caller ID (Yes/No) | |
| International Dialing (Yes/No) | |
| Caller ID Display Name (max 15 characters) | |
| Call Blocking (Yes/No) | |
| Enterprise Extension Dialing? | |

**COMCAST
BUSINESS****BUSINESS SERVICE ORDER AGREEMENT**Account Name: Anastasia Mosquito ControlID#: 19805842**CUSTOMER BILLING INFORMATION**

| | | | |
|-----------------------------------|-----------------------------------|-----------------------|----------------------------------|
| Billing Account Name | <u>Anastasia Mosquito Control</u> | City | <u>St Augustine</u> |
| Billing Name (3rd Party Accounts) | <u></u> | State | <u>FL</u> |
| Address 1 | <u>120 EOC Drive</u> | ZIP Code | <u>32092</u> |
| Address 2 | <u></u> | Billing Contact Email | <u>rweaveramcd@bellsouth.net</u> |
| Billing Contact Name | <u>Richard Weaver</u> | Billing Contact Phone | <u>(804) 471-3107</u> |
| Tax Exempt? | <u>No</u> | Billing Fax Number | <u></u> |

* If yes, please provide and attach tax exemption certificate

AGREEMENT

1. This Comcast Business Service Order Agreement sets forth the terms and conditions under which Comcast Cable Communications Management, LLC and its operating affiliates ("Comcast") will provide the Services to Customer. This Comcast Business Service Order Agreement consists of this document ("SOA"), the standard Comcast Business Terms and Conditions ("Terms and Conditions") and any jointly executed amendments ("Amendments") entered under the Agreement. In the event of inconsistency among these documents, precedence will be as follows: (1) Amendments, (2) Terms and Conditions and (3) this SOA. This Agreement shall commence and become a legally binding agreement upon Customer's execution of the SOA. The Agreement shall terminate as set forth in the Terms and Conditions (<http://business.comcast.com/terms-conditions/index.aspx>). All capitalized terms not defined in this SOA shall reflect the definitions given to them in the Terms and Conditions. Use of the Services is also subject to the then current High-Speed Internet for Business Acceptable Use Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL) and the then current High-Speed Internet for Business Privacy Policy located at <http://business.comcast.com/terms-conditions/index.aspx> (or any successor URL), both of which Comcast may update from time to time.

2. Comcast Business Voice, Internet, TV, and Comcast Business SmartOffice™ Services ("Service") carry a 30 day* money back guarantee**. If, within the first 30 days following Service installation, Customer is not completely satisfied, Customer may cancel Service and Comcast will issue a refund for the monthly recurring fee paid for the first 30 days of service, excluding installation charges, fees, taxes and voice usage charges, however, Customer will be charged any remaining payments owed for non-refundable fees (including installation) and other charges. In order to be eligible for the refund, Customer must cancel Service within 30 days after installation and return any Comcast-provided equipment in good working order. In no event shall the refund exceed \$500.00.

*Comcast Business Trunks and Comcast Business VoiceEdge™ carry a 60 day money back guarantee, subject to the above terms

**The money back guarantee does not apply to Hospitality Video or Ethernet Services.

3. To complete a voice order, Customer must execute a Comcast Letter or Authorization ("LOA") and submit it to Comcast, or Comcast's third party order entry integrator, as directed by Comcast.

4. New telephone numbers are subject to change prior to the install. Customers should not print their new number on stationery or cards until after the install is complete.

5. Modifications: All modifications to the Agreement, if any, must be captured in a written Amendment, executed by an authorized Comcast Senior Vice President and the Customer. All other attempts to modify the Agreement shall be void and non-binding on Comcast. Customer by signing below, agrees and accepts the Terms and Conditions of this Agreement.

6. IF CUSTOMER IS SUBSCRIBING TO COMCAST'S BUSINESS DIGITAL VOICE SERVICE, CUSTOMER, BY SIGNING BELOW, ACKNOWLEDGES RECEIPT AND UNDERSTANDING OF THE FOLLOWING 911 NOTICE:

911 NOTICE

Comcast Business Digital Voice service ("Voice Service") may have the 911 limitations specified below:

- In order for 911 calls to be properly directed to emergency services using Voice Service, Comcast must have the correct service address for the telephone number used by the Company. If the Voice Service or any Voice Service device is moved to a different location without Company providing an updated service address, 911 calls may be directed to the wrong emergency authority, may transmit the wrong address, and/or Voice Service (including 911) may fail altogether. Customer's use of a telephone number not associated with its geographic location may also increase these risks.

- The Voice Service uses electrical power in the Company's premises. If there is an electrical power outage, 911 calling may be interrupted if a battery back-up is not installed in the voice modem, fails, or is exhausted.

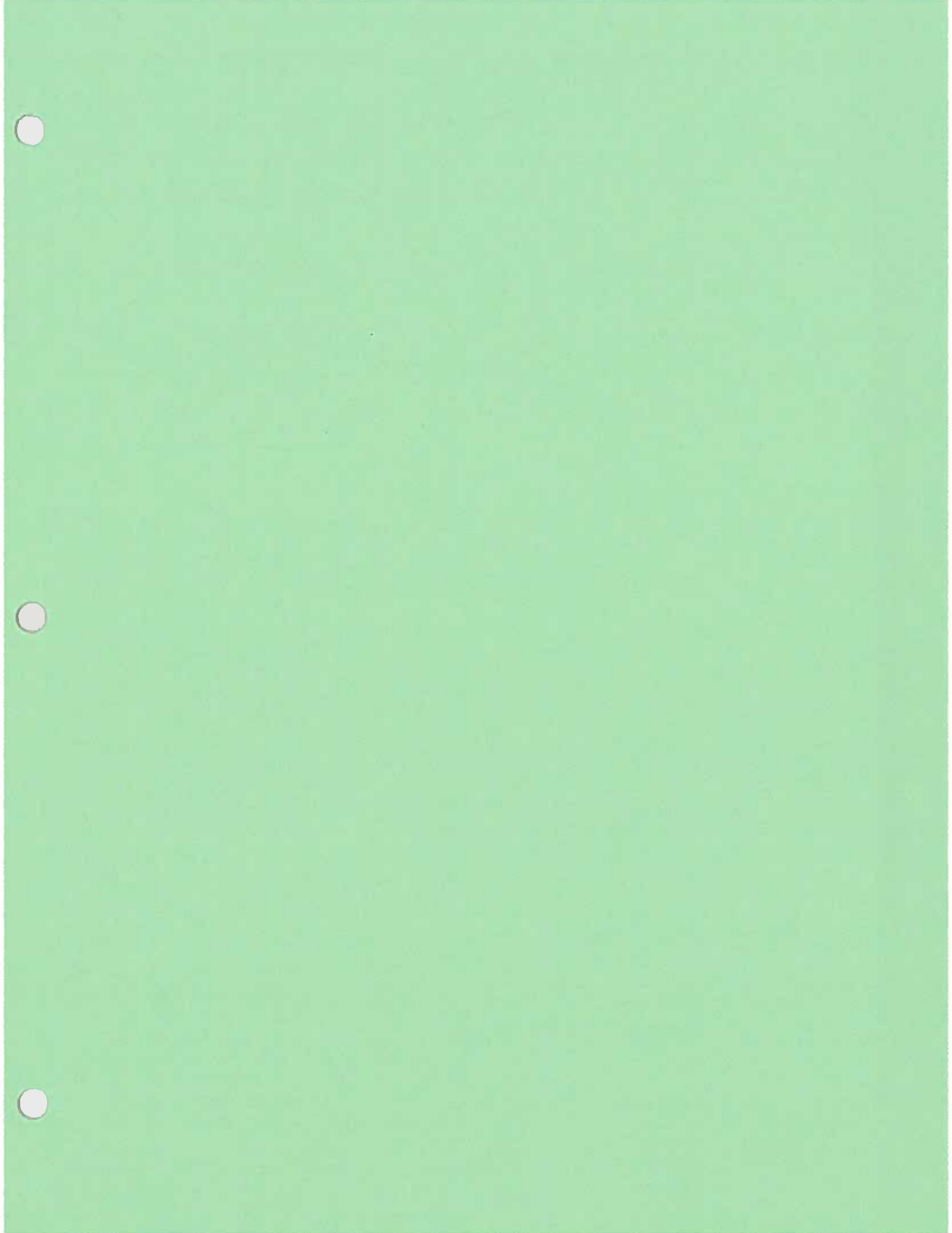
- Calls using the Voice Service, including calls to 911, may not be completed if there is a problem with network facilities, including network congestion, network/equipment/power failure, a broadband connection failure, or another technical problem.

- Customer should call Comcast at 1-888-824-8104 if it has any questions or needs to update a service address in the 911 system. Delays in updating the service address may also impact 911.

- BY SIGNING BELOW, CUSTOMER ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE FOREGOING 911 NOTICE AND THE 911 LIMITATIONS OF THE VOICE SERVICE.

| CUSTOMER SIGNATURE | |
|--|-----------------------|
| By signing below, Customer agrees and accepts the Terms and Conditions of this Agreement. General Terms and Conditions can be found at http://business.comcast.com/terms-conditions/index.aspx . | |
| Signature | <u>Richard Weaver</u> |
| Print: | <u>Richard Weaver</u> |
| Title: | <u>Data Manager</u> |
| Date: | <u>6/21/2018</u> |

| FOR COMCAST USE ONLY | |
|----------------------------------|---------------------|
| Sales Representative: | <u>Lezha Lopez</u> |
| Sales Representative Code: | <u></u> |
| Sales Manager/Director Name: | <u>Nicole Simey</u> |
| Sales Manager/Director Approval: | <u></u> |
| Division: | <u>Central</u> |
| SmartOffice License Number: | <u></u> |





Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

ARTHROPOD CONTROL BUDGET AMENDMENT

ADAM H. PUTNAM
COMMISSIONER

Section 388.361, F.S. and 6E-13.027, F.A.C.
Telephone (850) 617-7995 Fax (850) 617-7989

Submit to:
Mosquito Control Program
3125 Conner Blvd, Bldg 6

STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT. USE PAGE TWO FOR THIS PURPOSE.

Amendment No. 2018-07

Fiscal Year: 2017-2018

Date: 7/12/2018

Amending: Local Funds X State Funds (Check appropriate fund account to be amended. Use a separate form for each fund). The Board of Commissioners for Anastasia Mosquito Control District hereby submits to the Department of Agriculture and Consumer Services, for its consideration and approval, the following amendment for the current fiscal year as follows:

ESTIMATED RECEIPTS

NOTE: The budget cannot be amended to show an increase in receipts over the amount budgeted unless authorized.

| Total Available Cash and Receipts | Reserves | Present Budget | Increase Request | Decrease Request | Revised Budget |
|-----------------------------------|-----------------|------------------|------------------|------------------|------------------|
| \$ 10,625,950.05 | \$ 1,875,438.00 | \$ 10,625,950.05 | \$ 88,342.16 | \$ - | \$ 10,714,292.21 |

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS

| ACCT NO | Description | Present Budget | Increase Request | Decrease Request | Revised Budget |
|--|---------------------------------------|------------------|------------------|------------------|------------------|
| 311 | Ad Valorem (Current/Delinquent) | \$ 4,894,772.00 | \$ 79,864.84 | \$ - | \$ 4,974,636.94 |
| 334.1 | State Grant | \$ - | \$ - | \$ - | \$ - |
| 362 | Equipment Rentals | \$ - | \$ - | \$ - | \$ - |
| 337 | Grants and Donations | \$ 35,339.20 | \$ - | \$ - | \$ 35,339.20 |
| 361 | Interest Earnings | \$ 34,287.00 | \$ 7,555.48 | \$ - | \$ 41,842.48 |
| 364 | Equipment and/or Other Sales | \$ 665,044.00 | \$ - | \$ - | \$ 665,044.00 |
| 369 | Misc./Refunds (prior yr expenditures) | \$ 283,329.85 | \$ 921.74 | \$ - | \$ 284,251.59 |
| 380 | Other Sources | \$ - | \$ - | \$ - | \$ - |
| 389 | Loans | \$ - | \$ - | \$ - | \$ - |
| TOTAL RECEIPTS | | \$ 5,912,772.05 | \$ 88,342.16 | \$ - | \$ 6,001,114.21 |
| Beginning Fund Balance | | \$ 4,713,178.00 | \$ - | \$ - | \$ 4,713,178.00 |
| Total Budgetary Receipts & Balances | | \$ 10,625,950.05 | \$ 88,342.16 | \$ - | \$ 10,714,292.21 |

BUDGETED EXPENDITURES

NOTE: Total increase must equal total decrease, unless the total "Present Budget" is revised.

| ACCT NO | Uniform Accounting System Transaction | Present Budget | Increase Request | Decrease Request | Revised Budget |
|--|---|------------------|------------------|------------------|------------------|
| 10 | Personal Services | \$ 1,454,857.00 | \$ - | \$ - | \$ 1,454,857.00 |
| 20 | Personal Service Benefits | \$ 761,385.00 | \$ - | \$ - | \$ 761,385.00 |
| 30 | Operating Expense | \$ 429,621.00 | \$ - | \$ - | \$ 429,621.00 |
| 40 | Travel & Per Diem | \$ 34,164.00 | \$ - | \$ - | \$ 34,164.00 |
| 41 | Communication Services | \$ 25,904.00 | \$ - | \$ - | \$ 25,904.00 |
| 42 | Freight Services | \$ 2,500.00 | \$ - | \$ - | \$ 2,500.00 |
| 43 | Utility Service | \$ 22,500.00 | \$ - | \$ - | \$ 22,500.00 |
| 44 | Rentals & Leases | \$ 1,000.00 | \$ - | \$ - | \$ 1,000.00 |
| 45 | Insurance | \$ 69,171.00 | \$ - | \$ - | \$ 69,171.00 |
| 46 | Repairs & Maintenance | \$ 44,000.00 | \$ - | \$ - | \$ 44,000.00 |
| 47 | Printing and Binding | \$ 500.00 | \$ - | \$ - | \$ 500.00 |
| 48 | Promotional Activities | \$ 15,000.00 | \$ - | \$ - | \$ 15,000.00 |
| 49 | Other Charges | \$ 6,325.00 | \$ - | \$ - | \$ 6,325.00 |
| 51 | Office Supplies | \$ 22,000.00 | \$ - | \$ - | \$ 22,000.00 |
| 52.1 | Gasoline/Oil/Lube | \$ 64,000.00 | \$ - | \$ - | \$ 64,000.00 |
| 52.2 | Chemicals | \$ 228,000.00 | \$ 80,842.16 | \$ - | \$ 308,842.16 |
| 52.3 | Protective Clothing | \$ 1,500.00 | \$ - | \$ - | \$ 1,500.00 |
| 52.4 | Misc. Supplies | \$ 58,400.00 | \$ - | \$ - | \$ 58,400.00 |
| 52.5 | Tools & Implements | \$ 5,000.00 | \$ - | \$ - | \$ 5,000.00 |
| 54 | Publications & Dues | \$ 13,885.00 | \$ - | \$ - | \$ 13,885.00 |
| 55 | Training | \$ 24,198.20 | \$ 7,500.00 | \$ - | \$ 31,698.20 |
| 60 | Capital Outlay | \$ 4,730,057.85 | \$ - | \$ - | \$ 4,730,057.85 |
| 71 | Principal | \$ - | \$ - | \$ - | \$ - |
| 72 | Interest | \$ - | \$ - | \$ - | \$ - |
| 81 | Aids to Government Agencies | \$ - | \$ - | \$ - | \$ - |
| 83 | Other Grants and Aids | \$ - | \$ - | \$ - | \$ - |
| 89 | Contingency (Current Year) | \$ 736,544.00 | \$ - | \$ - | \$ 736,544.00 |
| 99 | Payment of Prior Year Accounts | \$ - | \$ - | \$ - | \$ - |
| TOTAL BUDGET AND CHARGES | | \$ 8,750,512.05 | \$ 88,342.16 | \$ - | \$ 8,838,854.21 |
| 0.001 | Reserves - Future Capital Outlay | \$ 365,535.00 | \$ - | \$ - | \$ 365,535.00 |
| 0.002 | Reserves - Self-Insurance | \$ - | \$ - | \$ - | \$ - |
| 0.003 | Reserves - Cash Balance to be Carried Forward | \$ 1,402,807.00 | \$ - | \$ - | \$ 1,402,807.00 |
| 0.004 | Reserves - Sick and Annual Leave | \$ 107,096.00 | \$ - | \$ - | \$ 107,096.00 |
| TOTAL RESERVES | | \$ 1,875,438.00 | \$ - | \$ - | \$ 1,875,438.00 |
| TOTAL BUDGETARY EXPENDITURES and BALANCES | | \$ 10,625,950.05 | \$ 88,342.16 | \$ - | \$ 10,714,292.21 |
| ENDING FUND BALANCE | | \$ - | \$ - | \$ - | \$ - |

APPROVED: _____
Chairman of the Board, or Clerk of Circuit Court

DATE _____

APPROVED: _____
Mosquito Control Program

DATE _____

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2018

BUDGET AMENDMENT NUMBER 2018-07

COMPUTATIONS

LOCAL FUND

| | |
|----------------------------------|-------------|
| Receipts: | |
| Taxes, Current Year | 74,191.56 |
| Interest Earnings | 7,555.48 |
| Tax Distributions, Prior Year | 5,673.38 |
| Miscellaneous: Salvage | 921.74 |
| Expenditures: | |
| Training | (7,500.00) |
| Chemicals: Permethrin NALED, BTI | (80,842.16) |
| | <hr/> |
| | \$ - |

Budget Amendment (Net, pooled from Contingency)

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2018

LOCAL FUND BUDGET AMENDMENT NUMBER 2018-07

BUDGET JOURNAL ENTRIES:

| | | | |
|-------------------|----------------------------------|--------------|--------------|
| Dr) EXPENDITURES: | Training | \$ 7,500.00 | |
| | Chemicals | \$ 80,842.16 | |
| | | | \$ 74,191.56 |
| | Cr) REVENUE: Taxes, Current Year | | \$ 7,555.48 |
| | REVENUE: Interest Earnings | | \$ 5,673.38 |
| | REVENUE: Taxes, Prior Year | | \$ 921.74 |
| | REVENUE: Misc., Salvage | | |

**UNFINISHED
BUSINESS
#1**

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue



BOARD OF COMMISSIONERS:

Gary Howell, Chairperson

Gina LeBlanc, Vice-Chairperson

Jacqueline Rock, Secretary/Treasurer

Catherine Brandhorst, Commissioner

Jeanne Moeller, Commissioner

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 12, 2018

RE: Update on 8 Acre South Parcel and Research Property Construction Project Report

Mr. Bill Youker, Vice-President with the Harrell Construction Company, Inc. will give an updated report on the 8 Acre South Parcel and Research Property Construction project progress.

**UNFINISHED
BUSINESS
#2**

Charolette Hall

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Thursday, June 14, 2018 9:26 AM
To: 'PETER LEONE'; Brad Gunn; 'Richard Weaver'; 'Kay Gaines '; 'g-chowell'; xueamcd@gmail.com; 'Bill Youker'
Cc: 'Charolette Hall'; 'Christopher Bibbs'; 'Scott Hanna'; 'Daniel Dixon'; Gina LeBlanc; 'Catherine Brandhorst'; 'Jeanne Moeller'; 'Paul Wise'; 'Wayne Flowers'; 'Tom Columbus'; 'Joseph D'Amato'; 'Dena Autry'; 'Carlye Mangum'; mclarkamcd@gmail.com
Subject: The 5th Aerial Program Committee Meeting, July 10 at 10am

The 5th Aerial Program Committee meeting has been scheduled on July 10 at 10am. The following items will be reported and discussed. If any member has any items for the meeting, please let me know. Thanks, Rudy

The 5th Aerial Program Committee Meeting

July 10 at 10am

Proposed agenda

1. Lee County Mosquito Control District's surplus Bell 206 update by Dr. Xue
2. Report about visiting /checking LCMCD Bell 206 helicopter by Mr. Leone, Mr. Gunn, and Mr. Weaver
3. Hangar construction permit and progress report by Mr. Youker
4. FAA permit progress report by Mr. Weaver
5. Budget update and revision based on the program progress by Dr. Xue & Mr. Hanna

**UNFINISHED
BUSINESS
#3**

Reply To: Jacksonville

MEMORANDUM

TO: AMCD Board of Commissioners

FROM: Wayne Flowers

DATE: July 3, 2018

RE: Policy on Commissioner Absences from Board Meetings

At the Board's June 14, 2018 meeting, I was asked to provide information and recommendations regarding potential consideration by the Board of adoption of a policy dealing with multiple absences by a Commissioner from regularly scheduled AMCD Board meetings. The Board presently has no policy or other guidance regarding what the expectation is for attendance by Commissioners at Board or Committee meetings, understanding that there is a general expectation that elected Commissioners will fulfill their duties by regularly attending such meetings.

As an initial consideration for potential adoption of a policy, it must be clearly understood that the AMCD is an independent special district, created by special act of the legislature, which is governed by the Florida Constitution, Chapter 99-449, Laws of Florida, and Chapters 189 and 388 of the Florida Statutes. As such, its authority to adopt a policy with sanctions for a specified number of absences from regularly scheduled Board meetings is limited by the authority granted to it through these various legislative acts. While none of these prohibit the Board from adopting a policy regarding attendance at Board meeting by AMCD Commissioners, there is no grant of legislative authority to the AMCD to sanction an elected Commissioner for failure to comply with such a policy.

In addition, the Attorney General has opined, that in the case of county commissions, while a county commission can adopt, through ordinance or otherwise, guidelines for attendance at meetings by commission members, they cannot prescribe a procedure for removal of a commissioner for failure to comply with the guidelines. This decision was based on a state constitutional provision that prescribes the circumstances under which a "state officer" may be suspended from office by the Governor and removed from office by the Florida Senate. See, AGO 85-52. County commissioners are state officers.

Thus, while the AMCD may adopt a policy with guidelines concerning attendance, in the absence of express legislative authority, it may not include in such a policy a procedure for removal from office of a Commissioner who does not comply with those guidelines.

With the foregoing in mind, it is entirely appropriate for the Board to adopt a policy on attendance that would presumably include the following concepts:

- A general expectation that all Commissioners will attend all meetings of the Board and any committees chaired by a Commissioner.
- A recognition that certain circumstances may, on occasion, make it impossible for a Commissioner to attend a given meeting.
- A requirement that when a Commissioner knows he or she will not be able to attend a meeting that the Commissioner notify the executive director as soon as the Commissioner becomes aware of the circumstance requiring absence, and advise the Executive Director of the reason for the absence.
- A suggestion that where appropriate, feasible and consistent with the Board's policy on attendance of meetings via electronic media, that the Commissioner request authorization to utilize that policy for attendance at a given meeting.
- A benchmark for consecutive absences from regular meetings that would permit the Board to inquire further into the issue and where appropriate, communicate with the Governor's office concerning persistent absences.

There are municipalities that have adopted ordinances that deal with this issue and provide a basis for forfeiture of office by an offending city council member (thereby giving the council authority to determine that a forfeiture of office has occurred). Examples include the following, which would enable a determination of forfeiture of office:

...Is absent from three or more regular meetings of the city council in a consecutive 6-month period, unless such series of absences, or any one of the absences, is excused by the city council by adoption of a resolution setting forth the fact of such excused absence or absences, thereby making the total of consecutive and unexcused absences less than three. (Emphasis added)

Absence from four consecutive regular meetings shall operate to vacate the seat of a member, unless the member's absence is excused by the city commission by a resolution setting forth the fact of such excuse duly entered upon the minutes. (Emphasis added).

As noted, any benchmark adopted by the Board would be a guideline. Alternatively, the AMCD could see legislative authority to remove a commissioner from office where there is a specified number of unexcused absences from regular board meetings.

**NEW
BUSINESS
#1**

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue



BOARD OF COMMISSIONERS:

*Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner*

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 12, 2018

RE: Approval of DACS Work Plan Budget

The deadline to submit the DACS Work Plan Budget is July 15th. The Work Plan Budget has been updated based on all Commissioners' input.

Please note that there are still two and a half months to discuss and make changes to the budget. The final budget adoption will be September 27, 2018.

I would like to recommend approval of the attached DACS Work Plan Budget as presented.



Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

FOR COUNTY BOARD OF COUNTY COMMISSIONERS USE ONLY

Submit to:
Mosquito Control Program
3125 Coroner Blvd/Bldg 6
Tallahassee, FL 32399-1650

Section 398.341, F.S. and 38-13.022(1) and (3), F.A.C.
Telephone Number (850) 517-7985

DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

| RECOMMENDED FOR APPROVAL | | FOR FISCAL YEAR BEGINNING OCTOBER 1, 20 18 | | PREPARED BY: Scott Hanna | | DATE: 7/12/2018 | |
|---------------------------------------|--|---|--------------|---------------------------------------|--------------|---|---------|
| DATE: | | ENDING: SEPTEMBER 30, 20 19 | | APPROVED BY: Commissioner Gary Howell | | DATE: 7/12/2018 | |
| APPROVED BY: Mosquito Control Program | | COUNTY or DISTRICT: Anastasia Mosquito Control District | | AUTHORITY: Chapter 38-341, F.S. | | OFFICIAL: BOARD OF COUNTY COMMISSIONERS | |
| ACCOUNT | TITLE | PERIOD OR QUANTITY | RATE OR UNIT | TOTAL COST | LOCAL | STATE | CAPITAL |
| | RECEIPTS | | | | | | |
| 311 | Ad Valorem (Current/Delinquent) | | | | | | |
| 334.1 | State Grant | | | 5,456,434 | 5,456,434 | | |
| 362 | Equipment Rentals | | | | | | |
| 367 | Grants and Donations | | | 25,000 | | 25,000 | |
| 361 | Interest Earnings | | | 15,000 | | 15,000 | |
| 364 | Equipment and/or Other Sales | | | | | | |
| 369 | Misc. (Refunds (prior yr. expenditures)) | | | | | | |
| 380 | Other Sources | | | 13,067 | | 13,067 | |
| 389 | Loans | | | | | | |
| | | | | \$ 5,609,601 | \$ 5,609,601 | \$ - | |



Florida Department of Agriculture and Consumer Services
Division of Agricultural Environmental Services

DETAILED WORKPLAN BUDGET - ARTHROPOD CONTROL

ADAM H. PUTNAM
COMMISSIONER

Section 388.341, F.S. and 5E-13.022(1) and (3), F.A.C.
Telephone Number (850) 617-7965

FOR COUNTY OR DISTRICT USE ONLY

Submit to:
Mosquito Control Program
3125 Coroner Blvd/Bldg 8

| RECOMMENDED FOR APPROVAL: | | FOR FISCAL YEAR BEGINNING OCTOBER 1, 2018 | | PREPARED BY: Scott Hanna | | PROGRAM ELEMENTS | |
|---------------------------|--------------------------|---|-------------------------------------|--------------------------|--------------------------|------------------|---------|
| DATE: | | ENDING SEPTEMBER 30, 2019 | | DATE: 7/12/2018 | | GENERAL EXPENSE | CAPITAL |
| APPROVED BY: | Mosquito Control Program | County or District: | Anastasia Mosquito Control District | APPROVED BY: | Commissioner Gary Howell | | |
| DATE: | | AUTORITY: | CHAPTER 204, F.S. | DATE: | 7/12/2018 | | |
| PAGE | 2 OF 8 | TOTAL COST | LOCAL | STATE | | | |
| ACCOUNT | TITLE | PERIOD OR QUANTITY | RATE OR UNIT | TOTAL COST | LOCAL | STATE | CAPITAL |
| 10 | Personal Services | | | | | | |
| 11 | Executive Salaries | | | | | | |
| | Commissioner | Jeanne Moeller | | 4,800 | 4,800 | | |
| | Commissioner | Gary Howell | | 4,800 | 4,800 | | |
| | Commissioner | Calby Brandhorst | | 4,800 | 4,800 | | |
| | Commissioner | Jacqueline Rock | | 4,800 | 4,800 | | |
| | Commissioner | Gina Lablanc | | 4,800 | 4,800 | | |
| 12 | Regular Salaries & Wages | | | | | | |
| | Accountant | Hanna, Scott | | 63,614 | 63,614 | | |
| | Admin. Asst. | Hall, Charolette | | 45,817 | 45,817 | | |
| | Bio Tech. | D'Amato, Joseph | | 36,767 | 36,767 | | |
| | Biologist | Bibbs, Christopher | | 56,562 | 56,562 | | |
| | Data Mgr. | Weaver, James | | 62,768 | 62,768 | | |
| | Director | Xue, Rui-De | | 142,678 | 142,678 | | |
| | Education Specialist | Clark, Molly | | 37,852 | 37,852 | | |
| | Pilot | TBD | | 62,400 | 62,400 | | |
| | Mechanic | Allen, John | | 49,029 | 49,029 | | |
| | Mechanic | Wynn, James | | 56,387 | 56,387 | | |
| | Molecular Biologist | Dixon, Daniel | | 56,561 | 56,561 | | |
| | Mosq. Cntrl. Tech. | Arbor, Steven | | 34,243 | 34,243 | | |
| | Mosq. Cntrl. Tech. | Autry, Dena | | 34,249 | 34,249 | | |
| | Mosq. Cntrl. Tech. | Duell, Morgan | | 32,013 | 32,013 | | |
| | Mosq. Cntrl. Tech. | Hendricks, Cathy | | 49,029 | 49,029 | | |
| | Mosq. Cntrl. Tech. | Iser, Jerry | | 34,249 | 34,249 | | |
| | Mosq. Cntrl. Tech. | Kendrick, Patrick | | 46,577 | 46,577 | | |
| | Mosq. Cntrl. Tech. | Mangum, Carlya | | 35,325 | 35,325 | | |
| | Mosq. Cntrl. Tech. | Scott, Barry | | 34,249 | 34,249 | | |
| | Mosq. Cntrl. Tech. | Smoloff, Steven | | 37,722 | 37,722 | | |
| | Mosq. Cntrl. Tech. | Solana, Steven | | 49,029 | 49,029 | | |
| | Mosq. Cntrl. Tech. | Stockley, Rick | | 36,398 | 36,398 | | |
| | Mosq. Cntrl. Tech. | Strickland, David | | 51,482 | 51,482 | | |
| | Mosq. Cntrl. Tech. | Vaughn, Mike | | 34,249 | 34,249 | | |
| | Mosq. Cntrl. Tech. | Wolforth, Jeremy | | 30,017 | 30,017 | | |
| | Operations Manager | Gaines, Marcia | | 67,152 | 67,152 | | |
| | Supervisor | Colombus, Tom | | 56,148 | 56,148 | | |
| 13 | Other Salaries & Wages | | | | | | |

| | | | | | |
|-------|--|--------|------------|------------|-----------|
| Imp | ayer Seasonal (8) | Vacant | | 83,120 | 33,120 |
| | Public Relation Assistant | Vacant | | 15,600 | 15,600 |
| | Summer Interns (2) | Vacant | | 7,680 | 7,680 |
| | Interns, Special Projects (2) | Vacant | | 17,544 | 17,544 |
| | Annual Leave/ Sick Leave Payouts | N/A | | 15,000 | 15,000 |
| 14 | Overtime | N/A | | 10,000 | 10,000 |
| 15 | Reserves for Promotions/ Other Adjustments | N/A | | 16,500 | 16,500 |
| 19 | TOTAL PERSONAL SERVICES | | | 1,522,010 | 1,522,010 |
| 20 | Personal Services Benefits | | | | |
| 21 | FICA Taxes | | 116,434 | 116,434 | |
| 22 | Retirement Contributions | | 138,947 | 138,947 | |
| 23 | Health, Dental, and Life Insurance | | 461,452 | 461,452 | |
| 24 | Worker's Compensation Insurance | | 31,926 | 31,926 | |
| 25 | Unemployment Compensation | | 16,478 | 16,478 | |
| 26 | Employee Education | | 15,000 | 15,000 | |
| 120 | TOTAL PERSONAL BENEFITS | | 780,237 | 780,237 | |
| 30 | Operating Expense | | | | |
| 31 | Professional Services | | | | |
| 31.1 | Tax Assessor (Property Appraiser) Fees | | 44,000 | 44,000 | |
| 31.2 | Tax Collector Fees | | 90,531 | 90,531 | |
| 31.3 | Attorney | | 24,000 | 24,000 | |
| 31.4 | Medical Services | | 1,000 | 1,000 | |
| 32 | Accounting/ Auditing | | 9,000 | 9,000 | |
| 34 | Other Contractual Services | | - | - | |
| 34.1 | Cleaning | | 5,000 | 5,000 | |
| 34.2 | Pest Control | | 1,320 | 1,320 | |
| 34.3 | Copying Internal | | 1,800 | 1,800 | |
| 34.4 | Web/ Server Hosting | | 4,450 | 4,450 | |
| 34.5 | Electronic Records Service | | 2,000 | 2,000 | |
| 34.6 | Towing Services | | 1,000 | 1,000 | |
| 34.8 | Uniform Service | | 12,000 | 12,000 | |
| 34.9 | Bottled Water | | 1,700 | 1,700 | |
| 34.10 | Waste Tires | | 2,000 | 2,000 | |
| 34.11 | Aerial Operations | | 200,000 | 200,000 | |
| 34.12 | Fire Extinguishers, Alarms, Syst. Inspect. | | 1,800 | 1,800 | |
| 34.13 | Server Database Maintenance | | 7,600 | 7,600 | |
| 34.14 | Dropvision Software Maintenance | | 1,200 | 1,200 | |
| 34.15 | Mapping Software, Improv., Upgrades | | 2,400 | 2,400 | |
| 34.16 | Good Laboratory Practice (GLP) | | 12,000 | 12,000 | |
| 34.17 | Adjunct Positions, 4 @ \$5,000 | | 20,000 | 20,000 | |
| 31 | TOTAL OPERATING EXPENSES | | \$ 444,801 | \$ 444,801 | |
| 40 | Travel & Per Diem | | | | |
| 40.1 | Per Diem or Meals | | | | |
| | AMCA Meetings | | 7,866 | 7,866 | |
| | FMCA Meetings | | 9,464 | 9,464 | |
| | SOVE Meeting | | 3,016 | 3,016 | |
| | Workshops & Seminars (other) | | 8,000 | 8,000 | |
| 40.1 | TOTAL TRAVEL & PER DIEM | | \$ 28,346 | \$ 28,346 | |
| 41 | Communication Serv | | | | |
| | Land Line phone service | | 11,000 | 11,000 | |

| Cap | Sm | nes Service | 2,904 | 2,904 |
|------|----|---|------------|------------|
| | | | 12,000 | 12,000 |
| 41 | | TOTAL | \$ 25,904 | \$ 25,904 |
| 42 | | TOTAL | \$ 2,500 | \$ 2,500 |
| 43 | | TOTAL | \$ 17,000 | \$ 17,000 |
| 44 | | TOTAL | 1,000 | 1,000 |
| | | TOTAL | \$ 1,000 | \$ 1,000 |
| 45 | | Insurance | | |
| | | Fleet, Property, Liability Insurance | 66,172 | 66,172 |
| | | Gas Tank Liability Insurance | 555 | 555 |
| | | Aerial Insurance | 40,000 | 40,000 |
| 46 | | TOTAL | \$ 106,727 | \$ 106,727 |
| 46 | | Repairs & Maintenance | | |
| 46.1 | | Maintenance of Buildings and Grounds | 3,000 | 3,000 |
| 46.2 | | Maintenance of Automotive Equipment | 13,000 | 13,000 |
| 46.3 | | Maintenance of Office Equipment | 6,000 | 6,000 |
| 46.4 | | Maintenance of Other Equipment | 17,000 | 17,000 |
| 46.5 | | Materials for Minor Structural Improvements and Maintenance of Building and Grounds | 3,500 | 3,500 |
| 46.6 | | Materials for Minor Construction and Maintenance of Equipment | 1,500 | 1,500 |
| 46.7 | | Aerial Maintenance Costs | 86,500 | 86,500 |
| 46 | | TOTAL REPAIRS & MAINTENANCE | \$ 130,500 | \$ 130,500 |
| 47 | | Printing and Binding | | |
| 47 | | TOTAL | \$ 500 | \$ 500 |
| 48 | | Promotional Activities | | |
| 48 | | TOTAL | \$ 15,000 | \$ 15,000 |
| 48 | | Other Charges | | |
| | | Legal Advertising Notices (Meetings) | 2,000 | 2,000 |
| | | Public Advertising Notices (Hearings) | 1,000 | 1,000 |
| | | Position Openings Advertising Notices | 1,000 | 1,000 |
| | | Bank Charges | 1,500 | 1,500 |
| | | Vehicle Registration Tags | 250 | 250 |
| | | State Community Fee | 300 | 300 |
| | | Storage Tank Registration | 275 | 275 |
| 49 | | | \$ 6,325 | \$ 6,325 |
| 51 | | Office Supplies | | |
| 51 | | TOTAL | \$ 22,000 | \$ 22,000 |
| 52.1 | | Gasoline/Oil/Lube | | |
| | | Gas | 60,000 | 60,000 |
| | | Oil | 2,880 | 2,880 |
| | | Lube | 1,120 | 1,120 |

| Aeris | 27,600 | 27,600 | \$ | 91,600 | \$ | 91,600 | 27,600 |
|-------|---|-----------|----|-----------|----|-----------|--------|
| 52.1 | TOTAL | | \$ | 91,600 | \$ | 91,600 | |
| 52.2 | Chemicals | | | | | | |
| | Chemicals, Adulicide | 243,384 | | | | 243,384 | |
| | Chemicals, Larvicide | 136,075 | | | | 136,075 | |
| 52.2 | TOTAL | | \$ | 379,459 | \$ | 379,459 | |
| 52.3 | Protective Clothing | | | | | | |
| 52.3 | TOTAL | | \$ | 1,500 | \$ | 1,500 | |
| 52.4 | Misc. Supplies | | | | | | |
| | Cell Phones | 1,500 | | | | 1,500 | |
| | Cell Phones Parts & Repairs | 1,000 | | | | 1,000 | |
| | Sunshine Fund | 500 | | | | 500 | |
| | Chicken/ Surveillance Supplies | 8,000 | | | | 8,000 | |
| | Entomology Supplies | 32,000 | | | | 32,000 | |
| | Safety Equipt. Signs, gloves, extinguishers | 13,000 | | | | 13,000 | |
| | Other (Paper Goods, Cleaning) | 2,400 | | | | 2,400 | |
| 52.4 | TOTAL | | \$ | 58,400 | \$ | 58,400 | |
| 52.5 | Tools & Implements | | | | | | |
| 52.5 | TOTAL | | \$ | 5,000 | \$ | 5,000 | |
| 54 | Publications & Dues | | | | | | |
| | Books, Pubs, Subscriptions | 10,000 | | | | 10,000 | |
| | Memberships- FMCA | 4,050 | | | | 4,050 | |
| | Memberships- AMCA | 1,360 | | | | 1,360 | |
| | Memberships- Other | 475 | | | | 475 | |
| 64 | TOTAL | | \$ | 15,885 | \$ | 15,885 | |
| 55 | Training | | | | | | |
| 65 | TOTAL | | \$ | 25,250 | \$ | 25,250 | |
| 60 | Capital Outlay | | | | | | |
| 62 | Buildings | | | | | | |
| 63 | Improvements Other than Buildings | | | | | | |
| 64 | Machinery and Equipment | 1,172,004 | | | | 1,172,004 | |
| 60 | TOTAL CAPITAL OUTLAY | | \$ | 1,172,004 | \$ | 1,172,004 | |
| 71 | Principal | | | | | | |
| 72 | Interest | | | | | | |
| 81 | Aids to Government Agencies | | | | | | |
| 83 | Other Grants and Aids | | | | | | |
| 89 | Contingency (Current Year) | | | | | | |
| 88 | | | | | | | |
| 89 | Payment of Prior Year Accounts | | | | | | |
| | TOTAL EXPENDITURES | | \$ | 533,714 | \$ | 533,714 | |
| | TOTAL EXPENDITURES & CONTINGENCY | | \$ | 4,851,949 | \$ | 4,851,949 | |
| | | | \$ | 5,385,663 | \$ | 5,385,663 | |



Florida Department of Agriculture and Conservation Services
 Division of Agricultural Environmental Services

FOR COUNTY DISTRICT USE ONLY

Submit to:
 Mosquito Control Program
 3125 Conner Blvd/Bldg 6

ADAM P. PUTNAM
 COMMISSIONER

Section 388.341, F.S. and 5E-13.022(1) and (2), F.A.C.
 Telephone Number: (850) 617-7965

DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

RECOMMENDED FOR APPROVAL: _____

FOR FISCAL YEAR BEGINNING OCTOBER 1, 20 18
 ENDING SEPTEMBER 30, 20 19

PREPARED BY: Scott Hanna

DATE: _____

DATE: 7/12/2018

APPROVED BY: _____

APPROVED BY: Commissioner Gary Howell

DATE: _____

DATE: 7/12/2018

COUNTY or DISTRICT: Anastasia Mosquito Control District
 AUTHORITY: CHAPTER 388.341, F.S.

CHAIRMAN BOARD OF COUNTY COMMISSIONERS

| ACCOUNT | PAGE | OF | PAGES | TITLE | PERIOD OR QUANTITY | RATE OR UNIT | TOTAL COST | TO BE PAID FROM | | | PROGRAM ELEMENTS | |
|---|------|----|-------|---|--------------------|--------------|--------------|-----------------|-------|-----------------|------------------|---------|
| | | | | | | | | LOCAL | STATE | GENERAL EXPENSE | | CAPITAL |
| 0.001 | | | | RESERVES | | | | | | | | |
| | | | | Reserves - Future Capital Outlay | | | \$ 2,535,491 | \$ 2,535,491 | | | | |
| 0.002 | | | | Reserves - Self-Insurance | | | | | | | | |
| 0.003 | | | | Reserves - Cash Balance to be Carried Forward | | | \$ 970,390 | \$ 970,390 | | | | |
| 0.004 | | | | Reserves - Sick and Annual Leave Trans Out | | | \$ 148,630 | \$ 148,630 | | | | |
| TOTAL EXPENDITURES & BALANCE | | | | | | | \$ 9,040,174 | \$ 9,040,174 | | | | |

**NEW
BUSINESS
#2**

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

PH: (904) 471-3107 • Fax (904) 471-3189 • Web Address: www.amcdsjc.org

MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue



BOARD OF COMMISSIONERS:

Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 27, 2018

RE: Discussion and Approval of the Proposed Millage rate for FY 18/19

I would like to recommend that the Board approve the millage rate of 0.2200 for the District to meet the requirements for continuing to combat the various vector diseases, in order to efficiently operate throughout the 2018-2019 fiscal year. We may reduce the millage rate at the final public hearing once we obtain more detail on the helicopter purchase and completing the construction project.

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
 2018/2019 MILLAGE CHART FOR JULY 12, 2018 BOARD MEETING
 FOR THE BUDGET YEAR OCTOBER 1, 2018 TO SEPTEMBER 30, 2019 (THE 2019 YE BUDGET)

Property Appraiser, Certification of Taxable Value

| PER DR-420: | | TAX YEAR 2018 (TAX BILLS DUE NOVEMBER 2018- MARCH 2019) | | DR-420 | |
|--|--|---|--------|--------|-----------------------|
| LINE NO. | DESCRIPTION | LINE NO. | AMOUNT | | |
| 1 | TENTATIVE ESTIMATE OF CURRENT YEAR TAXABLE VALUE OF REAL PROPERTY | 1 | | | |
| 2 | CURRENT YEAR TAXABLE VALUE OF PERSONAL PROPERTY | 2 | | | |
| 3 | CURRENT YEAR TAXABLE VALUE OF CENTRALLY ASSESSED PROPERTY | 3 | | | |
| 4 | TOTAL | 4 | | \$ | 26,107,337,387 |
| TO COMPUTE MILLAGE UNDER "TRIM LAW" TAKE 95% OF LINE 4 = | | | \$ | | 24,801,970,518 |

| | x | ESTIMATED REVENUE GENERATED | x | ESTIMATED REVENUE GENERATED |
|------------------|---------------|-----------------------------|--------------|-----------------------------|
| | MILLAGE RATE | | MILLAGE RATE | |
| | 0.2450 | = \$ 6,076,483 | 0.1636 | = 4,057,602 |
| | 0.2400 | = 5,952,473 | 0.1629 | = 4,040,241 |
| | 0.2350 | = 5,828,463 | 0.1625 | = 4,030,320 |
| | 0.2319 | = \$ 5,751,577 | 0.1600 | = 3,968,315 |
| | 0.2310 | = 5,729,255 | 0.1575 | = 3,906,310 |
| | 0.2300 | = 5,704,453 | 0.1550 | = 3,844,305 |
| | 0.2250 | = 5,580,443 | 0.1530 | = 3,794,701 |
| Proposed | 0.2200 | = 5,456,434 | 0.1525 | = 3,782,301 |
| | 0.2150 | = 5,332,424 | 0.1510 | = 3,745,098 |
| | 0.2140 | = 5,307,622 | 0.1475 | = 3,658,291 |
| | 0.2120 | = 5,258,018 | 0.1450 | = 3,596,286 |
| | 0.2100 | = 5,208,414 | 0.1441 | = 3,573,964 |
| | 0.2075 | = 5,146,409 | 0.1433 | = 3,554,122 |
| | 0.2050 | = 5,084,404 | 0.1425 | = 3,534,281 |
| Roll Back | 0.2041 | = 5,062,082 | 0.1413 | = 3,504,518 |
| | 0.2025 | = 5,022,399 | 0.1410 | = 3,497,078 |
| | 0.2000 | = 4,960,394 | 0.1404 | = 3,482,197 |
| | 0.1975 | = 4,898,389 | 0.1400 | = 3,472,276 |
| | 0.1950 | = 4,836,384 | 0.1376 | = 3,412,751 |
| | 0.1925 | = 4,774,379 | 0.1375 | = 3,410,271 |
| | 0.1900 | = 4,712,374 | 0.1350 | = 3,348,266 |
| | 0.1875 | = 4,650,369 | 0.1325 | = 3,286,261 |
| | 0.1850 | = 4,588,365 | 0.1312 | = 3,254,019 |
| | 0.1825 | = 4,526,360 | 0.1295 | = 3,211,855 |
| | 0.1800 | = 4,464,355 | 0.1275 | = 3,162,251 |
| | 0.1775 | = 4,402,350 | 0.1267 | = 3,142,410 |
| | 0.1773 | = 4,397,389 | 0.1255 | = 3,112,647 |
| | 0.1750 | = 4,340,345 | 0.1238 | = 3,070,484 |
| | 0.1725 | = 4,278,340 | 0.1235 | = 3,063,043 |
| | 0.1700 | = 4,216,335 | 0.1215 | = 3,013,439 |



CERTIFICATION OF TAXABLE VALUE

Reset Form

Print Form

DR-420
R. 5/12
Rule 12D-16.002
Florida Administrative Code
Effective 11/12

| | |
|--|---|
| Year: 2018 | County: ST JOHNS |
| Principal Authority: ANASTASIA MOSQUITO CONTROL | Taxing Authority: ANASTASIA MOSQUITO CONTROL |

SECTION I: COMPLETED BY PROPERTY APPRAISER

| | | | | |
|----|--|------------------------------|--|-----------------|
| 1. | Current year taxable value of real property for operating purposes | \$ | 25,085,630,552 | (1) |
| 2. | Current year taxable value of personal property for operating purposes | \$ | 984,105,075 | (2) |
| 3. | Current year taxable value of centrally assessed property for operating purposes | \$ | 37,601,760 | (3) |
| 4. | Current year gross taxable value for operating purposes <i>(Line 1 plus Line 2 plus Line 3)</i> | \$ | 26,107,337,387 | (4) |
| 5. | Current year net new taxable value (Add new construction, additions, rehabilitative improvements increasing assessed value by at least 100%, annexations, and tangible personal property value over 115% of the previous year's value. Subtract deletions.) | \$ | 847,556,742 | (5) |
| 6. | Current year adjusted taxable value <i>(Line 4 minus Line 5)</i> | \$ | 25,259,780,645 | (6) |
| 7. | Prior year FINAL gross taxable value from prior year applicable Form DR-403 series | \$ | 23,975,717,189 | (7) |
| 8. | Does the taxing authority include tax increment financing areas? If yes, enter number of worksheets (DR-420TIF) attached. If none, enter 0 | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO | Number 0 (8) |
| 9. | Does the taxing authority levy a voted debt service millage or a millage voted for 2 years or less under s. 9(b), Article VII, State Constitution? If yes, enter the number of DR-420DEBT, <i>Certification of Voted Debt Millage</i> forms attached. If none, enter 0 | <input type="checkbox"/> YES | <input checked="" type="checkbox"/> NO | Number 0 (9) |

| | | | |
|---|---|-------------------|--|
| Property Appraiser Certification | I certify the taxable values above are correct to the best of my knowledge. | | |
| SIGN HERE | Signature of Property Appraiser: | Date: | |
| | Electronically Certified by Property Appraiser | 6/29/2018 7:55 AM | |

SECTION II: COMPLETED BY TAXING AUTHORITY

If this portion of the form is not completed in FULL your taxing authority will be denied TRIM certification and possibly lose its millage levy privilege for the tax year. If any line is not applicable, enter -0-.

| | | | | |
|-----|--|--------|-------------------|------|
| 10. | Prior year operating millage levy <i>(If prior year millage was adjusted then use adjusted millage from Form DR-422)</i> | 0.2150 | per \$1,000 | (10) |
| 11. | Prior year ad valorem proceeds <i>(Line 7 multiplied by Line 10, divided by 1,000)</i> | \$ | 5,154,779 | (11) |
| 12. | Amount, if any, paid or applied in prior year as a consequence of an obligation measured by a dedicated increment value <i>(Sum of either Lines 6c or Line 7a for all DR-420TIF forms)</i> | \$ | 0 | (12) |
| 13. | Adjusted prior year ad valorem proceeds <i>(Line 11 minus Line 12)</i> | \$ | 5,154,779 | (13) |
| 14. | Dedicated increment value, if any <i>(Sum of either Line 6b or Line 7e for all DR-420TIF forms)</i> | \$ | 0 | (14) |
| 15. | Adjusted current year taxable value <i>(Line 6 minus Line 14)</i> | \$ | 25,259,780,645 | (15) |
| 16. | Current year rolled-back rate <i>(Line 13 divided by Line 15, multiplied by 1,000)</i> | | 0.2041 per \$1000 | (16) |
| 17. | Current year proposed operating millage rate | | 0.2200 per \$1000 | (17) |
| 18. | Total taxes to be levied at proposed millage rate <i>(Line 17 multiplied by Line 4, divided by 1,000)</i> | \$ | 5,743,614 | (18) |



Continued on page 2

x 95%
 = \$5,456,434 PROPOSED
 (% allowed for TRIM Budgeting Purposes)

**ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
PAST HISTORY FOR MILLAGE RATES, BUDGET TOTALS,
ASSESSED VALUATION AND AUDITED TOTALS FROM
CREATION IN 1949 TO CURRENT YEAR**

**SPECIAL TAX ON THE DOLLAR UPON REAL & PERSONAL TAXABLE
PROPERTY (INCLUDED REAL PROPERTY EXEMPTED FROM TAXATION
BY ARTICLE-10 SECTION 7 OF THE CONSTITUTION OF FLORIDA,
AUTHORIZED BY CHAPTER 390, FLORIDA STATUTES.)**

| F/Y | MILLAGE RATES | BUDGET TOTALS | ASSESSED VALUATION | AREA (SQ. MI.) | AUDIT TOTAL EXPENDITURES |
|------------|----------------------|----------------------|---------------------------|-----------------------|---------------------------------|
| 1949/50 | 6.0000 | 8,780 | 1,133,450 | 18 | 8,851.23 |
| 1950/51 | 4.5000 | 8,610 | 2,042,330 | 18 | 11,775.50 |
| 1951/52 | 4.5000 | 8,500 | 2,280,340 | 18 | 11,512.94 |
| 1952/53 | 4.5000 | | 2,674,000 | 18 | 19,145.67 |
| 1953/54 | 4.5000 | | 2,951,600 | 18 | 26,750.43 |
| 1954/55 | 4.5000 | 15,000 | 3,142,940 | 18 | 32,333.70 |
| 1955/56 | 4.5000 | 58,200 | 3,459,900 | 18 | |
| 1956/57 | 4.5000 | | 3,897,820 | 25 | |
| 1957/58 | 4.5000 | 77,235 | 4,906,340 | 25 | |
| 1958/59 | 4.5000 | 77,503 | 5,489,620 | 25 | |
| 1959/60 | 4.5000 | 89,000 | 5,906,722 | 25 | |
| 1960/61 | 4.2500 | 76,628 | 6,278,720 | 91 | 83,347.59 |
| 1961/62 | 4.2500 | 99,462 | 11,488,860 | 91 | |
| 1962/63 | 1.1300 | 124,960 | 47,645,610 | 91 | |
| 1963/64 | 1.1000 | 115,675 | 48,876,340 | 91 | |
| 1964/65 | 0.9000 | 124,398 | 63,586,295 | 91 | 120,922.23 |
| 1965/66 | 1.1200 | 139,355 | 65,313,210 | 91 | 125,303.77 |
| 1966/67 | 1.1200 | 150,604 | 66,089,090 | 91 | 147,528.98 |
| 1967/68 | 1.1200 | 149,650 | | 91 | |
| 1968/69 | 1.1200 | 138,390 | 100,182,280 | 106 | |
| 1969/70 | 1.1200 | 164,238 | 119,951,793 | 106 | |
| 1970/71 | 1.1200 | 205,999 | 119,490,864 | 106 | |
| 1971/72 | 1.1200 | 235,841 | 130,191,845 | 106 | |
| 1972/73 | 1.1200 | 248,113 | 143,457,791 | 106 | 179,969.75 |
| 1973/74 | 1.0500 | 255,174 | 162,695,541 | 106 | |
| 1974/75 | 0.6700 | 288,459 | | 106 | 263,320.10 |
| 1975/76 | 0.6920 | 306,137 | | 106 | 292,478.08 |
| 1976/77 | 0.6580 | 317,454 | | 106 | 327,191.86 |
| 1977/78 | 0.6580 | 373,338 | 392,040,434 | 106 | 365,330.79 |
| 1978/79 | 0.6580 | 414,933 | 414,832,794 | 106 | 428,427.20 |
| 1979/80 | 0.6540 | 440,345 | 439,987,626 | 106 | 468,143.48 |
| 1980/81 | 0.5710 | 431,544 | 519,331,882 | 146 | 472,723.34 |
| 1981/82 | 0.5110 | 464,525 | 813,513,999 | 146 | 452,840.00 |
| 1982/83 | 0.5710 | 573,609 | 1,122,942,965 | 146 | 490,364.00 |
| 1983/84 | 0.5260 | 692,000 | 1,291,201,203 | 146 | 627,863.00 |
| 1984/85 | 0.4890 | 833,846 | 1,448,008,265 | 146 | 779,424.00 |
| 1985/86 | 0.4240 | 948,660 | 1,743,934,178 | 146 | 921,575.00 |

| F/Y | MILLAGE RATES | BUDGET TOTALS | ASSESSED VALUATION | AREA (SQ. MI.) | AUDIT TOTAL EXPENDITURES |
|-----------|---------------|---------------|--------------------|----------------|--------------------------|
| 1986/87 | 0.3900 | 1,051,149 | 2,035,389,022 | 146 | 998,064.00 |
| 1987/88 | 0.3650 | 1,103,864 | 2,249,827,596 | 146 | 1,139,239.00 |
| 1988/89 | 0.3480 | 1,121,024 | 2,203,156,322 | 311 | 1,151,904.00 |
| 1989/90 | 0.3200 | 1,292,661 | 2,632,490,143 | 311 | 1,292,661.00 |
| 1990/91 | 0.3110 | 1,400,351 | 3,107,251,213 | 311 | 1,384,925.00 |
| 1991/92 | 0.3150 | 1,357,925 | 3,193,119,317 | 311 | 1,363,899.00 |
| 1992/93 | 0.3140 | 1,358,634 | 3,365,316,778 | 331 | 1,374,004.00 |
| 1993/94 | 0.3140 | 1,445,159 | 3,763,969,365 | 331 | 1,428,756.00 |
| 1994/95 | 0.3170 | 1,470,216 | 4,018,577,858 | 331 | 1,487,807.00 |
| 1995/96 | 0.3210 | 1,585,736 | 4,345,621,030 | 331 | 1,640,759.00 |
| 1996/97 | 0.3140 | 1,874,470 | 4,609,675,052 | 331 | 1,922,183.00 |
| 1997/98 | 0.2960 | 2,076,619 | 5,141,233,751 | 331 | 1,376,351.00 |
| 1998/99 | 0.2790 | 2,334,308 | 5,754,827,563 | 424 | 1,337,091.00 |
| 1999/00 | 0.2400 | 2,709,610 | 6,987,511,707 | 424 | 1,480,869.00 |
| 2000/01 | 0.2200 | 3,045,908 | 9,431,142,700 | 424 | 1,773,637.00 |
| 2001/02 | 0.3100 | 4,264,605 | 9,431,546,320 | 424 | 2,029,178.00 |
| 2002/03 | 0.2900 | 4,953,773 | 10,701,861,873 | 424 | 2,390,114.00 |
| 2003/04 | 0.2600 | 5,399,230 | 12,541,986,474 | 609 | 2,659,189.00 |
| 2004/05 | 0.2150 | 6,301,447 | 14,294,199,683 | 609 | 2,496,211.00 |
| 2005/06 | 0.1550 | 6,842,100 | 17,464,649,690 | 609 | 3,420,943.00 |
| 2006/07 | 0.1500 | 6,675,000 | 22,127,876,044 | 609 | 2,279,273.00 |
| 2007/08 | 0.1344 | 6,527,225 | 24,684,612,649 | 609 | 2,914,600.00 |
| 2008/09 | 0.1325 | 5,005,442 | 23,573,453,699 | 609 | 3,144,506.00 |
| 2009/2010 | 0.1325 | 5,871,459 | 20,564,482,896 | 609 | 2,864,468.00 |
| 2010/2011 | 0.1325 | 5,846,202 | 18,445,167,433 | 609 | 2,278,049.00 |
| 2011/2012 | 0.1325 | 2,874,781 | 17,533,528,788 | 609 | 2,521,129.00 |
| 2012/2013 | 0.1325 | 3,153,144 | 17,096,831,176 | 609 | 2,353,878.00 |
| 2013/2014 | 0.1312 | 3,245,600 | 17,584,419,488 | 609 | 2,653,893.00 |
| 2014/2015 | 0.2450 | 7,131,435 | 18,684,563,633 | 609 | 2,352,548.00 |
| 2015/2016 | 0.1773 | 6,243,454 | 20,356,989,723 | 609 | 5,630,505.00 |
| 2016/2017 | 0.2150 | 4,644,800 | 22,161,751,643 | 609 | 3,715,051 |
| 2017/2018 | 0.2150 | | | 609 | |

REPORTS

The Director Report (27 June, 2018)

Program Management:

1. **Customer and Professional Service:** District provided about 450 service requests. Dr. Xue reviewed 2 manuscripts for PLoS one (1) and JAMCA (1) at the editors' requests. AMCD staff hosted Union county commissioner and mosquito control staff visiting.
2. **Surveillance:** St. Johns County is under mosquito-borne illness advisory from June 8 due to outbreak of EEE. So far two horses tested for EEE in late January and 34 sentinel chickens tested for EEE in 8 sites. We continue using BG sentinel traps to monitor *Aedes* mosquito population. A total of over 13,488 adult mosquitoes were collected by BG traps and CDC traps. Major species were *Aedes atlanticus*, *Ae. infirmatus*, *Culex nigripalpus*, *Culex quinquefasciatus*, *Anopheles crucians*, and other *Aedes* mosquitoes.
3. **Operation control:** District adulticided 94 times for 67,237 acres and 104 time barrier spray for 29 acres. Total dips of 740 and made 88 times for treatment for 1,453 acres.
4. **Applied Research:** Staff assisted MosquitoMate to release Wolbachia infected mosquitoes in St. Augustine. All operational and staff employees attended mass deployment of AGO in St. Augustine south and down town on June 6.
5. **Education:** AMCD held open house about media and news release on June 26 during the national mosquito control awareness week and collaboration meeting with DOH on June 14. During the national mosquito control awareness week, AMCD conducted three TV interview, radio education, local Newspaper (2 articles), and many other firms to conduct public education.

Business Management:

6. **Board of Commissioners:** Staff prepared for June 14's Board meeting and auditor committee and DOH collaboration meetings with documentations.
7. **Budget & Auditor:** Board renewed the auditor contract. Audit report has been submitted to State Auditor General. New budget has been updated.
8. **Contract:** Build 800 multiple building and building 700 screened enclosure have been permitted by county and will start to construction soon. Director submitted intend letter for purchase of Lee CMCD's surplus helicopter and will present the contract to the Board for July Board meeting to approval.
9. **Inventory:** Surplus items has been auctioned.
10. **HR.** One intern resigned on June 26 due to move to Gainesville. Mediated and solved the conflicts between a seasonal inspector and her supervisor (the seasonal employee resigned on June 25 after she did not show up for 2 days), a lab technician and her supervisor. All intern students, visiting scientists, and one seasonal employee (new hired) get required training.

Business Meeting:

June 1. 8am. Reviewed a manuscript about resistance for PLoS one. Met Dr. Dixon and Mrs. Autry about workplace moral.

June 4. Am. Intern and visiting training. PM. Met intern students and Visitors and attended a visiting scientist field release project.

June 5. AM. Group meeting about AGO project arrangement. PM. Assistant Visiting Scientist to collect traps.

June 6. Field visiting about CDC-BAA & AGO sites in AM, teleconference about Wolbachia in PM.

June 7 & 8. Off

June 12. Met Commissioner Mrs. Moeller about agenda and met Dr. Pat Kelly about Wolbachia release in the morning.

June 13. AM. Met Union County Commissioner and mosquito control staff. Reviewed a manuscript about barrier treatment from the JAMCA.

June 14. 10am. Attended AMCD and DOH annual collaboration meeting. Met a seasonal employee about conflicting with her supervisor. 4:00pm. Attended auditor committee meeting. 5pm. Attended board meeting.

June 15. AM. Held staff meeting. PM. Visited USDA/CMAVE facility and larvicide pools.

June 18. AM. Met Mrs. Gaines, Tom, & the seasonal employee about conflicting and back to work on Monday. PM. Worked on AMCA symposium and nomination of Mrs. Gaines for grass root award.

June 19. Teleconference about local committee activity for AMCA annual meeting. Worked on the FMCA by-law amendment. PM. Met Dr. Dixon about AGO traps project.

June 20. Field check about mosquito population and met Commissioner Mr. Howell about signing check and other items. PM. Met Mr. Bibbs about his employee item. Answered Commissioner Mrs. Brandhorst questions about Commissioner Rock resignation date.

June 21. AM. Field hot spot visiting and met Mr. Solano about his returning schedule to work. Pm. Met a technician about her conflicting with her supervisor. Met Ms. Clark and Mrs. Gaines about adv and meeting announcement in St. Augustine Record.

June 22. 8am. Met Mr. Bibbs and his technician about conflicting for work duties. Worked on proposed agenda for July Board meeting and Board book documentations.

June 25. AM. Conversation and deal with Oyster farmer, MCT and Breakfast & Beds about mosquito control and impacts on his oysters. 1pm. Attended intern student Parker Brown's practice.

June 26. 6:30am. Attended all employee's short training. 10am. Attended media open house.

June 27. Mr. Weaver attended the FMCA financial committee meeting. Dr. Xue visited World Golf Village about FES meeting poster items.

June 28. Attended the FMCA Board meeting with Commissioner Mrs. Moeller.

June 29. Met UF/Departmental Entomological Professors about DACS grant items.

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092

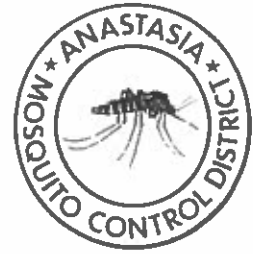
Telephone: (904)-171-3107 * Fax (904) 171-3189 * Web: www.amcdsjc.org

BOARD OF COMMISSIONERS

Gary Howell, Chairperson
Gina LeBlanc, Vice-Chairperson
Jacqueline Rock, Secretary/Treasurer
Catherine Brandhorst, Commissioner
Jeanne Moeller, Commissioner

DISTRICT DIRECTOR

Dr. Rui-De Xue



June 26, 2018

Mr. Chuck Hallett
Heli-X Helicopter Exchange, Ltd.
Aviation Place
97 Village Lane, Suite 250
Colleyville, TX 76034
chuck@heli-X.com

RE: Letter of Intent for: Purchase of Lee County Mosquito Control District's surplus helicopter:
Bell 206B, N874M, S/N 4695

Dear Mr. Hallett,

This letter is in response to the offer of the surplus helicopter, Bell 206B, N874M, from the Lee County Mosquito Control District, which was distributed to all mosquito control programs by the Department of Agricultural and Consumer Services (DACS).

The Board of Commissioners of the Anastasia Mosquito Control District (AMCD) approved and authorized staff to purchase a used helicopter, at their April 12, 2018 Board meeting. The AMCD Aerial Committee recommended the purchase of this make and model and based on the inspection of available surplus aircraft, chose N874M as the best helicopter. Three aerial committee members, which included 2 pilots and one District staff member, visited the Lee County Mosquito Control District and checked all the surplus helicopters that were available.

AMCD would like to offer the requested bidding price of \$ 625,000.00 in cash and would like that the AgNav system be included in the purchase price. Based on the AMCD District's policy, the agreement for the purchase has to be approved by the AMCD Board of Commissioners at their July 12, 2018 meeting. Before the Board's approval of the agreement, staff will conduct the inspection and a test flight and after the AMCD Board of Commissioners approve the agreement, AMCD staff will transfer the deposit and proceed to closing as quickly as possible.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Rui-De Xue".

Dr. Rui-De Xue, Director

| | | | | | |
|--|----------------|-----------|-----------|-----------|----------------------|
| Title : CDC | | | | | |
| From : 6/1/2018 | | | | | |
| To : 6/27/2018 | | | | | |
| Trap Type : CDC Octenol | | | | | |
| Sex : Both | | | | | |
| | 2018 06 | | | | |
| Species Name | 5 | 12 | 19 | 26 | Species Total |
| Ae aegypti | 0 | 0 | 0 | 0 | 0 |
| Ae albopictus | 11 | 3 | 1 | 2 | 17 |
| Ae atlanticus | 1534 | 1769 | 1223 | 1700 | 6226 |
| Ae canadensis | 0 | 0 | 0 | 0 | 0 |
| Ae fulvus pallens | 0 | 0 | 0 | 0 | 0 |
| Ae infirmatus | 126 | 35 | 81 | 68 | 310 |
| Ae mitchellae | 0 | 0 | 0 | 0 | 0 |
| Ae signifera | 0 | 0 | 0 | 0 | 0 |
| Ae sollicitans | 29 | 2 | 10 | 3 | 44 |
| Ae taeniorhynchus | 13 | 0 | 20 | 64 | 97 |
| Ae triseriatus | 0 | 0 | 0 | 0 | 0 |
| Ae vexans | 0 | 0 | 0 | 0 | 0 |
| An atropos | 0 | 0 | 0 | 0 | 0 |
| An bradleyi | 0 | 0 | 0 | 0 | 0 |
| An crucians | 1289 | 681 | 748 | 523 | 3241 |
| An perplexens | 0 | 0 | 0 | 0 | 0 |
| An punctipennis | 0 | 0 | 0 | 0 | 0 |
| An quadrimaculatus | 8 | 9 | 9 | 0 | 26 |
| An walkeri | 0 | 0 | 0 | 0 | 0 |
| Cq perturbans | 1 | 0 | 1 | 0 | 2 |
| Cs inornata | 0 | 0 | 0 | 0 | 0 |
| Cs melanura | 47 | 26 | 54 | 20 | 147 |
| Cx coronator | 0 | 0 | 0 | 0 | 0 |
| Cx eraticus | 42 | 92 | 142 | 94 | 370 |
| Cx nigripalpus | 205 | 345 | 80 | 62 | 692 |
| Cx quinquefasciatus | 2 | 6 | 0 | 0 | 8 |
| Cx restuans | 0 | 0 | 0 | 0 | 0 |
| Cx salinarius | 0 | 1 | 0 | 0 | 1 |
| Cx territans | 0 | 0 | 0 | 0 | 0 |

| | | | | | |
|--------------------|-------------|-------------|-------------|-------------|--------------|
| Ma dyari | 0 | 0 | 0 | 0 | 0 |
| Ma titillans | 0 | 0 | 0 | 0 | 0 |
| Or signifera | 0 | 0 | 0 | 0 | 0 |
| Ps ciliata | 29 | 21 | 2 | 10 | 62 |
| Ps columbiae | 299 | 39 | 109 | 76 | 523 |
| Ps cyanescens | 0 | 0 | 0 | 0 | 0 |
| Ps ferox | 0 | 76 | 1 | 0 | 77 |
| Ps howardii | 21 | 0 | 45 | 3 | 69 |
| Tx rutilus | 0 | 0 | 0 | 0 | 0 |
| Ur lowii | 1 | 0 | 0 | 0 | 1 |
| Ur sapphirina | 0 | 0 | 3 | 0 | 3 |
| Wy Mitchellii | 0 | 0 | 0 | 0 | 0 |
| Daily Total | 3657 | 3105 | 2529 | 2625 | 11916 |

| | | | | |
|---------------------|----------------|-----------|-----------|----------------------|
| Title : | | | | |
| BG | | | | |
| From : | | | | |
| 6/1/2018 | | | | |
| To : | | | | |
| 6/27/2018 | | | | |
| Trap Type : | | | | |
| BG | | | | |
| Sex : | | | | |
| Both | | | | |
| | 2018 06 | | | |
| Species Name | 8 | 14 | 21 | Species Total |
| Ae aegypti | 28 | 17 | 52 | 97 |
| Ae albopictus | 145 | 47 | 41 | 233 |
| Ae atlanticus | 390 | 0 | 0 | 390 |
| Ae canadensis | 0 | 0 | 0 | 0 |
| Ae fulvus pallens | 0 | 0 | 0 | 0 |
| Ae infirmatus | 18 | 153 | 57 | 228 |
| Ae mitchellae | 0 | 0 | 0 | 0 |
| Ae signifera | 0 | 0 | 0 | 0 |
| Ae sollicitans | 5 | 0 | 0 | 5 |
| Ae taeniorhynchus | 84 | 5 | 33 | 122 |
| Ae triseriatus | 0 | 0 | 0 | 0 |
| Ae vexans | 0 | 0 | 0 | 0 |
| An atropos | 0 | 0 | 0 | 0 |
| An bradleyi | 0 | 0 | 0 | 0 |
| An crucians | 30 | 8 | 25 | 63 |
| An perplexens | 0 | 0 | 0 | 0 |
| An punctipennis | 0 | 0 | 0 | 0 |
| An quadrimaculatus | 4 | 1 | 6 | 11 |
| An walkeri | 0 | 0 | 0 | 0 |
| Cq perturbans | 0 | 0 | 0 | 0 |
| Cs inornata | 0 | 0 | 0 | 0 |
| Cs melanura | 0 | 0 | 0 | 0 |
| Cx coronator | 0 | 0 | 0 | 0 |
| Cx eraticus | 0 | 0 | 1 | 1 |
| Cx nigripalpus | 11 | 0 | 3 | 14 |
| Cx quinquefasciatus | 236 | 1 | 72 | 309 |
| Cx restuans | 0 | 0 | 0 | 0 |
| Cx salinarius | 0 | 0 | 0 | 0 |
| Cx territans | 0 | 0 | 0 | 0 |

| | | | | |
|--------------------|-------------|------------|------------|-------------|
| Ma dyari | 0 | 0 | 0 | 0 |
| Ma titillans | 0 | 0 | 0 | 0 |
| Or signifera | 0 | 0 | 0 | 0 |
| Ps ciliata | 25 | 0 | 5 | 30 |
| Ps columbiae | 1 | 0 | 0 | 1 |
| Ps cyanescens | 0 | 0 | 0 | 0 |
| Ps ferox | 38 | 0 | 29 | 67 |
| Ps howardii | 0 | 0 | 0 | 0 |
| Tx rutilus | 0 | 0 | 0 | 0 |
| Ur lowii | 0 | 0 | 0 | 0 |
| Ur sapphirina | 0 | 0 | 0 | 0 |
| Wy Mitchelli | 0 | 1 | 0 | 1 |
| Daily Total | 1015 | 233 | 324 | 1572 |

Treatment Summary

From Date : 06-01-2018

To Date : 06-27-2018

Zone : All

Material : All

Task : All

| Material | Amount | Area Treated | Application Rate | Times |
|--------------------|----------------|---------------|---------------------|-----------|
| Allosid WSP | 1789 ea | 5.54 acre | 322.83 ea / acre | 41 times |
| Allosid XR | 57 ea | 0.13 acre | 435.54 ea / acre | 10 times |
| Allosid XRG | 835 lb | 139.23 acre | 6 lb / acre | 27 times |
| Aquabac XT | 10402 fl oz | 1300.25 acre | 8 fl oz / acre | 114 times |
| Aqualure 20-20 1:5 | 12609.33 fl oz | 48810.21 acre | 0.26 fl oz / acre | 72 times |
| B.I. Briquets | 588 ea | 1.35 acre | 435.54 ea / acre | 34 times |
| Cocobear | 2212 fl oz | 5.75 acre | 384.79 fl oz / acre | 39 times |
| Duet 50% | 1600 fl oz | 1019.1 acre | 1.57 fl oz / acre | 26 times |
| Mosquitomist Two | 12162 fl oz | 18427.21 acre | 0.66 fl oz / acre | 22 times |
| Natular DT | 249 ea | 0.04 acre | 6666.67 ea / acre | 10 times |
| Natular XRT | 1 ea | 0 acre | 435.54 ea / acre | 1 times |
| Sustain MBG | 202 lb | 26.93 acre | 7.5 lb / acre | 4 times |
| Talstar P | 9.61 gal | 28.6 acre | 0.34 gal / acre | 104 times |

Task Time Summary

From Date : 06-01-2018

To Date : 06-27-2018

Zone : All

Employee Name : All

| Task Time Summary | | | |
|---------------------------|------------|------------------|-------------|
| Task | Total Time | Total Timesheets | Total Time |
| Administrative | 649:35 hrs | 178 | |
| Admin Leave | 152:00 hrs | 19 | |
| Adulticide | 455:52 hrs | 208 | |
| AM Briefing | 126:02 hrs | 219 | |
| Annual Leave | 161:30 hrs | 25 | |
| Assist | 142:06 hrs | 58 | |
| Building & Grounds Work | 171:26 hrs | 125 | |
| Chicken Program | 192:24 hrs | 175 | |
| Computer Repair | 52:28 hrs | 17 | |
| Daily Paperwork | 81:51 hrs | 211 | |
| Field Experiment | 601:51 hrs | 234 | |
| Fish Program | 00:45 hrs | 1 | |
| Fog Mission Serv Req | 03:45 hrs | 114 | |
| Hand Adulticide | 67:33 hrs | 119 | |
| Insectary | 135:05 hrs | 52 | |
| Inventory | 59:28 hrs | 30 | |
| Lab Experiment | 232:00 hrs | 122 | |
| Landing Rate | 18:37 hrs | 127 | |
| Larvicide | 278:20 hrs | 280 | |
| Mechanics Time | 160:40 hrs | 47 | |
| Meeting | 89:29 hrs | 83 | |
| Mosquito Pooling | 09:01 hrs | 5 | 5459:50 hrs |
| Mosquito Trap BG | 18:32 hrs | 72 | |
| Mosquito Trap CDC Oc | 84:04 hrs | 218 | |
| Mosquito Trap ID | 42:46 hrs | 24 | |
| Mosquito Traps Misc | 61:02 hrs | 105 | |
| Personal Fogger | 04:00 hrs | 1 | |
| Produce Papers & Programs | 112:16 hrs | 58 | |
| Public Relations | 23:20 hrs | 9 | |
| Resupplying Trucks | 202:14 hrs | 203 | |
| Sick Leave | 153:30 hrs | 26 | |
| Sick/Personal Leave | 08:00 hrs | 1 | |
| Site Inspect | 629:14 hrs | 688 | |
| Source Reduction (tires) | 00:18 hrs | 1 | |
| Supervisory | 98:45 hrs | 47 | |
| Training Classroom | 51:47 hrs | 25 | |
| Training Field | 38:55 hrs | 16 | |
| Travel | 27:45 hrs | 23 | |
| Trim Trails | 02:45 hrs | 4 | |
| Vehicle Maintenance | 52:49 hrs | 81 | |
| XCL Fog min pay 2 hr. | 06:00 hrs | 3 | |




St. Johns County Board of County Commissioners

Office of the County Administrator
Michael D. Wanchick, County Administrator

June 8, 2018

Dr. Rui-De Xue
Anastasia Mosquito Control District
120 EOC Drive
St. Augustine, FL 32092


Dear Dr. Xue:

This letter is to solicit input from the Anastasia Mosquito Control District as we prepare recommendations of items to include in the 2019 St. Johns County Legislative Action Plan. The document is a focused list of St. Johns County issues for which we request financial or legislative assistance and other support from our state and/or federal legislative delegation members.

Topics of consideration could include regulatory issues, requests for financial assistance, legal requirements, or any other potential legislative action that would impact your organization or St. Johns County. I invite you to submit any items you feel should be included in the upcoming Legislative Action Plan. When submitting an item, please include the specific action(s) being requested from members of our delegation.

Please submit all items in writing to this office no later than Friday, July 27, 2018. If no response is received, we will presume you have no issues to include in the 2019 Legislative Action Plan.

Sincerely,


Michael D. Wanchick
County Administrator

MW/sh