

Anastasia Mosquito
Control District
of St. Johns County



District Board Meeting
SEPTEMBER 13, 2018

Thursday at

5:00 P.M



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

PROPOSED AGENDA

**Thursday, September 13, 2018
5:00 P.M.**

Invocation and Pledge: *Commissioner Howell*

NOTE: This regular meeting will begin as advertised, at 5:00 P.M., and then **at precisely 5:30 P.M.**, as advertised, we will interrupt this regular meeting to hold our First Public Hearing and then when that is complete, we will resume our regular meeting.

Consent Items: APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, August 30, 2018 (5:00 PM)
5. No November 8th Board Meeting (due to FMCA Annual Mtg. Nov. 4-8, 2018)
6. Cintas Uniform Contract Renewal
7. Tank Guard Liability Insurance Renewal
8. MOU (#25491) Renewal between FDACS and AMCD (10-1-18 to 9-30-19)
9. Budget Amendments ~ Receipts/Interest Earned \$8,740.96 to Expenditures / Chemicals (\$8,740.96)

Unfinished Business:

1. Approval of Fleet/Liability and Workers Compensation Insurance Renewals ~ *Mr. Matt Baker, Thompson Baker Insurance Company (15 min)*
2. 8 Acre Parcel and Research Property Construction Update ~ *Mr. Bill Youker, V.P., Harrell Construction Company, Inc. (10 min)*

New Business:

1. Financial and Auditor Committee Report ~ *Commissioner Catherine Brandhorst (5 min)*
2. Aerial Program Progress Update & Viewing Helicopter (AMCD Back Yard) ~ *Mr. Richard Weaver (20 min)*

Reports

1. Director
2. Attorney

Commissioner Comments:

Attachments: FOR INFORMATION PURPOSES ONLY

1. None

CONSENTS

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

August 2018 Reconcile

Report for September, 2018 Meeting

Cash Balances Ending:

8/31/18

Local Fund	\$	1,376,660.43
S.B.A. Fund	\$	4,703,033.85
Total Funds as of 08/31/18	\$	6,079,694.28

Source of Income Local/ SBA Fund:

8/31/18

Taxes	\$	-
Local Fund - Interest	\$	-
SBA Fund- Return on Investment	\$	8,740.96
Total Deposits by 08/31/18	\$	8,740.96

CHEMICAL & INSECTICIDE INVENTORY

Report for September, 2018 Meeting

Summary

VOUCHERS PRESENTED

Report for September, 2018 Meeting

Local Fund several

VOUCHERS (Electronic Bill Pay & Canceled Checks)

Accrual Basis

From 08/01/18 through 08/31/18

Date	Num	Name	Memo	Clr	Amount	Balance
110 · Wells Fargo Bank - Local						1,903,780.49
110-A · QuickBooks Bill Pay						-7,388,607.95
08/02/2018	6317	Guardian	Group ID#...	X	-398.18	-7,389,006.13
08/02/2018	6318	Republic Servic...	3-0687-00...	X	-474.19	-7,389,480.32
08/02/2018	6319	St. Johns Count...	500562-12...	X	-370.35	-7,389,850.67
08/02/2018	6320	Staples Credit P...	60111000...	X	-423.96	-7,390,274.63
08/02/2018	6321	Wal-Mart Comm...	6032 2020...	X	-93.92	-7,390,368.55
08/06/2018	6322	Clean Harbors ...	AN1216	X	-749.10	-7,391,117.65
08/06/2018	6323	Florida Pest Co...	AMCD	X	-33.58	-7,391,151.23
08/06/2018	6324	Guardian Fuelin...	ANA0001	X	-1,667.75	-7,392,818.98
08/06/2018	6325	Legal Shield	Group#01...	X	-57.80	-7,392,876.78
08/06/2018	6326	Turner Ace Har...	ACCT#107	X	-99.04	-7,392,975.82
08/09/2018	6327	AFLAC	HZQ29	X	-161.76	-7,393,137.58
08/09/2018	6328	Augustine Alar...	18081	X	-84.99	-7,393,222.57
08/09/2018	6329	Cintas First Aid ...	CUST#047...		-677.52	-7,393,900.09
08/09/2018	6330	Cronin Ace Har...	10004	X	-9.18	-7,393,909.27
08/09/2018	6331	Florida Janitor &...	Acct#STJ...	X	-71.50	-7,393,980.77
08/09/2018	6332	Hagan Ace Mg...	ACCT#704...	X	-19.53	-7,394,000.30
08/09/2018	6333	MSC Industrial ...	CUST#023...	X	-552.00	-7,394,552.30
08/09/2018	6334	PIP Printing	82692	X	-356.95	-7,394,909.25
08/09/2018	6335	QUEST DIAGN...	10356110	X	-24.20	-7,394,933.45
08/09/2018	6336	TPH The Parts ...	23256	X	-512.44	-7,395,445.89
08/14/2018	6337	Augustine Alar...	18081	X	-89.00	-7,395,534.89
08/14/2018	6338	Aztec Office of ...	015791	X	-349.93	-7,395,884.82
08/14/2018	6339	Cintas Corporati...	280-01247	X	-639.08	-7,396,523.90
08/14/2018	6340	FPL - EOC DRI...	54682-331...	X	-1,502.13	-7,398,026.03
08/14/2018	6341	The Feed Store	00300	X	-502.20	-7,398,528.23
08/14/2018	6342	The Home Depot	60353225...	X	-745.15	-7,399,273.38
08/14/2018	6343	Tractor Supply ...	6035 3012...	X	-35.98	-7,399,309.36
08/16/2018	6344	Comcast Busine...	906116964	X	-367.41	-7,399,676.77
08/16/2018	6345	Lewis Longman ...	ID#4370-001	X	-1,250.00	-7,400,926.77
08/16/2018	6346	St. Johns Count...	Account#0...	X	-14.40	-7,400,941.17
08/16/2018	6347	United Concordia	Recipient ...	X	-1,376.65	-7,402,317.82
08/22/2018	6348	Advance Auto P...	9530571521	X	-351.11	-7,402,668.93
08/22/2018	6349	COMCAST TV-I...	8495-74-3...	X	-332.65	-7,403,001.58
08/22/2018	6350	Mobisoft Infotech	VCMS Dev...	X	-420.00	-7,403,421.58
08/22/2018	6351	PIP Printing	82692	X	-138.82	-7,403,560.40
08/22/2018	6352	The St. Aug. Re...	15661	X	-206.43	-7,403,766.83
08/23/2018	6353	American Cross...	Mosquito ...	X	-252.00	-7,404,018.83
08/23/2018	6354	American Mosq...	JAMCA Vo...	X	-145.00	-7,404,163.83
08/23/2018	6355	DiscoverTec	ANAS001	X	-50.00	-7,404,213.83
08/23/2018	6356	Main Line Helic...	17542	X	-2,550.00	-7,406,763.83
Total 110-A · QuickBooks Bill Pay					-18,155.88	-7,406,763.83
110 · Wells Fargo Bank - Local - Other						9,292,388.44
08/01/2018	7255	Stromberg's Chi...	705007	X	-12,998.83	9,279,389.61
08/01/2018	Dire...	Ruide Xue	Travel DC	X	-560.58	9,278,829.03
08/01/2018	7295	Catherine Brand...		X	-100.00	9,278,729.03
08/01/2018	7296	Gary Howell		X	-100.00	9,278,629.03
08/01/2018	7297	Gina LeBlanc		X	-100.00	9,278,529.03
08/01/2018	7298	Jacqueline Rock		X	-100.00	9,278,429.03
08/01/2018	7299	Jeanne Moeller		X	-100.00	9,278,329.03
08/02/2018	WIRE	Arthur J. Gallag...		X	-16,000.00	9,262,329.03
08/03/2018	Dire...	Gregory Allen D...		X	-390.00	9,261,939.03
08/03/2018		QUICKBOOKS ...		X	-27.80	9,261,911.23
08/03/2018		QUICKBOOKS ...		X	-15.95	9,261,895.28
08/06/2018	9-#2...	Florida Retirem...	FRS July 2...	X	-12,981.51	9,248,913.77
08/08/2018	7256	Nationwide Retir...	Entity Cod...	X	-970.00	9,247,943.77
08/08/2018	7257	US Department ...	Tracing# 1...	X	-138.79	9,247,804.98
08/09/2018	7258	Aba-Con Aviatio...	Work done...	X	-18,544.60	9,229,260.38
08/09/2018	7259	Harrell Construc...	AMCD Co...	X	-86,646.37	9,142,614.01
08/09/2018	7260	L.V. Hiers, Inc.	Cust#ANA...	X	-6,796.19	9,135,817.82
08/09/2018	7261	Quality Hardwar...	65874	X	-2,118.50	9,133,699.32
08/10/2018	9-#4...	Payroll	Taxes Wit...	X	-14,617.18	9,119,082.14
08/10/2018	9-#4...	Payroll	Bank Acco...	X	-1,407.00	9,117,675.14
08/10/2018	9-#4...	Payroll	Credit Union	X	-668.39	9,117,006.75
08/10/2018	9-#4...	Payroll	Net Pay to ...	X	-43,129.41	9,073,877.34
08/10/2018	7262	Brad Gunn	July Aerial ...		-258.79	9,073,618.55
08/13/2018		wells Fargo		X	-79.40	9,073,539.15
08/16/2018	Dire...	Lagan Mullin	Seasonal I...	X	-60.00	9,073,479.15
08/16/2018	9-#4...	Lagan Mullin	Taxes Wit...	X	-9.92	9,073,469.23
08/16/2018	9-#4...	Lagan Mullin	Bank Acco...	X	0.00	9,073,469.23
08/16/2018	9-#4...	Lagan Mullin	Credit Union	X	0.00	9,073,469.23
08/16/2018	9-#4...	Lagan Mullin	Net Pay to ...	X	0.00	9,073,469.23
08/17/2018	7264	Town & Country...	119244 / 1...	X	-521.50	9,072,947.73

VOUCHERS (Electronic Bill Pay & Canceled Checks)

Accrual Basis

From 08/01/18 through 08/31/18

Date	Num	Name	Memo	Clr	Amount	Balance
08/20/2018	7265	Blue Cross Blue...	A5658		-25,972.66	9,046,975.07
08/20/2018	7266	ManagerPlus S...	Inv.#41221...	X	-5,015.00	9,041,960.07
08/20/2018	Dire...	Clarke Mosquito...	Customer#...	X	-18,776.44	9,023,183.63
08/22/2018	7263	Jack Wright Tre...	tree service	X	-3,000.00	9,020,183.63
08/22/2018	7267	Bank of America	4356 2200...	X	-11,170.51	9,009,013.12
08/23/2018			Deposit	X	3,387.59	9,012,400.71
08/23/2018	7268	Design Compon...	215120		-1,500.00	9,010,900.71
08/23/2018	7269	Nationwide Retir...	Entity Cod...		-970.00	9,009,930.71
08/23/2018	7270	US Department ...	Tracing# 1...		-138.79	9,009,791.92
08/24/2018	9-#4...	Payroll	Taxes Wit...	X	-14,175.70	8,995,616.22
08/24/2018	9-#4...	Payroll	Bank Acco...	X	-1,407.00	8,994,209.22
08/24/2018	9-#4...	Payroll	Credit Union	X	-668.39	8,993,540.83
08/24/2018	9-#4...	Payroll	Net Pay to ...	X	-41,812.59	8,951,728.24
08/27/2018	7271	Harrell Construc...	AMCD Co...	X	-137,515.50	8,814,212.74
08/27/2018	7272	World Electric S...	Work done...		-6,502.66	8,807,710.08
08/30/2018	WIRE	BioMed Central ...	Acct# 160...		-2,220.00	8,805,490.08
08/30/2018	7273	Adapco, Inc.	1010		-81.78	8,805,408.30
08/30/2018	7274	Design Compon...	215120		-50.00	8,805,358.30
08/30/2018	7275	Florida Pest Co...	AMCD		-33.08	8,805,325.22
08/30/2018	7276	Florida Times U...	30358		-491.11	8,804,834.11
08/30/2018	7277	Global Industrial	526056		-737.40	8,804,096.71
08/30/2018	7278	Guardian	Group ID#...		-398.18	8,803,698.53
08/30/2018	7279	Legal Shield	Group#01...		-57.80	8,803,640.73
08/30/2018	7280	Main Line Helic...	17542		-8,562.00	8,795,078.73
08/30/2018	7281	MCES, LLC	0586		-299.00	8,794,779.73
08/30/2018	7282	Republic Servic...	3-0687-00...		-474.19	8,794,305.54
08/30/2018	7283	St. Johns Count...	500562-12...		-347.14	8,793,958.40
08/30/2018	7284	Staples Credit P...	60111000...		-315.04	8,793,643.36
08/30/2018	7285	Turner Ace Har...	ACCT#107		-45.57	8,793,597.79
08/30/2018	7286	Verizon Wireles...	94206016...		-1,023.29	8,792,574.50
08/30/2018	7287	Wal-Mart Comm...	6032 2020...		-129.26	8,792,445.24
08/30/2018	7290	Micronair Sales ...	Round boo...		-6,725.51	8,785,719.73
08/30/2018	Dire...	Peter P. Leone III		X	-620.47	8,785,099.26
08/31/2018	7291	Noland Company	00553-001...		-1,675.00	8,783,424.26
Total 110 - Wells Fargo Bank - Local - Other					-508,964.18	8,783,424.26
Total 110 - Wells Fargo Bank - Local					-527,120.06	1,376,660.43
TOTAL					-527,120.06	1,376,660.43

09/04/18

Reconciliation Summary

110 · Wells Fargo Bank - Local, Period Ending 08/31/2018

	<u>Aug 31, 18</u>
Beginning Balance	1,943,806.48
Cleared Transactions	
Checks and Payments - 82 items	-510,679.96
Deposits and Credits - 4 items	3,387.59
Total Cleared Transactions	<u>-507,292.37</u>
Cleared Balance	<u>1,436,514.11</u>
Uncleared Transactions	
Checks and Payments - 27 items	<u>-59,853.68</u>
Total Uncleared Transactions	<u>-59,853.68</u>
Register Balance as of 08/31/2018	<u>1,376,660.43</u>
Ending Balance	1,376,660.43

Reconciliation Detail

110 · Wells Fargo Bank - Local, Period Ending 08/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						1,943,806.48
Cleared Transactions						
Checks and Payments - 82 items						
Bill Pmt -Check	07/25/2018	6312	Web Watch Dogs	X	-395.00	-395.00
Bill Pmt -Check	07/25/2018	7251	US Department of E...	X	-138.79	-533.79
Bill Pmt -Check	07/26/2018	7248	American Roll-Up D...	X	-13,635.00	-14,168.79
Bill Pmt -Check	07/31/2018	7253	All Pro Vector	X	-19,470.00	-33,638.79
Bill Pmt -Check	07/31/2018	Direct ...	Clarke Mosquito Pro...	X	-3,755.29	-37,394.08
Bill Pmt -Check	07/31/2018	7254	Florida U.C. Fund	X	-1,369.00	-38,763.08
Bill Pmt -Check	07/31/2018	Direct ...	Peter P. Leone III	X	-1,095.00	-39,858.08
Bill Pmt -Check	08/01/2018	7255	Stromberg's Chicks ...	X	-12,998.83	-52,856.91
Bill Pmt -Check	08/01/2018	Direct ...	Ruide Xue	X	-560.58	-53,417.49
Bill Pmt -Check	08/01/2018	7295	Catherine Brandhorst	X	-100.00	-53,517.49
Bill Pmt -Check	08/01/2018	7296	Gary Howell	X	-100.00	-53,617.49
Bill Pmt -Check	08/01/2018	7297	Gina LeBlanc	X	-100.00	-53,717.49
Bill Pmt -Check	08/01/2018	7299	Jeanne Moeller	X	-100.00	-53,817.49
Bill Pmt -Check	08/01/2018	7298	Jacqueline Rock	X	-100.00	-53,917.49
Bill Pmt -Check	08/02/2018	WIRE	Arthur J. Gallagher ...	X	-16,000.00	-69,917.49
Bill Pmt -Check	08/02/2018	6318	Republic Services - ...	X	-474.19	-70,391.68
Bill Pmt -Check	08/02/2018	6320	Staples Credit Plan	X	-423.96	-70,815.64
Bill Pmt -Check	08/02/2018	6317	Guardian	X	-398.18	-71,213.82
Bill Pmt -Check	08/02/2018	6319	St. Johns County Uti...	X	-370.35	-71,584.17
Bill Pmt -Check	08/02/2018	6321	Wal-Mart Community	X	-93.92	-71,678.09
Bill Pmt -Check	08/03/2018	Direct ...	Gregory Allen Dorsey	X	-390.00	-72,068.09
Check	08/03/2018		QUICKBOOKS BILL...	X	-27.80	-72,095.89
Check	08/03/2018		QUICKBOOKS BILL...	X	-15.95	-72,111.84
General Journal	08/06/2018	9-#238	Florida Retirement S...	X	-12,981.51	-85,093.35
Bill Pmt -Check	08/06/2018	6324	Guardian Fueling Te...	X	-1,667.75	-86,761.10
Bill Pmt -Check	08/06/2018	6322	Clean Harbors Env. ...	X	-749.10	-87,510.20
Bill Pmt -Check	08/06/2018	6326	Turner Ace Hardware	X	-99.04	-87,609.24
Bill Pmt -Check	08/06/2018	6325	Legal Shield	X	-57.80	-87,667.04
Bill Pmt -Check	08/06/2018	6323	Florida Pest Control	X	-33.58	-87,700.62
Bill Pmt -Check	08/08/2018	7256	Nationwide Retirem...	X	-970.00	-88,670.62
Bill Pmt -Check	08/08/2018	7257	US Department of E...	X	-138.79	-88,809.41
Bill Pmt -Check	08/09/2018	7259	Harrell Construction ...	X	-86,646.37	-175,455.78
Bill Pmt -Check	08/09/2018	7258	Aba-Con Aviation S...	X	-18,544.60	-194,000.38
Bill Pmt -Check	08/09/2018	7260	L.V. Hiers, Inc.	X	-6,796.19	-200,796.57
Bill Pmt -Check	08/09/2018	7261	Quality Hardware & ...	X	-2,118.50	-202,915.07
Bill Pmt -Check	08/09/2018	6333	MSC Industrial Supp...	X	-552.00	-203,467.07
Bill Pmt -Check	08/09/2018	6336	TPH The Parts House	X	-512.44	-203,979.51
Bill Pmt -Check	08/09/2018	6334	PIP Printing	X	-356.95	-204,336.46
Bill Pmt -Check	08/09/2018	6327	AFLAC	X	-161.76	-204,498.22
Bill Pmt -Check	08/09/2018	6328	Augustine Alarm, Fir...	X	-84.99	-204,583.21
Bill Pmt -Check	08/09/2018	6331	Florida Janitor & Pa...	X	-71.50	-204,654.71
Bill Pmt -Check	08/09/2018	6335	QUEST DIAGNOST...	X	-24.20	-204,678.91
Bill Pmt -Check	08/09/2018	6332	Hagan Ace Mgmt. C...	X	-19.53	-204,698.44
Bill Pmt -Check	08/09/2018	6330	Cronin Ace Hardware	X	-9.18	-204,707.62
General Journal	08/10/2018	9-#470	Payroll	X	-43,129.41	-247,837.03
General Journal	08/10/2018	9-#470	Payroll	X	-14,617.18	-262,454.21
General Journal	08/10/2018	9-#470	Payroll	X	-1,407.00	-263,861.21
General Journal	08/10/2018	9-#470	Payroll	X	-668.39	-264,529.60
Check	08/13/2018		wells Fargo	X	-79.40	-264,609.00
Bill Pmt -Check	08/14/2018	6340	FPL - EOC DRIVE	X	-1,502.13	-266,111.13
Bill Pmt -Check	08/14/2018	6342	The Home Depot	X	-745.15	-266,856.28
Bill Pmt -Check	08/14/2018	6339	Cintas Corporation-...	X	-639.08	-267,495.36
Bill Pmt -Check	08/14/2018	6341	The Feed Store	X	-502.20	-267,997.56
Bill Pmt -Check	08/14/2018	6338	Aztec Office of FL (p...	X	-349.93	-268,347.49
Bill Pmt -Check	08/14/2018	6337	Augustine Alarm, Fir...	X	-89.00	-268,436.49
Bill Pmt -Check	08/14/2018	6343	Tractor Supply Credi...	X	-35.98	-268,472.47
Bill Pmt -Check	08/16/2018	6347	United Concordia	X	-1,376.65	-269,849.12
Bill Pmt -Check	08/16/2018	6345	Lewis Longman & ...	X	-1,250.00	-271,099.12
Bill Pmt -Check	08/16/2018	6344	Comcast Business - ...	X	-367.41	-271,466.53
Bill Pmt -Check	08/16/2018	Direct ...	Lagan Mullin	X	-60.00	-271,526.53
Bill Pmt -Check	08/16/2018	6346	St. Johns County So...	X	-14.40	-271,540.93
General Journal	08/16/2018	9-#471	Lagan Mullin	X	-9.92	-271,550.85
Bill Pmt -Check	08/17/2018	7264	Town & Country Ind...	X	-521.50	-272,072.35
Bill Pmt -Check	08/20/2018	Direct ...	Clarke Mosquito Pro...	X	-18,776.44	-290,848.79
Bill Pmt -Check	08/20/2018	7266	ManagerPlus Soluti...	X	-5,015.00	-295,863.79
Bill Pmt -Check	08/22/2018	7267	Bank of America	X	-11,170.51	-307,034.30
Bill Pmt -Check	08/22/2018	7263	Jack Wright Tree Se...	X	-3,000.00	-310,034.30
Bill Pmt -Check	08/22/2018	6350	Mobisoft Infotech	X	-420.00	-310,454.30
Bill Pmt -Check	08/22/2018	6348	Advance Auto Parts	X	-351.11	-310,805.41
Bill Pmt -Check	08/22/2018	6349	COMCAST TV-Inter...	X	-332.65	-311,138.06
Bill Pmt -Check	08/22/2018	6352	The St. Aug. Record...	X	-206.43	-311,344.49
Bill Pmt -Check	08/22/2018	6351	PIP Printing	X	-138.82	-311,483.31
Bill Pmt -Check	08/23/2018	6356	Main Line Helicopter...	X	-2,550.00	-314,033.31

Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	08/23/2018	6353	American Crossroad...	X	-252.00	-314,285.31
Bill Pmt -Check	08/23/2018	6354	American Mosquito ...	X	-145.00	-314,430.31
Bill Pmt -Check	08/23/2018	6355	DiscoverTec	X	-50.00	-314,480.31
General Journal	08/24/2018	9-#472	Payroll	X	-41,812.59	-356,292.90
General Journal	08/24/2018	9-#472	Payroll	X	-14,175.70	-370,468.60
General Journal	08/24/2018	9-#472	Payroll	X	-1,407.00	-371,875.60
General Journal	08/24/2018	9-#472	Payroll	X	-668.39	-372,543.99
Bill Pmt -Check	08/27/2018	7271	Harrell Construction ...	X	-137,515.50	-510,059.49
Bill Pmt -Check	08/30/2018	Direct ...	Peter P. Leone III	X	-620.47	-510,679.96
Total Checks and Payments					-510,679.96	-510,679.96
Deposits and Credits - 4 items						
General Journal	08/16/2018	9-#471	Lagan Mullin	X		
General Journal	08/16/2018	9-#471	Lagan Mullin	X		
General Journal	08/16/2018	9-#471	Lagan Mullin	X		
Deposit	08/23/2018			X	3,387.59	3,387.59
Total Deposits and Credits					3,387.59	3,387.59
Total Cleared Transactions					-507,292.37	-507,292.37
Cleared Balance					-507,292.37	1,436,514.11
Uncleared Transactions						
Checks and Payments - 27 items						
Bill Pmt -Check	07/12/2018	6284	Bozard Ford		-39.99	-39.99
Bill Pmt -Check	07/26/2018	6313	Braddock's Small E...		-127.92	-167.91
Bill Pmt -Check	08/09/2018	6329	Cintas First Aid & S...		-677.52	-845.43
Bill Pmt -Check	08/10/2018	7262	Brad Gunn		-258.79	-1,104.22
Bill Pmt -Check	08/20/2018	7265	Blue Cross Blue Shi...		-25,972.66	-27,076.88
Bill Pmt -Check	08/23/2018	7268	Design Components...		-1,500.00	-28,576.88
Bill Pmt -Check	08/23/2018	7269	Nationwide Retirem...		-970.00	-29,546.88
Bill Pmt -Check	08/23/2018	7270	US Department of E...		-138.79	-29,685.67
Bill Pmt -Check	08/27/2018	7272	World Electric Suppl...		-6,502.66	-36,188.33
Bill Pmt -Check	08/30/2018	7280	Main Line Helicopter...		-8,562.00	-44,750.33
Bill Pmt -Check	08/30/2018	7290	Micronair Sales & S...		-6,725.51	-51,475.84
Bill Pmt -Check	08/30/2018	WIRE	BioMed Central Limi...		-2,220.00	-53,695.84
Bill Pmt -Check	08/30/2018	7286	Verizon Wireless Ce...		-1,023.29	-54,719.13
Bill Pmt -Check	08/30/2018	7277	Global Industrial		-737.40	-55,456.53
Bill Pmt -Check	08/30/2018	7276	Florida Times Union...		-491.11	-55,947.64
Bill Pmt -Check	08/30/2018	7282	Republic Services - ...		-474.19	-56,421.83
Bill Pmt -Check	08/30/2018	7278	Guardian		-398.18	-56,820.01
Bill Pmt -Check	08/30/2018	7283	St. Johns County Util...		-347.14	-57,167.15
Bill Pmt -Check	08/30/2018	7284	Staples Credit Plan		-315.04	-57,482.19
Bill Pmt -Check	08/30/2018	7281	MCES, LLC		-299.00	-57,781.19
Bill Pmt -Check	08/30/2018	7287	Wal-Mart Community		-129.26	-57,910.45
Bill Pmt -Check	08/30/2018	7273	Adapco, Inc.		-81.78	-57,992.23
Bill Pmt -Check	08/30/2018	7279	Legal Shield		-57.80	-58,050.03
Bill Pmt -Check	08/30/2018	7274	Design Components...		-50.00	-58,100.03
Bill Pmt -Check	08/30/2018	7285	Turner Ace Hardware		-45.57	-58,145.60
Bill Pmt -Check	08/30/2018	7275	Florida Pest Control		-33.08	-58,178.68
Bill Pmt -Check	08/31/2018	7291	Noland Company		-1,675.00	-59,853.68
Total Checks and Payments					-59,853.68	-59,853.68
Total Uncleared Transactions					-59,853.68	-59,853.68
Register Balance as of 08/31/2018					-567,146.05	1,376,660.43
Ending Balance					-567,146.05	1,376,660.43

09/04/18

Reconciliation Summary

115 · SBA, Period Ending 08/31/2018

	<u>Aug 31, 18</u>
Beginning Balance	4,694,292.89
Cleared Transactions	
Deposits and Credits - 1 Item	<u>8,740.96</u>
Total Cleared Transactions	<u>8,740.96</u>
Cleared Balance	<u>4,703,033.85</u>
Register Balance as of 08/31/2018	4,703,033.85
Ending Balance	4,703,033.85

Reconciliation Detail

115 · SBA, Period Ending 08/31/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						4,694,292.89
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	08/31/2018			X	8,740.96	8,740.96
Total Deposits and Credits					8,740.96	8,740.96
Total Cleared Transactions					8,740.96	8,740.96
Cleared Balance					8,740.96	4,703,033.85
Register Balance as of 08/31/2018					8,740.96	4,703,033.85
Ending Balance					<u>8,740.96</u>	<u>4,703,033.85</u>



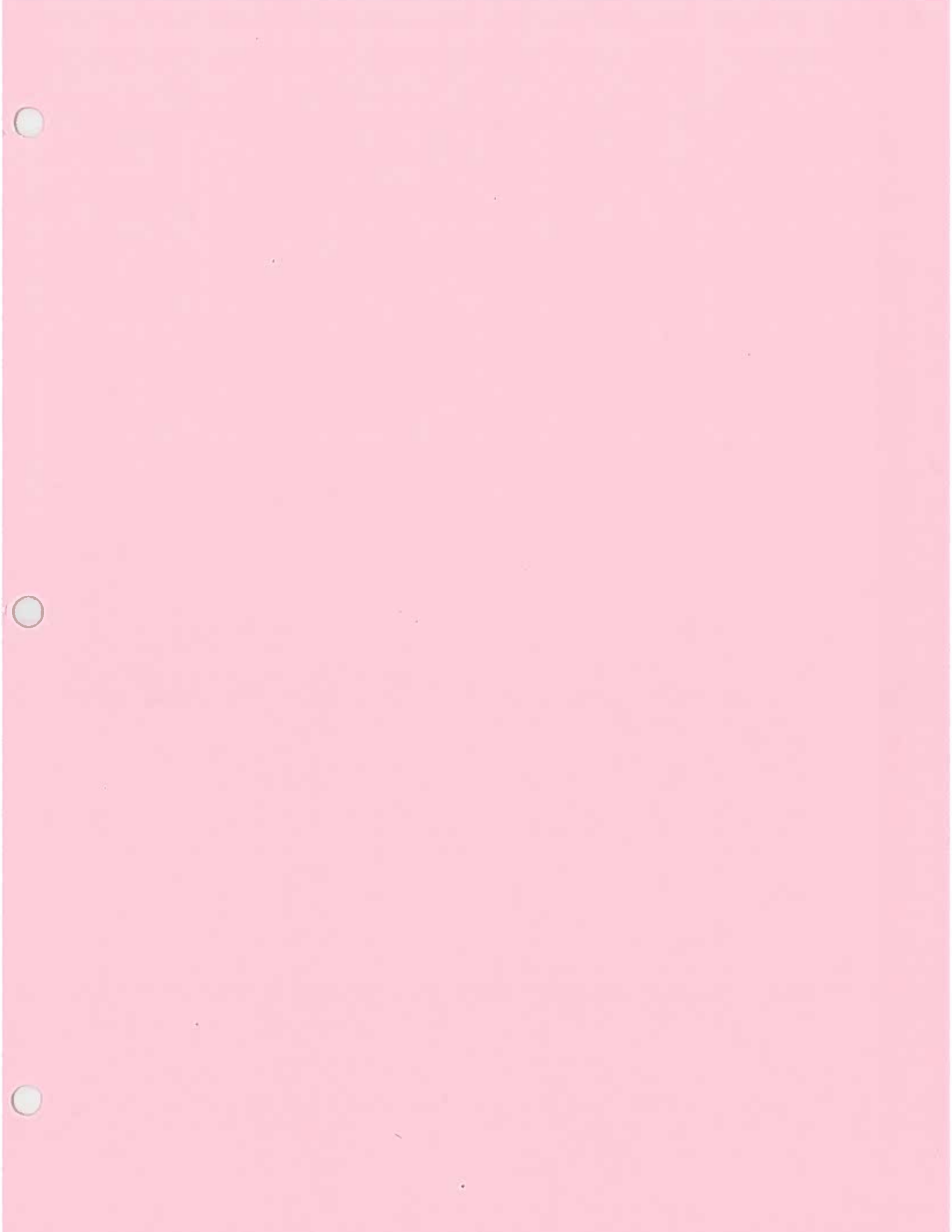
State Board of Administration
Local Government Surplus Funds Trust Fund
Participant Statement

AGENCY ACCOUNT 101071
08/01/2018 - 08/31/2018

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

Participant Return 08/31/2018 : 2.19 %

<u>Date</u>	<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Balance</u>
08/01/2018	BEGINNING BALANCE			4,694,292.89
08/31/2018	EARNED INCOME	INTEREST	8,740.96	4,703,033.85
	Totals:		<u>8,740.96</u>	<u>4,703,033.85</u>



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

DISTRICT TOTALS

CHEMICAL DESCRIPTION (Indicate lbs., gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER / (UNDER)
AL.TOSID WSP EA.	23,266.00				23,266.00	2,125.00	21,141.00	21,141.00	0.00
AL.TOSID XR LBS.	699.00				699.00	282.00	417.00	417.00	0.00
AL.TOSID XRG LBS.	2,294.00				2,294.00	1,325.00	969.00	969.00	0.00
AQUABAC XT GALS.	251.91	200.00			451.91	70.88	381.03	380.08	-0.95
AQUALUER 20-20 GALS.	458.85	165.00			623.85	55.82	568.03	567.60	-0.43
B. t. i. DUNKS (Dognuts) EA.	279.00	2,000.00			2,279.00	740.00	1,539.00	1,539.00	0.00
COCO BEAR GALS.	114.59	110.00			224.59	15.34	209.25	209.26	0.01
DUET GALS.	180.25	110.00			290.25	10.25	280.00	279.25	-0.75
MOSQUITOMIST TWO GALS.	198.00	165.00			363.00	48.25	314.75	313.00	-1.75
NALED GALS.	750.00				750.00	0.00	750.00	750.00	0.00
NATULAR DT EA.	10,724.00				10,724.00	96.00	10,628.00	10,628.00	0.00
NATULAR XRT EA.	25.00				25.00	0.00	25.00	25.00	0.00
STRIKE PELLETS LBS.	44.00				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG LBS.	1,655.00				1,655.00	653.00	1,002.00	1,002.00	0.00
TALSTAR P GALS.	54.46				54.46	5.87	48.59	48.60	0.01
GASOLINE GALS.	3,616.00	2,707.00			6,323.00	2,934.59	3,388.41	3,381.00	-7.41
TOTALS	44,610.06	5,457.00	0.00	0.00	50,067.06	8,362.00	41,705.06	41,693.79	-11.27

PREPARED BY: [Signature]

REVIEWED BY: [Signature]

REVIEWED BY: [Signature]

DATE: 7/17/18

DATE: 8/27/18

DATE: 8/27/18

BASE=	41,693.79
Total	41,693.79

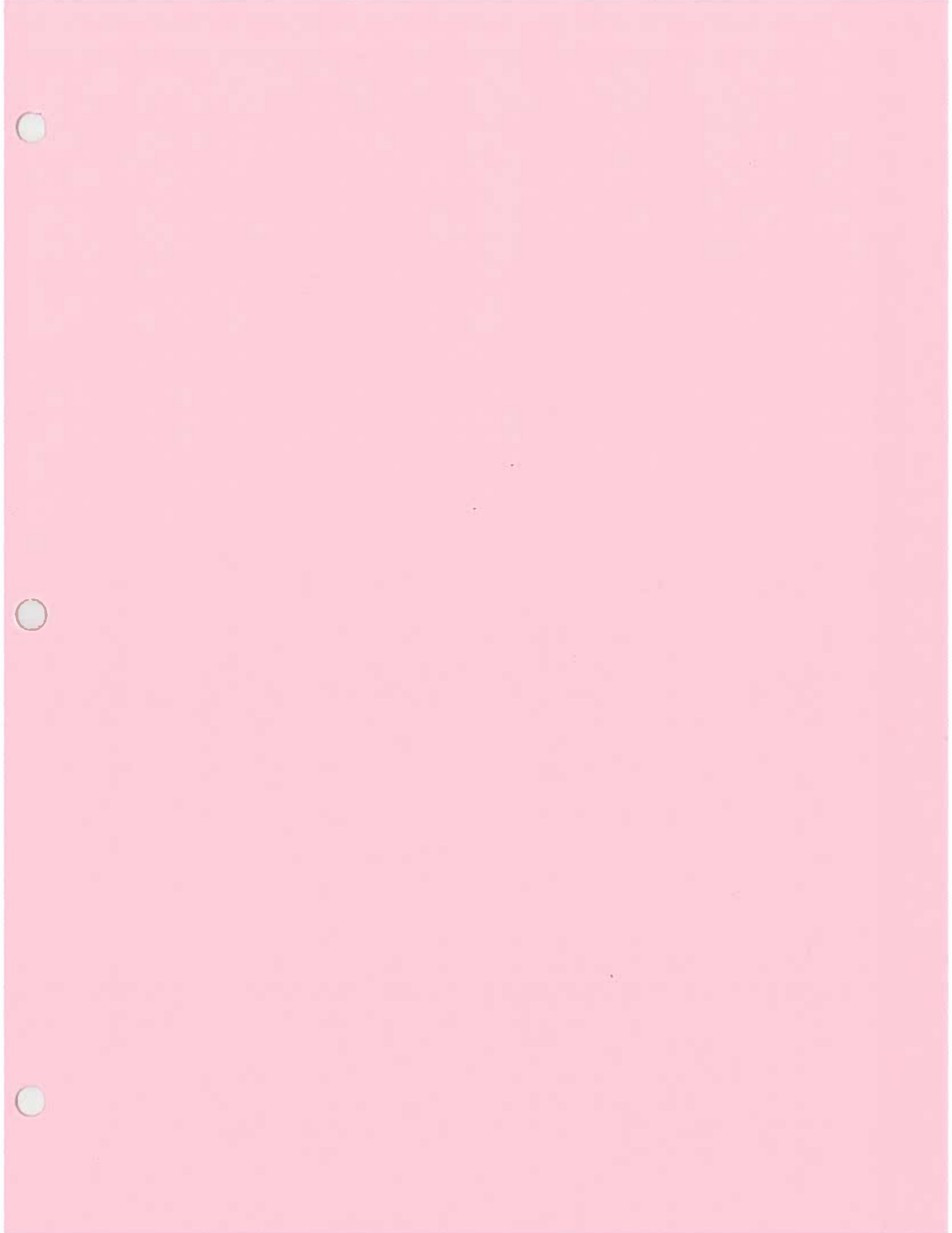
**ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
 CHEMICAL & FUEL INVENTORY
 VALUE
 MONTH OF MAY 2018**

CHEMICAL DESCRIPTION (Indicate lbs., gals. or ea.)	PHYSICAL COUNT	ACTUAL COST PER LB/GAL/EA	TOTAL INVENTORY VALUE	INVOICE DATE	PURCHASED FROM
ALTOSID WSP EA.	21,141.00	\$0.8100	\$17,124.21	6/22/17	UNIVAR
ALTOSID XR LBS.	417.00	\$3.34	\$1,392.78	4/9/18	UNIVAR
ALTOSID XRG LBS.	969.00	\$8.4500	\$8,188.05	9/1/17	UNIVAR
AQUABAC XT GALS.	380.08	\$24.3800	\$9,266.35	7/13/18	ADAPCO
AQUALUER 20-20 GALS.	567.60	\$118.0000	\$66,976.80	7/18/18	ALLPRO
B. t. i. DUNKS (Dognuts) EA.	1,539.00	\$0.9780	\$1,505.14	7/13/18	ADAPCO
COCO BEAR GALS.	209.26	\$20.4800	\$4,285.64	7/16/18	CLARKE
DUET GALS.	279.25	\$197.9900	\$55,288.71	7/11/18	CLARKE
MOSQUITOMIST TWO GALS.	313.00	\$68.2800	\$21,371.64	7/20/18	CLARKE
NALED GALS.	750.00	\$211.8400	\$158,880.00	6/18/18	ADAPCO
NATULAR DT EA.	10,628.00	\$0.4168	\$4,429.75	9/9/16	CLARKE
NATULAR XRT EA.	25.00	Transferred from lab			CLARKE
STRIKE PELLETS LBS.	44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG LBS.	1,002.00	\$6.8800	\$6,893.76	7/13/17	ALLPRO
TALSTAR P GALS.	48.60	\$37.1400	\$1,805.00	3/29/17	UNIVAR
GASOLINE GALS.	3,381.00	\$2.5106	\$8,488.34	7/16/18	L. V. HIERS
TOTAL	41,693.79	\$885.65	\$373,998.78		

PREPARED BY: [Signature] DATE: 8/1/18

COST FIGURES REVIEWED BY: [Signature] DATE: 8/1/18

REVIEWED BY: [Signature] DATE: 8/27/18



Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092

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

BOARD OF COMMISSIONERS

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



DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, August 30, 2018

Next Meeting(s):

Thursday, Sept. 13, 2018 – 5:00 P.M. (We will break at 5:30 for the First Public Hearing)

Thursday, September 13, 2018 – 5:30 PM – First Public Hearing

Thursday, Sept. 13, 2018 – (Regular meeting will resume at the conclusion of the First Public Hearing)

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, August 30, 2018, at 5:00 PM.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Gina LeBlanc, Vice-Chairperson
Mrs. Jacqueline Rock, Secretary/Treasurer
Mrs. Catherine Brandhorst, Commissioner (arrived at 5:02 P.M.)
Mrs. Jeanne Moeller, 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 (Commissioner Brandhorst arrived 2 min. late)

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 – July 12, 2018 at 5:00 PM
5. Move Oct. 11, 2018 Board meeting to October 18, 2018 at 5:00 P.M. (*due to Dr. Xue & Commissioner Moeller being in CA. Oct. 7th -11th for SOVE annual mtg.*)
6. Memorandum Of Understandings:
 - a. between AMCD & Zhejiang ITHC, China
 - b. between AMCD and Dallah, Saudia Arabia
7. Helicopter Housing Lease Agreement between St. Johns County Sheriff's Department and AMCD
8. Count Dr. Xue's Work Hours to attend two (2) International Meetings (*Oct. 21-25, 2018 Ningbo, China, "International Forum for Sustainable Vector Management {IFSVM}" and Oct. 27-29, 2018 for 2018 World Life Science Conf., Beijing, China*)
9. Education Specialist, Molly Clark to visit WUXI CDC October, 2018
10. FMCA Annual Meeting, (St. Petersburg, FL), November 4-8, 2018
11. Bid Acceptance with Reb Technologies for Goggles and Cockpit Modification
12. Quarterly Budget Analysis (for 2nd Quarter: April-May-June 2018)
13. Budget Amendments ~ Receipts: \$22,595.47 to Expenditures: (\$22,595.47)

UNFINISHED BUSINESS:

Item 1: Approval of Policy Concerning Board Members Unexcused Absences from Board Meetings

~ Mr. Wayne Flowers, District Attorney (10 min)

- At the Board's direction on July 12, 2018 Board meeting, Mr. Flowers drafted a policy for Board Members Unexcused Absences from Board Meetings, which would instruct Commissioners to attend all board meetings, notify the Director (or his designee) if there is an unavoidable absence and use the Communications Media Technology policy to call into meetings, if feasible, and excused absences from the meetings be excused because of things such as illness of a Commissioner or their family member, death of family member, Board's changing a meeting previously scheduled, or required business travel, etc., the policy also includes guidelines that more than 3 unexcused absences from regular scheduled meetings in any consecutive 12 month period results in the Commissioner being sent a letter and copy of the policy and the letter being read at the next Board meeting. Commissioner Rock asked Mr. Flowers about HIPAA laws in the statement pertaining to illness of a commissioner and Mr. Flowers stated that general illness statement does not defy the HIPAA laws as it doesn't include any detail of the illness or medical record.

A. A motion was made to consider the language of the policy in Paragraph 3 to being changed from "illness of a Commissioner or of a Commissioners family member" to "personal reasons that can stay private".

- Motioned by: Commissioner Rock
- **MOTION DIED FOR LACK OF A SECOND**

B. A motion was made to approve the policy concerning Board Members Unexcused Absences from Board Meetings with the Optional Paragraph, as proposed.

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner Brandhorst
- VOTE: Accepted by Commissioners' Moeller, LeBlanc, Brandhorst, and Howell
- VOTE: Opposed by Commissioner Rock
- **MOTION PASSED 4:1**

Item 2: Update on Equipment for the helicopter (wiring, liquid larvacide & and adulticide units)

~ Mr. Richard Weaver, Data Mgr. (10 min)

- Mr. Weaver stated building 900 is on track to be finished by calendar year end, FDOT approved heliport and it will be given final approval September 9th, slab for the heliport will be poured soon, the temporary storage for the aircraft at the Sheriff's hangar was approved on today's Consent Agenda, the fuel tank will be here next week and the pad is poured, aircraft is ready for pickup which will be next week, aircraft insurance is in place, the Congested Area Plan (CAP) is ready to go, Part 137 Operating Certificate request was submitted to the FAA, Ag Nav System and Aimms 30 ordered, Micronair Nozzles came in today, ADS-B upgrade will be delivered in 2 weeks, NVG will be in next year's budget, helicopter dolly is on the way, we are waiting on the federal government to release the helicopter emergency trailer, ordered lubricants and the aviation budget is being revised as items are purchased.

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

NEW BUSINESS

Item 1: Planning Committee Meeting Report ~ Commissioner Gina LeBlanc (5 min)

- Commissioner LeBlanc on the Planning Committee meeting (July 26, 2018); the wind tunnel slab is poured, the screened enclosures are finished, FPL transformers are to be installed in September and the fuel tank in about 1 week or so.

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

Item 2: Report on Foreign Travel Items ~ Commissioner Jacqueline Rock (5 min)

- Commissioner Rock stated Dibrom (Naled) is banned in the EEU and Puerto Rico is not using it and that caused problems for them after the hurricane. She traveled to: London where there are canals and the citizens don't use screens, the canal water is constantly moving and so it appears they don't have mosquitoes; Scotland (Inverness) lake area and viewed that it was filled with Midges, they use Avon Skin So Soft as the most popular mosquito repellent in the UK; Denmark and Sweden where they have a mosquito control program; Portugal where there are 6.4 million people and they are #34 and the poorest country that she visited in the EEU. Also in Portugal, they have nightly swarms of bats and keep their streets clean and free of garbage.

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

Item 3: Appointment for Seat 3 Update and Approval of Submission Deadline Date ~ Dr. Rui-De Xue (5 min)

- Dr. Xue recommended the Board set a deadline date so that AMCD can do the Recommendation Letter to Commissioner of Agriculture via a Resolution as discussed by the Board in June. He stated two people gave AMCD a copy of their application that they submitted to the Agricultural Commissioner, Mr. Don Girvan and Mr. Edward George.

➤ Mr. Flowers stated he spoke with a representative at the FDACS, Office of the Commissioner of Agriculture and they told him they would like a recommendation from AMCD for the appointment.

A. **A motion was made to set the submission deadline date, for any applications to be in the DACS office, as September 30, 2018, so that AMCD could make a recommendation for the appointment for Seat 3.**

- Motioned by: Commissioner Brandhorst
- **MOTION FAILED for LACK of a SECOND**

PUBLIC COMMENT:

- Ms. Trish Becker: Ms. Becker stated there are more than two applications that were submitted to the FDACS, Office of the Commissioner of Agriculture, for consideration of appointment to Seat 3, once it is vacated.
- Mr. Peter Miele: Mr. Miele stated that he also submitted an application to the Agricultural Commissioner for the Seat 3 appointment but did not submit a copy to AMCD.

REPORTS:

1. **Director** ~ Dr. Xue stated there were 178 service requests so far in August, 39 positive sentinel chickens for EEE, 2 horses positive for EEE, and 1 positive chicken for WNV, therefore we have increased fogging efforts in that area. We have 1 imported human case of Dengue Fever in St. Johns County, however, in the last 14 years, we have had No locally acquired human cases for mosquito-borne diseases in St. Johns County. We have 3 interns remaining at this time and two visiting scientist from Jiangsu CDC, China.
2. **Attorney** ~ Mr. Flowers stated he has been working with Mr. Weaver and Dr. Xue on helicopter items and had nothing further to add beyond that.

COMMISSIONER COMMENTS:

Commissioner Moeller ~ prior to 2012, the health department would have a lag time of possibly up to 3 weeks to get results back to us and it only noted any positives and only gave a zip code for that positive. HIPAA laws restricted them from giving more detailed information. We can now get an address of where that positive sentinel chicken was, but only Dr. Xue gets that information to be able to treat the area to keep the public safe and without mosquito-borne diseases.

Commissioner Howell ~ thanked all commissioners and stated that when you get a team that works together, it allows things to move forward. We have it in our heart and mind to protect our people.

Commissioner Brandhorst ~ thanked Mr. Weaver and Mr. Hanna on the budget for the buildings and helicopter and stated the Finance Committee will meet on September 13, 2018 to go over the draft budget.

Commissioner LeBlanc ~ thanked the staff for their hard work.

Commissioner Rock ~ thanked staff for their hard work, Ms. Hall and Mrs. Gaines for online technology to view information and Board Books, Ms. Clark for social media updates, Mr. Weaver for his work on the aircraft safety and functionality, the inspectors for all the hard work they do in the field, and the Board for working together while she was gone.

ATTACHMENTS: ~

1. *Director's Performance Evaluation Form and Process Policy - 2018*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:28 P.M.

ATTEST

Chairperson, Commissioner Gary Howell

Secretary/Treasurer, Commissioner Jaqueline Rock

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

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director;

CC: Charolette M. Hall, Administrative Assistant

DATE: September 13, 2018

RE: No November Board Meeting due to FMCA Meeting (Nov. 4-8, 2018)

Due to the FMCA annual meeting being November 4, 2018 through November 8, 2018, as well as the preparation for the presentations for the meeting and the Thanksgiving holiday falling in this month, we recommend not have a Board meeting on November 8, 2018.

Thank you.





STANDARD RENTAL SERVICE AGREEMENT

Location No. 280 Contract No. 1247 Customer No. 1247/1566 Date 09/04/18
Customer Anastasia Mosquito Control Phone 904-471-3107
Address 500 Old Beach Road City St. Augustine State FL Zip 32080

Table with 3 columns: Item #, Description, Unit Price. Rows include Cargo Pant, Cathy Cargo Pant, Women's Pant Susan, New Cintas Jean, Denim Jean, Comfort Shirt.

This agreement is effective as of the date of execution for a term of 60 months from date of installation. The additional charges listed below are subject to adjustment by Company effective upon notice to Customer...

Name Emblem \$0 ea Company Emblem \$N/C ea
Custom Emblem \$N/C ea Embroidery \$N/C ea
COD Terms \$N/A per week charge for prior service...
Credit Terms - Charge Payments due 10 Days After End of Month
Automatic Lost Replacement Charge: Item N/A % of Inventory 0 \$0 ea.

Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
Shop Towel Container \$N/A per week.
Uniform Storage Lockers: \$N/C ea/week, Laundry Lock-up: \$N/C ea/week, Shipping: \$N/A
Service Charge \$3.00 per delivery.

Uniform Advantage \$N/A per garment Premium Advantage \$N/A per garment
Emblem Advantage \$N/A per garment.
Prep Advantage \$N/A per garment.

Other To include all locations in St. Johns County, FL

Table with 4 columns: Item #, Description, Rental Freq., Unit Price. Rows include SM Shop Towel - White, JRF Toilet Paper.

N/A Dlong
N/A Dlong

Initial and check box if Unilease. All garments will be cleaned by Customer.
Initial and check box if receiving Linen Service.
Initial and check box if receiving direct embroidery.

Customer Certifies it is not a federal, state, or local government branch or agency.
Customer is subject to the terms and conditions on the back of this agreement.

Customer Signature: R. Howell Horner, Service Manager
Please Sign Name, Please Print Name, Please Print Title, E-mail

STANDARD UNIFORM RENTAL SERVICE AGREEMENT

1. The Customer, its successors and assigns ("Customer") orders from CINTAS CORPORATION or any of its subsidiaries, successors and assigns ("Company") all of the Customer's requirements of garment rental services and other items covered by this agreement during the term of this agreement all in accordance with the pricing, terms and conditions contained herein. Pricing is based on 52 weeks billing per rental item per year.
2. All garments and other rented items will be cleaned and maintained by Company and remain the property of the Company. Any garments that require replacement due to normal wear will be replaced by Company at no charge to Customer.
3. Unless specified otherwise, the garments supplied under this Agreement are not personal protective equipment and have no special protective or other characteristics, including but not limited to, flame resistant or acid resistant properties. Specialty apparel and personal protective equipment may be available from Company upon request and would be covered under additional terms. Customer warrants that none of the employees for whom garments are supplied under this agreement require flame retardant or acid resistant clothing.
4. Customer is ultimately responsible for choosing the type and placement of any floor mats provided by Company and ensuring floor safety conditions at its locations. If a mat needs to be replaced for any reason prior to its next scheduled service, Customer should remove it and contact Company to request replacement.
5. Customer agrees to notify Company, in writing of any hazardous materials, including lead, arsenic, hexavalent chromium and cadmium, that may be picked up by Company in the soiled garments or other textiles serviced under this agreement. In no case will hazardous materials be present to the extent that they may be harmful to Company's employees.
6. The weekly rental charge for any individual leaving the employ of Customer can be terminated, but only after all garments issued to that individual, or the current replacement value of same, have been returned or paid to Company. Any nonstandard, or special products (i.e., logo mats) must be purchased by the Customer if service is stopped for any reason. If items are lost or damaged by any means Customer will pay the then current replacement values for said items. Should Customer require garment sizes that are outside the standard size range, Customer agrees to pay the specific premium price for those items and size designated under Uniform Pricing.
7. This agreement is effective as of the date of execution. The initial term of this agreement shall be ~~as set forth on the front of this agreement and shall automatically renew for the same period of time unless Company is notified, to the contrary, in writing, no more than 180 days, but no less than 90 days in advance of the expiration of the then current term.~~ Company has the right to increase prices. The Customer has the right to reject the price increase within ten (10) days of the notice. If Customer rejects the price increase, Company may terminate this agreement. All invoices must be paid within ten days after the end of the month. Interest will accrue on any amounts which are not paid when due from the date due to the date of payment in full at an annual percentage rate equal to the lesser of (a) eighteen percent 18% or (b) the maximum rate permitted by applicable law.
8. Company is a licensee and not the owner of the Carhartt trademarked products. If Company should no longer have such license, then Company will substitute the Carhartt trademarked garments with garments of similar material and quality.
9. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this agreement.
10. Company guarantees to deliver the highest quality textile rental service at all times. Any complaints about the quality of the service which have not been resolved in the normal course of business must be sent by registered letter to Company's General Manager. If Company then fails to resolve any material complaint in a reasonable period of time, Customer may terminate this agreement provided all rental items are paid for at the then current replacement values or returned to Company in good and usable condition.
11. Additional Customer employees, products and services may be added to this agreement and shall automatically become a part of and subject to the terms and provisions of this agreement. If this agreement is terminated early, the parties agree that the damages sustained by Company will be substantial and difficult to ascertain. Therefore, if this agreement is terminated by Customer prior to the applicable expiration date for any reason other than documented quality of service reasons which are not cured as set forth above, or terminated by Company for cause at any time, Customer will pay to Company, as liquidated damages and not as a penalty, the greater of 50% of the average weekly invoice total multiplied by the number of weeks remaining in the unexpired term, or buy back all garments and other products allocated to Customer at the then current replacement values. Customer shall also be responsible for any unpaid charges on Customer's account prior to termination.
12. While this agreement is in effect, Customer agrees to pay a weekly minimum charge equal to 75% of (a) the charges on the initial invoice and (b) the charges for additional products and services added after the initial invoice.
13. Any dispute or matter arising in connection with or relating to this agreement shall be resolved by binding and final arbitration. The arbitration shall be conducted pursuant to applicable state or federal arbitration law. Any such dispute shall be determined on an individual basis, shall be considered unique as to its facts, and shall not be consolidated in any arbitration or other proceeding with any claim or controversy of any other party. The exclusive jurisdiction and forum for resolution of any such dispute shall lie in the state where Customer is located.
14. Customer certifies that Company is in no way infringing upon any existing contract between Customer and any other similar service provider.
15. This agreement contains the entire agreement of the parties with respect to the subject matter of this agreement and supersedes all prior negotiations, agreements and understandings with respect thereto, and any terms and conditions set forth in subsequent purchase orders or other documents issued by customer, in which case, the terms of this agreement shall control.
16. This agreement may not be modified, amended or supplemented except in writing signed by an authorized representative of Company, provided, however, if a federal, state or local governmental body or its representative is a party to this agreement, the proposed modification, amendment or supplement must be in writing signed by a President or Senior Vice President of Company.

Policy Managers®

317 Riveredge Boulevard, Suite 206 • Cocoa, Florida 32922 • 800.475.4055 • Fax: 321.433.1093 • www.policymanagers.com
A Division of Chamber Insurance Agency Services, LLC

August 15, 2018

Anastasia Mosquito Control Dist Of
Saint Johns County
120 EOC Drive
Saint Augustine, FL 32072

IMPORTANT RENEWAL NOTICE

Re: AIG TankGuard® Program
Insured: Anastasia Mosquito Control Dist Of
Saint Johns County
Policy Number: FPL004810602
Expiration Date: 12/19/18

Dear Insured,

We are pleased to announce that we have streamlined and improved the renewal process for the TankGuard® program.

As you know, the above TankGuard® policy is scheduled for renewal with Commerce & Industry Insurance Company on the date indicated above.

In order to renew the above coverage, we will simply require that you complete the enclosed Renewal Warranty Statement. We are very pleased to advise that upon our receipt of the fully completed Renewal Warranty the captioned policy will now be automatically renewed. We will no longer require a fully complete application unless there have been material changes to the risk.

We ask that you please complete the enclosed Renewal Warranty Statement and promptly forward it to your agent/broker:

ThompsonBaker Agency Inc
PO Drawer 3807
Saint Augustine, FL 32085-

Please note, that we will need to receive the completed Renewal Warranty Statement from your agent/broker within 35 days of the date of this letter. We will not be able to automatically renew the above policy until we have received your fully completed Renewal Warranty Statement.

Please note that if we do not receive the Warranty Statement within this time frame, State Insurance Regulations require us to send a notice of non-renewal to you.

State Insurance Regulations also require that we provide advance notice of any material changes in terms and conditions of your current coverage and/or changes to underwriting guidelines. Therefore, we must advise you that your policy may be renewed with different rates, terms and conditions

Anastasia Mosquito Control Dist Of
Saint Johns County
August 15, 2018
Page 2

resulting from increased exposure or from rate increases as approved by the applicable state agency.

In closing, we remind you that your policy is a "claims-made" form, requiring that claims be made against the insured and reported to the Company during the policy period for coverage to be provided, subject to all terms, conditions and exclusions. Therefore, if your policy is not renewed, there will be no coverage for any claims reported subsequent to your policy's expiration date unless an Extended Reporting Period is purchased. Instructions for purchasing an Extended Reporting Period Endorsement are provided in your policy.

Should you have any questions concerning the enclosed material, please have your agent contact us.

Very truly yours,
POLICY MANAGERS®

Catherine Jones

Catherine D. Jones
Account Executive
cjones@policymanagers.com

cc: Matt Baker
ThompsonBaker Agency Inc
PO Drawer 3807
Saint Augustine, FL 32085-



**Storage Tank Third Party Liability
TankGuard[®] Renewal Warranty**

NAMED INSURED: Anastasia Mosquito Control Dist Of
Saint Johns County
INSURER: Commerce and Industry Insurance Company
POLICY NUMBER: FPL004810602
POLICY PERIOD: 12/19/18 - 12/19/19

The undersigned warrants and represents that there have been no changes to the schedule of covered tanks or locations:

THIS RENEWAL WARRANTY DOES NOT BIND THE APPLICANT TO BUY, OR THE COMPANY TO ISSUE THE INSURANCE, BUT IT IS AGREED THAT THIS FORM SHALL BE THE BASIS OF THE CONTRACT SHOULD A POLICY BE ISSUED, AND IT WILL BE ATTACHED TO THE ORIGINAL APPLICATION AND MADE A PART OF THE POLICY. THE UNDERSIGNED APPLICANT DECLARES, WARRANTS AND REPRESENTS THAT THE STATEMENTS SET FORTH IN THIS WARRANTY ARE TRUE AND THAT NO MATERIAL FACTS HAVE BEEN SUPPRESSED OR MISSTATED. THE APPLICANT FURTHER DECLARES, WARRANTS AND REPRESENTS THAT IF THE INFORMATION SUPPLIED ON THIS WARRANTY CHANGES BETWEEN THE EXECUTION DATE OF THE WARRANTY AND THE RENEWAL POLICY EFFECTIVE DATE, THE APPLICANT WILL IMMEDIATELY NOTIFY THE COMPANY OF SUCH CHANGES, AND THE COMPANY MAY WITHDRAW OR MODIFY ANY OUTSTANDING QUOTATIONS AND/OR AUTHORIZATION TO BIND THE INSURANCE.

ALL WRITTEN STATEMENTS AND MATERIALS FURNISHED TO THE COMPANY IN CONJUNCTION WITH THE MOST RECENT LONG FORM APPLICATION AS WELL AS THE RENEWAL WARRANTY SIGNED HEREUNDER ARE INCORPORATED BY REFERENCE INTO THIS APPLICATION AND MADE A PART THEREOF.

In the event that the company issues a policy, the undersigned acting on behalf of the applicant and all proposed insureds, acknowledges that the company, in providing coverage, will have relied upon, as representations, the declarations and statements which are contained in or attached to or incorporated by reference into this warranty and which are incorporated into the policy.

If the insured would like an indication for higher limits, please indicate.

LIMITS DESIRED: (each incident/aggregate)

- \$1 million/\$1 million \$1 million/\$ 2 million \$2 million/\$2 million
 OTHER: _____

DEDUCTIBLE DESIRED: (each incident)

- \$5,000 \$10,000 \$25,000 \$50,000 \$100,000

For Deductibles above \$50,000, please include your most current audited financial statement.

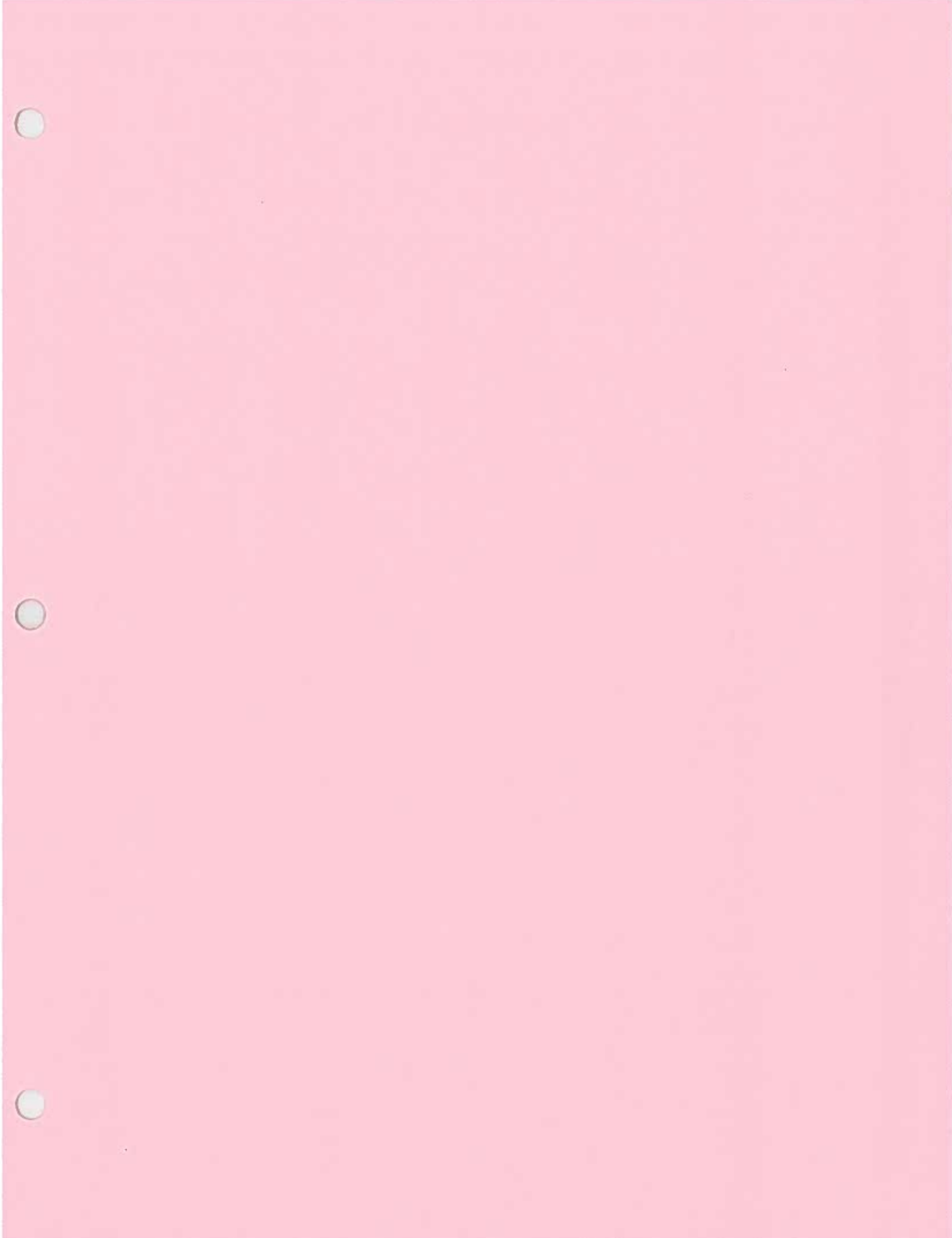


Renewal Warranty Acknowledgement

APPLICANT: *Anastasia Mosquito* (Signature) BROKER: ThompsonBaker Agency Inc
 APPLICANT: Anastasia Mosquito Control Dist Of PO Drawer 3807 (Print Name) (Firm)
 Saint Johns County Saint Augustine, FL 32085-
 DATE: 8/17/18 (Street Mailing Address)
 Matt Baker (Contact person)
 (Phone #, Fax #, Email Address)
 (Signature of Broker or Agent)
 11
 (License Number and State)
 0590971099
 (Tax I.D. #)

Please note that if you are planning on adding either additional tanks or locations to this policy, the Company requires that we first receive a fully completed renewal application within thirty (30) days of the policy expirations expiration date. Please visit our website www.policymanagers.com to download to application.

NOTICE TO APPLICANTS: ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR OTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION OR, CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT ACT, WHICH IS A CRIME AND SUBJECTS SUCH PERSON TO CRIMINAL AND CIVIL PENALTIES.



DIVISION OF AGRICULTURAL
ENVIRONMENTAL SERVICES
(850) 617-7900



THE CONNER BUILDING
3125 CONNER BOULEVARD
TALLAHASSEE, FLORIDA 32399-1650

FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES
COMMISSIONER ADAM H. PUTNAM

August 22, 2018

Dr. Rui-De Xue, Director
Anastasia Mosquito Control District
120 EOC Drive
Saint Augustine, Florida 32092

Dear Dr. Xue:

Enclosed are two copies each of the Mosquito Control Memorandum of Understanding number 25491. Please sign both copies of the contract, retain a copy for your records, and return the other signed original to the address below:

Misty White, Government Analyst I
Division of Agricultural Environmental Services
Florida Department of Agriculture and Consumer Services
3125 Conner Boulevard, Suite E
Tallahassee, Florida 32399-1650

Sincerely,

Misty White
Government Analyst I
(850) 617-7911
MosquitoControlReports@FreshFromFlorida.com

Enclosures

Florida Department of Agriculture and Consumer Services

ADAM H. PUTNAM
COMMISSIONER

MOSQUITO CONTROL MEMORANDUM OF UNDERSTANDING

This AGREEMENT, made and entered into this ____ day of _____, _____ by and between the FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES, the DEPARTMENT, and Anastasia Mosquito Control, the DISTRICT.

TERM PERIOD: October 1, 2018 to September 30, 2019

The DISTRICT agrees to comply with the requirements of Chapter 388, Florida Statutes, Section 215.97, Florida Statutes, and Rule Chapter 5E-13, Florida Administrative Code to conduct arthropod/mosquito control.

The DISTRICT shall:

- A. Submit two originals of the DISTRICT'S operational work plan on form "Operational Work Plan for Mosquito Control" (FDACS-13666, Rev. 07/13) and detailed work plan on the form "Detailed Work Plan Budget - Arthropod Control" (FDACS-13623, Rev. 07/13) no later than **July 15, 2019** as part of the application/re-application process for state aid and/or state approved status for Fiscal Year 2019 - 2020.
- B. Submit two originals of the DISTRICT'S certified budget on the form "Annual Certified Budget for Arthropod Control", (FDACS-13617, Rev. 07/13) by **September 30, 2019**. Any remaining state or local funds budgeted for the control of mosquitoes in previous fiscal years shall be re-budgeted for such control measures for the upcoming fiscal year. If any changes are made to the Annual Certified Budget for Arthropod Control (FDACS-13617, Rev. 07/13), a budget amendment on the form "Arthropod Control Budget Amendment" (FDACS-13613, Rev. 07/13) must be submitted to the DEPARTMENT for approval.
- C. If the DISTRICT has state funds, they shall submit a monthly financial report to the DEPARTMENT on the form "Mosquito Control Monthly Report" for State Funds (FDACS-13650, Rev. 07/13) no later than thirty days after the end of each month (October through August reports) until all state funds are expended. September financial reports shall be submitted to the DEPARTMENT no later than sixty days after the close of each fiscal year. Supporting documentation (i.e. receipts, travel vouchers, meeting agendas, invoices, etc.) with date specified for costs incurred shall be submitted for all state funds expended.

- D. Submit a monthly financial report to the DEPARTMENT on the form "Mosquito Control Monthly Report" for Local Funds (FDACS-13663, Rev. 07/13) no later than thirty days after the end of each month (October through August reports). September financial reports shall be submitted to the DEPARTMENT no later than sixty days after the close of each fiscal year.
- E. Submit a monthly pesticide activity report to the DEPARTMENT on the form "Mosquito Control Monthly Activity Report" (FDACS-13652, Rev. 07/13) no later than thirty days after the end of each month (October through August reports). September financial reports shall be submitted to the DEPARTMENT no later than sixty days after the close of each fiscal year.

The designated contact for the DEPARTMENT is Misty White, Division of Agricultural Environmental Services, 3125 Conner Blvd, Suite E, Tallahassee, Florida 32399-1650, office number (850) 617-7911, email address Misty.White@FreshFromFlorida.com.

The designated contact for the DISTRICT is Dr. Rui-De Xue, Director, and is located at Anastasia Mosquito Control District, 120 EOC Drive, Saint Augustine, Florida 32092.

Signed by parties to this agreement:

FLORIDA DEPARTMENT OF
AGRICULTURE AND CONSUMER
SERVICES

DISTRICT



Signature

Signature

Director of Administration

Title

Title

Date 8/20/18

Date

Date





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

ADAM H. PUTNAM
COMMISSIONER

Section 388.381, 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 TWO FOR THIS PURPOSE.

Amendment No. 2018-09

Fiscal Year: 2017-2018

Date: 9/13/2018

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

ESTIMATED RECEIPTS

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

Total Available Cash and Receipts	Reserves	Present Budget	Increase Request	Decrease Request	Revised Budget
\$ 10,736,887.68	\$ 1,875,438.00	\$ 10,736,887.68	\$ 8,740.96	\$ -	\$ 10,745,628.64

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 4,977,239.02	\$ -	\$ -	\$ 4,977,239.02
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 38,339.20	\$ -	\$ -	\$ 38,339.20
361	Interest Earnings	\$ 58,835.87	\$ 8,740.96	\$ -	\$ 67,576.83
364	Equipment and/or Other Sales	\$ 665,044.00	\$ -	\$ -	\$ 665,044.00
369	Misc./Refunds (prior yr expenditures)	\$ 284,251.59	\$ -	\$ -	\$ 284,251.59
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 6,023,709.88	\$ 8,740.96	\$ -	\$ 6,032,450.84
Beginning Fund Balance		\$ 4,713,178.00	\$ -	\$ -	\$ 4,713,178.00
Total Budgetary Receipts & Balances		\$ 10,736,887.88	\$ 8,740.96	\$ -	\$ 10,745,628.84

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	\$ 1,457,643.81	\$ -	\$ -	\$ 1,457,643.81
20	Personal Services Benefits	\$ 761,598.19	\$ -	\$ -	\$ 761,598.19
30	Operating Expense	\$ 429,621.00	\$ -	\$ -	\$ 429,621.00
40	Travel & Per Diem	\$ 34,164.00	\$ -	\$ -	\$ 34,164.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
43	Utility Service	\$ 27,500.00	\$ -	\$ -	\$ 27,500.00
44	Rentals & Leases	\$ 1,700.00	\$ -	\$ -	\$ 1,700.00
45	Insurance	\$ 69,171.00	\$ -	\$ -	\$ 69,171.00
46	Repairs & Maintenance	\$ 44,000.00	\$ -	\$ -	\$ 44,000.00
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
49	Other Charges	\$ 6,325.00	\$ -	\$ -	\$ 6,325.00
51	Office Supplies	\$ 22,000.00	\$ -	\$ -	\$ 22,000.00
52.1	Gasoline/Oil/Lube	\$ 64,000.00	\$ -	\$ -	\$ 64,000.00
52.2	Chemicals	\$ 322,737.63	\$ 8,740.96	\$ -	\$ 331,478.59
52.3	Protective Clothing	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
52.4	Misc. Supplies	\$ 58,400.00	\$ -	\$ -	\$ 58,400.00
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 13,885.00	\$ -	\$ -	\$ 13,885.00
55	Training	\$ 31,698.20	\$ -	\$ -	\$ 31,698.20
60	Capital Outlay	\$ 4,730,057.85	\$ -	\$ -	\$ 4,730,057.85
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 736,544.00	\$ -	\$ -	\$ 736,544.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 8,861,449.68	\$ 8,740.96	\$ -	\$ 8,870,190.64
0.001	Reserves - Future Capital Outlay	\$ 365,535.00	\$ -	\$ -	\$ 365,535.00
0.002	Reserves - Self Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 1,402,807.00	\$ -	\$ -	\$ 1,402,807.00
0.004	Reserves - Sick and Annual Leave	\$ 107,096.00	\$ -	\$ -	\$ 107,096.00
TOTAL RESERVES		\$ 1,875,438.00	\$ -	\$ -	\$ 1,875,438.00
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 10,736,887.68	\$ 8,740.96	\$ -	\$ 10,745,628.64
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ (8,740.96)

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

DATE _____

APPROVED: _____
Mosquito Control Program

DATE _____

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

BUDGET AMENDMENT NUMBER 2018-09

COMPUTATIONS

LOCAL FUND

Receipts: Interest Earnings, SBA Fund

8,740.96

Expenditures: Chemicals

(8,740.96)

Budget Amendment (Net, pooled from Contingency)

\$

-

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

LOCAL FUND BUDGET AMENDMENT NUMBER 2018-09

BUDGET JOURNAL ENTRIES:

Dr) EXPENDITURES: Chemicals	\$ 8,740.96	
Cr) REVENUE: Interest Earnings		\$ 8,740.96

UNFINISHED BUSINESS

#1

Premium Summary

Description Of Coverage	2017 Premium	2018 Premium
Commercial Package	\$66,727	\$78,293
Workers Compensation	\$29,350	\$40,142
Storage Tank Liability	\$555	\$555
Premium Total	\$96,632	\$118,990

Coverage Comparison	
Property Blanket	2018 - 2019 \$5,792,542; 2017 - 2018 \$4,626,150
Inland Marine	2018 - 2019 \$588,437; 2017 - 2018 \$320,122
Auto	44 total units; 15 with Physical Damage; \$377,392 reported value 41 total units; 12 with Physical Damage; \$284,494 reported value
Liability	2018 - 2019 Payroll \$1,539,995; 39 employees 2017 - 2018 Payroll \$1,454,996; 43 employees
Workers Compensation	Experience Modification increased from .71 to .97 Payroll increased and Aviation class code was added

Charolette Hall

From: Scott Hanna <shannaamcd@gmail.com>
Sent: Thursday, September 6, 2018 11:32 AM
To: Matt Baker
Cc: Kathy Harper; Charolette M. Hall
Subject: Re: Fleet/ Liability, Workers Comp renewal for Board Book, 9/05/18 Print deadline
Attachments: image001.jpg

Ok, thanks, Matt!

On Thu, Sep 6, 2018 at 11:30 AM Matt Baker <mbaker@thompsonbaker.com> wrote:

Scott, we have the proposal, but on review, Kathy and I are asking for some points of clarification from Preferred. Under the circumstances, we'll go ahead and forward the premium sheet so that you can know what the renewal premium will be. This could be subject to minor change. When you review, please be reminded that there is no change in the underlying rates for coverage due to the two-year rate guarantee agreement. The differences in overall premium are attributable to changes in the underlying bases for insurance coverage, such as more vehicles and higher building values. The major change you will not is to the Workers Compensation premium, which is higher due to: 1) the addition of payroll for your pilot. Aerial spraying operations carries a high workers compensation rate of over \$15.00 per \$100 of payroll. 2) Your experience modification on a year over year basis increased from 0.71 to 0.97, largely attributable to a \$38,000 claim that was paid in 2017. While this factor is still relatively good at 0.97, which is a "credit" mod., you are not getting the same level of premium discount as with the 0.71 experience modification factor. That was an extremely good number, based on several years over very low claim experience.

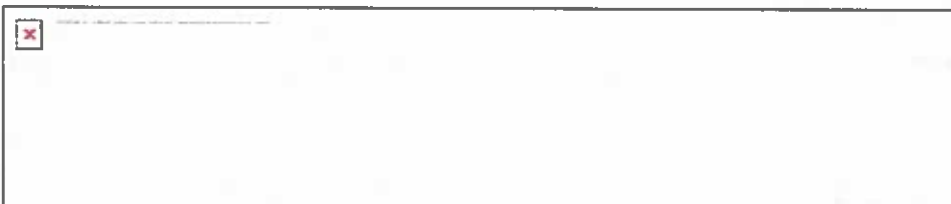
Kathy will go ahead and send over the premium summary page for your review and inclusion in the packets going out today. Thanks Scott!

Matt Baker, CIC, CRM, ARM-P

President

61 Cordova Street | St. Augustine, FL 32084

TEL: 904.824-1631 | www.thompsonbaker.com



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



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: September 13, 2018

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

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

**NEW
BUSINESS
#1**

Charolette Hall

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Friday, August 31, 2018 8:49 AM
To: brandhorstamcd@gmail.com; 'Scott Hanna'; 'Charolette Hall';
rweaveramcd@bellsouth.net; gainesamcd@bellsouth.net; 'Tom Columbus'; 'Daniel
Dixon'; 'Christopher Bibbs'; mclarkamcd@gmail.com; 'Joseph D'Amato'; 'Dena Autry';
'Carlye Mangum'
Cc: g-chowell@att.net; Gina LeBlanc; 'Jeanne Moeller'; 'Paul Wise'; 'Wayne Flowers';
xueamcd@gmail.com
Subject: Financial & Auditor Committee Meeting, September 13 at 4pm

Dear Commissioner Mrs. Brandhorst:

The financial & auditor committee meeting has been scheduled on September 13 at 4:00pm. The following items will be discussed. If you and other committee members have any inputs, please let me know.

Thanks & best regards,

Rudy Xue, Ph.D.
Director

Financial and Auditor Committee Meeting
September 13 at 4:00pm
Proposed agenda

1. Report about District's Auditor preparation for FY 17-18 (Fiscal Year by end of September) by Mr. Scott Hanna
2. Propose about payroll procedure by Mrs. Charolette Hall
3. Summary report about Aerial program cost by Mr. Weaver & Mr. Hanna
4. Update about construction budget by Mr. Weaver and Mr. Hanna
5. Update about drafted budget for public hearing by Dr. Xue

**NEW
BUSINESS
#2**

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue

BOARD OF COMMISSIONERS:

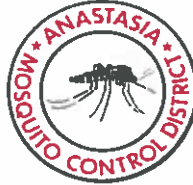
Gary Howell, Chairperson

Gina LeBlanc, Vice-Chairperson

Jacqueline Rock, Secretary/Treasurer

Catherine Brandhorst, Commissioner

Jeanne Moeller, Commissioner



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: September 5, 2018

RE: Aerial Program Update and View of AMCD Helicopter

AMCD's Aerial Program Committee members; Mr. Richard Weaver, Mr. Peter Paul Leone (pilot) and Mr. Greg Dorsey (contract helicopter mechanic) will be going to the Lee County Mosquito Control District to inspect and test fly AMCD's helicopter. After the annual maintenance and flight, they will bring the helicopter back to St. Johns County and park it at the Sheriff's Aviation Unit helicopter hangar.

In the late afternoon of September 13, 2018, the helicopter will be flown to the AMCD parking lot where Board members will have the opportunity to view it after the Board meeting on Thursday, September 13, 2018.

Thank you,

Rudy

REPORTS

The Director Report (August 2018)

Program Management:

1. Customer & professional service: AMCD answered and provided 184 service requests about mosquito problems. AMCD supported documentation to SpringStar to apply for NIH grant about trap evaluation for malaria vector mosquitoes. Dr. Xue reviewed one article about mosquito biology for PLoS One & one article for Acta Tropic at the Editor requests.
2. Surveillance: So far there are 39 sentinel chickens tested for positive EEE and two horses positive for EEE and 2 WNV positive chickens. A total for dipping larvae was 6,753 with 453 positive of larvae. CDC traps collected 3,400 adult mosquitoes and BG traps collected 1,600 mosquitoes.
3. Operation control: The District adulticided 77 times for 46,773 acres including thermal fogging and ULV. Conducted barrier treatment for 65 times for 23 acres, hand fogging for 78 times. Treated larvae for 222 times for 1,221 acres.
4. Applied research: AGO traps, *Wolbachia*-infected male release and SIT collaborative projects are continued. Two visiting scientists' projects and two intern projects are started. AMCD submitted 8 papers titles to the FMCA meeting and AMCA annual meeting symposium.
5. Education: All employee training has been held on August 17 for intern student presentation and August 23 for new maintenance software. Education Specialist attended TOPS meeting on Aug 29 and worked with school teachers about visiting schedules. Website has been updated every other day, especially for fog map.

Business Management:

6. Board of Commissioner: Staff prepared for August 30's Board meeting.
7. Budget: Staff prepared for the documentations for the 1st public hearing about budget and millage rate. The DACS accepted the AMCD's work plan budget. Auditor has started for inspection and preparation for FY17/18 auditing.
8. Policy: Staff updated District policy approved by the Board and added the new policy about the limitation of the Board member absence from meeting.
9. Contract: District has signed the lease agreement with Department of police to park AMCD's helicopter for 4-5 months and two MOUs about exchanges of visitors in the futures.
10. Insurance: District purchased insurance policy to cover the helicopter from August 1, 2018. Fleet and liability insurance, and worker comp have been worked out for Board to approval.
11. HR. One Intern student from UNF backed to school after finishing his term at AMCD. One new intern from UNF was hired and started from early August.

Meeting: Aug 1. Held the FMCA committee teleconference. 8pm. Went to airport to pick up 2 Visiting Scientists from Wuxi CDC.

Aug 2. 7:30am. Visited St. Augustine Middle School about 3-D printer. 10am. Met post doctor and showed around. 11:00am. Held seminar for the Post Doctor & Visiting Scientist for non-target project.

Aug. 3. Attended and took a tour of the DOH & meeting with 2 Visiting Scientists.

Aug. 6. Visited UF, USDA/CMAVE, Gainesville MCD, and DPI with three Visiting Scientists.

Aug.7 & 8. Held group meeting about rotated trap project and field testing at Elkton.

Aug. 9. AM. Reviewed two manuscripts for PLoS One and Acta Tropic. pm. Held staff meeting. 1pm. Met Commissioner Brandhorst about election items. 3pm. Met Kay Gaines and Daniel Dixon about AGO top replacement arrangement.

Aug. 10. 9:30. Met former employee Elaine S. about her retirement. Pm. Work and submitted repellent and resistance proposal to the MGK.

Aug. 13. 8am. Met Manger of Beach City about authority of helicopter flight for FAA registration. 2:30pm. Met Commissioner Howell about proposed agenda and helicopter parking lease from Police Department.

Aug. 14. 12:10. Met Commissioner Mrs. Moeller about her speech at Jacksonville group.

Aug. 15. 6:45am. AGO group meeting and visited Down town sites for replacement. 10am. Met M. Baker and Hanna about fleet insurance items.

Aug. 16. 7am. Attended Kiwanis meeting. 11am. Field site visiting.

Aug. 17. 7am. Attended an intern student Lagan's presentation. Speak at 5 new employee training.

Aug. 20. USDA/CMAVE for dropping SIT boxes. Met Dr. Linthicum, Dr. Brich, Dr. Walker at USDA/CMAVE about projects. Tele conversation with Commissioner Mrs. Moeller about seat 3 applications. 1pm. Met Mr. Tom Columbus about his job interview.

Aug. 21. Work on Board book documentations.

Aug. 22. Met USDA/CMAVE Scientists about SIT update.

Aug 23. 9:30am. Met Commissioner Mr. Howell about agenda.

Aug 24. AM. Met Mr. Peter LEONE about FAA application. Met Dr. Pat Kelly from MosquitoMate about testing results and schedule.

Aug. 27. 1pm. Met Mr. Barry Scott about his complains about his vehicle.

Aug. 28. Teleconference with Commissioner Mrs. Moeller about proposed agenda.

Aug. 29. 10am. Met Commissioner Mrs. Rock about her Europe trips and proposed agenda.

Aug 30. 7:45pm. Attended all employee training. 5pm. Attended Board meeting.

Aug 31. 10am. Held monthly staff meeting

Task Time Summary August 2018

From Date : 08-01-2018

To Date : 08-31-2018

Zone : All

Employee Name : All

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	1092:17 hrs	282	6245:01 hrs
Adulticide	305:43 hrs	128	
AM Briefing	112:20 hrs	265	
Annual Leave	242:30 hrs	45	
Assist	108:54 hrs	42	
Building & Grounds Work	214:47 hrs	138	
Chicken Program	190:55 hrs	194	
Computer Repair	25:45 hrs	10	
Daily Paperwork	81:36 hrs	264	
Field Experiment	555:03 hrs	194	
Fish Program	01:33 hrs	2	
Fog Mission Serv Req	00:27 hrs	17	
Hand Adulticide	42:40 hrs	78	
Insectary	165:23 hrs	41	
Inventory	19:24 hrs	12	
Lab Experiment	176:30 hrs	80	
Landing Rate	15:22 hrs	84	
Larvicide	297:47 hrs	224	
Mechanics Time	291:48 hrs	78	
Meeting	98:24 hrs	71	
Mosquito Pooling	10:55 hrs	5	
Mosquito Trap BG	38:25 hrs	87	
Mosquito Trap CDC Oc	106:34 hrs	235	
Mosquito Trap ID	57:32 hrs	29	
Mosquito Traps Misc	153:43 hrs	109	
Produce Papers & Programs	209:14 hrs	99	
Public Relations	03:45 hrs	2	
Resupplying Trucks	168:06 hrs	278	
Sick Leave	162:15 hrs	25	
Sick/Personal Leave	08:00 hrs	1	
Site Inspect	950:25 hrs	724	
Source Reduction (tires)	06:00 hrs	2	
Supervisory	131:15 hrs	55	
Training Classroom	71:31 hrs	52	
Training Field	12:30 hrs	3	
Travel	50:47 hrs	29	
Trim Trails	07:49 hrs	6	
Vehicle Maintenance	57:07 hrs	75	

Treatment Summary August 2018

From Date : 08-01-2018

To Date : 08-31-2018

Zone : All

Material : All

Task : All

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	1961 ea	6.08 acre	322.68 ea / acre	29 times
Altosid XR	80 ea	0.19 acre	424.92 ea / acre	13 times
Altosid XRG	189 lb	31.5 acre	6 lb / acre	8 times
Aquabac XT	8516 fl oz	1064.5 acre	8 fl oz / acre	97 times
Aquatone 20-20 1:5	8662 fl oz	33530.31 acre	0.26 fl oz / acre	47 times
B.I.I. Briquets	555 ea	1.27 acre	435.54 ea / acre	31 times
Cocobear	1152 fl oz	3 acre	384.02 fl oz / acre	23 times
Duet 50%	960 fl oz	611.46 acre	1.57 fl oz / acre	18 times
Mosquitomist Two	8337 fl oz	12631.81 acre	0.66 fl oz / acre	12 times
Natular DT	20 ea	0 acre	6666.67 ea / acre	8 times
Sustain MBG	785 lb	104.67 acre	7.5 lb / acre	13 times
Talstar P	7.78 gal	23.1 acre	0.34 gal / acre	65 times

CDC Octenol Trap August 2018					
8/1/2018					
To :					
8/31/2018					
Trap Type :					
CDC Octenol					
Species Name	2018 08				Species Total
	7	14	21	28	
Ae aegypti	0	0	0	0	0
Ae albopictus	14	4	8	7	33
Ae atlanticus	696	503	159	88	1446
Ae canadensis	0	0	0	0	0
Ae fulvus pallens	0	1	0	0	1
Ae infirmatus	3	11	0	0	14
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	5	0	1	1	7
Ae taeniorhynchus	24	12	7	5	48
Ae triseriatus	0	0	0	0	0
Ae vexans	0	0	0	0	0
An atropos	0	0	0	0	0
An bradleyi	0	0	0	0	0
An crucians	512	428	258	210	1408
An perplexens	0	0	0	0	0
An punctipennis	0	0	0	0	0
An quadrimaculatus	2	2	3	2	9
An walkeri	0	0	0	0	0
Cq perturbans	2	10	3	4	19
Cs inornata	0	0	0	0	0
Cs melanura	61	60	48	37	206
Cx coronator	0	0	0	0	0
Cx erraticus	100	278	122	124	624
Cx nigripalpus	91	45	29	26	191
Cx quinquefasciatus	0	0	0	0	0
Cx restuans	0	0	0	0	0
Cx salinarius	0	0	0	0	0
Cx territans	0	0	0	0	0
Ma dyari	0	0	0	1	1
Ma titillans	0	0	0	0	0
Or signifera	0	0	0	0	0
Ps ciliata	2	4	0	1	7
Ps columbiae	360	29	5	41	435
Ps cyanescens	0	0	0	0	0
Ps ferox	0	1	0	0	1
Ps howardii	2	2	1	0	5
Tx rutilus	0	0	0	0	0
Ur lowii	0	1	0	0	1
Ur sapphirina	27	7	35	3	72
Wy Mitchellii	0	0	1	0	1
Daily Total	1901	1398	680	550	4529

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

BG Trap August						
8/1/2018						
To :						
8/31/2018						
Trap Type :						
BG						
Species Name	2018 08					Species Total
	2	9	16	23	30	
Ae aegypti	36	58	40	52	74	260
Ae albopictus	25	72	30	25	69	221
Ae atlanticus	0	0	0	81	0	81
Ae canadensis	0	0	0	0	3	3
Ae fulvus pallens	0	0	0	0	0	0
Ae infirmatus	2	8	21	3	9	43
Ae mitchellae	0	0	0	0	0	0
Ae signifera	0	0	0	0	0	0
Ae sollicitans	4	0	2	0	0	6
Ae taeniorhynchus	0	34	2	0	9	45
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	2	0	5	11	9	27
An perplexens	0	0	0	0	0	0
An punctipennis	0	0	0	1	0	1
An quadrimaculatus	0	1	3	5	9	18
An walkeri	0	0	0	0	0	0
Cq perturbans	0	0	2	5	0	7
Cs inornata	0	0	0	1	0	1
Cs melanura	14	0	0	0	3	17
Cx coronator	0	0	0	0	0	0
Cx erraticus	0	0	0	0	0	0
Cx nigripalpus	0	15	247	14	171	447
Cx quinquefasciatus	32	133	96	339	51	651
Cx restuans	0	0	0	0	0	0
Cx salinarius	0	0	0	0	12	12
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	9	0	0	0	9
Ps cyanescens	0	0	0	0	0	0
Ps ferox	0	2	4	0	3	9
Ps howardii	0	0	0	0	0	0
Tx rutilus	0	1	0	0	0	1
Ur lowii	0	0	0	0	0	0
Ur sapphirina	0	1	0	0	0	1
Wy Mitchellii	0	0	2	0	0	2
Daily Total	115	334	454	537	422	1862

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