

Anastasia Mosquito Control District of St. Johns County



District Board Meeting
August 7, 2019
Wednesday at
4:00 P.M



ANASTASIA MOSQUITO CONTROL DISTRICT
ST. JOHNS COUNTY

PROPOSED AGENDA

Wednesday, August 7, 2019
4:00 P.M.

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, July 11, 2019 at 5:00 P.M.
5. Attendance for FMCA Annual Meeting, St. Augustine Beach Oceanfront Resort, Florida, Nov. 17 to 20, 2019
6. Dr. Xue's Attendance to Present at ACS Symposium, Aug 28, 2019, San Diego, CA
7. Budget Amendments ~ \$50,722.43 From Receipts to Expenditures

Unfinished Business:

1. Construction Project Update ~ *Mr. Bill Youker, V.P., Harrell Construction Company, Inc. (10 min)*
2. Aerial Program Workshop ~ *Mr. Peter Paul Leone, and Dr. Rui-De Xue (1-1 ½ hr.)*

New Business:

1. Discussion and Approval for Staff and Attorney to update Employee Handbook ~ *Dr. Rui-De Xue (5 min)*
2. Discussion and Approval of Policy Revision on Health Insurance and Benefits beginning date (also, where it affects Annual and Sick Leave Policies)

Reports

1. Director
2. Attorney

Commissioner Comments:

Attachments: FOR INFORMATION PURPOSES ONLY

1. Commissioner's Handbook Revision and Separated Reference Manual

CONSENTS

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

July 2019 Reconcile

Report for August, 2019 Meeting

Cash Balances Ending:

7/31/19

Local Fund	\$	1,359,638.04	
S.B.A. Fund	\$	5,832,110.86	
Total Funds as of 07/31/19	\$	7,191,748.90	

Source of Income Local/ SBA Fund:

7/31/19

Taxes	\$	-	
Prior Year Tax Distrib.	\$	8,566.75	Gross before Tax Collector Commission
SBA Fund- Return on Investment	\$	12,453.75	
Local Fund, Interest	\$	-	
Grant Money	\$	10,000.00	
Dormatory Rent	\$	1,400.00	
FEMA Install	\$	17,957.42	
Total Deposits by 07/31/19	\$	50,377.92	

CHEMICAL & INSECTICIDE INVENTORY

Report for August, 2019 Meeting

Summary

VOUCHERS PRESENTED

Report for August, 2019 Meeting

Local Fund several

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay & Canceled Checks)
From 07/01/2019 through 07/31/19

Date	Num	Name	Memo	Clr	Amount	Balance
110 · Wells Fargo Bank - Local						1,744,971.56
110-A · QuickBooks Bill Pay						-8,434,019.66
07/03/2019	6761	American Cross...	Mosquito Cntrl.	X	-140.00	-8,434,159.66
07/03/2019	6762	Augustine Alar...	18081	X	-1,462.00	-8,435,621.66
07/03/2019	6763	Bell Helicopter ...	Cust. ID#14249	X	-2,422.25	-8,438,043.91
07/03/2019	6764	Commercial De...	Project# 940-9	X	-147.00	-8,438,190.91
07/03/2019	6765	L.V. Hiers, Inc.	Cust#ANAMOS	X	-6,799.31	-8,444,990.22
07/03/2019	6766	Sarlo Power Mo...	4717331	X	-9,718.20	-8,454,708.42
07/03/2019	6767	St. Johns Count...	500562-129798	X	-372.71	-8,455,081.13
07/03/2019	6768	Staples Credit P...	6011100019600...	X	-431.95	-8,455,513.08
07/03/2019	6769	Walmart Comm...	6032 2020 0039...	X	-115.46	-8,455,628.54
07/10/2019	6770	AFLAC	HZQ29	X	-72.72	-8,455,701.26
07/10/2019	6771	Ring Power Cor...	Cust#751133	X	-1,891.50	-8,457,592.76
07/12/2019	6772	Adapco, Inc.	1010	X	-9,750.00	-8,467,342.76
07/12/2019	6773	All Pro Vector	Cust#ANA32080	X	-13,800.00	-8,481,142.76
07/12/2019	6774	Guardian Fuelin...	ANA0001	X	-512.00	-8,481,654.76
07/12/2019	6775	Mobisoft Infotech	VCMS Develop	X	-2,000.00	-8,483,654.76
07/16/2019	6776	Advanced Dispo...	PW004328	X	-152.79	-8,483,807.55
07/16/2019	6777	Augustine Alar...	18081	X	-144.97	-8,483,952.52
07/16/2019	6778	Florida Janitor &...	Acct#STJOH380	X	-105.89	-8,484,058.41
07/16/2019	6779	Legal Shield	Group#0144087	X	-57.80	-8,484,116.21
07/16/2019	6780	MSC Industrial ...	CUST#02308675	X	-1,154.34	-8,485,270.55
07/16/2019	6781	Oklahoma State...	A20251838	X	-667.98	-8,485,938.53
07/18/2019	6782	A/C Designs	0034549	X	-218.00	-8,486,156.53
07/18/2019	6783	Aztec Office of ...	015791	X	-854.83	-8,487,011.36
07/18/2019	6784	FPL - EOC DR-...	54682-33191	X	-1,508.01	-8,488,519.37
07/18/2019	6785	FPL - EOC DR -...	37751-46008	X	-704.41	-8,489,223.78
07/18/2019	6786	Renco Corporati...	REP(CSE)	X	-330.00	-8,489,553.78
07/18/2019	6787	The Feed Store	00300	X	-550.00	-8,490,103.78
07/18/2019	6788	The Home Depot	6035322500357...	X	-957.48	-8,491,061.26
07/18/2019	6789	TPH The Parts ...	23256	X	-292.46	-8,491,353.72
07/18/2019	6790	Tractor Supply ...	6035 3012 0268...	X	-19.47	-8,491,373.19
07/18/2019	6791	Univar USA Inc.	CUST#400947	X	-4,400.00	-8,495,773.19
07/23/2019	6792	Advance Auto P...	9530571521	X	-150.62	-8,495,923.81
07/23/2019	6793	Augustine Alar...	18081	X	-120.00	-8,496,043.81
07/23/2019	6794	Cintas Corporati...	280-01247	X	-420.66	-8,496,464.47
07/23/2019	6795	Cintas Fire Prot...	Cust 28987	X	-410.00	-8,496,874.47
07/23/2019	6796	Comcast Busine...	906116964	X	-426.70	-8,497,301.17
07/23/2019	6797	COMCAST TV-I...	8495-74-310-10...	X	-348.20	-8,497,649.37
07/23/2019	6798	Craft's Trophies ...	Cust#1096	X	-81.90	-8,497,731.27
07/23/2019	6799	DiscoverTec	ANAS001	X	-50.00	-8,497,781.27
07/23/2019	6800	Florida Pest Co...	AMCD	X	-33.08	-8,497,814.35
07/23/2019	6801	Lewis Longman ...	ID#4370-001	X	-1,250.00	-8,499,064.35
07/23/2019	6802	Night Flight Con...	pleoneamcd@g...	X	-217.81	-8,499,282.16
07/23/2019	6803	PIP Printing	82692	X	-229.22	-8,499,511.38
07/23/2019	6804	St. Augustine P...	CUST#2068	X	-26.99	-8,499,538.37
07/23/2019	6805	The St. Aug. Re...	15661	X	-26.93	-8,499,565.30
07/23/2019	6806	United Concordia	Recipient 00024...	X	-1,304.14	-8,500,869.44
07/25/2019	6807	Blue Cross Blue...	A5658	X	-24,012.51	-8,524,881.95
07/26/2019	6808	A/C Designs	0034549	X	-446.00	-8,525,327.95
07/26/2019	6809	AG-PRO Comp...	ANAST003	X	-180.10	-8,525,508.05
07/26/2019	6810	Bank of America	4356 2200 0207...	X	-11,833.89	-8,537,341.94
07/26/2019	6811	PIP Printing	82692	X	-178.50	-8,537,520.44
07/26/2019	6812	ULINE	Cust. #8309802	X	-2,728.86	-8,540,249.30
07/26/2019	6813	Verizon Wireles...	942060161-00001	X	-1,059.03	-8,541,308.33
Total 110-A · QuickBooks Bill Pay					-107,288.67	-8,541,308.33

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 07/01/2019 through 07/31/19

Date	Num	Name	Memo	Clr	Amount	Balance
110 · Wells Fargo Bank - Local - Other						10,178,991.22
07/01/2019	Dire...	Don Girvan		X	-100.00	10,178,891.22
07/01/2019	Dire...	Gary Howell		X	-100.00	10,178,791.22
07/01/2019	Dire...	Gina LeBlanc		X	-100.00	10,178,691.22
07/01/2019	Dire...	Jeanne Moeller		X	-100.00	10,178,591.22
07/01/2019	Dire...	Panagiota Becker		X	-100.00	10,178,491.22
07/02/2019	7442	Noland Company	00553-001350	X	-4,354.40	10,174,136.82
07/02/2019	7443	Quality Hardwar...	65874	X	-4,415.10	10,169,721.72
07/03/2019	9-#4...	Florida Retirem...	FRS June 2019 ...	X	-14,149.06	10,155,572.66
07/03/2019	Dire...	Morgan Duett		X	-88.48	10,155,484.18
07/03/2019		Dr. Vindhya Ary...		X	400.00	10,155,884.18
07/03/2019	9-#4...	Dr. Vindhya Ary...	Dorm Rent July ...	X	-11.90	10,155,872.28
07/03/2019	Dire...	Ruide Xue		X	-583.77	10,155,288.51
07/03/2019		QUICKBOOKS ...		X	-36.80	10,155,251.71
07/05/2019	Dire...	Dr. Farooq		X	-2,000.00	10,153,251.71
07/08/2019			Deposit	X	17,979.19	10,171,230.90
07/09/2019	9-#4...	Dr. Mohammad ...	July 2019 Rent, ...	X	388.10	10,171,619.00
07/10/2019	9-#4...	Lea Bangonan	July 2019 Rent, ...	X	291.00	10,171,910.00
07/10/2019	9-#4...	Mandi Pearson	July 2019 Rent, ...	X	291.00	10,172,201.00
07/10/2019	Dire...	Nick Acevedo		X	-20.00	10,172,181.00
07/11/2019		wells Fargo		X	-136.05	10,172,044.95
07/12/2019	9-#4...	Payroll	Taxes Withheld	X	-14,421.18	10,157,623.77
07/12/2019	9-#4...	Payroll	Bank Account, ...	X	-1,684.39	10,155,939.38
07/12/2019	9-#4...	Payroll	Credit Union	X	-718.39	10,155,220.99
07/12/2019	9-#4...	Payroll	Net Pay to Bank	X	-43,282.78	10,111,938.21
07/12/2019	7444	Nationwide Retir...	Entity Code#00...	X	-970.00	10,110,968.21
07/12/2019	7445	US Department ...	Tracing# 10171...	X	-138.79	10,110,829.42
07/15/2019	Dire...	Caroline Efstathi...		X	-31.45	10,110,797.97
07/15/2019	Dire...	Gregory Allen D...		X	-1,371.00	10,109,426.97
07/15/2019	Dire...	Nick Acevedo		X	-20.00	10,109,406.97
07/15/2019	Dire...	Lea M. Bangonan		X	-20.00	10,109,386.97
07/16/2019			Deposit	X	1,994.66	10,111,381.63
07/18/2019			Deposit	X	10,000.00	10,121,381.63
07/19/2019	Dire...	Dena Autry	428	X	-140.00	10,121,241.63
07/19/2019	Dire...	Caroline Efstathi...		X	-140.00	10,121,101.63
07/19/2019	Dire...	Ruide Xue		X	-60.00	10,121,041.63
07/22/2019			Deposit	X	6,440.65	10,127,482.28
07/22/2019	Dire...	Emad Khater		X	-2,156.00	10,125,326.28
07/23/2019	Dire...	Dr. Farooq		X	-2,000.00	10,123,326.28
07/25/2019	7446	Harrell Construc...	AMCD Complex	X	-154,167.29	9,969,158.99
07/25/2019	7447	Sigma Scientific...	Work done June...	X	-3,520.25	9,965,638.74
07/25/2019	7448	Nationwide Retir...	Entity Code#00...	X	-970.00	9,964,668.74
07/25/2019	7449	US Department ...	Tracing# 10171...	X	-138.79	9,964,529.95
07/25/2019	Dire...	Dr. Mohammed ...		X	-1,500.00	9,963,029.95
07/26/2019	9-#4...	Payroll	Taxes Withheld	X	-14,014.14	9,949,015.81
07/26/2019	9-#4...	Payroll	Bank Account, ...	X	-1,684.39	9,947,331.42
07/26/2019	9-#4...	Payroll	Credit Union	X	-718.39	9,946,613.03
07/26/2019	9-#4...	Payroll	Net Pay to Bank	X	-41,822.77	9,904,790.26
07/26/2019	7450	Mandi A. Pearson			-20.00	9,904,770.26
07/26/2019	7451	Florida U.C. Fund	UT ACCT#9975...		-784.14	9,903,986.12
07/29/2019	Dire...	Vindhya Aryapr...		X	-3,000.00	9,900,986.12
07/29/2019	7475	Dena Autry	428	X	-39.75	9,900,946.37
Total 110 · Wells Fargo Bank - Local - Other					-278,044.85	9,900,946.37
Total 110 · Wells Fargo Bank - Local					-385,333.52	1,359,638.04
TOTAL					-385,333.52	1,359,638.04

8:29 AM

08/01/19

Anastasia Mosquito Control District
Reconciliation Summary
110 - Wells Fargo Bank - Local, Period Ending 07/31/2019

	Jul 31, 19
Beginning Balance	1,752,508.05
Cleared Transactions	
Checks and Payments - 100 items	-428,015.95
Deposits and Credits - 8 items	37,784.60
Total Cleared Transactions	-390,231.35
Cleared Balance	<u>1,362,276.70</u>
Uncleared Transactions	
Checks and Payments - 3 items	-2,638.66
Total Uncleared Transactions	-2,638.66
Register Balance as of 07/31/2019	<u>1,359,638.04</u>
New Transactions	
Checks and Payments - 9 items	-4,186.70
Total New Transactions	-4,186.70
Ending Balance	<u>1,355,451.34</u>

Anastasia Mosquito Control District
Reconciliation Detail
110 - Wells Fargo Bank - Local, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,752,508.05
Cleared Transactions						
Checks and Payments - 100 items						
Bill Pmt -Check	06/05/2019	7433	World Electric Suppl...	X	-1,200.00	-1,200.00
Bill Pmt -Check	06/24/2019	6750	Florida Pest Control	X	-33.08	-1,233.08
Bill Pmt -Check	06/26/2019	7438	VyStar Credit Union	X	-1,361.10	-2,594.18
Bill Pmt -Check	06/27/2019	7439	Oldcastle Precast	X	-1,999.00	-4,593.18
Bill Pmt -Check	06/28/2019	7440	Nationwide Retirem...	X	-970.00	-5,563.18
Bill Pmt -Check	06/28/2019	7441	US Department of E...	X	-138.79	-5,701.97
Bill Pmt -Check	07/01/2019	Direct ...	Gary Howell	X	-100.00	-5,801.97
Bill Pmt -Check	07/01/2019	Direct ...	Don Girvan	X	-100.00	-5,901.97
Bill Pmt -Check	07/01/2019	Direct ...	Jeanne Moeller	X	-100.00	-6,001.97
Bill Pmt -Check	07/01/2019	Direct ...	Gina LeBlanc	X	-100.00	-6,101.97
Bill Pmt -Check	07/01/2019	Direct ...	Panagiota Becker	X	-100.00	-6,201.97
Bill Pmt -Check	07/02/2019	7443	Quality Hardware & ...	X	-4,415.10	-10,617.07
Bill Pmt -Check	07/02/2019	7442	Noland Company	X	-4,354.40	-14,971.47
General Journal	07/03/2019	9-#417	Florida Retirement S...	X	-14,149.06	-29,120.53
Bill Pmt -Check	07/03/2019	6766	Sarlo Power Mowers...	X	-9,718.20	-38,838.73
Bill Pmt -Check	07/03/2019	6765	L.V. Hiers, Inc.	X	-6,799.31	-45,638.04
Bill Pmt -Check	07/03/2019	6763	Bell Helicopter Miam...	X	-2,422.25	-48,060.29
Bill Pmt -Check	07/03/2019	6762	Augustine Alarm, Fir...	X	-1,462.00	-49,522.29
Bill Pmt -Check	07/03/2019	Direct ...	Ruide Xue	X	-583.77	-50,106.06
Bill Pmt -Check	07/03/2019	6768	Staples Credit Plan	X	-431.95	-50,538.01
Bill Pmt -Check	07/03/2019	6767	St. Johns County Uti...	X	-372.71	-50,910.72
Bill Pmt -Check	07/03/2019	6764	Commercial Design ...	X	-147.00	-51,057.72
Bill Pmt -Check	07/03/2019	6761	American Crossroad...	X	-140.00	-51,197.72
Bill Pmt -Check	07/03/2019	6769	Walmart Community	X	-115.46	-51,313.18
Bill Pmt -Check	07/03/2019	Direct ...	Morgan Duett	X	-88.48	-51,401.66
Check	07/03/2019		QUICKBOOKS BILL...	X	-36.80	-51,438.46
General Journal	07/03/2019	9-#418	Dr. Vindhya Aryapre...	X	-11.90	-51,450.36
Bill Pmt -Check	07/05/2019	Direct ...	Dr. Farooq	X	-2,000.00	-53,450.36
Bill Pmt -Check	07/10/2019	6771	Ring Power Corpora...	X	-1,891.50	-55,341.86
Bill Pmt -Check	07/10/2019	6770	AFLAC	X	-72.72	-55,414.58
Bill Pmt -Check	07/10/2019	Direct ...	Nick Acevedo	X	-20.00	-55,434.58
Check	07/11/2019		wells Fargo	X	-136.05	-55,570.63
General Journal	07/12/2019	9-#420	Payroll	X	-43,282.78	-98,853.41
General Journal	07/12/2019	9-#420	Payroll	X	-14,421.18	-113,274.59
Bill Pmt -Check	07/12/2019	6773	All Pro Vector	X	-13,800.00	-127,074.59
Bill Pmt -Check	07/12/2019	6772	Adapco, Inc.	X	-9,750.00	-136,824.59
Bill Pmt -Check	07/12/2019	6775	Mobisoft Infotech	X	-2,000.00	-138,824.59
General Journal	07/12/2019	9-#420	Payroll	X	-1,684.39	-140,508.98
Bill Pmt -Check	07/12/2019	7444	Nationwide Retirem...	X	-970.00	-141,478.98
General Journal	07/12/2019	9-#420	Payroll	X	-718.39	-142,197.37
Bill Pmt -Check	07/12/2019	6774	Guardian Fueling Te...	X	-512.00	-142,709.37
Bill Pmt -Check	07/12/2019	7445	US Department of E...	X	-138.79	-142,848.16
Bill Pmt -Check	07/15/2019	Direct ...	Gregory Allen Dorsey	X	-1,371.00	-144,219.16
Bill Pmt -Check	07/15/2019	Direct ...	Caroline Efstathion	X	-31.45	-144,250.61
Bill Pmt -Check	07/15/2019	Direct ...	Nick Acevedo	X	-20.00	-144,270.61
Bill Pmt -Check	07/15/2019	Direct ...	Lea M. Bangonan	X	-20.00	-144,290.61
Bill Pmt -Check	07/16/2019	6780	MSC Industrial Supp...	X	-1,154.34	-145,444.95
Bill Pmt -Check	07/16/2019	6781	Oklahoma State Uni...	X	-667.98	-146,112.93
Bill Pmt -Check	07/16/2019	6776	Advanced Disposal	X	-152.79	-146,265.72
Bill Pmt -Check	07/16/2019	6777	Augustine Alarm, Fir...	X	-144.97	-146,410.69
Bill Pmt -Check	07/16/2019	6778	Florida Janitor & Pa...	X	-105.89	-146,516.58
Bill Pmt -Check	07/16/2019	6779	Legal Shield	X	-57.80	-146,574.38
Bill Pmt -Check	07/18/2019	6791	Univar USA Inc.	X	-4,400.00	-150,974.38
Bill Pmt -Check	07/18/2019	6784	FPL - EOC DR-Main...	X	-1,508.01	-152,482.39
Bill Pmt -Check	07/18/2019	6788	The Home Depot	X	-957.48	-153,439.87
Bill Pmt -Check	07/18/2019	6783	Aztec Office of FL (p...	X	-854.83	-154,294.70
Bill Pmt -Check	07/18/2019	6785	FPL - EOC DR - Re...	X	-704.41	-154,999.11
Bill Pmt -Check	07/18/2019	6787	The Feed Store	X	-550.00	-155,549.11
Bill Pmt -Check	07/18/2019	6786	Renco Corporation	X	-330.00	-155,879.11
Bill Pmt -Check	07/18/2019	6789	TPH The Parts House	X	-292.46	-156,171.57
Bill Pmt -Check	07/18/2019	6782	A/C Designs	X	-218.00	-156,389.57
Bill Pmt -Check	07/18/2019	6790	Tractor Supply Credi...	X	-19.47	-156,409.04
Bill Pmt -Check	07/19/2019	Direct ...	Caroline Efstathion	X	-140.00	-156,549.04
Bill Pmt -Check	07/19/2019	Direct ...	Dena Autry	X	-140.00	-156,689.04
Bill Pmt -Check	07/19/2019	Direct ...	Ruide Xue	X	-60.00	-156,749.04

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	07/22/2019	Direct ...	Emad Khater	X	-2,156.00	-158,905.04
Bill Pmt -Check	07/23/2019	Direct ...	Dr. Farooq	X	-2,000.00	-160,905.04
Bill Pmt -Check	07/23/2019	6806	United Concordia	X	-1,304.14	-162,209.18
Bill Pmt -Check	07/23/2019	6801	Lewis Longman & ...	X	-1,250.00	-163,459.18
Bill Pmt -Check	07/23/2019	6796	Comcast Business -...	X	-426.70	-163,885.88
Bill Pmt -Check	07/23/2019	6794	Cintas Corporation-...	X	-420.66	-164,306.54
Bill Pmt -Check	07/23/2019	6795	Cintas Fire Protection	X	-410.00	-164,716.54
Bill Pmt -Check	07/23/2019	6797	COMCAST TV-Inter...	X	-348.20	-165,064.74
Bill Pmt -Check	07/23/2019	6803	PIP Printing	X	-229.22	-165,293.96
Bill Pmt -Check	07/23/2019	6802	Night Flight Concepts	X	-217.81	-165,511.77
Bill Pmt -Check	07/23/2019	6792	Advance Auto Parts	X	-150.62	-165,662.39
Bill Pmt -Check	07/23/2019	6793	Augustine Alarm, Fir...	X	-120.00	-165,782.39
Bill Pmt -Check	07/23/2019	6798	Craft's Trophies & A...	X	-81.90	-165,864.29
Bill Pmt -Check	07/23/2019	6799	DiscoverTec	X	-50.00	-165,914.29
Bill Pmt -Check	07/23/2019	6800	Florida Pest Control	X	-33.08	-165,947.37
Bill Pmt -Check	07/23/2019	6804	St. Augustine Power...	X	-26.99	-165,974.36
Bill Pmt -Check	07/23/2019	6805	The St. Aug. Record...	X	-26.93	-166,001.29
Bill Pmt -Check	07/25/2019	7446	Harrell Construction ...	X	-154,167.29	-320,168.58
Bill Pmt -Check	07/25/2019	6807	Blue Cross Blue Shi...	X	-24,012.51	-344,181.09
Bill Pmt -Check	07/25/2019	7447	Sigma Scientific, LLC	X	-3,520.25	-347,701.34
Bill Pmt -Check	07/25/2019	Direct ...	Dr. Mohammed Miah	X	-1,500.00	-349,201.34
Bill Pmt -Check	07/25/2019	7448	Nationwide Retirem...	X	-970.00	-350,171.34
Bill Pmt -Check	07/25/2019	7449	US Department of E...	X	-138.79	-350,310.13
General Journal	07/26/2019	9-#423	Payroll	X	-41,822.77	-392,132.90
General Journal	07/26/2019	9-#423	Payroll	X	-14,014.14	-406,147.04
Bill Pmt -Check	07/26/2019	6810	Bank of America	X	-11,833.89	-417,980.93
Bill Pmt -Check	07/26/2019	6812	ULINE	X	-2,728.86	-420,709.79
General Journal	07/26/2019	9-#423	Payroll	X	-1,684.39	-422,394.18
Bill Pmt -Check	07/26/2019	6813	Verizon Wireless Ce...	X	-1,059.03	-423,453.21
General Journal	07/26/2019	9-#423	Payroll	X	-718.39	-424,171.60
Bill Pmt -Check	07/26/2019	6808	A/C Designs	X	-446.00	-424,617.60
Bill Pmt -Check	07/26/2019	6809	AG-PRO Companies	X	-180.10	-424,797.70
Bill Pmt -Check	07/26/2019	6811	PIP Printing	X	-178.50	-424,976.20
Bill Pmt -Check	07/29/2019	Direct ...	Vindhya Aryaprema	X	-3,000.00	-427,976.20
Bill Pmt -Check	07/29/2019	7475	Dena Autry	X	-39.75	-428,015.95
Total Checks and Payments					-428,015.95	-428,015.95
Deposits and Credits - 8 items						
Payment	07/03/2019		Dr. Vindhya Aryapre...	X	400.00	400.00
Deposit	07/08/2019			X	17,979.19	18,379.19
General Journal	07/09/2019	9-#419	Dr. Mohammad Asa...	X	388.10	18,767.29
General Journal	07/10/2019	9-#422	Mandi Pearson	X	291.00	19,058.29
General Journal	07/10/2019	9-#421	Lea Bangonan	X	291.00	19,349.29
Deposit	07/16/2019			X	1,994.66	21,343.95
Deposit	07/18/2019			X	10,000.00	31,343.95
Deposit	07/22/2019			X	6,440.65	37,784.60
Total Deposits and Credits					37,784.60	37,784.60
Total Cleared Transactions					-390,231.35	-390,231.35
Cleared Balance					-390,231.35	1,362,276.70
Uncleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	04/25/2019	7414	VyStar Credit Union		-1,834.52	-1,834.52
Bill Pmt -Check	07/26/2019	7451	Florida U.C. Fund		-784.14	-2,618.66
Bill Pmt -Check	07/26/2019	7450	Mandi A. Pearson		-20.00	-2,638.66
Total Checks and Payments					-2,638.66	-2,638.66
Total Uncleared Transactions					-2,638.66	-2,638.66
Register Balance as of 07/31/2019					-392,870.01	1,359,638.04

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 9 items						
Bill Pmt -Check	08/01/2019	6814	Augustine Alarm, Fir...		-1,755.00	-1,755.00
Bill Pmt -Check	08/01/2019	6819	Staples Credit Plan		-1,565.02	-3,320.02
Bill Pmt -Check	08/01/2019	6815	Bozard Ford		-245.91	-3,565.93
Bill Pmt -Check	08/01/2019	6818	Leading Edge Assoc...		-81.16	-3,647.09
Bill Pmt -Check	08/01/2019	Direct ...	Peter P. Leone III		-67.08	-3,714.17
Bill Pmt -Check	08/01/2019	6817	DiscoverTec		-35.00	-3,749.17
Bill Pmt -Check	08/01/2019	6816	Craft's Trophies & A...		-12.00	-3,761.17
Bill Pmt -Check	08/06/2019	6821	Guardian		-352.81	-4,113.98
Bill Pmt -Check	08/06/2019	6820	AFLAC		-72.72	-4,186.70
Total Checks and Payments					-4,186.70	-4,186.70
Total New Transactions					-4,186.70	-4,186.70
Ending Balance					-397,056.71	1,355,451.34

11:36 AM

08/01/19

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 07/31/2019

	<u>Jul 31, 19</u>
Beginning Balance	5,819,657.11
Cleared Transactions	
Deposits and Credits - 1 item	<u>12,453.75</u>
Total Cleared Transactions	<u>12,453.75</u>
Cleared Balance	<u>5,832,110.86</u>
Register Balance as of 07/31/2019	5,832,110.86
Ending Balance	5,832,110.86

Anastasia Mosquito Control District

Reconciliation Detail

115 · SBA, Period Ending 07/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,819,657.11
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	07/31/2019			X	12,453.75	12,453.75
Total Deposits and Credits					12,453.75	12,453.75
Total Cleared Transactions					12,453.75	12,453.75
Cleared Balance					12,453.75	5,832,110.86
Register Balance as of 07/31/2019					12,453.75	5,832,110.86
Ending Balance					<u>12,453.75</u>	<u>5,832,110.86</u>



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

AGENCY ACCOUNT 101071
 07/01/2019 - 07/31/2019

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

Participant Return 07/31/2019 : 2.52 %

<u>Date</u>	<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Balance</u>
07/01/2019	BEGINNING BALANCE			5,819,657.11
07/31/2019	EARNED INCOME	INTEREST	12,453.75	5,832,110.86
	Totals:		<u>12,453.75</u>	<u>5,832,110.86</u>

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
 MONTH OF JUNE 2019

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)
ALOTOSID WSP EA.	13,599.00				13,599.00	1925.00	11,674.00	11,674.00	0.00
ALOTOSID XR LBS.	808.00				808.00	143.00	665.00	665.00	0.00
ALOTOSID XRG LBS.	7,115.00				7,115.00	300.00	6,815.00	6,815.00	0.00
AQUABAC XT GALS.	222.31				222.31	19.75	202.56	202.56	0.00
AQUALUER 20-20 GALS.	460.60				460.60	0.00	460.60	460.60	0.00
B. t. i. DUNKS (Dognuts) EA.	2,213.00				2,213.00	16.00	2,197.00	2,197.00	0.00
COCO BEAR GALS.	166.17				166.17	0.74	165.43	165.43	0.00
DUET GALS.	233.00				233.00	1.86	231.14	231.00	-0.14
MOSQUITOMIST TWO GALS.	451.00				451.00	0.00	451.00	451.00	0.00
NALED GALS.	750.00				750.00	1.00	749.00	749.00	0.00
NATULAR DT EA.	10,398.00				10,398.00	9.00	10,389.00	10,389.00	0.00
STRIKE PELLETS LBS.	44.00				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG LBS.	1,340.00				1,340.00	380.00	960.00	960.00	0.00
TALSTAR P GALS.	19.08				19.08	2.92	16.16	16.14	-0.02
VECTOBAC 12AS GALS.	0.00	300.00			300.00	0.00	300.00	300.00	0.00
GASOLINE GALS.	2,717.00	2,987.00			5,704.00	1914.91	3,789.09	3,774.00	-15.09
JET A GALS.	3,967.00				3,967.00	213.81	3,753.19	3,791.00	37.81
TOTALS	44,503.16	3287.00	0.00	0.00	47,790.16	4928.00	42,862.16	42,884.73	22.57

BASE=	42,884.73
Total	42,884.73

PREPARED BY: [Signature] 7/8/19 ✓
 REVIEWED BY: [Signature] 7/29/19 ✓
 REVIEWED BY: [Signature] 7/29/19 ✓


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

MONTH OF JUNE 2019

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	PHYSICAL COUNT	ACTUAL COST PER LB/GAL/EA	TOTAL INVENTORY VALUE	INVOICE DATE	PURCHASED FROM
ALTOCID WSP EA.	11,674.00	\$0.8100	\$9,455.94	6/22/17	UNIVAR
ALTOCID XR LBS.	665.00	\$3.42	\$2,274.10	4/26/19	UNIVAR
ALTOCID XRG LBS.	6,815.00	\$8.7500	\$59,631.25	3/28/19	UNIVAR
AQUABAC XT GALS.	202.56	\$32.5000	\$6,583.20	9/24/18	ADAPCO
AQUALUER 20-20 GALS.	460.60	\$118.0000	\$54,350.80	7/18/18	ALLPRO
B. t. i. DUNKS (Dognuts) EA.	2,197.00	\$0.8550	\$1,878.44	4/30/19	ADAPCO
COCO BEAR GALS.	165.43	\$20.4800	\$3,388.01	7/16/18	CLARKE
DUET GALS.	231.00	\$197.9900	\$45,735.69	7/11/18	CLARKE
MOSQUITOMIST TWO GALS.	451.00	\$68.2800	\$30,794.28	8/13/18	CLARKE
NALED GALS.	749.00	\$211.8400	\$158,668.16	6/18/18	ADAPCO
NATULAR DT EA.	10,389.00	\$0.4168	\$4,330.14	9/9/16	CLARKE
STRIKE PELLETS LBS.	44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG LBS.	960.00	\$6.9000	\$6,624.00	4/22/19	ALLPRO
TALSTAR P GALS.	16.14	\$37.1400	\$599.44	3/29/17	UNIVAR
VECTOBAC 12AS GALS.	300.00	\$32.5000	\$9,750.00	6/26/19	ADAPCO
GASOLINE GALS.	3,774.00	\$2.2763	\$8,590.76	6/24/19	L. V. HIERS
JET A GALS.	3,791.00	\$2.6051	\$9,875.93	5/20/19	Avfuel
TOTAL	42,884.73	\$926.31	\$410,756.79		

PREPARED BY:  weaver ✓ DATE: 7/8/19

COST FIGURES REVIEWED BY:  DATE: 7/29/19

REVIEWED BY:  DATE: 7/29/19

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
Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, July 11, 2019

Next Meeting(s): Wednesday, August 7, 2019 – 4:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, July 11, 2019, at 5:00 P.M.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Gina LeBlanc, Vice-Chairperson
Mrs. Jeanne Moeller, Commissioner
Mr. Don Girvan, Commissioner
Mrs. Trish Becker, Commissioner

Also in attendance:

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

Chairperson Howell called the meeting to order.

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

ROLL CALL: Chairperson Howell noted ~ All were present

CITIZEN PARTICIPATION: For Items not on the Agenda ~ None

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 LeBlanc
- 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 – June 20, 2019 at 5:00 PM
5. DACS Work Plan Narrative
6. Public Hearing Dates:
 - a. First Public Hearing, Thursday, September 12, 2019 at 5:30 P.M.
 - b. Final Public Hearing, Thursday, September 26, 2019 at 5:30 P.M.
7. Pay Plan Policy Update Revision
8. Hull and Liability Insurance Renewal
9. Quarterly Budget Analysis
10. Budget Amendments ~ \$81,157.94 from Receipts to Expenditures and \$9,504.66 Budget Line Item Transfer from Capital Outlay to Tools and Implements for Helicopter

UNFINISHED BUSINESS:

Item 1: UPDATE on AMCD'S APPLIED RESEARCH PROJECTS and FUND RESOURCES ~ Dr. Rui-De Xue

- Dr. Xue outlined the Projects and Grants: CDC/DOH/DAC SIT Grant collaborating with UF and USDA/CMAVE, \$187,000; DACS Grant with UF collaborating with AMCD, \$119,000; DACS Grant with Florida Medical Entomology Lab, UF collaborating with AMCD, \$65,000; MosquitoMate Grant with them collaborating with AMCD, \$30,000; LampFarm Grant with them collaborating with AMCD, \$32,000; Thermal Cell Grant for evaluation of ThermalCell product, \$15,000; DNW Global Grant for evaluation of their new larvicide, \$18,000; and other small testing grants for an approximate total of \$460,000 of Grant Funding.
 - **THERE WAS NO MOTION ON THIS ITEM**

Item 2: DISCUSSION and MOTION for RESCHEDULING the AERIAL PROGRAM WORKSHOP DATE ~ Dr. Rui-De Xue

- The Board discussed possible dates for moving the workshop from the date motioned in June of August 8, 2019 at 1:00 P.M. and combining it with the regular board meeting on the same date.
 - A. **A motion was made to approve combining the Aerial Program Workshop with the actual August Board meeting so that motions and votes can be made if needed and scheduling the changed Board meeting from Thursday, August 8, 2019 at 5:00 P.M. to Wednesday, August 7, 2019 at 4:00 P.M.**
 - Motioned by: Commissioner Becker
 - Seconded by: Commissioner Moeller
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

NEW BUSINESS

Item 1: DISCUSSION and APPROVAL of DACS WORK PLAN BUDGET FY 19/20 (Deadline July 15th) ~ Dr. Rui-De Xue

- Dr. Xue stated the deadline to submit the DACS Work Plan Budget for fiscal year 2019/2020 is Monday, July 15, 2019 so it needs to be submitted tomorrow. The final budget will be approved at the Final Public Hearing on Thursday, September 26, 2019 and will be submitted then as the final budget. We still have 9-10 weeks for input before the Final Public Hearing.
 - A. **A motion was made to approve the DACS Work Plan Budget for FY 19/20.**
 - Motioned by: Commissioner Becker
 - Seconded by: Commissioner Girvan
 - VOTE: Accepted unanimously by all commissioners
 - **MOTION PASSED UNANIMOUSLY**

Item 2: DISCUSSION and APPROVAL of RECOMMENDATION of TENTATIVE MILLAGE RATE for FY 19/20 ~ Dr. Rui-De Xue

- Dr. Xue stated that due to the tax base increase and property value increase, he recommended the tentative millage be set at 0.2100 which is reduced from last year at 0.2200 and will allow for efficient operations next year. Commissioners discussed not reducing the millage due to the aerial program not being in place for at least a year and the continued growth in St. Johns County, as well as, that additional money can be used to make the vector disease museum better and educating more people; it was noted that we made a promise to the public to lower the millage and we have kept our word on that promise.
 - A. **A motion was made to approve the Tentative Millage Rate at 0.2100 for FY 19/20 as presented.**
 - Motioned by: Commissioner Moeller
 - Seconded by: Commissioner LeBlanc
 - VOTE: Accepted by Commissioners' Moeller, LeBlanc, Girvan, and Howell
 - VOTE: Opposed by Commissioner Becker
 - **MOTION PASSED 4:1**

REPORTS:

1. **Director** ~ Dr. Xue: We had 4 EEE positive and 1 WNV positive sentinel chicken; thanked the Educational Specialist and all who assisted with our very successful Open House, we had over 150 attend; we are all ready for our ULV, barrier, and aerial spraying, Visiting Scientist, Dr. Miah is here for 3 months for the DNW Global project, Dr. Emad Khater from Egypt will come here next month for 2 months to continue the insect resistance testing.
2. **Attorney** ~ Mr. Flowers: serves as General Council for a Statewide Board, succeeding for a great attorney who was the founding attorney for that board who always said "All is Well, nobody is suing us" – so Mr. Flowers stated "I will tell you, All is well, nobody is suing us".

COMMISSIONER COMMENTS:

Commissioner LeBlanc ~ sorry she missed the Open House, thanked the staff for all they do, looks forward to the upcoming museum endeavor.

Commissioner Becker ~ the Open House was absolutely fantastic; the amount of detail from every single worker who works here is astonishing, all parts of the tours were fantastic, the interns were excited to talk and explain things, people were excited to learn and ask questions about what we do, thanked everyone, our 70th year is the greatest year so far.

Commissioner Moeller ~ took a ride in and did the training for the helicopter and as for the aerial program, we will be better equipped when we hear what Paul has to say at the workshop board meeting; asked why the helicopter is in the garage rather than in the hangar and Business Manager, Richard Weaver explained that the paint got dirt lumps in it which made the floor lumpy and he has gotten with the subcontractor who will fix it. Also on the question of the hangar door, it was designed for a 16 foot opening but the door is bi-fold with a 14 foot clear span, so he is waiting on a price for a replacement door, still should be able to move into the building next week. Commissioner Moeller also requested annual updates on the Commissioner's handbook pertaining to updated personnel, commissioner biographies, and the need for commissioners to have all job descriptions, John McGee, Commissioner's representative for FMCA would like to hold the Commissioner's Day here along with having a drone demonstration during the FMCA annual meeting here in St. Augustine, November 19, 2019.

Commissioner Girvan ~ pleased that the Board approved hiring the accounting intern, it shows good cooperation with the Accounting Chair at the University of North Florida.

Commissioner Howell ~ this was the largest number of people at any of our Open House's, the interns and commissioners' involvement was great and there were a lot of volunteer helpers, it was a huge success. He had a phone call from a county employee and they wanted to take a helicopter ride to go over their facility to see if they were creating mosquitoes, maybe we need to get with all county departments and organization so they can see what we are doing and get feedback from them about our aerial program. He and Commissioner Moeller both did the aerial training and took a ride and are now part of the aerial crew. Thanked all for the hard work they do.

ATTACHMENTS: ~

1. None

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:09 P.M.

ATTEST

Chairperson, Commissioner Gary Howell

Secretary/Treasurer, 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.

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

Jeanne Moeller, Vice-Chairperson

Gina LeBlanc, Secretary/Treasurer

Don Girvan, Commissioner

Trish Becker, Commissioner



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

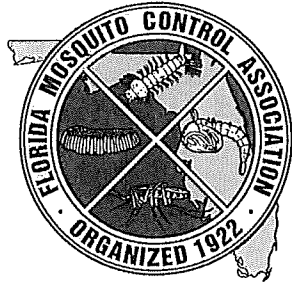
DATE: July 29, 2019

RE: FMCA Annual Meeting Attendance, St. Augustine Beach, FL, November 17-20, 2019

The 91st Annual FMCA Conference will be held in St. Augustine Beach, Florida, at the Embassy Suites by Hilton Oceanfront Resort this year from November 17th to the 20th, 2019.

It is anticipated that all five Commissioners will attend, as well as approximately 26 employees and interns who will attend for only one or two days each. As this is being held locally, there will not be any travel or hotel expenses, just registration for each, which will be determined once FMCA uploads that information.

91st Annual Fall Meeting 2019



WELCOME to the Meeting Registration Page ***DETAILS COMING SOON***

*****EARLY REGISTRATION WILL OPEN SOON - CHECK BACK OFTEN*****

NO REFUNDS AFTER: NOVEMBER 2, 2019

VISIT THE EVENT WEBSITE HERE (COMING SOON)

When

11/17/2019 8:00 AM - 11/20/2019 1:00 PM

Where

Embassy Suites by Hilton - St. Augustine Beach Oceanfront Resort 300 A1A Beach Boulevard
St. Augustine, FL 32080

Dr. Rui-De Xue

From: Ashlea Rives Frank <afrank@complianceservices.com>
Sent: Tuesday, July 30, 2019 1:40 PM
To: Dr. Rui-De Xue
Cc: Angela Beehler
Subject: RE: ACS-AGRO - Issue with Presenter

Hi again, Rudy,

Angela reminded me that our session has funds from ACS that can be used to cover some of your ACS registration cost. Would you be willing to register for a one-day registration for the day of your presentation (Wednesday, August 28)? There are \$350 in funds that can be used to help cover the cost.

I'd be happy to discuss further if you'd like.

Many thanks,
Ashlea

*I am going for this presentation only and
back 2nd day. Rui-De Xue*

Ashlea Rives Frank
CSI
253-202-3995

From: Ashlea Rives Frank
Sent: Tuesday, July 30, 2019 11:14 AM
To: Dr. Rui-De Xue <xueamcd@gmail.com>
Cc: Angela Beehler <angela@mosquitocontrol.org>
Subject: ACS-AGRO - Issue with Presenter

Hi Rudy,

I had previously been told by ACS that allowing Dr. Bibbs to present would not be a big deal but they just emailed and said that one of the authors must be registered and I think you were the only author listed on your presentation. And, it is too late to add an author at this point. I've attached the correspondence from ACS on this for your reference. I assume that you did not register for the meeting, correct?

This is such a bummer! It does not make sense to me that ACS would prefer a blank timeslot in the middle of a session over a replacement presenter!

Kind regards,
Ashlea

Ashlea Rives Frank
CSI
253-202-3995

Consent #6

Benton County Mosquito Control District

March 13, 2019

Dear Rui-de Xue,

The American Chemical Society (ACS) will be holding its 258th ACS National Meeting & Exposition this Fall (August 25-29, 2019) in San Diego, CA. Ashlea Frank, Leopoldo Moreno and I are organizing an oral and poster symposium for the AGRO session entitled *Innovative Approaches to Managing the Interface Between Pesticide Use and Non-target Species Habitat Protection*.

One of the topics we would like to explore is how mosquito control programs use best management practices and new technology to reduce adverse impacts on non-target and sensitive organisms. We invite you or your colleagues to submit an abstract or poster for this symposium. The AGRO session of the Fall ACS meeting has always been well attended featuring excellent symposia and accompanied by many related posters.

If you or a colleague would like to participate, the ACS website for submission of abstracts is open until March 22, 2019. Visit www.asc.org directly to submit.

Feel free to contact any of the organizers should you have any questions or need any additional information.

I look forward to hearing from you.

Kind regards,



Angela Beehler
District Manager
Benton County Mosquito Control District

Legislative and Regulatory Committee Chairwoman
American Mosquito Control Association

Cost is about \$12,00
including airfare, registration
& 2 day hotel rooms.

San Diego.

ACAS

Wednesday afternoon

Placeholder

invited presentation. Section A

Innovative Approaches to Managing the Interface Between Pesticide Use & Non-target Species Habitat Protection

Cosponsored by ENVR

A. Beehler, A. Frank, L. Moreno, *Organizers, Presiding*

K. Bissell, *Presiding*

2:00 Introductory Remarks.

2:05 Ontogeny of a Pesticide Application with Respect to FIFRA/ESA Endangered Species Risk Interpretation. **B. McGaughey**

2:30 Conservation Measures and their Role in the Endangered Species Act Consultation Process. **K. Bissell, L. Laniawe**

2:55 Tools developed to inform landowners about sensitive habitats and conservation options. **J. Peters, M. Crowder, A. Rivers**

3:20 Ensuring safety of sensitive listed plants to new crop protection products. **D.E. Edwards, P.J. Rice, S.R. Mortensen**

3:45 Intermission.

4:05 What do we actually do? A review of modern integrated mosquito control programs in the United States. **G. White**

4:30 Best management practices: using species specific technology to control Aedes aegypti mosquitoes at Anastasia Mosquito Control District. **R. Xue**

4:55 Quantitative analysis of traditional and non-traditional techniques to minimize spray drift. **J. Bonds**

5:20 Endangered Species Act Considerations in Planning and Implementing Pesticide Use. **C.A. Roberts**

5:45 Concluding Remarks.

Wednesday Afternoon

Placeholder

Development of Novel Vector Control Technologies

Cosponsored by MEDI

A. D. Gross, E. J. Norris, D. Swale, *Organizers, Presiding*

2:00 Introductory Remarks.

2:05 Potential of Spatial Repellents for the Control of Mosquito-Borne Disease.

N.L. Achee

2:30 Challenges in developing new vector control tools. **R. Koganemaru**, K.

Ohashi, N. Sakamoto

2:55 Avoiding Silent Spring: Revolutionizing Vector Control by Re-designing Insecticide Discovery and Delivery. S. Shruti, M. Murgia, J. Kaur, J. Scott, W.

Austin, S. Nakatake, D. Flaherty, M. Scharf, L. Raymond, L. Pfeiffer, V.

Watts, **C.A. Hill**

3:20 Using Semiochemicals to Control Disease Vectors. **A. Mafra Neto**

3:45 Intermission.

4:05 Investigations for reducing fitness in peridomestic mosquitoes using spatial repellents. **C.S. Bibbs**, J.R. Bloomquist, D.A. Hahn, P.E. Kaufman, R. Xue

4:30 Solid-state form dependent lethality of fast-acting fluoro analogs of the contact insecticide DDT. **X. Zhu**, M.D. Ward, B.E. Kahr

4:55 Structure-Activity Relationship Analysis of Potential New Insecticides and Repellents. **G. Richoux**, Q. Coquerel, F. Démares, L. Yang, K. Linthicum, J.R. Bloomquist

5:20 Concluding Remarks.

Dr. Rui-De Xue

From: ACS Fall 2019 National Meeting in San Diego, CA <onbehalf@abstractcentral.com>
Sent: Wednesday, July 24, 2019 9:34 AM
To: xueamcd@gmail.com
Subject: 2nd Scheduling Notice - ACS Fall 2019 National Meeting & Expo

Dear Rui-De Xue,

Your presentation has been scheduled for the technical program of the ACS Fall 2019 National Meeting & Exposition in San Diego, CA, August 25 - 29, 2019.

PAPER ID: 3207456

PAPER TITLE: Best management practices: Using species specific technology to control *Aedes aegypti* mosquitoes at Anastasia Mosquito Control District (final paper number: AGRO 319)

DIVISION: Division of Agrochemicals

SESSION: Innovative Approaches to Managing the Interface Between Pesticide Use & Non-Target Species Habitat Protection

SESSION TIME: 2:00 PM - 5:50 PM

PRESENTATION FORMAT: Oral

DAY & TIME OF PRESENTATION: Wednesday, August 28, 2019 from 4:30 PM - 4:55 PM

ROOM & LOCATION: Ballroom 20B-D Theater 1 - San Diego Convention Center

Registration and Meeting Attendance are Required

ACS requires you, as the presenter, to register and be physically present during the meeting. If you fail to register for the meeting and are absent for your presentation, your abstract will be withdrawn and removed from the meeting program, technical programming archive, and CAS database. If you have questions about your presentation, please contact your program chair (see callforpapers.acs.org/sandiego2019 for contact information).

Registration rates, housing, and all meeting policies are available at www.acs.org/SanDiegoPresenters.

Cancellation or Withdrawal

If you are unable to give your presentation, please email maps@acs.org and include the presenter's name, abstract ID, abstract title, and division/committee name where the abstract is scheduled.

If you have already registered or booked your hotel room, please visit www.acs.org/SanDiegoPresenters to read the cancellation policy for registration and housing.

International Attendees and Visa Procurement

If you require a visa to travel to the U.S., the U.S. Department of State recommends starting the process at least three months before the departure date. Further information on the visa process can be found by visiting the U.S. Department of State or the ACS National Meeting & Exposition international registrant page.

Please note that ACS is neither responsible nor liable if a visa is denied or delayed. If your visa decision is still pending on or after June 19, 2019, please consider sending an email to intlacts@acs.org explaining your status and visiting the U.S. National Academies International Visitor Office to complete their visa questionnaire at



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

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

ARTHROPOD CONTROL BUDGET AMENDMENT

NICOLE "NIKKI" FRIED
COMMISSIONER

Section 388.361, F.S. and 5E-13.027, F.A.C.
Telephone (850) 617-7995 Fax (850) 617-7969

STATEMENT EXPLAINING AND JUSTIFYING THE PROPOSED CHANGES SHOULD ACCOMPANY EACH APPLICATION FOR BUDGET AMENDMENT. USE PAGE NO FOR THIS PURPOSE.

Amendment No. 2019-08

Fiscal Year: 2018-2019

Date: 8/7/2019

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
\$ 11,429,749.65	\$ 4,098,834.10	\$ 11,429,749.65	\$ 50,722.43	\$ -	\$ 11,480,472.08

NAME SOURCE OF INCREASE: (Explain Decrease) _____

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 5,538,578.93	\$ 2,610.26	\$ -	\$ 5,541,189.19
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 140,797.87	\$ 10,000.00	\$ -	\$ 150,797.87
361	Interest Earnings	\$ 93,013.93	\$ 12,174.92	\$ -	\$ 105,188.85
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 21,663.82	\$ 25,937.25	\$ -	\$ 47,601.07
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 5,794,054.55	\$ 50,722.43	\$ -	\$ 5,844,776.98
Beginning Fund Balance		\$ 5,635,695.10	\$ -	\$ -	\$ 5,635,695.10
Total Budgetary Receipts & Balances		\$ 11,429,749.65	\$ 50,722.43	\$ -	\$ 11,480,472.08

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	\$ 1,638,684.38	\$ 21,107.69	\$ -	\$ 1,659,792.07
20	Personal Service Benefits	\$ 789,162.60	\$ 1,614.74	\$ -	\$ 790,777.34
30	Operating Expense	\$ 510,288.92	\$ -	\$ -	\$ 510,288.92
40	Travel & Per Diem	\$ 34,346.00	\$ -	\$ -	\$ 34,346.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
43	Utility Service	\$ 29,000.00	\$ -	\$ -	\$ 29,000.00
44	Rentals & Leases	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00
45	Insurance	\$ 88,780.54	\$ -	\$ -	\$ 88,780.54
46	Repairs & Maintenance	\$ 135,000.00	\$ 1,000.00	\$ -	\$ 136,000.00
47	Printing and Binding	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
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	\$ 91,600.00	\$ -	\$ -	\$ 91,600.00
52.2	Chemicals	\$ 451,116.94	\$ -	\$ -	\$ 451,116.94
52.3	Protective Clothing	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
52.4	Misc. Supplies	\$ 59,600.00	\$ 17,000.00	\$ -	\$ 76,600.00
52.5	Tools & Implements	\$ 14,504.66	\$ -	\$ -	\$ 14,504.66
54	Publications & Dues	\$ 15,885.00	\$ -	\$ -	\$ 15,885.00
55	Training	\$ 30,304.17	\$ 10,000.00	\$ -	\$ 40,304.17
60	Capital Outlay	\$ 2,663,125.34	\$ -	\$ -	\$ 2,663,125.34
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 698,288.00	\$ -	\$ -	\$ 698,288.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 7,330,915.55	\$ 50,722.43	\$ -	\$ 7,381,637.98
0.001	Reserves - Future Capital Outlay	\$ 2,680,589.10	\$ -	\$ -	\$ 2,680,589.10
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 1,269,615.00	\$ -	\$ -	\$ 1,269,615.00
0.004	Reserves - Sick and Annual Leave	\$ 148,630.00	\$ -	\$ -	\$ 148,630.00
TOTAL RESERVES		\$ 4,098,834.10	\$ -	\$ -	\$ 4,098,834.10
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 11,429,749.65	\$ 50,722.43	\$ -	\$ 11,480,472.08
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, 2019

BUDGET AMENDMENT NUMBER 2019-08

COMPUTATIONS

LOCAL FUND

Receipts:

Ad Valorem	2,610.26
Interest Earnings	12,174.92
Misc./Refunds (Prior yr. Expenditures)	6,572.09
Grant Money	10,000.00
Miscellaneous	19,365.16

\$ 50,722.43

Expenditures:

* Personal Services	(21,107.69)
* Personal Benefits	(1,614.74)
Repair & Maintenance	(1,000.00)
* Misc. Supplies	(17,000.00)
* Training	(10,000.00)

Budget Amendment (Net, pooled from Contingency)

\$ -

* Keystone & EEE Virus Grant Research

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
 FISCAL YEAR ENDING SEPTEMBER 30, 2019

LOCAL FUND BUDGET AMENDMENT NUMBER 2019-08

BUDGET JOURNAL ENTRIES:

Dr) EXPENDITURES:	Personal Services	\$ 21,107.69
EXPENDITURES:	Personal Benefits	\$ 1,614.74
EXPENDITURES:	Repair & Maintenance	\$ 1,000.00
* EXPENDITURES:	Misc. Supplies	\$ 17,000.00
* EXPENDITURES:	Training	\$ 10,000.00
Cr) REVENUE:	Ad Valorem	\$ 2,610.26
	Interest Earned	\$ 12,174.92
	Misc./Refunds (Prior yr. Expenditures)	\$ 6,572.09
	Grant money	\$ 10,000.00
	Miscellaneous	\$ 19,365.16
		\$ 50,722.43
		\$ 50,722.43

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
Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner*

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 29, 2019

RE: Update on 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

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:

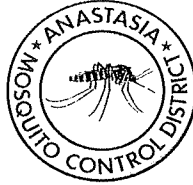
Gary Howell, Chairperson

Jeanne Moeller, Vice-Chairperson

Gina LeBlanc, Secretary/Treasurer

Don Girvan, Commissioner

Trish Becker, Commissioner



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 29, 2019

RE: Aerial Program Workshop

The Board scheduled the aerial program workshop to coincide with the Board meeting on August 7th at 4pm, 2019. Mr. Paul Leone has requested to resign his full time Pilot position at AMCD and his last day as full time in this position at AMCD is August 1, 2019. He would like to be a part time pilot to continue his service at AMCD and have that become effective August 2, 2019. At the same time we will hire another part time Pilot that has many years of experience in mosquito control that will start approximately August 12, 2019.

Mr. Leone will give an update about AMCD's aerial program with a PowerPoint at the workshop. I have a map to show the conservation lands in red color and 7 hot spot areas in green color, in St. Johns County based on my 16 years of experience in St. Johns County. We plan to use the helicopter to conduct barrier spraying of larvicides or adulticides around the outside edges of the woods in the residential subdivisions where the source of mosquitoes are coming from, based on the last several years studies.

I would like to give an outline of AMCD's future aerial capability and our plan to create the Aviation Department with 1 full time Chief Pilot, 2 part time pilots, 1 full time A& P Aircraft Mechanic, and 2 Bell helicopters, along with a couple of unmanned helicopters (Drones). We plan to provide service to multiple counties.

Mr. Leone gave a proposal to have Volusia County Mosquito Control, AMCD, and East Flagler Mosquito Control Programs help each other in collaborating in sharing aerial capability, including aircrafts, pilots, helicopter mechanics, and aerial facilities.

I would like to recommend the Board to approve, with a motion, to authorize staff and the attorney to contact Volusia and Easter Flagler Mosquito Control Districts, to develop the MOUs for collaboration in the aerial program and then bring it back to the Board for further discussion and approval in the future.

St. Johns County, Florida

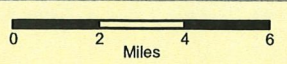
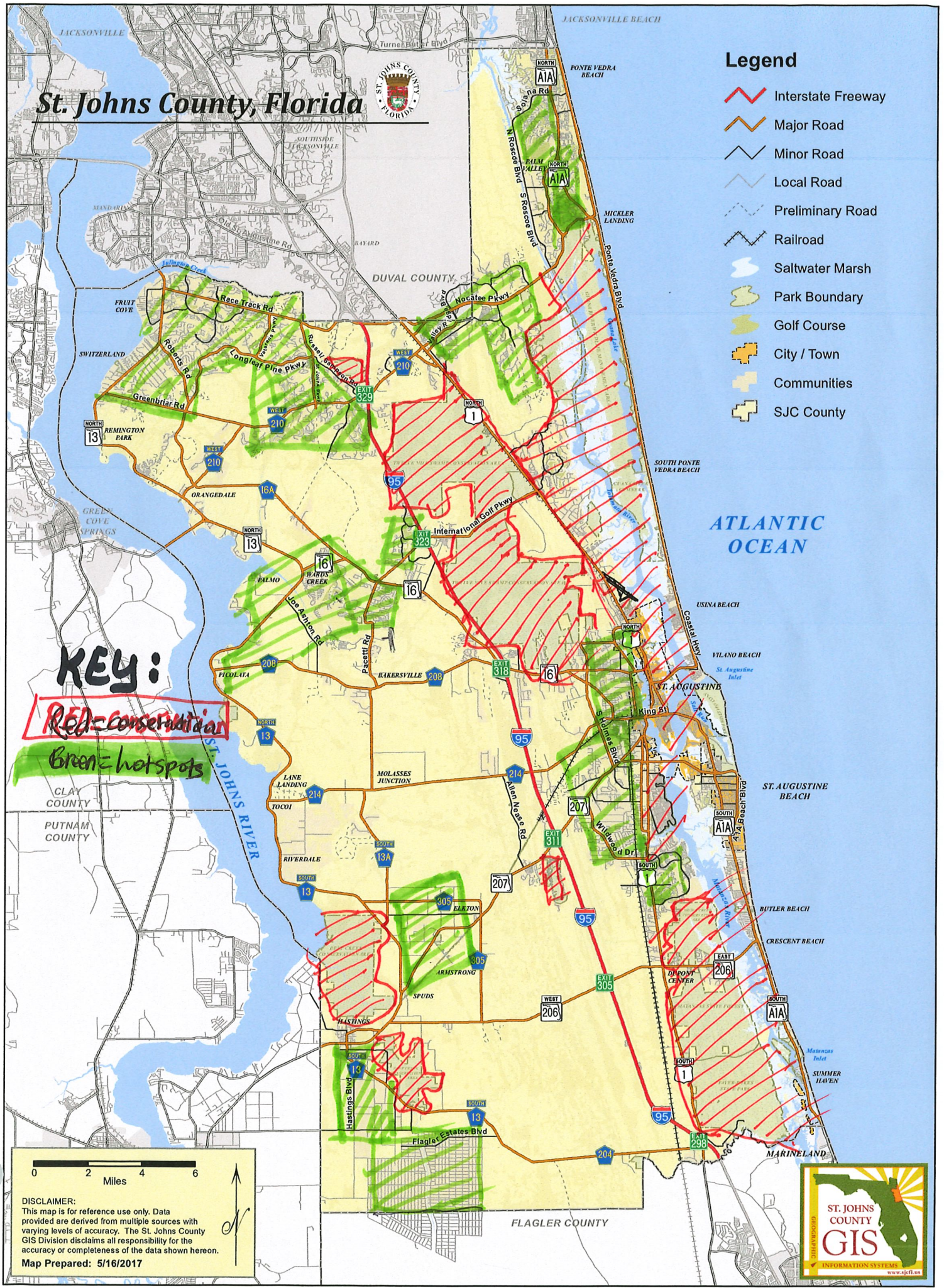


Legend

- Interstate Freeway
- Major Road
- Minor Road
- Local Road
- Preliminary Road
- Railroad
- Saltwater Marsh
- Park Boundary
- Golf Course
- City / Town
- Communities
- SJC County

KEY:

Red - corridors
Green - hotspots



DISCLAIMER:
 This map is for reference use only. Data provided are derived from multiple sources with varying levels of accuracy. The St. Johns County GIS Division disclaims all responsibility for the accuracy or completeness of the data shown hereon.
 Map Prepared: 5/16/2017



MEMORANDUM

TO: Dr. Rui-de Xue
FROM: Paul Leone
DATE: 18 July 2019
SUBJECT: Resignation Letter

Sir,

Please accept this letter as notice of my resignation from the full-time pilot position at Anastasia Mosquito Control District. My last day of work two weeks hence will be 1 August 2019.

I have learned a great deal during my time here and I thank you for the opportunity to build an aerial program from the "ground up".

Many successes can be counted in last several months including Part 137 Certification which was one of the major goals and the building block upon which this program can continue to build success.

I will be happy to continue to serve as part-time pilot for AMCD should you determine the need for such and as my time and schedule permits. I will always be available to answer questions, give advice and assist you in any way you may need with regards to the aerial program.

Thank you for the honor and privilege of being part of the AMCD team.

Sincerely,

Paul Leone



Dr. Rui-De Xue

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Tuesday, July 23, 2019 7:23 AM
To: pleoneamcd@gmail.com
Cc: xueamcd@gmail.com
Subject: RE: Full Time Pilot Position

Hi Paul,
Thanks.

Please check with Scott about your benefits and Charolette about your pay out annual leave hours. I have the following items needed to discuss with you when you have time.

1. Aerial workshop: Would you still like to help the workshop, we may pay for your time and travel as other consultants or contractors (\$65/hr)
2. Would you like to continue as a contractor for consultant to serve our aerial program development? You knew my plan and my suggestion to you ... aerial leading operational control.
3. Could you update about the helicopter situation to me? What we should be done and what is the next and what we can make for the ULV spray work and how long it will take?
4. Could you give me your schedule for your next several days? I would like to have you larviciding for several hotspots as barrier spraying, use Altosid only.
5. I would like to fly with you as we discussed " let others fly with you firstly and I planned spending more times with you in August for the ULV barrier operation when you are ready" . Sorry, for this outcome.
6. Is it necessary for us to convert certified to public use if we could not find the full time mechanic?
7. Does Gregg and other still interested to continue his contract service with us until I find the full time mechanic? I have never talked/discussed with him about this.
8. Do you have any recommendation for the pilot to me?
9. You are the 1st Pilot at AMCD history and created the program and made a great contribution and accomplishments. I do appreciate your efforts and help. Please let me know what do you need from me and what I can help you. I always respect your professionalism and trust your capability and honesty as we first time meet many years ago.
10. Next week at sometimes, I will buy you a lunch and have further discussion. I just feel I failed you and you failed me. Sorry to lose you.

Best wishes.
Rudy

From: pleoneamcd@gmail.com [mailto:pleoneamcd@gmail.com]
Sent: Tuesday, July 23, 2019 6:52 AM
To: 'Rui-de Xue' <xueamcd@gmail.com>
Cc: Scott Hanna <shannaamcd@gmail.com>
Subject: Full Time Pilot Position

Dr. Xue,

Per our conversation of 18 July 2019. Here is a digital copy of my letter.

Paul

Paul Leone
Aviation Operations

Dr. Rui-De Xue

From: jamesclauson@comcast.net
Sent: Thursday, July 18, 2019 9:06 AM
To: 'Rui-de Xue'; 'gainesamcd'; pleoneamcd@gmail.com
Cc: 'Lee Duke'
Subject: RE: Helicopter mechanic question

Good morning Rudy,
Our helicopter is a "public use " aircraft vs a "certified" aircraft. With a public use aircraft, anyone can work on it. With a certified aircraft only a licensed A and P mechanic can work on it. I believe you bought a certified helicopter. **You can convert it to a public aircraft if you want to.** My shop mechanic switches out our spray systems . Our pilot does the 10 hour and 25 hour maintenance. We have a Bell repair facility that does our annual inspection. **There are advantages going with a public aircraft.** Most governmental entities don't need a certified aircraft and when and if you offer yours up for sale, you typically will go through the Chapter 388 process that another mosquito control district will have first opportunity to buy it. Hope this helps.
Let me know if I can help.

James F. Clauson
Director
Beach Mosquito Control District
1016 Cox Grade Road
Panama City Beach, FL 32407
850-233-2530 (Office)
850-258-4525 (cell)
850-233-5033 (fax)
jamesclauson@comcast.net

-----Original Message-----

From: Rui-de Xue <xueamcd@gmail.com>
Sent: Thursday, July 18, 2019 5:24 AM
To: James <jamesclauson@comcast.net>; gainesamcd <gainesamcd@bellsouth.net>; pleoneamcd@gmail.com
Subject: Helicopter mechanic question

Hi James,
Your District has a helicopter for many years and how do you handle your helicopter maintenance and sign off for switch of spray equipment?
Who provide your helicopter maintenance and mechanic service?
So far our area is unbelievable dry and mosquito population is so low and we may have a late season this year. Even if our airboat went to Gunna for several times, we have not find salt marsh mosquito larvae yet. Perhaps, the mosquitoes in our area is fear of our aerial capability this year, Haha.
Thanks,
Rudy

Sent from my iPhone

Dr. Rui-De Xue

From: Mark Positano <markefmcd@outlook.com>
Sent: Thursday, July 18, 2019 9:51 AM
To: Rui-de Xue
Subject: RE: Helicopter Mechanic question

Rudy,

Good morning. We utilize a mechanic service to perform most of the maintenance and required checks for the aircraft. However, this person is on the verge of retiring. Some options include finding another service that would be willing to travel, utilizing the Flagler County helo mechanic, or possibly we could explore sharing a position between our two Districts.

We had five weeks where no adultciding was done but the past couple of weeks have slowly increased population numbers. This morning we treated by air for infirmatus. We trap daily so we were able to spot the increase as the week progressed and it changed from the beginning of the week to what was in the traps as of yesterday.

-----Original Message-----

From: Rui-de Xue <xueamcd@gmail.com>
Sent: Thursday, July 18, 2019 6:08 AM
To: markefmcd@outlook.com; gainesamcd <gainesamcd@bellsouth.net>; pleoneamcd@gmail.com
Subject: Helicopter Mechanic question

Good morning Mark:

Your program has a helicopter for many years. Do you have a helicopter mechanic and how do you handle your helicopter maintenance and spraying equipment change and switch?

Who provide the mechanical services when you need?

So far our area is unbelievable dried, the mosquito populations are very low. We conducted our 1st Truck ULV sprays in Flagler Estates on Tuesday and our airboat went to Gunna for several times, but we have not find salt marsh mosquito larvae yet. It is strange this year. Now we have more rains and the population may increase by the end of this month.

Thanks.
Rudy

Sent from my iPhone

Dr. Rui-De Xue

From: George Deskins <GDeskins@citrusmosquito.org>
Sent: Thursday, July 18, 2019 8:34 AM
To: Rui-de Xue
Subject: RE: Helicopter mechanic question

Good morning Mr. Xue,

I am doing well, thank you. No we do not have a helicopter mechanic on staff. Our pilot does routine maintenance such as the 25hour inspections, minor fluid top offs and switching the spray equipment. He stated that this is possible because we fall under Public Use Aircraft within the FAA regulations. Our pilot was trained and signed off on by Lance aviation to do the spray equipment changes without having to have an actual mechanic sign off on it. As far as the more in depth maintenance and issues that occur we use Lance aviation out of Lakeland. Lance has been great to work with and on several occasion has come to our office to make minor repairs of trouble shoot issues. Our pilot may be able to answer your questions with more detail than I can. His name is Bob Graber and email is rgrab@citrusmosquito.org if you would like to contact him.

We have been very wet so far this year receiving 26 inches of rain on top of an already high water table. We treated several thousand acres last month with residual products so our mosquito numbers are not very high with the exception of a couple of spikes immediately following the larger rain events. Hopefully we don't get any major storms this year. Its good to have a slower year every once and a while. Please let us know if you need anything else. We are glad to help.

Have a great day,

George Deskins
Director
Citrus County Mosquito Control District
968 N Lecanto Hwy
Lecanto, FL 34461
Phone: (352) 527-7478
Fax: (352) 527-9567

-----Original Message-----

From: Rui-de Xue <xueamcd@gmail.com>
Sent: Thursday, July 18, 2019 6:16 AM
To: George Deskins <GDeskins@citrusmosquito.org>; gainesamcd <gainesamcd@bellsouth.net>; pleoneamcd@gmail.com
Subject: Helicopter mechanic question

Hi George,

How are you doing?

You have a helicopter for many years. Do you have a helicopter mechanic? If not how do you handle your helicopter maintenance and sign off for switch of spray equipment? Who provides the mechanic service to your helicopter when you need?

We are looking for hiring a helicopter mechanic.

How is your mosquito situation in west coast? Our area is so dry this year and the mosquito population has not increased too much. We may have a late season this year.

Thanks.



14 CFR Part 137 Agricultural Aircraft Operations

**Operating Limitations
Aircraft Multiple Airworthiness
Standard and Restricted (Agricultural)**

1. Authorization. The certificate holder is authorized to operate the aircraft identified in Table 1, which has been certificated in the standard and restricted category under the multiple certification provisions of 14 CFR Section 21.187.
 - a. When the aircraft is operated under the restricted classification of airworthiness for agricultural operations, the aircraft shall be operated in accordance with 14 CFR Section 91.313, and in accordance with the limitations stated in this authorization.
 - b. The operating limitations in this authorization are derived from the national standards contained in FAA Order 8130.2, as revised.
2. Authorized Aircraft. Operations involving this aircraft in any other use are prohibited unless the airworthiness certificate and these operations are amended in accordance with the provisions of 14 CFR Part 21.

Table 1 - Authorized Aircraft

Registration No.	Serial No.	M/M/S	Type of Operation	Type of Cargo
N874M	4569	BHT-206-B	137	Incidental to the aircraft owner/operator's business

3. This aircraft is prohibited from carrying cargo for compensation or hire. Carriage of cargo is limited to such cargo that is incidental to the aircraft owner/operator's business, which is other than air transportation. The authorized cargo that may be carried on this aircraft is listed in Table 1 above.
4. This rotorcraft is prohibited from carrying cargo for compensation or hire unless it is engaged in an FAA-approved Part 133 external load operations.
5. This aircraft may not be operated over any foreign country without the special permission of that country. Evidence of that permission must be carried aboard the aircraft, along with the U.S. Airworthiness Certificate, and made available to the FAA or CAA in the country of operation upon request.
6. This aircraft has not been shown to meet the requirements of the applicable comprehensive and detailed airworthiness code as provided by Annex 8 to the Convention on International Civil Aviation.
7. This aircraft must be converted from standard to restricted category or vice-versa in accordance with the conversion instructions as outlined on the major repair and alteration FAA Form 337 concerning the altered equipment on the aircraft. Each conversion shall be recorded in the maintenance records by the person who performs the conversion. The record entry will include the date of conversion and the category into which the aircraft has been converted; the signature, FAA certificate type and number of the person who made the conversion.
8. After any conversion from special class/restricted category into standard class/normal category for purposes of operations for compensation or hire, the aircraft must be inspected by a certificated mechanic or a representative of the Federal Aviation Administration and found to be airworthy. A

**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
Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 29, 2019

RE: Discussion and Motion for Staff and Attorney to Update Employee Handbook

The last Employee Handbook Revision was October 6, 2011, with a reprint in December that included updated Policy additions but was not an actual revision.

Ms. Charolette M. Hall, Administrative Assistant, has continually, over the past several years, made proposed edits and needed updates on her online copy for proposed approval, based on many factors such as; changes in procedures, updated current information; and rearrangement for it to be more user friendly.

We would like to recommend the Board's approval for staff and the attorney to review, update, and revise the AMCD Employee Handbook.

**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
Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner*



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 29, 2019

RE: Revision on Beginning Dates for Health Insurance and Benefits for Full Time Employees

The current AMCD policies concerning health insurance and benefits is a 90 day waiting period from date of hire before they are eligible for them. This is stated in the Probationary Period policy, Annual Leave policy, and Sick Leave policy. Other state and federal employees receive health insurance and benefits immediately from the date of hire.

I would like to recommend the Board's approval to the policies being revised so that Health Insurance be available to full time AMCD employees from date of Hire and benefits to accrue from date of hire and to be available after the first pay period's accrual.

(Attached are the proposed revisions to the three policies: Probationary Period, Sick Leave, and Annual Leave policies.)

PROBATIONARY PERIOD

Every new **full-time** employee is considered to be in a probationary period for ¹ 180 calendar days after the date of hire. (~~² The probationary period for insurance coverage purposes is 90 days.~~) ³**However, Insurance Coverage and Benefits begin immediately from date of hire.** This time is for you to evaluate the District and to allow both you and your supervisor to become acquainted with each other. During the probationary period, the supervisor will review the new employee's quality and quantity of work, attendance and punctuality, and make some assessments about the person's suitability for the job he or she has been hired to perform. Should an employee fail to complete the probationary period successfully, he or she will be released. Successful completion of the probationary period does not affect the "*at will*" nature of employment or create an expectation of continued employment. The District reserves the right to terminate employment at any time, with or without reason.

An employee promoted or transferred to a new position shall serve a probationary period of 180 days, during which time the employee's supervisor will evaluate the employee's performance. If, in the opinion of the supervisor, the employee does not satisfactorily perform his or her job during the probationary period, he or she will be removed from the position. Every effort will be made to return the employee to their prior position or a comparable one, to the extent a vacancy exists. If a vacancy does not exist, the employee may be discharged.

Probationary periods may be extended by a supervisor, with the approval of the District Director.

You are eligible for annual leave, sick leave, and/or other benefits and privileges, unless specifically written or mandated by law or specifically provided for under other documents of the District.

¹ Policy 2006-11; As approved by the Board of Commissioners on April 13, 2006

² As approved by the Board of Commissioners on April 13, 2006

³ **Proposed revision approval by BOC for 8-7-19**

ANNUAL LEAVE

The District recognizes that an employee will need time away from their job for vacation, family events, personal matters, and other reasons.

¹All **licensed** seasonal employees will receive annual (only) leave each 6 month season at 3.077 hours per pay period (each two weeks). Any accrued annual leave at the end of each season will be paid out to the seasonal employee at their present rate of pay.

All regular, full-time employees will accrue annual leave from date of hire. Employees who have worked for the District less than one (1) year may not take more than two (2) consecutive days of this leave without permission from the supervisor.

Annual leave is accrued in accordance with the following schedule:

<u>Years(s) of Service</u>	<u>Leave Earned Per Pay Period</u>	<u>Leave Earned a Year</u>
Less than 3 years	3.077 Hours	10 Working Days
After 3 years less than 10 years	4.615	15 Working Days
After 10 years less than 15 years	6.154	20 Working Days
After 15 years less than 20 years	7.692	25 Working Days
Over 20 years	9.230	30 Working Days

²The District performs a mission critical community function and as such, needs to be able to respond to county wide emergencies resulting from hurricanes, storms, and outbreaks of viruses that threaten not only the quality of life, but in some cases human life as well. The District also holds workshops, meetings, training events, etc. that deal with important issues for the District and the public in general. Therefore, given the mission critical nature of the District, as well as the immediate needs of personnel during workshops, meetings, trainings, and other events, the management team needs to insure that appropriate staffing can be guaranteed 1) to cover the effects resulting from storms and 2) provide coverage during the mosquito "season" in St. Johns County and 3) provide coverage during workshops, meetings and events that the District holds pertaining to mosquito control, education, and other District business. Coverage can be realized through good staff planning, and coverage for storms is managed through flexible management policies.

Annual leave is governed by the following rules:

- Annual leave of greater than two (2) days in duration, requests must be submitted to your supervisor at least two (2) weeks in advance. District management will attempt to accommodate the request based on the status of conditions required to meet the needs of St. Johns County and the

¹ As approved by the Board of Commissioners on 11-7-12

² As approved by the Board of Commissioner on 1-14-16

District mission, and the nature of the employee's request. However, District management reserves the right to ask employees to alter their request based on a "stack" up of requests in a given period of time, and/or an existing emergency.

- ³Annual leave requests of two (2) days or less, the employee must contact their supervisor no later than 3 days before the start of the shift on the day they planned to take leave. If the employee is unable to reach his/her supervisor and the employee's attempts to make a live connection fail, then the employee must leave a telephone number where they can be reached in order for the District to officially review and approve the employee's request. In all cases, annual leave must be officially approved by District management. A formal annual leave form must be filled out either over the telephone or in person.
- For all regular full time employees, the length of annual leave depends upon the years of service with the District and is set up on an anniversary date basis.
- USE OF ANNUAL LEAVE - Earned annual leave may be used on a current basis, subject to the approval of the Director, provided that annual leave granted shall not exceed leave earned on the first day of the month which such leave is granted.
- ADVANCE LEAVE CREDIT NOT PERMITTED - Leave with pay shall not be allowed in advance of being earned. If an employee has insufficient leave credits to cover a period of absence, no allowance for leave shall be granted in advance or in anticipation of future leave credits. In such cases, payroll deductions for the time lost shall be made for the period which absence occurred.
- Earned annual leave shall be granted for the following:
 - Vacation leave
 - absence due to illness of a member of the employee's family
 - absence to attend funerals
 - religious holidays, and attendance of religious services in excess of two hours, other than those specified as legal holidays or absences authorized by the Director and the Board
 - Absence to transact personal business that cannot be conducted during off duty hours
- ⁴Annual leave may be taken in increments of fifteen (15) minutes.

³ Policy 2006-12; As approved by the Board of Commissioners on 6-8-06

⁴ As approved with Employee Handbook Revision October 15, 2009

- ⁵For all ⁶newly hired, regular full time employees ⁷annual leave **will accrue from date of hire and may be taken immediately after the first payperiod accrual.** ~~upon completion of the 180 day probationary period.~~ (There is no probationary period for seasonal employees. However, seasonal employees must obtain a PHPC license before they can accrue and take annual leave pay).
- ⁸ACCUMULATION OF ANNUAL LEAVE – Annual leave will accrue on a continual unlimited basis year after year, however, for separation or retirement purposes, employees will receive pay for any accumulated annual leave, up to a maximum of 240 hours only, as stated in the next paragraph.
- ENTITLEMENT UPON SEPARATION OF RETIREMENT - Employees retiring or otherwise separated from the District in good standing shall receive pay for their accrued annual leave up to the maximum number of days stipulated which is 240 hours.

LEAVE REPORTS - The administrative assistant will maintain a record of annual leave earned and taken for each employee, based upon time records submitted by the supervisors and employees. Records of leave accumulated and taken shall be available to the employee, his representative, and to the Director for audit purposes.

⁵ Proposed revision for approval by BOC on 8-7-19

⁶ As approved by the Board of Commissioners on December 15, 2016

⁷ Policy 2006-11; As approved by the Board of Commissioners on April 13, 2006

⁸ Revised; As approved by the Board of Commissioners on October 8, 2015

SICK LEAVE

The District recognizes that from time to time, personal or immediate family illness, injury or accidents may require your absence from scheduled work. "Immediate family" is defined as the spouse and the grandparents, parents, brothers, sisters and children of both the employee and the spouse.

⁹All ¹⁰newly hired, regular full-time employees are eligible for paid sick leave which will accrue from date of hire and may be taken immediately after the first payperiod accrual. ~~following completion of the 180 days probationary period. However, employees will accrue sick leave from date of hire.~~

Sick leave is governed by the following rules:

- SICK LEAVE WITH PAY - Sick leave is set up on an anniversary date basis. An employee accrues sick leave at a rate of four (4) hours per pay period.
- Sick leave must be taken in minimum increments of fifteen (15) minutes.
- Sick leave pay will be based upon the employee's regular rate of pay.
- ACCUMULATION OF SICK LEAVE - Unused sick leave will be accumulated each year on an unlimited basis.
- You must notify your supervisor as soon as possible when illness, injury, or accident prevents you from reporting to work. Your supervisor must be notified in advance of medical appointments requiring time away from the job. Employees may use sick leave for:
 - personal illness or injury which prevents you from performing your actual duties.
 - personal medical, dental, or optical consultation or treatment
 - exposure to contagious disease when there is reason to believe there exists actual danger that the disease may be transmitted through the exposed employee to others during the course of his official duties.
 - death or critical illness of a member of the employee's immediate family
- PROHIBITED USE OF SICK LEAVE - Sick leave may NOT be used for:
 - Maternity purposes
 - Nursing services for the employee's immediate family when such services can be supplied by other on a paid or unpaid basis.
 - Day-care for the employee's children or housekeeper services

⁹ Proposed revision for approval by BOC on 8-7-19

¹⁰ As approved by the Board of Commissioners on December 15, 2016

- SICK LEAVE REQUESTS - Requests for sick leave shall be submitted to the supervisor promptly upon return to duty. The employee shall have the responsibility of notifying his supervisor promptly of any illness or disability in compliance with agency regulations. - The District Director may require a written certification of the employee's illness from an attending physician. Additionally, a physician's release may be required for an employee to return to work after an injury or accident. Employees who take excessive sick leave may be asked to provide a physician's statement or be asked to resign.
- Use of sick leave on false claim of illness, accident, injury, or exposure to contagious disease, or falsification of proof to justify such leave shall be disciplined up to and including discharge.
- If you are on approved time off due to illness or accident when a holiday occurs, you will receive one (1) 8 hour day of holiday pay (for each holiday day) and not be charged with a day of sick leave.
- Employees may take one (1) day of sick leave each year for personal purposes, with (5) days prior notice and approval of their supervisor. This day must be taken as one (1) full 8 hour day.
- Any employee, who works three (3) consecutive months, without taking any sick leave, accrues an additional 8 hour day of annual leave.
- USE OF SICK LEAVE - Earned sick leave shall be granted on a current basis, provided that sick leave shall not exceed the leave earned on the first day of the month during which such leave is granted.
- When accrued sick leave has been exhausted, accrued annual leave pay will be used. When accrued annual leave is exhausted, an employee may use sick leave from the sick leave pool, if it is available. If an employee uses the maximum days allowable from the sick leave pool, he may be placed on a leave of absence without pay.
- ENTITLEMENT UPON SEPARATION -
 - Upon retirement from the District because of disability, certified by competent medical authority, the employee shall be entitled to use sick leave accumulated to his credit prior to the effective date of his retirement.
 - ¹¹One-fourth (1/4) of all unused accrued sick leave, up to a maximum of 480 hours, will be paid out upon separation of employment in a lump sum payment at your current rate of pay, provided you have been continuously employed by the District for ten (10) or more years, you are not discharged, and you provide at least ten (10) business days

¹¹ As approved by the Board of Commissioners on June 10, 1993

written notice of your intent to resign. In all other cases, unused sick leave is forfeited upon separation. This unused sick leave accrued credits payment is not considered as a salary payment and will not be used in determining the average final compensation of an employee in the District's administered retirement system.

- When an employee is reinstated after retiring, he shall not be credited with unused sick leave accrued during his period of previous employment unless reinstatement is made within fifteen (15) calendar days of the date of separation.
- TRANSFER OF SICK LEAVE BETWEEN AGENCIES – When an employee changes from employment in one agency to another agency, without a break of more than fifteen (15) calendar days, sick leave for the month in which the change of employment occurs shall be credited to the employee by the agency to which he has changed. All sick leave accrued by the employee shall be certified by the releasing agency to the receiving agency and credited to the employee.

The administrative assistant will maintain a record of sick leave earned and taken for each employee, based upon time records submitted by the supervisors and employees. Records of leave accumulated and taken shall be available to the employee, his representative, and to the Director for audit purposes.

REPORTS

Director Report (July 2019)

Program Management:

1. Customer and professional service: AMCD answered 240 service requesters in July. Dr. Xue reviewed 2 manuscript for PLoS one, 1 for Pest Management Science, 1 for Scientific Report, 2 for Acta Tropic, and 1 for Vector-borne and Zoonotic Diseases at the editors' requests. AMCD staff attended SIT group meeting, MosquitoMate teleconferences, and Florida Entomology Society Annual Meeting. Dr. Xue had several meetings with UF Professors about collaboration for non-target and weather detections. Mr. Weaver as the FMCA financial committee member assisted the FMCA to select the society Executive Director. Dr. Efstathion assisted other program for collaboration of the EEE & WNV vector survey in Northeastern Florida.

2. Surveillance: So far, five sentinel chickens tested positive of EEE and 3 for WNV. Container-breeding mosquitoes have increased. BG traps collected *Aedes* (1,820) and *Culex* (579) mosquitoes. CDC light traps caught 1,503 mosquitoes, included 319 *Culex*, 550 *Anopheles* and 634 *Ps. columbiae*.

3. Operation control: AMCD MCTs did adulticiding for 22 times for 6,483 acres, did barrier treatments for 72 times for 19 acres, and hand spraying for 71 times. Positive larval dips were 351 and treated larvae for 131 times for 720 acres by ground application. AMCD conducted aerial larviciding and treated 700 acres (10 pounds /acre, cost about \$70K for pesticides alone) on July 25 & 26.

4. Applied research: Wolbachia-infected male mosquitoes & ATSB project has been started by a visiting scientist. SIT project has been started for pre-surveillance. AMCD and Navy collaboration project about ThermCell Mosquito repellents against ticks, a new larviciding evaluation, and ATSB tests have been started by three Visiting Scientists. Non-target honey bee testing was conducted by a visiting scientist in St. Augustine.

5. Education: DACS & AMCD held the taxonomic training for intern, visitors, and related technicians on July 17. Education Specialist gave presentations at summer camps on July 2, 5, & 9 and attended public relation on July 20, July 25, and July 30 regarding mosquito-borne diseases and aerial larviciding. Also, St. Augustine Record published an article about AMCD aerial spray and program on July 30. Dr. Xue and several staff was interviewed by different reporters about EEE and aerial program. Staff updated website and face books, and answered many questions about aerial spray and EEE situation.

Business Management:

1. Serve to the Board of Commissioners: Staff prepared for July 11's Board meeting documentations.
2. Budget and Auditor: FY19-20 work narrates & work plan budget has been submitted to DACS on time after the Board meeting approved on July 11.
3. Insurance: staff renewed the helicopter insurance after Board approved.
4. Contract: Construction project about building 900 and 500 are still under construction. SIT grant subcontract is under process.

5. HR. Dr. Emad Khater from Egypt joined AMCD on July 13 as a Visiting Scientist for two months. His project will be Spartan ATSB funded by Spartan Eliminator. Dr. Vindhya Aryapreme hired as the full time contracted Biologist and Ms. Courtney Cunningham hired as the full time contracted Biotechnician. Both positions are funded by the CDC SIT grant. They started from August 5. Pilot Mr. Leone switched his full time position to a part time position and effective on August 2, 2019. We received about 20 applications for the full time pilot position and 10 applications for the full time aircraft mechanic position after a national posters/adv.

Meeting:

July 1. SpringStar teleconference meeting about collaboration grant application (mosquito attraction and repellent). Pm. Met two potential intern students.

July 2. 7am. Met Commissioner Mr. G. Howell about aerial program.

July 3. Held aerial application meeting about job duties and conflicting.

July 9. Met Education Specialist about his report change, duties and work emphasis. 9:30am. Met Commissioner Mr. D. Girvan about budget. Pm. Tele conversation with Commissioner Mrs .J. Moeller about budget.

July 10. 7:30am. Operation group meeting. TermCell mosquito repellent test against ticks in Am. Commissioner Mrs. J. Moeller had helicopter training at her request.

July 11. Commissioner Mr. G. Howell had helicopter training at his request. Attended ThermCell mosquito repellent test. 5pm. Attended regular Board meeting.

July 12. 10am. Held monthly staff meeting.

July 15. 9am. Met Spartan Mosquito Terminator company VP about testing their ATSB product & fund.

July 16. Visited African Museum with Commissioner Mr. G. Howell and other 2 staff. 10:30am. Attended SIT group meeting. Dr. D. Hahn from UF and Dr. K. Linthicum from USDA/CMAVE attended the meeting.

July 17. Pilot Mr. P. Leone flew to Volusia MCD for inspection. Mrs. K. Gaines attended EOC meeting.

July 18. 8am. Field hot spot breeding inspection by ground for preparation and plan of aerial larviciding with pilot and education specialist. Pilot Mr. P. Leone submitted his resignation letter for full time at AMCD and asked for a part time or consultant. 9:30am. Attended MosquitoMate video conference.

July 19. 9am. Met Commissioner Vice Chair Mrs. J. Moeller about aerial program and Pilot resignation and recruit items. 11:30am. Met DACS honeybee specialist Robert H. about bee testing project. 2pm. Met Commissioner Chair Mr. G. Howell about aerial program and Pilot resigned and recruit new Pilot.

July 21. Attended the Florida Entomology Society Board meeting in PM.

July 22. Am. Attended FES annual meeting opening session and business meeting.

July 23. AM. Checked field sites and Gun Club for field non-target impact experiment. 7pm. Attended nontarget testing at Gun Club.

July 24. Group meeting about ThermCell and larviciding project progress.

July 25. 9:30am. Met Mr. Jason C. from UNIVA about larvicide supply and aerial program, Commissioner Chair Mr. G. Howell attended. AM. Pilot conducted larviciding for 380 acres of hot spots. 1pm. Met Commissioner Mr. D. Girvan about two student visiting and aerial program. 3:40pm. Met and showed Mr. Kevin C. about new facility and discussed about AMCD aerial program. Commissioner Chair Mr. G Howell attended.

July 26. AM. Pilot conducted aerial larviciding for hot spots and treated more than 320 acres. 1:30pm. Met Professor Bill E. from UF/EEE about weather detection for ULV trucks and trap sites.

July 28. 2pm. Attended Gainesville Bromeliad Society lecture about pest prevention at UF/Dept. of Entomology.

July 29. 8am. Attended UF/Urban Entomology meeting about nontarget honey bee project and field experiment at AMCD on Tuesday.

July 30. 8:30am. Met/showed Mr. Robert from Clarke about AMCD facility and operation project. 11am. Attended NACCHO teleconference about grant summary report and survey. At Noon. Dr. Xue Had a lunch meeting with Pilot Mr. Leone about his farewell and switch from a full time pilot to a part time pilot at AMCD. 5pm. Met Commissioner Mrs. J. Moeller about aerial program workshop.

July 31. 8am. Met Commissioner Mr. G. Howell about larviciding cost and newspaper article before his aerial inspection. 9:30am. Flew with Pilot to inspect the possible breeding sites at 7 hot spots/areas.

Treatment Summary July 2019

From Date : 07-01-2019

To Date : 07-31-2019

Zone : All

Material : All

Task : All

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	2141 ea	6.63 acre	322.68 ea / acre	20 times
Altosid XR	34 ea	0.08 acre	435.54 ea / acre	4 times
Altosid XRG	140 lb	23.33 acre	6 lb / acre	3 times
Altosid XRG Air	6600 lb	660 acre	10 lb / acre	15 times
Aquabac XT	5260 fl oz	657.5 acre	8 fl oz / acre	78 times
Aqualure 20-20 1:5	831.67 fl oz	3219.35 acre	0.26 fl oz / acre	5 times
B.t.i. Briquets	137 ea	0.31 acre	435.54 ea / acre	5 times
Cocobear	536 fl oz	1.4 acre	384.02 fl oz / acre	12 times
Duet 50%	480 fl oz	305.73 acre	1.57 fl oz / acre	13 times
Mosquitomist Two	1952 fl oz	2957.57 acre	0.66 fl oz / acre	4 times
Natular DT	72 ea	0.01 acre	6666.67 ea / acre	3 times
Sustain MBG	230 lb	30.67 acre	7.5 lb / acre	6 times
Sustain MBG Air	520 lb	52 acre	10 lb / acre	3 times
Talstar P	6.5 gal	19.43 acre	0.33 gal / acre	72 times

Task Time Summary July 2019

From Date : 07-01-2019

To Date : 07-31-2019

Zone : All

Employee Name : All

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	1121:01 hrs	329	
Aerial Ground Crew	114:36 hrs	33	
Aerial Larvicide	13:30 hrs	17	
Aerial Maintenance	39:01 hrs	15	
Aerial Site Inspection	04:30 hrs	1	
Aerial Survey	09:30 hrs	3	
AM Briefing	80:16 hrs	223	
Annual Leave	374:15 hrs	63	
Assist	84:24 hrs	32	
Building & Grounds Work	273:55 hrs	133	
Chicken Program	179:05 hrs	204	
Computer Repair	108:11 hrs	34	
Daily Paperwork	91:37 hrs	265	
Field Experiment	365:22 hrs	135	
Fish Placement	00:40 hrs	1	
Fish Program	16:10 hrs	20	
Fog Mission Serv Req	00:06 hrs	4	
Ground Adulticide	103:04 hrs	81	
Ground Larvicide	193:41 hrs	131	
Ground Site Inspection	860:07 hrs	648	
Hand Adulticide	42:54 hrs	71	
Holiday	272:00 hrs	34	
Insectary	88:30 hrs	33	
Inventory	13:24 hrs	7	5975:56 hrs
Lab Experiment	00:15 hrs	1	
Landing Rate	06:36 hrs	60	
Leave Without Pay	22:00 hrs	5	
Mechanics Time	252:17 hrs	70	
Meeting	67:52 hrs	46	
Mosquito Pooling	12:06 hrs	6	
Mosquito Trap BG	31:16 hrs	104	
Mosquito Trap CDC Oc	166:10 hrs	415	
Mosquito Trap ID	58:01 hrs	36	
Mosquito Trap OV	07:44 hrs	62	
Mosquito Traps Misc	86:49 hrs	77	
Produce Papers & Programs	147:22 hrs	55	
Project Research	56:27 hrs	24	
Public Relations	43:53 hrs	21	
Public School Program	02:00 hrs	1	
Resupplying Trucks	139:35 hrs	188	
Sick Donated Leave	76:00 hrs	12	
Sick Leave	125:30 hrs	21	
Source Reduction (tires)	01:38 hrs	3	
Supervisory	39:37 hrs	32	
Training Classroom	77:55 hrs	35	
Training Field	26:10 hrs	11	

Task Time Summary

Task	Total Time	Total Timesheets	Total Time
Travel	60:00 hrs	15	
Trim Trails	03:00 hrs	1	
Vehicle Maintenance	15:54 hrs	32	

BG Trap June 2019						
7/1/2019						
To :						
7/31/2019						
Trap Type :						
BG						
	2019 07					
Species Name	2	9	16	23	30	Species Total
Ae aegypti	131	203	258	99	189	880
Ae albopictus	274	288	238	93	47	940
Ae atlanticus	1	5	4	2	0	12
Ae canadensis	0	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0	0
Ae infirmatus	4	10	21	2	0	37
Ae mitchellae	0	0	0	0	0	0
Ae signifera	0	0	0	0	0	0
Ae sollicitans	0	0	1	0	0	1
Ae taeniorhynchus	10	31	22	3	0	66
Ae triseriatus	5	3	0	0	0	8
Ae vexans	0	0	0	0	0	0
An atropos	0	0	0	0	0	0
An bradleyi	0	0	0	0	0	0
An crucians	6	5	3	0	0	14
An perplexens	0	0	0	0	0	0
An punctipennis	0	0	0	0	0	0
An quadrimaculatus	8	0	1	0	1	10
An walkeri	0	0	0	0	0	0
Cq perturbans	0	3	7	4	2	16
Cs inornata	0	0	0	0	0	0
Cs melanura	0	0	3	0	0	3
Cx coronator	0	0	0	2	0	2
Cx eraticus	5	3	6	0	4	18
Cx nigripalpus	12	0	5	12	2	31
Cx quinquefasciatus	103	205	102	96	73	579
Cx restuans	5	6	4	3	0	18
Cx salinarius	0	2	0	0	0	2
Cx territans	0	0	0	0	0	0
Ma dyari	0	0	0	0	0	0
Ma titillans	0	0	0	0	0	0
Or signifera	0	0	0	0	0	0
Ps ciliata	0	0	0	0	0	0
Ps columbiae	0	6	0	0	0	6
Ps cyanescens	0	0	0	0	0	0
Ps ferox	0	0	6	0	0	6
Ps howardii	0	0	0	0	0	0
Tx rutilus	1	1	0	0	1	3
Ur lowii	0	0	0	0	0	0
Ur sapphirina	0	0	0	0	0	0
Wy Mitchelli	11	15	3	2	0	31
Daily Total	576	786	684	318	319	2683

Malaria vector
WNV/SLE vector
EEE vector
Dengue, yellow fever, chick-v, Zika

CDC Octenol Trap July 2019						
7/1/2019						
To :						
7/31/2019						
Trap Type :						
CDC Octenol						
	2019 07					
Species Name	2	9	16	23	30	Species Total
Ae aegypti	1	1	0	0	0	2
Ae albopictus	2	5	10	4	7	28
Ae atlanticus	2	9	171	55	64	301
Ae canadensis	0	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0	0
Ae infirmatus	14	1	29	10	11	65
Ae mitchellae	0	0	0	0	0	0
Ae signifera	0	0	0	0	0	0
Ae sollicitans	0	1	3	1	3	8
Ae taeniorhynchus	0	0	4	0	1	5
Ae triseriatus	0	0	0	0	0	0
Ae vexans	0	0	0	0	0	0
An atropos	0	0	0	0	0	0
An bradleyi	0	0	0	0	0	0
An crucians	134	107	66	132	111	550
An perplexens	0	0	0	0	0	0
An punctipennis	0	0	0	0	0	0
An quadrimaculatus	0	0	0	0	1	1
An walkeri	0	0	0	0	0	0
Cq perturbans	12	8	2	5	9	36
Cs inornata	0	0	0	0	0	0
Cs melanura	7	15	5	17	33	77
Cx coronator	0	1	0	0	0	1
Cx erraticus	22	41	62	42	152	319
Cx nigripalpus	0	12	0	12	18	42
Cx quinquefasciatus	9	11	9	16	94	139
Cx restuans	0	9	2	3	5	19
Cx salinarius	1	2	0	2	3	8
Cx territans	0	0	0	0	0	0
Ma dyari	1	0	0	0	0	1
Ma titillans	0	0	0	0	0	0
Or signifera	0	0	0	0	0	0
Ps ciliata	0	2	1	1	0	4
Ps columbiae	0	31	158	114	331	634
Ps cyanescens	0	0	0	0	0	0
Ps ferox	0	0	0	0	0	0
Ps howardii	0	0	0	0	0	0
Tx rutilus	0	0	0	0	1	1
Ur lowii	0	0	0	2	0	2
Ur sapphirina	1	2	3	1	7	14
Wy Mitchellii	0	0	0	0	0	0
Daily Total	206	258	525	417	851	2257

Malaria vector
WNV/SLE vector
EEE vector
Dengue, yellow fever, chick-v, Zika

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive St. Augustine, FL 32092

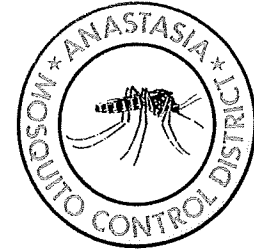
Telephone: (904)-471-3107 * Fax (904) 471-3189 * Web: www.amcdsjc.org

BOARD OF COMMISSIONERS

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Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner

DISTRICT DIRECTOR

Dr. Rui-De Xue



July 16, 2019

Dr. Peduru Hewa Kankana Aryaprema
12820 N. Lamar Boulevard, Apt. #722
Austin, Texas 78753
Vind65812@yahoo.co.uk

Dear Dr. Vindhya,

Based on the District's hiring policy, approved contracted positions (approved April 11, 2019), the Director's recommendation, and your previous time here as a Visiting Scientist from March 18, 2019 to August 02, 2019, I am pleased to offer you the full time, 14 month contracted, Biologist position (which reports to the Director) with the Anastasia Mosquito Control District of St. Johns County.

This is a fourteen (14) month, full time (40 hours per week), contracted position with full benefits and is grant funded from the CDC, DACS, DOH, and other organizations. The salary for this position is \$52,000 for the year, paid on a bi-weekly basis, all subject to applicable tax withholdings. The HCR Exchange notice is attached.

The terms of the offer are the following: the offer is contingent upon successful completion of a driver's license check once it is obtained, criminal background check, and the return of this signed acceptance letter and your signed job description, which is the same as the AMCD Biologist but with a 14 month limitation from August 5, 2019 through September 30, 2020; and your obtaining your Public Health Pest Control license once you have met the requirements within 6 months from your August 5, 2019 hire date.

Your first day of work in this position will be Monday, August 5, 2019. Your normal schedule will be 6:30 A.M. to 3:00 P.M., Monday through Friday during the regular season, May through October; and 6:30 A.M. to 4:30 P.M. Monday through Thursday during the slower winter season, November through April. However, night time hours, weekend and/or Holiday hours may be required depending on the seasonal and position needs.

Again, we are delighted to have you join us full time. We recognize that you retain the option, as does the District, of ending your employment with the District at any time, with or without notice and with or without cause, however, the District requests the courtesy

of 10 work days written notice, if possible. As such, your employment with the District is "at will" and neither this letter nor any oral or written representations may be considered a contract for any specified period of time.

Please let us know if you would like to accept the offer by signing below and returning one signed copy to us at the above address within one week.

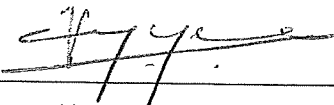
Welcome to the Anastasia Mosquito Control District of St. Johns County and please contact me at (904) 471-3107 if you have any questions.

Sincerely,



Dr. Rui-De Xue, Director

Cc: Gary Howell, Chairperson



Accepted by: (Signature)

07/19/2016
Date:

PEDURU HEWA KANKANA ARYAPREMA
(Printed Name)

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive St. Augustine, FL 32092

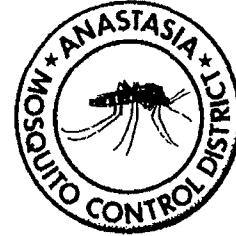
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Trish Becker, Commissioner

DISTRICT DIRECTOR

Dr. Rui-De Xue



July 16, 2019

Ms. Courtney Cunningham
128 Islander Circle
St. Augustine, FL 32080
ccunningham02@comcast.net

Dear Ms. Cunningham,

Based on the District's hiring policy, approved contracted positions (approved April 11, 2019), the Director's recommendation, and your previous time here as an Intern in 2018 and again this year from June 3, 2019 to August 02, 2019, I am pleased to offer you the full time, 14 month, contracted, Biological Technician position (which reports to the Contract Biologist) with the Anastasia Mosquito Control District of St. Johns County.

This is a fourteen (14) month, full time (40 hours per week), contracted position with full benefits and is grant funded from the CDC, DACS, DOH, and other organizations. The salary for this position is \$36,774.40 for the year, paid on a bi-weekly basis, all subject to applicable tax withholdings. The HCR Exchange notice is attached.

The terms of the offer are the following: the offer is contingent upon successful completion of your previous driver's license check, previous employment verification, criminal background check and reference checks, the return of this signed acceptance letter and of your signed job description, which is the same as the AMCD Biological Technician but with a 14 month limitation from August 5, 2019 through September 30, 2020; and your obtaining your Public Health Pest Control license once you have met the requirements, within six (6) months from your August 5, 2019 hire date.

Your first day of work in this position will be Monday, August 5, 2019. Your normal schedule will be 6:30 A.M. to 3:00 P.M., Monday through Friday during the regular season, May through October; and 6:30 A.M. to 4:30 P.M. Monday through Thursday during the slower winter season, November through April. However, night time hours, weekend and/or Holiday hours may be required depending on the seasonal and position needs.

Again, we are delighted to have you join us full time. We recognize that you retain the option, as does the District, of ending your employment with the District at any time, with

or without notice and with or without cause, however, the District requests the courtesy of 10 work days written notice, if possible. As such, your employment with the District is "at will" and neither this letter nor any oral or written representations may be considered a contract for any specified period of time.

Please let us know if you would like to accept the offer by signing below and returning one signed copy to us at the above address within one week.

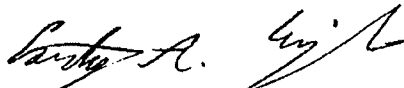
Welcome to the Anastasia Mosquito Control District of St. Johns County and please contact me at (904) 471-3107 if you have any questions.

Sincerely,



Dr. Rui-De Xue, Director

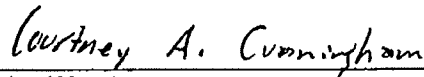
Cc: Gary Howell, Chairperson



Accepted by: (Signature)

7/17/19

Date:



(Printed Name)

MEMORANDUM

TO: Dr. Rui-de Xue
FROM: Paul Leone
DATE: 18 July 2019
SUBJECT: Resignation Letter

Sir,

Please accept this letter as notice of my resignation from the full-time pilot position at Anastasia Mosquito Control District. My last day of work two weeks hence will be 1 August 2019.

I have learned a great deal during my time here and I thank you for the opportunity to build an aerial program from the "ground up".

Many successes can be counted in last several months including Part 137 Certification which was one of the major goals and the building block upon which this program can continue to build success.

I will be happy to continue to serve as part-time pilot for AMCD should you determine the need for such and as my time and schedule permits. I will always be available to answer questions, give advice and assist you in any way you may need with regards to the aerial program.

Thank you for the honor and privilege of being part of the AMCD team.

Sincerely,

Paul Leone

A handwritten signature in black ink, appearing to read "Paul Leone", written in a cursive style.

ATTACHMENTS

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:

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Jeanne Moeller, Vice-Chairperson
Gina LeBlanc, Secretary/Treasurer
Don Girvan, Commissioner
Trish Becker, Commissioner*



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: July 29, 2019

RE: Commissioners Handbook Revision and Separated Reference Manual

The Commissioner's Handbook was revised April 12, 2018, however many items pertaining to personnel and Commissioners, as well as other items, have changed and along with the request of the AMCD Job Descriptions to be printed for all of the Commissioners, staff is proposing the revised Commissioners Handbook as a separate manual with policies only as they pertain to the Commissioners and then a proposed separate Reference Manual that includes "information only" items, such as, but not limited to, the updated list of AMCD personnel, past and current Commissioners and Director, expansions and history of the District, etc. This Reference Manual, then will include all AMCD Job Descriptions also.

Ms. Charolette M. Hall, Administrative Assistant, continually makes proposed edits and needed updates on her online copy so the updates can be printed periodically as changes and updates are made.

The Commissioner's Handbook and the Commissioner's Reference Manual are included as separate books. Please review these for any corrections, additions, or deletions you may see and send that information to Dr. Xue and then bring these back to the September 12, 2019 Board meeting.

I recommend these then be put on the September 12, 2019 Agenda for Approval. Staff will then reuse the binders to print the updated approved manuals.