

Anastasia Mosquito Control District

of St. Johns County



District Board Meeting
DECEMBER 12, 2019
Thursday at
5:00 P.M



ANASTASIA MOSQUITO CONTROL DISTRICT
ST. JOHNS COUNTY

PROPOSED AGENDA

Thursday, December 12, 2019
5:00 P.M.

Invocation and Pledge: *Commissioner Howell*

PROCLAMATION: *Commissioner Jeb Smith with the St. Johns County BOCC, will present to AMCD, a Proclamation regarding the Anastasia Mosquito Control District Appreciation Day as worked on with our AMCD Commissioner Trish Becker and attorney, Mr. Wayne Flowers.*

Consent Items: APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, October 10, 2019 at 5:00 P.M.
5. Move January Board meeting from Jan. 9, 2020 to Jan. 16, 2020 at 5PM
(returning to work after the week that board books normally would go out)
6. Dr. Xue and Commissioner Moeller to visit Collier County and Lee County Mosquito Control Districts & attend the Fly-In Class
7. Administrative Leave Policy Revision
8. GLP Proposal FY 19-20
9. Main Rotor Hub Overhaul Bid Award
10. Approval of Program Review Proposal
11. AMCD and NECE CRADA Collaboration Non-Funded Agreement
12. Affiliation Agreement Renewal between UNF and AMCD
13. Budget Amendments ~ Increase in Beginning Fund Balance, Local Fund
\$1,538,008.74

Unfinished Business:

1. Approval of Committee Recommendation for Health, Dental, Life Ins. (*with benefits beginning on Date of Hire*) ~ Mr. Don Lohr, Herbie Wiles Insurance Company (15 min)
2. RFP Award for Site Plan, Permits and Design of the Disease Vector Education Center

New Business:

None

Reports

1. Director
2. Attorney

Commissioner Comments:

Attachments: FOR INFORMATION PURPOSES ONLY

None

CEREMONY

Proclamation Regarding Anastasia Mosquito Control District Appreciation Day

WHEREAS, the Anastasia Mosquito Control District was founded on December 8th, 1948 and began service in 1949. It has been providing important, cost effective public service from property taxes for 70 years; and

WHEREAS, in 1821 the Yellow Fever epidemic occurred in St. Augustine, causing more than 100 deaths. Throughout its existence the Anastasia Mosquito Control District continues to provide life-saving prevention, treatment and research to prevent that from happening again; and

WHEREAS, an excessive number of mosquitoes diminishes our enjoyment of the outdoors, public parks and playgrounds, hinders outdoor work, decreases livestock productivity, and reduces property values. It is important to encourage effective and environmentally safe mosquito control measures as well as education for County residents as well as the County's more than 1 million annual visitors; and

WHEREAS, the Anastasia Mosquito Control District works with multiple state agencies and government organizations to raise public awareness for the purpose of preventing the spread of mosquito borne diseases, including malaria, yellow fever, West Nile Virus, Zika virus, and other forms of arboviral encephalitis that have historically been a source of human and animal suffering, illness, and death in St. Johns County, the United States and worldwide.

NOW, THEREFORE, I, County Commissioner _____, do hereby recognize December 8th 2019, as **Anastasia Mosquito Control District Appreciation Day** in our **County of St. Johns, Florida**, and I call this observance to the attention of all our citizens.

Commissioner, St. Johns County

Dated: _____



Meeting Date: December 3, 2019

St. Johns County Board of County Commissioners Meeting Proclamations and Presentations Worksheet

Reception: N/A
Invocation: Kelly Kemp - St. Johns County Sheriff's Office

Item One: Proclamation recognizing December 8, 2019 as Anastasia Mosquito Control District Day

Commissioner: Commissioner Smith
Staff Liaison: Michael Ryan
External Contact: Trish Becker, Anastasia Mosquito Control District

Notes:

- The Board will remain at the dais until after the presentation.
- Commissioner Smith will call Trish Becker, Anastasia Mosquito Control District Commissioner, to the podium.
- Mrs. Becker will give a brief presentation about the AMCD and its contributions to the community.
- Commissioner Smith will ask all representatives from the Anastasia Mosquito Control District to join Mrs. Becker at the microphone.
- The Board will exit the dais to join them on the floor.
- Melissa Lundquist will read the proclamation into the record.
- Mrs. Becker will accept the proclamation and say a few words about the importance of recognizing Anastasia Mosquito Control District Day
- Michael will take photos.

CONSENTS

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

November 2019 Reconcile

Report for December, 2019 Meeting

Cash Balances Ending:

11/30/19

Local Fund	\$	1,246,880.03
S.B.A. Fund	\$	5,423,486.50
Total Funds as of 11/30/19	\$	6,670,366.53

Source of Income Local/ SBA Fund:

11/30/19

Taxes	\$	1,046,393.76	(Gross, before Tax Collector's Commission)
Prior Year Tax Distrib.	\$	-	
SBA Fund- Return on Investment	\$	8,537.32	
Local Fund, Interest	\$	-	
Grant Money	\$	-	
Salvage	\$	-	
Dormatory Rent	\$	1,000.00	
Total Deposits by 11/30/19	\$	1,055,931.08	

CHEMICAL & INSECTICIDE INVENTORY

Report for December, 2019 Meeting

Summary

VOUCHERS PRESENTED

Report for December, 2019 Meeting

Local Fund

Several

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 11/01/19 through 11/30/19

Date	Num	Name	Memo	Clr	Amount	Balance
110 - Wells Fargo Bank - Local						289,783.47
110-A - QuickBooks Bill Pay						-8,833,044.26
11/07/2019	6948	Advanced Dispo...	PW004328	X	-152.79	-8,833,197.05
11/07/2019	6949	AFLAC	HZQ29	X	-72.72	-8,833,269.77
11/07/2019	6950	AG-PRO Comp...	ANAST003	X	-2.70	-8,833,272.47
11/07/2019	6951	Cintas Fire Prot...	Cust 28987	X	-500.00	-8,833,772.47
11/07/2019	6952	COPYFAX	AMO3	X	-179.71	-8,833,952.18
11/07/2019	6953	DeBow's Applia...	Ice Machine Repair	X	-240.00	-8,834,192.18
11/07/2019	6954	DiscoverTec	ANAS001	X	-50.00	-8,834,242.18
11/07/2019	6955	L.V. Hiers, Inc.	Cust#ANAMOS	X	-9,282.81	-8,843,524.99
11/07/2019	6956	Legal Shield	Group#0144087	X	-57.80	-8,843,582.79
11/07/2019	6957	St. Johns Count...	500562-129798	X	-389.21	-8,843,972.00
11/07/2019	6958	ULINE	Cust. #8309802	X	-67.84	-8,844,039.84
11/07/2019	6959	WFOY / Phillips...	Advertising	X	-499.00	-8,844,538.84
11/12/2019	6960	Clyde Mizell, Inc.	Chickens	X	-156.00	-8,844,694.84
11/18/2019	6961	Augustine Alar...	18081	X	-1,369.97	-8,846,064.81
11/18/2019	6962	Florida Janitor &...	Acct#STJOH380	X	-143.72	-8,846,208.53
11/18/2019	6963	FPL - EOC DR-...	54682-33191	X	-1,329.37	-8,847,537.90
11/18/2019	6964	FPL - EOC DR -...	37751-46008	X	-782.83	-8,848,320.73
11/18/2019	6965	Hagan Ace Mg...	ACCT#704012	X	-26.99	-8,848,347.72
11/18/2019	6966	John W. Hock C...	PO# 071111		-449.00	-8,848,796.72
11/18/2019	6967	The Home Depot	6035322500357292	X	-98.63	-8,848,895.35
11/18/2019	6968	TPH The Parts ...	23256	X	-112.33	-8,849,007.68
11/20/2019	6969	All Pro Vector	Cust#ANA32080	X	-13,800.00	-8,862,807.68
11/20/2019	6970	CINTAS- 120 E...	Py#14380229	X	-606.71	-8,863,414.39
11/20/2019	6971	Comcast Busine...	906116964	X	-426.92	-8,863,841.31
11/20/2019	6972	COMCAST TV-I...	8495-74-310-10794...	X	-348.22	-8,864,189.53
11/20/2019	6973	Fisher Scientific	ACCT#869579-001	X	-342.66	-8,864,532.19
11/20/2019	6974	Florida Janitor &...	Acct#STJOH380	X	-61.61	-8,864,593.80
11/20/2019	6975	Lewis Longman ...	ID#4370-001	X	-1,280.40	-8,865,874.20
11/20/2019	6976	St. Johns Count...	500562-129798	X	-9.00	-8,865,883.20
11/20/2019	6977	The St. Aug. Re...	15661	X	-125.65	-8,866,008.85
11/20/2019	6978	Tractor Supply ...	6035 3012 0268 41...	X	-73.82	-8,866,082.67
11/20/2019	6979	Turner Ace Har...	ACCT#107	X	-59.96	-8,866,142.63
11/25/2019	6980	Bank of America	4356 2200 0207 45...	X	-19,837.52	-8,885,980.15
11/25/2019	6981	Blue Cross Blue...	A5658	X	-27,281.32	-8,913,261.47
11/25/2019	6982	DiscoverTec	ANAS001	X	-50.00	-8,913,311.47
11/25/2019	6983	Florida Pest Co...	AMCD	X	-33.08	-8,913,344.55
11/25/2019	6984	Guardian	Group ID#00 473459	X	-388.15	-8,913,732.70
11/25/2019	6985	United Concordia	Recipient 000243770	X	-1,443.30	-8,915,176.00
11/27/2019	6986	Linda Abbott	Christmas Parade	X	-40.00	-8,915,216.00
11/27/2019	6987	Verizon Wireles...	942060161-00001	X	-3,131.81	-8,918,347.81
Total 110-A - QuickBooks Bill Pay					-85,303.55	-8,918,347.81
110 - Wells Fargo Bank - Local - Other						9,122,827.73
11/01/2019	9-#4...	Payroll	Bank Account, Other	X	-2,040.41	9,120,787.32
11/01/2019	9-#4...	Payroll	Credit Union	X	-968.39	9,119,818.93
11/01/2019	9-#4...	Payroll	Net Pay to Bank	X	-50,626.35	9,069,192.58
11/01/2019	7485	Nationwide Retir...	Entity Code#00371...	X	-1,020.00	9,068,172.58
11/01/2019	7486	US Department ...	Tracing# 10171890...	X	-138.79	9,068,033.79
11/01/2019	9-#4...	St. Johns Count...	Property Appraiser ...	X	9,488.12	9,077,521.91
11/01/2019	Dire...	Don Girvan		X	-100.00	9,077,421.91
11/01/2019	Dire...	Gary Howell		X	-100.00	9,077,321.91
11/01/2019	Dire...	Gina LeBlanc		X	-100.00	9,077,221.91
11/01/2019	Dire...	Jeanne Moeller		X	-100.00	9,077,121.91
11/01/2019	Dire...	Panagiota Becker		X	-100.00	9,077,021.91
11/05/2019	9-#4...	Florida Retirem...	FRS October 2019 ...	X	-15,191.44	9,061,830.47
11/05/2019		QUICKBOOKS ...		X	-27.80	9,061,802.67
11/05/2019		QUICKBOOKS ...		X	-15.95	9,061,786.72
11/06/2019	9-#4...	Mandi A. Pearson	November 2019 Rent	X	291.00	9,062,077.72
11/07/2019	9-#4...	Lea Bangonan	November 2019 Rent	X	291.00	9,062,368.72
11/12/2019	7487	Nationwide Retir...	Entity Code#00371...	X	-1,020.00	9,061,348.72
11/12/2019	7488	US Department ...	Tracing# 10171890...	X	-138.79	9,061,209.93
11/12/2019		wells Fargo		X	-519.75	9,060,690.18
11/13/2019	Dire...	Edward Zeszutko		X	-5.00	9,060,685.18
11/13/2019	Dire...	Marcia K Gaines	Dodd Short Course...	X	-326.55	9,060,358.63
11/13/2019	Dire...	Kevin Card		X	-23.54	9,060,335.09
11/14/2019	9-#4...	Payroll	Taxes Withheld	X	-16,533.44	9,043,801.65
11/14/2019	9-#4...	Payroll	Bank Account, Other	X	-2,340.64	9,041,461.01

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12/04/19

Accrual Basis

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay & Canceled Checks)
From 11/01/19 through 11/30/19

Date	Num	Name	Memo	Clr	Amount	Balance
11/14/2019	9-#4...	Payroll	Credit Union	X	-968.39	9,040,492.62
11/14/2019	9-#4...	Payroll	Net Pay to Bank	X	-48,130.07	8,992,362.55
11/14/2019			Deposit	X	2,875.48	8,995,238.03
11/15/2019	Dire...	Scott Hanna	employee	X	-9.95	8,995,228.08
11/18/2019			Deposit	X	200,000.00	9,195,228.08
11/18/2019			Deposit	X	654,279.26	9,849,507.34
11/19/2019	Dire...	Ruide Xue		X	-60.00	9,849,447.34
11/20/2019			Deposit	X	378,761.87	10,228,209.21
11/26/2019	7489	VyStar Credit U...	Ralph Bruner, HSA ...		-221.92	10,227,987.29
11/26/2019	7490	VyStar Credit U...	Muhammad Farooq...		-125.77	10,227,861.52
11/26/2019	7491	Nationwide Retir...	Entity Code#00371...		-1,020.00	10,226,841.52
11/26/2019	7492	US Department ...	Tracing# 10171890...		-138.79	10,226,702.73
11/27/2019	Dire...	Shougang Zhang		X	-2,000.00	10,224,702.73
11/28/2019	9-#4...	Payroll	Taxes Withheld	X	-15,477.82	10,209,224.91
11/28/2019	9-#4...	Payroll	Bank Account, Other	X	-2,465.41	10,206,759.50
11/28/2019	9-#4...	Payroll	Credit Union	X	-968.39	10,205,791.11
11/28/2019	9-#4...	Payroll	Net Pay to Bank	X	-44,191.57	10,161,599.54
11/30/2019	9-#4...	John W. Hock C...	Restoring Funds V...	X	3,628.30	10,165,227.84
Total 110 · Wells Fargo Bank - Local - Other					1,042,400.11	10,165,227.84
Total 110 · Wells Fargo Bank - Local					957,096.56	1,246,880.03
TOTAL					957,096.56	1,246,880.03

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12/04/19

Anastasia Mosquito Control District
Reconciliation Summary
110 - Wells Fargo Bank - Local, Period Ending 11/30/2019

	Nov 30, 19
Beginning Balance	520,782.55
Cleared Transactions	
Checks and Payments - 74 items	-428,864.73
Deposits and Credits - 10 items	1,313,754.48
Total Cleared Transactions	884,889.75
Cleared Balance	1,405,672.30
Uncleared Transactions	
Checks and Payments - 6 items	-158,792.27
Total Uncleared Transactions	-158,792.27
Register Balance as of 11/30/2019	1,246,880.03
New Transactions	
Checks and Payments - 8 items	-6,030.51
Total New Transactions	-6,030.51
Ending Balance	1,240,849.52

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12/04/19

Anastasia Mosquito Control District

Reconciliation Detail

110 · Wells Fargo Bank - Local, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						520,782.55
Cleared Transactions						
Checks and Payments - 74 items						
General Journal	10/03/2019	9-#470	John W. Hock Com...	X	-3,628.30	-3,628.30
Bill Pmt -Check	10/16/2019	7479	US Department of E...	X	-138.79	-3,767.09
Bill Pmt -Check	10/28/2019	7481	Harrell Construction ...	X	-133,096.05	-136,863.14
Bill Pmt -Check	10/31/2019	7483	VyStar Credit Union	X	-1,002.17	-137,865.31
Bill Pmt -Check	10/31/2019	7484	VyStar Credit Union	X	-436.43	-138,301.74
General Journal	11/01/2019	9-#472	Payroll	X	-50,626.35	-188,928.09
General Journal	11/01/2019	9-#472	Payroll	X	-2,040.41	-190,968.50
Bill Pmt -Check	11/01/2019	7485	Nationwide Retirem...	X	-1,020.00	-191,988.50
General Journal	11/01/2019	9-#472	Payroll	X	-968.39	-192,956.89
Bill Pmt -Check	11/01/2019	7486	US Department of E...	X	-138.79	-193,095.68
Bill Pmt -Check	11/01/2019	Direct ...	Gary Howell	X	-100.00	-193,195.68
Bill Pmt -Check	11/01/2019	Direct ...	Panagiota Becker	X	-100.00	-193,295.68
Bill Pmt -Check	11/01/2019	Direct ...	Jeanne Moeller	X	-100.00	-193,395.68
Bill Pmt -Check	11/01/2019	Direct ...	Gina LeBlanc	X	-100.00	-193,495.68
Bill Pmt -Check	11/01/2019	Direct ...	Don Girvan	X	-100.00	-193,595.68
General Journal	11/05/2019	9-#417	Florida Retirement S...	X	-15,191.44	-208,787.12
Check	11/05/2019		QUICKBOOKS BILL...	X	-27.80	-208,814.92
Check	11/05/2019		QUICKBOOKS BILL...	X	-15.95	-208,830.87
Bill Pmt -Check	11/07/2019	6955	L.V. Hiers, Inc.	X	-9,282.81	-218,113.68
Bill Pmt -Check	11/07/2019	6951	Cintas Fire Protection	X	-500.00	-218,613.68
Bill Pmt -Check	11/07/2019	6959	WFOY / Phillips Bro...	X	-499.00	-219,112.68
Bill Pmt -Check	11/07/2019	6957	St. Johns County Uti...	X	-389.21	-219,501.89
Bill Pmt -Check	11/07/2019	6953	DeBow's Appliance ...	X	-240.00	-219,741.89
Bill Pmt -Check	11/07/2019	6952	COPYFAX	X	-179.71	-219,921.60
Bill Pmt -Check	11/07/2019	6948	Advanced Disposal	X	-152.79	-220,074.39
Bill Pmt -Check	11/07/2019	6949	AFLAC	X	-72.72	-220,147.11
Bill Pmt -Check	11/07/2019	6958	ULINE	X	-67.84	-220,214.95
Bill Pmt -Check	11/07/2019	6956	Legal Shield	X	-57.80	-220,272.75
Bill Pmt -Check	11/07/2019	6954	DiscoverTec	X	-50.00	-220,322.75
Bill Pmt -Check	11/07/2019	6950	AG-PRO Companies	X	-2.70	-220,325.45
Bill Pmt -Check	11/12/2019	7487	Nationwide Retirem...	X	-1,020.00	-221,345.45
Check	11/12/2019		wells Fargo	X	-519.75	-221,865.20
Bill Pmt -Check	11/12/2019	6960	Clyde Mizell, Inc.	X	-156.00	-222,021.20
Bill Pmt -Check	11/12/2019	7488	US Department of E...	X	-138.79	-222,159.99
Bill Pmt -Check	11/13/2019	Direct ...	Marcia K Gaines	X	-326.55	-222,486.54
Bill Pmt -Check	11/13/2019	Direct ...	Kevin Card	X	-23.54	-222,510.08
Bill Pmt -Check	11/13/2019	Direct ...	Edward Zeszutko	X	-5.00	-222,515.08
General Journal	11/14/2019	9-#422	Payroll	X	-48,130.07	-270,645.15
General Journal	11/14/2019	9-#422	Payroll	X	-16,533.44	-287,178.59
General Journal	11/14/2019	9-#422	Payroll	X	-2,340.64	-289,519.23
General Journal	11/14/2019	9-#422	Payroll	X	-968.39	-290,487.62
Bill Pmt -Check	11/15/2019	Direct ...	Scott Hanna	X	-9.95	-290,497.57
Bill Pmt -Check	11/18/2019	6961	Augustine Alarm, Fir...	X	-1,369.97	-291,867.54
Bill Pmt -Check	11/18/2019	6963	FPL - EOC DR-Main...	X	-1,329.37	-293,196.91
Bill Pmt -Check	11/18/2019	6964	FPL - EOC DR - Re...	X	-782.83	-293,979.74
Bill Pmt -Check	11/18/2019	6962	Florida Janitor & Pa...	X	-143.72	-294,123.46
Bill Pmt -Check	11/18/2019	6968	TPH The Parts House	X	-112.33	-294,235.79
Bill Pmt -Check	11/18/2019	6967	The Home Depot	X	-98.63	-294,334.42
Bill Pmt -Check	11/18/2019	6965	Hagan Ace Mgmt. C...	X	-26.99	-294,361.41
Bill Pmt -Check	11/19/2019	Direct ...	Ruide Xue	X	-60.00	-294,421.41
Bill Pmt -Check	11/20/2019	6969	All Pro Vector	X	-13,800.00	-308,221.41
Bill Pmt -Check	11/20/2019	6975	Lewis Longman & ...	X	-1,280.40	-309,501.81
Bill Pmt -Check	11/20/2019	6970	CINTAS- 120 EOC- ...	X	-606.71	-310,108.52
Bill Pmt -Check	11/20/2019	6971	Comcast Business - ...	X	-426.92	-310,535.44
Bill Pmt -Check	11/20/2019	6972	COMCAST TV-Inter...	X	-348.22	-310,883.66
Bill Pmt -Check	11/20/2019	6973	Fisher Scientific	X	-342.66	-311,226.32
Bill Pmt -Check	11/20/2019	6977	The St. Aug. Record...	X	-125.65	-311,351.97
Bill Pmt -Check	11/20/2019	6978	Tractor Supply Credi...	X	-73.82	-311,425.79
Bill Pmt -Check	11/20/2019	6974	Florida Janitor & Pa...	X	-61.61	-311,487.40
Bill Pmt -Check	11/20/2019	6979	Turner Ace Hardware	X	-59.96	-311,547.36
Bill Pmt -Check	11/20/2019	6976	St. Johns County Uti...	X	-9.00	-311,556.36
Bill Pmt -Check	11/25/2019	6981	Blue Cross Blue Shi...	X	-27,281.32	-338,837.68
Bill Pmt -Check	11/25/2019	6980	Bank of America	X	-19,837.52	-358,675.20
Bill Pmt -Check	11/25/2019	6985	United Concordia	X	-1,443.30	-360,118.50
Bill Pmt -Check	11/25/2019	6984	Guardian	X	-388.15	-360,506.65
Bill Pmt -Check	11/25/2019	6982	DiscoverTec	X	-50.00	-360,556.65
Bill Pmt -Check	11/25/2019	6983	Florida Pest Control	X	-33.08	-360,589.73
Bill Pmt -Check	11/27/2019	6987	Verizon Wireless Ce...	X	-3,131.81	-363,721.54
Bill Pmt -Check	11/27/2019	Direct ...	Shougang Zhang	X	-2,000.00	-365,721.54
Bill Pmt -Check	11/27/2019	6986	Linda Abbott	X	-40.00	-365,761.54
General Journal	11/28/2019	9-#469	Payroll	X	-44,191.57	-409,953.11

Type	Date	Num	Name	Cir	Amount	Balance
General Journal	11/28/2019	9-#469	Payroll	X	-15,477.82	-425,430.93
General Journal	11/28/2019	9-#469	Payroll	X	-2,465.41	-427,896.34
General Journal	11/28/2019	9-#469	Payroll	X	-968.39	-428,864.73
Total Checks and Payments					-428,864.73	-428,864.73
Deposits and Credits - 10 items						
Bill Pmt -Check	10/03/2019	6903	John W. Hock Com...	X		
Deposit	10/31/2019			X	64,139.45	64,139.45
General Journal	11/01/2019	9-#472	St. Johns County Ap...	X	9,488.12	73,627.57
General Journal	11/06/2019	9-#419	Mandi A. Pearson	X	291.00	73,918.57
General Journal	11/07/2019	9-#421	Lea Bangonan	X	291.00	74,209.57
Deposit	11/14/2019			X	2,875.48	77,085.05
Deposit	11/18/2019			X	200,000.00	277,085.05
Deposit	11/18/2019			X	654,279.26	931,364.31
Deposit	11/20/2019			X	378,761.87	1,310,126.18
General Journal	11/30/2019	9-#471	John W. Hock Com...	X	3,628.30	1,313,754.48
Total Deposits and Credits					1,313,754.48	1,313,754.48
Total Cleared Transactions					884,889.75	884,889.75
Cleared Balance					884,889.75	1,405,672.30
Uncleared Transactions						
Checks and Payments - 6 items						
Bill Pmt -Check	10/28/2019	7482	Harrell Construction ...		-156,836.79	-156,836.79
Bill Pmt -Check	11/18/2019	6966	John W. Hock Com...		-449.00	-157,285.79
Bill Pmt -Check	11/26/2019	7491	Nationwide Retirem...		-1,020.00	-158,305.79
Bill Pmt -Check	11/26/2019	7489	VyStar Credit Union		-221.92	-158,527.71
Bill Pmt -Check	11/26/2019	7492	US Department of E...		-138.79	-158,666.50
Bill Pmt -Check	11/26/2019	7490	VyStar Credit Union		-125.77	-158,792.27
Total Checks and Payments					-158,792.27	-158,792.27
Total Uncleared Transactions					-158,792.27	-158,792.27
Register Balance as of 11/30/2019					726,097.48	1,246,880.03
New Transactions						
Checks and Payments - 8 items						
Bill Pmt -Check	12/03/2019	6989	Bell Textron Inc.		-2,994.44	-2,994.44
Bill Pmt -Check	12/03/2019	6991	Oklahoma State Uni...		-2,000.00	-4,994.44
Bill Pmt -Check	12/03/2019	6995	Walmart Community		-342.59	-5,337.03
Bill Pmt -Check	12/03/2019	6993	St. Johns County Uti...		-341.87	-5,678.90
Bill Pmt -Check	12/03/2019	6988	Augustine Alarm, Fir...		-150.00	-5,828.90
Bill Pmt -Check	12/03/2019	6990	COPYFAX		-102.62	-5,931.52
Bill Pmt -Check	12/03/2019	6994	Staples Credit Plan		-89.99	-6,021.51
Bill Pmt -Check	12/03/2019	6992	St. Johns County So...		-9.00	-6,030.51
Total Checks and Payments					-6,030.51	-6,030.51
Total New Transactions					-6,030.51	-6,030.51
Ending Balance					720,066.97	1,240,849.52

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12/04/19

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 11/30/2019

	Nov 30, 19
Beginning Balance	5,614,949.18
Cleared Transactions	
Checks and Payments - 1 item	-200,000.00
Deposits and Credits - 1 item	8,537.32
Total Cleared Transactions	-191,462.68
Cleared Balance	<u>5,423,486.50</u>
Register Balance as of 11/30/2019	5,423,486.50
Ending Balance	5,423,486.50

Anastasia Mosquito Control District
Reconciliation Detail
115 - SBA, Period Ending 11/30/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,614,949.18
Cleared Transactions						
Checks and Payments - 1 item						
Deposit	11/18/2019	SBA		X	-200,000.00	-200,000.00
Total Checks and Payments					-200,000.00	-200,000.00
Deposits and Credits - 1 item						
Deposit	11/30/2019			X	8,537.32	8,537.32
Total Deposits and Credits					8,537.32	8,537.32
Total Cleared Transactions					-191,462.68	-191,462.68
Cleared Balance					-191,462.68	5,423,486.50
Register Balance as of 11/30/2019					-191,462.68	5,423,486.50
Ending Balance					-191,462.68	5,423,486.50



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

AGENCY ACCOUNT 101071

11/01/2019 - 11/30/2019

Page 1 of 1

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

Participant Return 11/30/2019 : 1.88 %

<u>Date</u>	<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Balance</u>
11/01/2019	BEGINNING BALANCE			5,614,949.18
11/18/2019	WITHDRAWAL	SCOTT HANNA	(200,000.00)	5,414,949.18
11/30/2019	EARNED INCOME	INTEREST	8,537.32	5,423,486.50
	Totals:		(191,462.68)	5,423,486.50

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

October 2019 Reconcile

Report for December, 2019 Meeting

Cash Balances Ending:

10/31/19

Local Fund	\$	225,644.02
S.B.A. Fund	\$	5,614,949.18
Total Funds as of 10/31/19	\$	5,840,593.20

Source of Income Local/ SBA Fund:

10/31/19

Taxes	\$	-
Prior Year Tax Distrib.	\$	-
SBA Fund- Return on Investment	\$	10,109.31
Local Fund, Interest	\$	-
Grant Money	\$	31,000.00 (DNW Global, MosquitoMate, Lamplight Farms)
Salvage	\$	-
Dormatory Rent	\$	1,064.52
Total Deposits by 10/31/19	\$	42,173.83

CHEMICAL & INSECTICIDE INVENTORY

Report for December, 2019 Meeting

Summary

VOUCHERS PRESENTED

Report for December, 2019 Meeting

Local Fund

Several

9:34 AM

11/07/19

Accrual Basis

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 10/01/19 through 10/31/19

Date	Num	Name	Memo	Clr	Amount	Balance
110 - Wells Fargo Bank - Local						480,290.87
110-A - QuickBooks Bill Pay						-8,712,148.87
10/02/2019	6897	Guardian	Group ID#00 47...	X	-362.19	-8,712,511.06
10/02/2019	6898	Staples Credit Plan	6011100019600...	X	-625.78	-8,713,136.84
10/02/2019	6899	ULINE	Cust. #8309802	X	-782.98	-8,713,919.82
10/02/2019	6900	Walmart Community	6032 2020 0039...	X	-101.96	-8,714,021.78
10/03/2019	6901	Adapco, Inc.	1010	X	-1,977.11	-8,715,998.89
10/03/2019	6902	COPYFAX	AMO3	X	-152.15	-8,716,151.04
10/03/2019	6903	John W. Hock Company	PO# 071111		-3,628.30	-8,719,779.34
10/03/2019	6904	L.V. Hiers, Inc.	Cust#ANAMOS	X	-495.00	-8,720,274.34
10/03/2019	6905	Rays Tire & Srv Ctr-Do...	Acct#512503472	X	-2,019.71	-8,722,294.05
10/03/2019	6906	St. Johns County Utility ...	500562-129798	X	-407.44	-8,722,701.49
10/10/2019	6907	Advanced Disposal	PW004328	X	-152.79	-8,722,854.28
10/10/2019	6908	AFLAC	HZQ29	X	-72.72	-8,722,927.00
10/10/2019	6909	Florida Janitor & Paper ...	Acct#STJOH380	X	-49.28	-8,722,976.28
10/10/2019	6910	Hagan Ace Mgmt. Corp...	ACCT#704012	X	-109.11	-8,723,085.39
10/10/2019	6911	Independent Waste Oil,...	CREDIT ACCO...	X	-125.00	-8,723,210.39
10/10/2019	6912	Legal Shield	Group#0144087	X	-57.80	-8,723,268.19
10/10/2019	6913	St. Johns County Prope...	MosquitoControl	X	-19,930.82	-8,743,199.01
10/10/2019	6914	Turner Ace Hardware	ACCT#107	X	-54.93	-8,743,253.94
10/11/2019	6915	Augustine Alarm, Fire &...	18081	X	-162.97	-8,743,416.91
10/11/2019	6916	Comcast Business -Pho...	906116964	X	-426.92	-8,743,843.83
10/11/2019	6917	Fisher Scientific	ACCT#869579-...	X	-1,046.00	-8,744,889.83
10/11/2019	6918	FPL - EOC DR - Resear...	37751-46008	X	-925.65	-8,745,815.48
10/11/2019	6919	Mobisoft Infotech	VCMS Develop	X	-360.00	-8,746,175.48
10/11/2019	6920	QUEST DIAGNOSTICS	10356110	X	-24.20	-8,746,199.68
10/11/2019	6921	Renco Corporation	REP(CSE)	X	-330.00	-8,746,529.68
10/11/2019	6922	The Feed Store	00300	X	-550.00	-8,747,079.68
10/11/2019	6923	The Home Depot	6035322500357...	X	-1,070.14	-8,748,149.82
10/11/2019	6924	The St. Aug. Record- G...	15661	X	-1,180.22	-8,749,330.04
10/11/2019	6925	TPH The Parts House	23256	X	-610.44	-8,749,940.48
10/11/2019	6926	Tractor Supply Credit Pl...	6035 3012 0268...	X	-475.90	-8,750,416.38
10/11/2019	6927	Vector Control Consulta...	AMCD GLP	X	-1,043.00	-8,751,459.38
10/11/2019	6928	FPL - EOC DR-Main331...	54682-33191	X	-1,391.01	-8,752,850.39
10/16/2019	6929	Vector Control Consulta...	AMCD GLP	X	-3,000.00	-8,755,850.39
10/22/2019	6930	Advance Auto Parts	9530571521	X	-132.85	-8,755,983.24
10/22/2019	6931	American Crossroads A...	Mosquito Cntrl.	X	-108.00	-8,756,091.24
10/22/2019	6932	CINTAS- 120 EOC- MAIN	Py#14380229	X	-242.37	-8,756,333.61
10/22/2019	6933	COMCAST TV-Internet ...	8495-74-310-10...	X	-348.22	-8,756,681.83
10/22/2019	6934	Florida Pest Control	AMCD	X	-33.08	-8,756,714.91
10/22/2019	6935	Grainger	826827735	X	-2.06	-8,756,716.97
10/22/2019	6936	Lewis Longman & Walk...	ID#4370-001	X	-1,250.00	-8,757,966.97
10/22/2019	6937	MSC Industrial Supply ...	CUST#02308675	X	-467.17	-8,758,434.14
10/22/2019	6938	St. Johns County Solid ...	Account#000020	X	-74.40	-8,758,508.54
10/22/2019	6939	Univar USA Inc.	CUST#400947	X	-35,000.00	-8,793,508.54
10/28/2019	6940	Bank of America	4356 2200 0207...	X	-12,681.65	-8,806,190.19
10/28/2019	6941	Blue Cross Blue Shield ...	A5658	X	-24,167.14	-8,830,357.33
10/28/2019	6942	Guardian	Group ID#00 47...	X	-339.47	-8,830,696.80
10/28/2019	6943	United Concordia	Recipient 00024...	X	-1,116.42	-8,831,813.22
10/30/2019	6944	Clean Harbors Env. Ser...	AN1216	X	-3,314.86	-8,835,128.08
10/30/2019	6945	Staples Credit Plan	6011100019600...	X	-245.42	-8,835,373.50
10/30/2019	6946	Verizon Wireless Cell P...	942060161-00001	X	-952.75	-8,836,326.25
10/30/2019	6947	Walmart Community	6032 2020 0039...	X	-346.31	-8,836,672.56
Total 110-A - QuickBooks Bill Pay					-124,523.69	-8,836,672.56

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11/07/19

Accrual Basis

Anastasia Mosquito Control District
VOUCHERS (Electronic Bill Pay & Canceled Checks)
From 10/01/19 through 10/31/19

Date	Num	Name	Memo	Clr	Amount	Balance
110 · Wells Fargo Bank - Local - Other						9,192,439.74
10/01/2019	7473	Sigma Scientific, LLC	Inv# INV3417	X	-6,479.75	9,185,959.99
10/01/2019	7474	Stan Weaver & Company	4624	X	-1,525.00	9,184,434.99
10/01/2019	Direct...	Don Girvan		X	-100.00	9,184,334.99
10/01/2019	Direct...	Gary Howell		X	-100.00	9,184,234.99
10/01/2019	Direct...	Gina LeBlanc		X	-100.00	9,184,134.99
10/01/2019	Direct...	Jeanne Moeller		X	-100.00	9,184,034.99
10/01/2019	Direct...	Panagiota Becker		X	-100.00	9,183,934.99
10/03/2019	Direct...	Scott Hanna	employee	X	-9.95	9,183,925.04
10/03/2019		QUICKBOOKS BILL PAY		X	-15.95	9,183,909.09
10/03/2019		QUICKBOOKS BILL PAY		X	-13.90	9,183,895.19
10/04/2019	9-#418	Payroll	Taxes Withheld	X	-15,929.76	9,167,965.43
10/04/2019	9-#418	Payroll	Bank Account, ...	X	-1,684.39	9,166,281.04
10/04/2019	9-#418	Payroll	Credit Union	X	-718.39	9,165,562.65
10/04/2019	9-#418	Payroll	Net Pay to Bank	X	-47,202.97	9,118,359.68
10/04/2019	7475	Nationwide Retirement ...	Entity Code#00...	X	-1,000.00	9,117,359.68
10/04/2019	7476	US Department of Educ...	Tracing# 10171...	X	-138.79	9,117,220.89
10/04/2019	9-#417	Florida Retirement Syst...	FRS September...	X	-14,081.53	9,103,139.36
10/07/2019	9-#420	Lea Bangonan	October 2019 R...	X	291.00	9,103,430.36
10/07/2019	7477	Florida Department of E...		X	-175.00	9,103,255.36
10/07/2019	Direct...	Dena Autry	428	X	-300.00	9,102,955.36
10/07/2019	Direct...	Steven Smoleroff		X	-300.00	9,102,655.36
10/08/2019	Direct...	Kai Blore		X	-20.00	9,102,635.36
10/08/2019	9-#424	Dr. Vindhya Aryaprema	Security Deposi...	X	-335.48	9,102,299.88
10/09/2019	9-#421	Mandi A. Pearson	October 2019 R...	X	291.00	9,102,590.88
10/09/2019	9-#423	Dennis Hollingsworth	Adjust Entry, Di...	X	183.03	9,102,773.91
10/10/2019	9-#424	Mr. Shougang Zhang	Lease, October ...	X	970.00	9,103,743.91
10/11/2019	9-#422	Dennis Hollingsworth	Adjust. Entry, D...	X	3,105.27	9,106,849.18
10/11/2019		wells Fargo		X	-598.81	9,106,250.37
10/15/2019	Direct...	Kai Blore		X	-20.00	9,106,230.37
10/15/2019	Direct...	Lea M. Bangonan		X	-20.00	9,106,210.37
10/15/2019	Direct...	Mandi A. Pearson		X	-20.00	9,106,190.37
10/15/2019	Direct...	Panagiota Becker		X	-100.00	9,106,090.37
10/15/2019	Direct...	Ralph Bruner		X	-2.65	9,106,087.72
10/15/2019	Direct...	Steven Smoleroff		X	-34.05	9,106,053.67
10/16/2019	7478	Nationwide Retirement ...	Entity Code#00...	X	-1,000.00	9,105,053.67
10/16/2019	7479	US Department of Educ...	Tracing# 10171...	X	-138.79	9,104,914.88
10/18/2019	9-#423	Payroll	Taxes Withheld	X	-15,503.18	9,089,411.70
10/18/2019	9-#423	Payroll	Bank Account, ...	X	-2,028.39	9,087,383.31
10/18/2019	9-#423	Payroll	Credit Union	X	-968.39	9,086,414.92
10/18/2019	9-#423	Payroll	Net Pay to Bank	X	-46,130.30	9,040,284.62
10/24/2019	Direct...	Lea M. Bangonan		X	-20.00	9,040,264.62
10/24/2019	Direct...	Mandi A. Pearson		X	-20.00	9,040,244.62
10/25/2019			Deposit	X	19,105.00	9,059,349.62
10/28/2019		SBA	Deposit	X	250,000.00	9,309,349.62
10/28/2019	7481	Harrell Construction Co....	AMCD Complex		-133,096.05	9,176,253.57
10/28/2019	7482	Harrell Construction Co....	AMCD Complex		-156,836.79	9,019,416.78
10/28/2019	Direct...	Edward Zeszutko		X	-20.00	9,019,396.78
10/28/2019	Direct...	Kai Blore		X	-40.00	9,019,356.78
10/28/2019	Direct...	James Wynn		X	-20.00	9,019,336.78
10/28/2019	Direct...	Shougang Zhang		X	-1,000.00	9,018,336.78
10/29/2019	9-#471	Dennis Hollingsworth	Reversal 18/19, ...	X	50,958.72	9,069,295.50
10/29/2019			Deposit	X	12,000.00	9,081,295.50
10/29/2019	Direct...	Don Girvan		X	-196.72	9,081,098.78
10/29/2019	Direct...	Ruide Xue		X	-140.00	9,080,958.78
10/31/2019	7483	VyStar Credit Union	HSA Funds, Ary...		-1,002.17	9,079,956.61
10/31/2019	7484	VyStar Credit Union	HSA Funds, Co...		-436.43	9,079,520.18
10/31/2019	9-#420	Payroll	Pre-paid, Payrol...	X	-17,203.60	9,062,316.58
Total 110 · Wells Fargo Bank - Local - Other					-130,123.16	9,062,316.58
Total 110 · Wells Fargo Bank - Local					-254,646.85	225,644.02
TOTAL					-254,646.85	225,644.02

Anastasia Mosquito Control District
Reconciliation Summary
110 - Wells Fargo Bank - Local, Period Ending 10/31/2019

	<u>Oct 31, 19</u>
Beginning Balance	618,963.78
Cleared Transactions	
Checks and Payments - 101 items	-435,085.25
Deposits and Credits - 10 items	336,904.02
Total Cleared Transactions	<u>-98,181.23</u>
Cleared Balance	<u><u>520,782.55</u></u>
Uncleared Transactions	
Checks and Payments - 6 Items	<u>-295,138.53</u>
Total Uncleared Transactions	<u>-295,138.53</u>
Register Balance as of 10/31/2019	<u><u>225,644.02</u></u>
New Transactions	
Checks and Payments - 19 items	-81,635.96
Deposits and Credits - 3 items	10,070.12
Total New Transactions	<u>-71,565.84</u>
Ending Balance	<u><u>154,078.18</u></u>

Anastasia Mosquito Control District
Reconciliation Detail
110 · Wells Fargo Bank - Local, Period Ending 10/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						618,963.78
Cleared Transactions						
Checks and Payments - 101 items						
Bill Pmt -Check	09/06/2019	7464	US Department of E...	X	-138.79	-138.79
Bill Pmt -Check	09/12/2019	7465	Kiwanis Foundation	X	-150.00	-288.79
Bill Pmt -Check	09/17/2019	6874	Braddock's Small E...	X	-48.00	-336.79
Bill Pmt -Check	09/18/2019	7467	ThompsonBaker Ag...	X	-129,129.00	-129,465.79
Bill Pmt -Check	09/18/2019	7468	US Department of E...	X	-138.79	-129,604.58
Bill Pmt -Check	09/25/2019	7472	Ring Power Corpora...	X	-4,525.00	-134,129.58
Bill Pmt -Check	09/25/2019	7471	Noland Company	X	-1,050.00	-135,179.58
Bill Pmt -Check	09/26/2019	6896	Bank of America	X	-3,493.33	-138,672.91
Bill Pmt -Check	10/01/2019	7473	Sigma Scientific, LLC	X	-6,479.75	-145,152.66
Bill Pmt -Check	10/01/2019	7474	Stan Weaver & Com...	X	-1,525.00	-146,677.66
Bill Pmt -Check	10/01/2019	Direct ...	Don Girvan	X	-100.00	-146,777.66
Bill Pmt -Check	10/01/2019	Direct ...	Gary Howell	X	-100.00	-146,877.66
Bill Pmt -Check	10/01/2019	Direct ...	Gina LeBlanc	X	-100.00	-146,977.66
Bill Pmt -Check	10/01/2019	Direct ...	Panagiota Becker	X	-100.00	-147,077.66
Bill Pmt -Check	10/01/2019	Direct ...	Jeanne Moeller	X	-100.00	-147,177.66
Bill Pmt -Check	10/02/2019	6899	ULINE	X	-782.98	-147,960.64
Bill Pmt -Check	10/02/2019	6898	Staples Credit Plan	X	-625.78	-148,586.42
Bill Pmt -Check	10/02/2019	6897	Guardian	X	-362.19	-148,948.61
Bill Pmt -Check	10/02/2019	6900	Walmart Community	X	-101.96	-149,050.57
Bill Pmt -Check	10/03/2019	6905	Rays Tire & Srvc Ctr...	X	-2,019.71	-151,070.28
Bill Pmt -Check	10/03/2019	6901	Adapco, Inc.	X	-1,977.11	-153,047.39
Bill Pmt -Check	10/03/2019	6904	L.V. Hiers, Inc.	X	-495.00	-153,542.39
Bill Pmt -Check	10/03/2019	6906	St. Johns County Uti...	X	-407.44	-153,949.83
Bill Pmt -Check	10/03/2019	6902	COPYFAX	X	-152.15	-154,101.98
Check	10/03/2019		QUICKBOOKS BILL...	X	-15.95	-154,117.93
Check	10/03/2019		QUICKBOOKS BILL...	X	-13.90	-154,131.83
Bill Pmt -Check	10/03/2019	Direct ...	Scott Hanna	X	-9.95	-154,141.78
General Journal	10/04/2019	9-#418	Payroll	X	-47,202.97	-201,344.75
General Journal	10/04/2019	9-#418	Payroll	X	-15,929.76	-217,274.51
General Journal	10/04/2019	9-#417	Florida Retirement S...	X	-14,081.53	-231,356.04
General Journal	10/04/2019	9-#418	Payroll	X	-1,684.39	-233,040.43
Bill Pmt -Check	10/04/2019	7475	Nationwide Retirem...	X	-1,000.00	-234,040.43
General Journal	10/04/2019	9-#418	Payroll	X	-718.39	-234,758.82
Bill Pmt -Check	10/04/2019	7476	US Department of E...	X	-138.79	-234,897.61
Bill Pmt -Check	10/07/2019	Direct ...	Dena Autry	X	-300.00	-235,197.61
Bill Pmt -Check	10/07/2019	Direct ...	Steven Smoleroff	X	-300.00	-235,497.61
Bill Pmt -Check	10/07/2019	7477	Florida Department ...	X	-175.00	-235,672.61
General Journal	10/08/2019	9-#424	Dr. Vindhya Aryapre...	X	-335.48	-236,008.09
Bill Pmt -Check	10/08/2019	Direct ...	Kai Blore	X	-20.00	-236,028.09
Bill Pmt -Check	10/10/2019	6913	St. Johns County Pr...	X	-19,930.82	-255,958.91
Bill Pmt -Check	10/10/2019	6907	Advanced Disposal	X	-152.79	-256,111.70
Bill Pmt -Check	10/10/2019	6911	Independent Waste ...	X	-125.00	-256,236.70
Bill Pmt -Check	10/10/2019	6910	Hagan Ace Mgmt. C...	X	-109.11	-256,345.81
Bill Pmt -Check	10/10/2019	6908	AFLAC	X	-72.72	-256,418.53
Bill Pmt -Check	10/10/2019	6912	Legal Shield	X	-57.80	-256,476.33
Bill Pmt -Check	10/10/2019	6914	Turner Ace Hardware	X	-54.93	-256,531.26
Bill Pmt -Check	10/10/2019	6909	Florida Janitor & Pa...	X	-49.28	-256,580.54
Bill Pmt -Check	10/11/2019	6928	FPL - EOC DR-Main...	X	-1,391.01	-257,971.55
Bill Pmt -Check	10/11/2019	6924	The St. Aug. Record...	X	-1,180.22	-259,151.77
Bill Pmt -Check	10/11/2019	6923	The Home Depot	X	-1,070.14	-260,221.91
Bill Pmt -Check	10/11/2019	6917	Fisher Scientific	X	-1,046.00	-261,267.91
Bill Pmt -Check	10/11/2019	6927	Vector Control Cons...	X	-1,043.00	-262,310.91
Bill Pmt -Check	10/11/2019	6918	FPL - EOC DR - Re...	X	-925.65	-263,236.56
Bill Pmt -Check	10/11/2019	6925	TPH The Parts House	X	-610.44	-263,847.00
Check	10/11/2019		wells Fargo	X	-598.81	-264,445.81
Bill Pmt -Check	10/11/2019	6922	The Feed Store	X	-550.00	-264,995.81
Bill Pmt -Check	10/11/2019	6926	Tractor Supply Credi...	X	-475.90	-265,471.71
Bill Pmt -Check	10/11/2019	6916	Comcast Business ...	X	-426.92	-265,898.63
Bill Pmt -Check	10/11/2019	6919	Mobisoft Infotech	X	-360.00	-266,258.63
Bill Pmt -Check	10/11/2019	6921	Renco Corporation	X	-330.00	-266,588.63
Bill Pmt -Check	10/11/2019	6915	Augustine Alarm, Fir...	X	-162.97	-266,751.60
Bill Pmt -Check	10/11/2019	6920	QUEST DIAGNOST...	X	-24.20	-266,775.80
Bill Pmt -Check	10/15/2019	Direct ...	Panagiota Becker	X	-100.00	-266,875.80
Bill Pmt -Check	10/15/2019	Direct ...	Steven Smoleroff	X	-34.05	-266,909.85
Bill Pmt -Check	10/15/2019	Direct ...	Mandi A. Pearson	X	-20.00	-266,929.85
Bill Pmt -Check	10/15/2019	Direct ...	Lea M. Bangonan	X	-20.00	-266,949.85
Bill Pmt -Check	10/15/2019	Direct ...	Kai Blore	X	-20.00	-266,969.85
Bill Pmt -Check	10/15/2019	Direct ...	Ralph Bruner	X	-2.65	-266,972.50
Bill Pmt -Check	10/16/2019	6929	Vector Control Cons...	X	-3,000.00	-269,972.50
Bill Pmt -Check	10/16/2019	7478	Nationwide Retirem...	X	-1,000.00	-270,972.50
General Journal	10/18/2019	9-#423	Payroll	X	-46,130.30	-317,102.80
General Journal	10/18/2019	9-#423	Payroll	X	-15,503.18	-332,605.98
General Journal	10/18/2019	9-#423	Payroll	X	-2,028.39	-334,634.37

Type	Date	Num	Name	Clr	Amount	Balance
General Journal	10/18/2019	9-#423	Payroll	X	-968.39	-335,602.76
Bill Pmt -Check	10/22/2019	6939	Univar USA Inc.	X	-35,000.00	-370,602.76
Bill Pmt -Check	10/22/2019	6936	Lewis Longman & ...	X	-1,250.00	-371,852.76
Bill Pmt -Check	10/22/2019	6937	MSC Industrial Supp...	X	-467.17	-372,319.93
Bill Pmt -Check	10/22/2019	6933	COMCAST TV-Inter...	X	-348.22	-372,668.15
Bill Pmt -Check	10/22/2019	6932	CINTAS- 120 EOC- ...	X	-242.37	-372,910.52
Bill Pmt -Check	10/22/2019	6930	Advance Auto Parts	X	-132.85	-373,043.37
Bill Pmt -Check	10/22/2019	6931	American Crossroad...	X	-108.00	-373,151.37
Bill Pmt -Check	10/22/2019	6938	St. Johns County So...	X	-74.40	-373,225.77
Bill Pmt -Check	10/22/2019	6934	Florida Pest Control	X	-33.08	-373,258.85
Bill Pmt -Check	10/22/2019	6935	Grainger	X	-2.06	-373,260.91
Bill Pmt -Check	10/24/2019	Direct ...	Lea M. Bangonan	X	-20.00	-373,280.91
Bill Pmt -Check	10/24/2019	Direct ...	Mandi A. Pearson	X	-20.00	-373,300.91
Bill Pmt -Check	10/28/2019	6941	Blue Cross Blue Shi...	X	-24,167.14	-397,468.05
Bill Pmt -Check	10/28/2019	6940	Bank of America	X	-12,681.65	-410,149.70
Bill Pmt -Check	10/28/2019	6943	United Concordia	X	-1,116.42	-411,266.12
Bill Pmt -Check	10/28/2019	Direct ...	Shougang Zhang	X	-1,000.00	-412,266.12
Bill Pmt -Check	10/28/2019	6942	Guardian	X	-339.47	-412,605.59
Bill Pmt -Check	10/28/2019	Direct ...	Kai Blore	X	-40.00	-412,645.59
Bill Pmt -Check	10/28/2019	Direct ...	Edward Zeszutko	X	-20.00	-412,665.59
Bill Pmt -Check	10/28/2019	Direct ...	James Wynn	X	-20.00	-412,685.59
Bill Pmt -Check	10/29/2019	Direct ...	Don Girvan	X	-196.72	-412,882.31
Bill Pmt -Check	10/29/2019	Direct ...	Ruide Xue	X	-140.00	-413,022.31
Bill Pmt -Check	10/30/2019	6944	Clean Harbors Env. ...	X	-3,314.86	-416,337.17
Bill Pmt -Check	10/30/2019	6946	Verizon Wireless Ce...	X	-952.75	-417,289.92
Bill Pmt -Check	10/30/2019	6947	Walmart Community	X	-346.31	-417,636.23
Bill Pmt -Check	10/30/2019	6945	Staples Credit Plan	X	-245.42	-417,881.65
General Journal	10/31/2019	9-#420	Payroll	X	-17,203.60	-435,085.25
Total Checks and Payments					-435,085.25	-435,085.25
Deposits and Credits - 10 items						
Bill Pmt -Check	09/30/2019	7480	Harrell Construction ...	X		
General Journal	10/07/2019	9-#420	Lea Bangonan	X	291.00	291.00
General Journal	10/09/2019	9-#423	Dennis Hollingsworth	X	183.03	474.03
General Journal	10/09/2019	9-#421	Mandi A. Pearson	X	291.00	765.03
General Journal	10/10/2019	9-#424	Mr. Shougang Zhang	X	970.00	1,735.03
General Journal	10/11/2019	9-#422	Dennis Hollingsworth	X	3,105.27	4,840.30
Deposit	10/25/2019			X	19,105.00	23,945.30
Deposit	10/28/2019		SBA	X	250,000.00	273,945.30
Deposit	10/29/2019			X	12,000.00	285,945.30
General Journal	10/29/2019	9-#471	Dennis Hollingsworth	X	50,958.72	336,904.02
Total Deposits and Credits					336,904.02	336,904.02
Total Cleared Transactions					-98,181.23	-98,181.23
Cleared Balance					-98,181.23	520,782.55
Uncleared Transactions						
Checks and Payments - 6 items						
Bill Pmt -Check	10/03/2019	6903	John W. Hock Com...		-3,628.30	-3,628.30
Bill Pmt -Check	10/16/2019	7479	US Department of E...		-138.79	-3,767.09
Bill Pmt -Check	10/28/2019	7482	Harrell Construction ...		-156,836.79	-160,603.88
Bill Pmt -Check	10/28/2019	7481	Harrell Construction ...		-133,096.05	-293,699.93
Bill Pmt -Check	10/31/2019	7483	VyStar Credit Union		-1,002.17	-294,702.10
Bill Pmt -Check	10/31/2019	7484	VyStar Credit Union		-436.43	-295,138.53
Total Checks and Payments					-295,138.53	-295,138.53
Total Uncleared Transactions					-295,138.53	-295,138.53
Register Balance as of 10/31/2019					-393,319.76	225,644.02

Type	Date	Num	Name	Clr	Amount	Balance
New Transactions						
Checks and Payments - 19 items						
General Journal	11/01/2019	9-#472	Payroll		-50,626.35	-50,626.35
General Journal	11/01/2019	9-#472	Payroll		-2,040.41	-52,666.76
Bill Pmt -Check	11/01/2019	7485	Nationwide Retirem...		-1,020.00	-53,686.76
General Journal	11/01/2019	9-#472	Payroll		-968.39	-54,655.15
Bill Pmt -Check	11/01/2019	7486	US Department of E...		-138.79	-54,793.94
General Journal	11/05/2019	9-#417	Florida Retirement S...		-15,191.44	-69,985.38
Bill Pmt -Check	11/07/2019	6955	L.V. Hiers, Inc.		-9,282.81	-79,268.19
Bill Pmt -Check	11/07/2019	6951	Cintas Fire Protection		-500.00	-79,768.19
Bill Pmt -Check	11/07/2019	6959	WFOY / Phillips Bro...		-499.00	-80,267.19
Bill Pmt -Check	11/07/2019	6957	St. Johns County Uti...		-389.21	-80,656.40
Bill Pmt -Check	11/07/2019	6953	DeBow's Appliance ...		-240.00	-80,896.40
Bill Pmt -Check	11/07/2019	6952	COPYFAX		-179.71	-81,076.11
Bill Pmt -Check	11/07/2019	6948	Advanced Disposal		-152.79	-81,228.90
Bill Pmt -Check	11/07/2019	6949	AFLAC		-72.72	-81,301.62
Bill Pmt -Check	11/07/2019	6958	ULINE		-67.84	-81,369.46
Bill Pmt -Check	11/07/2019	6956	Legal Shield		-57.80	-81,427.26
Bill Pmt -Check	11/07/2019	6954	DiscoverTec		-50.00	-81,477.26
Bill Pmt -Check	11/07/2019	6950	AG-PRO Companies		-2.70	-81,479.96
Bill Pmt -Check	11/12/2019	6960	Clyde Mizell, Inc.		-156.00	-81,635.96
Total Checks and Payments					-81,635.96	-81,635.96
Deposits and Credits - 3 items						
General Journal	11/01/2019	9-#472	St. Johns County Ap...		9,488.12	9,488.12
General Journal	11/06/2019	9-#419	Mandi A. Pearson		291.00	9,779.12
General Journal	11/06/2019	9-#418	Mandi A. Pearson		291.00	10,070.12
Total Deposits and Credits					10,070.12	10,070.12
Total New Transactions					-71,565.84	-71,565.84
Ending Balance					-464,885.60	154,078.18

10:00 AM

11/07/19

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 10/31/2019

	<u>Oct 31, 19</u>
Beginning Balance	5,854,839.87
Cleared Transactions	
Checks and Payments - 1 item	-250,000.00
Deposits and Credits - 1 item	10,109.31
Total Cleared Transactions	<u>-239,890.69</u>
Cleared Balance	<u>5,614,949.18</u>
Register Balance as of 10/31/2019	5,614,949.18
Ending Balance	5,614,949.18

10:00 AM

11/07/19

Anastasia Mosquito Control District
Reconciliation Detail
115 - SBA, Period Ending 10/31/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						5,854,839.87
Cleared Transactions						
Checks and Payments - 1 item						
Deposit	10/28/2019		SBA	X	-250,000.00	-250,000.00
Total Checks and Payments					-250,000.00	-250,000.00
Deposits and Credits - 1 item						
Deposit	10/31/2019			X	10,109.31	10,109.31
Total Deposits and Credits					10,109.31	10,109.31
Total Cleared Transactions					-239,890.69	-239,890.69
Cleared Balance					-239,890.69	5,614,949.18
Register Balance as of 10/31/2019					-239,890.69	5,614,949.18
Ending Balance					-239,890.69	5,614,949.18



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

AGENCY ACCOUNT 101071
10/01/2019 - 10/31/2019

Page 1 of 1

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

Participant Return 10/31/2019 : 2.04 %

Date	Transaction Type	Description	Amount	Balance
10/01/2019	BEGINNING BALANCE			5,854,839.87
10/28/2019	WITHDRAWAL	SCOTT HANNA	(250,000.00)	5,604,839.87
10/31/2019	EARNED INCOME	INTEREST	10,109.31	5,614,949.18
	Totals:		(239,890.69)	5,614,949.18

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
 MONTH OF SEPTEMBER 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.	7,694.00			7,694.00	2401.00	5,293.00	5,293.00	0.00
ALOTOSID XR	LBS.	604.00			604.00	35.00	569.00	569.00	0.00
ALOTOSID XRG	LBS.	1,730.00			1,730.00	10.00	1,720.00	1,720.00	0.00
AQUABAC XT	GALS.	111.75			111.75	48.81	62.94	62.94	0.00
AQUALUER 20-20	GALS.	328.50			328.50	24.87	303.63	307.20	3.57
B. t. i. DUNKS (Doughnuts)	EA.	1,890.00			1,890.00	70.00	1,820.00	1,820.00	0.00
COCO BEAR	GALS.	156.13			156.13	2.28	153.85	153.84	-0.01
DUET	GALS.	209.43			209.43	16.94	192.49	192.50	0.01
MOSQUITOMIST TWO	GALS.	336.50			336.50	55.50	281.00	253.00	-28.00
NALED	GALS.	749.00			749.00	0.00	749.00	749.00	0.00
NATULAR DT	EA.	10,317.00			10,317.00	0.00	10,317.00	10,317.00	0.00
STRIKE PELLETS	LBS.	44.00			44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG	LBS.	1,720.00			1,720.00	600.00	1,120.00	1,120.00	0.00
TALSTAR P	GALS.	42.68			42.68	4.47	38.21	38.18	-0.03
VECTOBAC 12AS	GALS.	300.00			300.00	0.00	300.00	300.00	0.00
GASOLINE	GALS.	2,396.90			4,134.90	1802.21	2,332.69	2,344.00	11.31
JET A	GALS.	3,312.00			3,312.00	40.60	3,271.40	3,269.00	-2.40
TOTALS		31,282.99	0.00	0.00	33,679.89	5111.68	28,568.21	28,552.66	-15.55

PREPARED BY: Waver

REVIEWED BY: Scott

REVIEWED BY: Spencer

DATE: 10/21/19

DATE: 11/27/19

DATE: 11/27/19

BASE=	28,552.66
Total	28,552.66

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

VALUE
 MONTH OF SEPTEMBER 2019

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. 5,293.00	\$0.8100	\$4,287.33	6/22/17	UNIVAR
ALTOSID XR	LBS. 569.00	\$3.42	\$1,945.81	4/26/19	UNIVAR
ALTOSID XRG	LBS. 1,720.00	\$8.7500	\$15,050.00	7/31/19	UNIVAR
AQUABAC XT	GALS. 62.94	\$32.5000	\$2,045.55	9/24/18	ADAPCO
AQUALUER 20-20	GALS. 307.20	\$118.0000	\$36,249.60	7/18/18	ALLPRO
B. t. i. DUNKS (Doughnuts)	EA. 1,820.00	\$0.8550	\$1,556.10	4/30/19	ADAPCO
COCO BEAR	GALS. 153.84	\$20.4800	\$3,150.64	7/16/18	CLARKE
DUET	GALS. 192.50	\$197.9900	\$38,113.08	7/11/18	CLARKE
MOSQUITOMIST TWO	GALS. 253.00	\$68.2800	\$17,274.84	8/13/18	CLARKE
NALED	GALS. 749.00	\$211.8400	\$158,668.16	6/18/18	ADAPCO
NATULAR DT	EA. 10,317.00	\$0.4168	\$4,300.13	9/9/16	CLARKE
STRIKE PELLETS	LBS. 44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG	LBS. 1,120.00	\$6.9000	\$7,728.00	6/28/19	ALLPRO
TALSTAR P	GALS. 38.18	\$57.8273	\$2,207.85	8/9/19	UNIVAR
VECTOBAC 12AS	GALS. 300.00	\$32.5000	\$9,750.00	6/26/19	ADAPCO
GASOLINE	GALS. 2,344.00	\$2.2878	\$5,362.60	9/3/19	L. V. HIERS
JET A	GALS. 3,269.00	\$2.6051	\$8,516.07	5/20/19	Avfuel
TOTAL	28,552.66	\$949.61	\$324,308.35		

PREPARED BY: 

DATE: 10/21/19

COST FIGURES REVIEWED BY: 

DATE: 11/27/19

REVIEWED BY: 

DATE: 11/27/19

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
CHEMICAL & FUEL INVENTORY
 MONTH OF OCTOBER 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)
ALTOSED WSP	EA.	5,293.00			5,293.00	1715.00	3,578.00	3,578.00	0.00
ALTOSED XR	LBS.	569.00			569.00	9.00	560.00	560.00	0.00
ALTOSED XRG	LBS.	4,000.00			5,720.00	3920.00	1,800.00	1,800.00	0.00
AQUABAC XT	GALS.				62.94	47.88	15.06	15.06	0.00
AQUALUER 20-20	GALS.				307.20	17.88	289.32	288.20	-1.12
B. t. i. DUNKS (Doughnuts)	EA.				1,820.00	160.00	1,660.00	1,660.00	0.00
COCO BEAR	GALS.				153.84	2.95	150.89	150.39	-0.50
DUET	GALS.				192.50	20.75	171.75	173.75	2.00
MOSQUITOMIST TWO	GALS.				253.00	52.25	200.75	201.00	0.25
NALED	GALS.				749.00	0.00	749.00	749.00	0.00
NATULAR DT	EA.				10,317.00	0.00	10,317.00	10,317.00	0.00
STRIKE PELLETS	LBS.				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG	LBS.				1,120.00	1120.00	0.00	0.00	0.00
TALSTAR P	GALS.				38.18	6.23	31.95	31.91	-0.04
VECTOBAC 12AS	GALS.				300.00	10.63	289.37	289.38	0.01
GASOLINE	GALS.				6,444.00	2238.57	4,205.43	4,198.00	-7.43
JET A	GALS.				3,269.00	245.32	3,023.68	3,007.00	-16.68
TOTALS		8100.00	0.00	0.00	36,652.66	9566.46	27,086.20	27,062.69	-23.51

PREPARED BY: 

REVIEWED BY: 

REVIEWED BY: 

DATE: 11/26/19

DATE: 11/27/19

DATE: 11/27/19


BASE=	27,062.69
Total	27,062.69

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

VALUE

MONTH OF OCTOBER 2019

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. 3,578.00	\$0.8100	\$2,898.18	6/22/17	UNIVAR
ALTOSID XR	LBS. 560.00	\$3.42	\$1,915.03	4/26/19	UNIVAR
ALTOSID XRG	LBS. 1,800.00	\$8.7500	\$15,750.00	10/8/19	UNIVAR
AQUABAC XT	GALS. 15.06	\$32.5000	\$489.45	9/24/18	ADAPCO
AQUALUER 20-20	GALS. 288.20	\$118.0000	\$34,007.60	7/18/18	ALLPRO
B. t. i. DUNKS (Doughnuts)	EA. 1,660.00	\$0.8550	\$1,419.30	4/30/19	ADAPCO
COCO BEAR	GALS. 150.39	\$20.4800	\$3,079.99	7/16/18	CLARKE
DUET	GALS. 173.75	\$197.9900	\$34,400.76	7/11/18	CLARKE
MOSQUITOMIST TWO	GALS. 201.00	\$68.2800	\$13,724.28	8/13/18	CLARKE
NALED	GALS. 749.00	\$211.8400	\$158,668.16	6/18/18	ADAPCO
NATULAR DT	EA. 10,317.00	\$0.4168	\$4,300.13	9/9/16	CLARKE
STRIKE PELLETS	LBS. 44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG	LBS. 0.00	\$6.9000	\$0.00	6/28/19	ALLPRO
TALSTAR P	GALS. 31.91	\$57.8273	\$1,845.27	8/9/19	UNIVAR
VECTOBAC 12AS	GALS. 289.38	\$32.5000	\$9,404.85	6/26/19	ADAPCO
GASOLINE	GALS. 4,198.00	\$2.2641	\$9,504.69	10/23/19	L. V. HIERS
JET A	GALS. 3,007.00	\$2.6051	\$7,833.54	5/20/19	Avfuel
TOTAL	27,062.69	\$949.59	\$307,343.82		

PREPARED BY:  Weaver DATE: 11/26/19

COST FIGURES REVIEWED BY:  Scott DATE: 11/27/19

REVIEWED BY:  Duke DATE: 11/27/19

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, October 10, 2019

Thursday, December 12, 2019 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, October 10, 2019, at 5:00 P.M.

Board members in attendance:

Mr. Gary Howell, Chairperson
Mrs. Jeanne Moeller, Vice-Chairperson
Mrs. Gina LeBlanc, Secretary/Treasurer
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.

- Commissioner Moeller requested discussion on the Winter Work Hours, Consent Item 8. She requested that administrative leave, during such times as when it is utilized during the two week shut down holiday in December and January (per the Winter Work Hours memo) be added to the Administrative Leave policy and be brought back on the December 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 with the understanding that the Administrative Leave policy will be revised and brought back in December.**
- 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:
 - a. Regular Board Meeting, September 12, 2019 at 5:00 PM
 - b. First Public Hearing, September 12, 2019 at 5:30 PM
 - c. Final Public Hearing, September 26, 2019 at 5:30 PM
5. AMCA Annual Meeting (2 Commissioners), Portland, OR (March 16-20, 2020); FMCA Dodd Short Courses (all 5 Commissioners), Gainesville, FL, (Feb. 3-7, 2020)
6. Commissioner Girvan to visit MosquitoMate in October – November 2019
7. Change Title, Mr. Scott Hanna, from Accountant to Chief Financial Officer (C.F.O.)
8. Winter Work Hours
9. Christmas Bonus Checks
10. MOU (#25491) Renewal between FDACS and AMCD (10-1-19 to 9-30-20)
11. Policy Revisions; Probation (from 6 months to 1 year) and Licensed Interns (holiday pay and annual leave) (leave computation from calendar to Fiscal year)
12. Annual Physical Inventory Report
13. Quarterly Budget Analysis
14. Budget Amendments ~ NONE

UNFINISHED BUSINESS:

Item 1: CONSTRUCTION PROJECT SUMMARY REPORT ~ Mr. Bill Youker, V.P., Harrell Construction Co., Inc.

- Mr. Youker stated that the project is complete with minor exceptions; hydro-seeding needs completed as well as the separator tank. All buildings received inspections as of the end of September 2019. They are waiting on the intake louver for the fan for the chicken house and the electrician will wire the fan next week, they are waiting on the door sensor for the 800 labs. Dr. Xue noted the larvacide pools are not completely draining 100% and Mr. Youker said they would look at that.

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

Item 2: DISCUSSION AND INPUT ON DISEASE VECTOR EDUCATION CENTER ~ Dr. Rui-De Xue and Board Members

- Dr. Xue stated that the committee discussed the name and agreed that it should be changed from Museum to Disease Vector Education Center. It will have an AMCD History section, Urban Pest Section, Vector-borne Disease section, Tick Vector Section, and a past, current, and future Mosquito Control technology activity room. He requested the commissioners to

give their input. It will be brought back to the Board once RFP submittals are received. The commissioners discussed this and wanted the 6,000 square foot, rather than 4,000; they discussed going with a second story and Mr. Youker stated that will generate a need for additional parking, elevators, 2 stairways, larger pipes than what is there now. They also discussed making sure we go “green” with it also.

- **There was NO MOTION with this item.**

NEW BUSINESS

Item 1: RFP FOR SITE PLAN, PERMITS, AND DESIGN FOR THE DISEASE VECTOR EDUCATION CENTER BUILDING ~ Dr. Rui-De Xue

- Dr. Xue explained this will be done over two budget years for \$843,297 for a 6,000 square foot building. Mr. Flowers explained that this RFP would generate people that do design and build, to present to us a design and be prepared to permit and build it and the prices for all that. After we hire them, then we could restrict the contract to the design phase only and then do another RFP for the building part. They discussed possibly doing a workshop on this and then decided to go forward with the RFP. It was requested the building have the correct video equipment in the building. It was noted to change the word “Museum” in the document to Education Center.

A. A motion was made to approve the RFP for the Site Plan, Permits, and Design of the Disease Vector Education Center Building.

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

Item 2: DISCUSSION AND AUTHORITY FOR STAFF FOR FEASIBILITY STUDY ON SOLAR SYSTEM FOR AMCD FACILITIES ~ Commissioner Gary Howell

- Mr. Howell stated he and another commissioner have been on many trips and seen many buildings and we need to go “green” and utilize solar energy in our buildings. Mr. Youker confirmed that all the lights in our complex are LCD lights. Dr. Xue stated the Disease Vector Education Center should also include solar systems.

A. A motion was made to approve and authorize staff to do a feasibility study for a solar system for the AMCD Facilities and to include the cost, payback periods, and future maintenance concerns.

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

REPORTS:

1. **Director ~ Dr. Xue;** we have 1 horse with two viruses, WNV and EEE; one horse with WNV, 9 sentinel chickens with EEE and 28 with WNV. The Health Department has put out a Mosquito-borne Disease Advisory for St. Johns County and we put it on our website, this has also been on Channel 4 and Channel 20 news. It is still dry and the mosquito population is low, yesterday we did an aerial spray, larvaciding, for hot spot areas to control WNV. Next week we will register for the FMCA meeting and Open House, the meeting is November 18th

to the 20th and November 19th is Commissioner Day. Please let Dr. Xue know which day(2) each commissioner is available and wants to join the meeting and Commissioner's day. Lunch will be provided by the FMCA. Sunday, November 17th is the AMCD Open House for the FMCA participants.

2. **Attorney** ~ Mr. Flowers; Nothing to report.

COMMISSIONER COMMENTS:

Commissioner Becker ~ December 7th from 10 AM to 2 PM, the Education Specialist, Eddie Zeszutko, Dr. Xue, and she will be at the main branch library to do a meet and greet for Anastasia Mosquito Control Program Day. The library is doing a big book sale day and expect more than 800 people there. They will have 2 PowerPoints and answer questions and there will be a mosquito related book display, where the library has a lot of mosquito control books for children. She also stated what an incredible job Mr. Zeszutko is doing, he reaches out to so many groups, schools and family events, and does a lot of social media for us. They did Flagler College Career day on October 2nd, along with Courtney Cunningham, who is a Flagler College graduate. October is also Breast Cancer Awareness month and she tabled with Eddie and our intern Caroline Blunck and they handed out mosquito wipes and had the host of the event talk on the mike and recommend everyone wear mosquito repellent during the 5k event the next day; she also took a moment to thank Ms. Charolette Hall who is a breast cancer survivor and inspires and gives back to others and stated we are lucky to have her here; she asked that everyone be vigilant and continue to be tested. She also mentioned that Friday at 6 P.M. Eddie will be participating in the Vilano Beach Pier Cleanup. Also October 19th, she will distribute mosquito spray and first aid kits (that AMCD donated) to the St. Johns Housing partnership for low income and elderly assistance.

Commissioner LeBlanc ~ our education specialist, Eddie, is doing a great job, she sees on Facebook all the comments and how he engages the public, which is great, she thanked the staff for all they do.

Commissioner Moeller ~ we need to update the probationary period in the Employee Handbook now that we approved the new probationary period timeframe; the seasonal pay plan also needs updated now that we have gone to \$15.00 per hour for them; on the hospitalization for grant contract employees, the grant must include full payment for their benefits and must be one year or longer; she then thanked the staff.

Commissioner Girvan ~ have Commissioner Becker contact Jessica Clark with First Coast News, to do an in depth TV program on various viruses that we protect against. The attorney stated we did not need a motion and vote to let her do this. He thanked the Board for approving the change in job title for Mr. Scott Hanna and thanked him and all the staff for what they do.

Commissioner Howell ~ thanked the voters and taxpayers for allowing him to serve them and thanked the Board for electing him as chairperson for 4 years in a row; encourages the junior commissioners to step up to the plate for the chairperson's job; thanked the Board for allowing him to bring solar power to the forefront and thanked the Staff and Dr. Xue for always supporting him to do what needs done; he also asked for prayers for his future for what he does politically and for his success in that. Thanked the Commissioners for what they do and being involved in our community.

ATTACHMENTS: ~

1. *None*

ADJOURNMENT:

Chairperson Howell adjourned the meeting at 6:39 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: December 12, 2019

RE: Move January Board meeting from 1-9-20 to 1-16-20

As the staff will return to work on January 6, after the holidays, the same week that the Board meeting is being held, I recommend moving the Board meeting back one week from Thursday, January 9, 2020 at 5:00 P.M. to Thursday, January 16, 2020 at 5:00 P.M. for staff to be able to put the Board Books together and get them to the Board on time.

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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: December 12, 2019

RE: Dr. Xue and Commissioner Moeller to attend Fly-In Class, Lee County Mosquito Control

Dr. Rui-De Xue and Commissioner Jeanne Moeller requests approval to visit the Collier Mosquito Control District and attend the FMCA Fly-in Class at the Lee County Mosquito Control District on January 13th through the 16th, 2020.

The class registration is \$175.00 per person. The hotel cost is \$159.00 per night for 3 nights for each. The total cost will be approximately \$1,304.00.

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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: December 12, 2019

RE: Administrative Leave Policy Revised

~~SPECIAL LEAVES WITH PAY~~ - **"ADMINISTRATIVE LEAVE"**

Special leave granted for Armed Forces Reserve and National Guard Training, Jury/Civic Duty, Voting, and Disaster Emergency Leave, and any other approved special leave, shall not be charged against the employee's accumulated leave. Such leave granted shall be recorded on the employee's attendance record as Administrative Leave.



Vector Control Consultants

Karl Malamud-Roam, Ph.D., Principal

Vector.Control.Consultants@gmail.com

+1 510-282-0956

Proposal for Consulting Services

GLP Certification for Vector Control Laboratory

Evaluation and Training – Part II

Prepared for
Anastasia Mosquito Control District of St. Johns County (AMCD)

Prepared by
Karl Malamud-Roam, Ph.D.
Principal and Lead Scientist
Vector Control Consultants
817 Kearney Street, El Cerrito, CA 94530
+1 510 282 0956
Vector.Control.Consultants@gmail.com

_____	October 28, 2019
Karl Malamud-Roam	Date Submitted

_____	_____
Accepted By	Date Accepted

Summary

I, Karl Malamud-Roam of Vector Control Consultants, propose to provide additional group and individual training and test facility evaluation to Anastasia Mosquito Control District of St. Johns County (AMCD), Florida, to continue a process of Good Laboratory Practices (GLP) recognition for their mosquito control product efficacy test laboratory. Specifically, I propose to spend twelve and one-half work days at the AMCD facility between November 20, 2019 and September 20, 2020 explaining and demonstrating the concepts and requirements of GLP as defined both by USEPA and OECD in group and individual lectures and work activities, and to conduct follow-up evaluations of the test facility the format of a formal GLP inspection and study audit. In addition, I propose to provide access to a comprehensive library of GLP documents, including model SOPs, to AMCD staff, and to spend approximately 7.5 days writing reports, adapting model documents to AMCD needs, and reviewing documents prepared by AMCD personnel. The goal is to assist the Manager and Board of AMCD is moving the AMCD product testing capability substantially towards formal GLP recognition (i.e. accreditation) by EPA.

Since May 2016, I have served WHO in this role as a Special Advisor and consultant, working of GLP with labs from Asia, Latin America, Europe, and Africa. To date I have worked with laboratory directors and staffs from 16 specific sites in 13 countries. The present proposal covers work in AMCD fiscal year 2019-2020. Based on work in other sites, I expect that an additional contract will be needed for additional training, document preparation and review, and site visits in the following year. It is also possible that additional work may be required during the 2019-2020 fiscal year depending on the time available and capabilities of AMCD staff to generate the required procedures, documents, and in-house training that will be required.

Based on the extensive areas of non-compliance identified in my first visit in September 2019 I do not expect that this will be sufficient to complete the work required before a successful GLP inspection, but I do expect that this should be a sufficient base that formal recognition of GLP compliance should be possible during the 2020-2021 fiscal year.

Specifically, I propose the following activities in this scope of work:

- Provide a workshop of 12-15 hours over 2.5 days (Nov 20-22) on GLP principles and requirements, focusing on the responsibilities of Test Facility Management, Study Directors, and the Quality Assurance Unit;
- Provide a workshop of about 30 hours during the week of April 6-10, 2020 that will focus on areas needing addition work. Though the details will need to be clarified, I expect to focus on care and characterization of test and reference items, care and characterization of test systems (insects), qualification and validation of instruments and environmental control systems, computerized systems evaluation, and QA processes.
- Provide a workshop of about 20 hours during the week of September 14-18, 2020 that will focus on whatever the lab prioritizes in the GLP principles.
- Provide evaluations of the vector control product efficacy testing lab in the form of in-house QA facility inspections during each of the first two workshops, both to identify

areas needing improvement and to introduce the QA unit to GLP-compliant inspections and study audits;

- Provide an evaluation of the vector control product efficacy testing lab in the form of a formal EPA GLP test facility inspection and study audit during the third workshop. This inspection will focus on identifying remaining areas on non-compliance at the end of the fiscal year;
- Provide a presentation of observations and recommendations of approximately one hour to the AMCD Board and staff, in the format of a GLP Inspection Closing Conference;
- Provide access to the Vector Control Consultants digital GLP library to all AMCD staff for the duration of the contract, and limited time reviewing and commenting on AMCD adaptations of model documents;
- Preparation of brief written Inspection Reports in the form of a standard OECD GLP Test Facility Inspection Report, for delivery approximately two weeks after each visit.

Based on my standard rate of \$1,000/day (\$125/hr) for 12.5 days on-site and 60 additional hours reviewing documents and preparing reports, the total cost for the proposal is \$20,000 plus including actual travel expenses and per-diem when on-site. Flights will be booked in United premium economy or Delta comfort+ or the equivalent, hotel is government rate selected by AMCD, rental car is standard car from Hertz or the equivalent, and per-diem rates are from the standard applicable IRS tables.

Terms of Payment

Payments are due within 30 days of submittal of the monthly hours and an invoice to AMCD, or on another mutually agreed payment schedule. Payments should be made by check to Vector Control Consultants.

Statement of Intellectual Property and Confidentiality

All generic written documents produced by me under the terms of this proposal will be the property of Vector Control Consultants, and documents specific to ACMD will be provided to ACMD for internal use. Redistribution of reports and model/template documents for other purposes is not allowed without prior written permission.

Primary Consultant Background

Dr. Karl Malamud-Roam is a vector control scientist with substantial regulatory and operational experience. He has worked in vector control for over 25 years in operations, efficacy and risk assessment, and regulatory support. He has degrees in Ecology, Biology, and Physical Geography from Princeton University and the University of California at Berkeley. From 1991 to 2009, he worked in operational mosquito control and program management for Contra Costa Mosquito and Vector Control District. From 2003 to 2019 he was the Government Affairs and/or Chemical Control Chairman for the American Mosquito Control Association, working closely with regulators and government inspectors, both in the U.S.A. and internationally, as

well as with the AMCA Board, Committees, and Counsel. From 2009-2017 he was both a Senior Research Scientist at Rutgers University, and the Public Health Pesticides Program Manager for the IR-4 Project, a pest management research and regulatory support program funded by the U.S. and state governments. In that role, he regularly represented the mosquito control community at EPA, USFWS, and other regulatory agencies. He has served as Adjunct Professor of Entomology at the Center for Vector Biology at Rutgers, and President of the consultancy Vector Control Consultants. He has served as Special Advisor and Consultant to WHO around the world since May 2016, and has actively participated in AMCA and other professional societies for many years.

Charolette Hall

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Monday, October 28, 2019 3:35 PM
To: 'Charolette Hall'; 'Scott Hanna'
Subject: FW: GLP Proposal 2019-2020
Attachments: St Augustine Proposal for GLP Consulting Services 2019 2020.docx

This is for the Board book.

From: Vector Control Consultants [mailto:vector.control.consultants@gmail.com]
Sent: Monday, October 28, 2019 3:21 PM
To: Dr. Rui-De Xue <xueamcd@gmail.com>
Subject: GLP Proposal 2019-2020

Hi Rui-De,

Attached is my proposal for continued GLP work, per our discussion. Please either sign and return or send me comments or questions.

I plan to arrive in Saint Augustine late on Nov 17 and attend the FMCA meetings, and then provide a workshop starting at 1:00 pm on Wednesday, Nov 20, ending about 4:00 pm on Friday, Nov 22.

Please let me know if you will provide a hotel as previously.

Thanks,
Karl

Anastasia Mosquito Control District of St. Johns County

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

2019 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, Kay Gaines, Operations Manager

CC: Charolette M. Hall, Administrative Assistant

DATE: December 2, 2019

RE: Main Rotor Hub Overhaul Bid / Approval to award Bid

The District published the bid information for the Main Rotor Hub Overhaul in the St. Augustine Record, on the District's website, and Demadstar. There were Four (4) businesses that picked up the bid packet. Two businesses submitted bid proposals to us; Bell Textron Inc., Arrow Aviation

After the bid opening and review, it was determined that both of the submissions were qualified.

The committee (Three (3) members) reviewed all bid packets and the recommendation to award the bid to Arrow Aviation at the price of \$20,998.84

The other bid was: \$9,976.14 Bell Textron Inc. Bell did not include all of the components that Arrow Aviation did: Torsion Tension Straps \$6080, (2) – Retention Strap fittings \$4,420, (2) – Retention Strap pins \$954, and (2) - Latch Bolts \$1866. When the full components list was added Bell Textron would have been \$23,296.14

Staff recommends that the Board approves our recommendation to award the bid to Arrow Aviation

Thank You.

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

120 EOC DRIVE, ST. AUGUSTINE, FLORIDA 32092
TELEPHONE: 904-471-3107 FAX: 904-471-3189

MAIN ROTOR HUB OVERHAUL

REQUEST FOR BID # 19/20-1

BID SOLICITATION START DATE: 8 A.M. November 4, 2019

BID SOLICITATION END DATE: 4 P.M. NOVEMBER 21, 2019

BID OPENING BY STAFF DATE: 9 A.M. NOVEMBER 25, 2019

BID CONSIDERATION: BOARD OF COMMISSIONERS' REGULAR MEETING
AT 5 P.M. DECEMBER 12, 2019

SPECIFICATIONS

PROJECT NAME:

Main Rotor Hub Overhaul

DELIVERY PROPERTY LOCATION

120 EOC Drive, St. Augustine FL 32092.

GENERAL STATEMENT

Anastasia Mosquito Control District (hereafter referred to as "AMCD") is seeking proposals for a certified company to Overhaul the Main Rotor Hub of AMCD's 2003 Bell 206-B3 Jet Ranger. This document is intended to provide a clear, definitive scope of the requirements for interested parties submitting a bid.

REQUIREMENTS

- Disassemble Main Rotor Head
- Inspect all parts
- NDT all necessary parts I.A.W. Bell Helicopter specifications.
- Reassemble Main Rotor Head I.A.W. Bell Helicopter specifications.
- Supply a list of all replaced part (Part Number)
- Supply original Certificates of Airworthiness, Certificates of Conformity, and or 8130's

SCOPE OF WORK

- Provide costs for the requested maintenance listed under requirements.

SPECIAL CONDITIONS

1. AMCD staff/mechanic will remove and reinstall rotor hub
2. AMCD will ship rotor hub to repair station. Return shipping will be the responsibility of the repair station.
3. AMCD is tax exempt, no sales tax should be included in quote.
4. List any possible but unanticipated cost.

FORMAT AND ORDER OF RESPONSES TO REQUEST FOR PROPOSALS

All proposals will be presented as 8 1/2 X 11 sheets of paper.

1. **INTRODUCTION/COVER LETTER:** You should provide no more than a 2 page letter of introduction. The letter should highlight or summarize whatever information you deem appropriate as a cover letter, but at the least, this section should include the name, address, telephone number, fax number and e-mail address of one contact to whom any correspondence should be directed.
2. **Cost Sheet:**
 - Cost of requested equipment listed under Requirements above by component, labor costs, and a total cost.

RANKING OF THE PROPOSAL

- All the proposals will be reviewed to make sure all AMCD policies and procedures were followed and all qualifications were met. The lowest bid will be recommended by the review committee (AMCD staff), the Director and presented to the Board of Commissioners for approval.

The above is in compliance with AMCD policies and procedures.

CONFLICT OF INTREST FORM

Proposers and any corporate shareholder (if a corporation), its members (if a joint venture) and its partners (if a partnership or limited liability company), or individual shall submit a completed Potential Conflict of Interest form (included in bid package) and indicate that they are unaware of any actual or potential conflicts of interest or identify and describe, in detail, actual or potential conflicts

of interest. For purposes of this certification, the Commission includes, but is not limited to, its commissioners, employees and representatives. Proposers shall refrain from contacting, either directly or indirectly, staff or District Commissioners about the requested bid, selection process or anything related thereto.

SUBMITTAL PROCEDURE

A particular procedure for submitting a proposal to Our Board is necessary, following the District's Policies and Procedures.

ASSIGNED RFB NUMBERS

Bid numbers will be assigned as: "REQUEST FOR BIDS FY18/19-1, **(your company name)**" Main Rotor Hub Overhaul.

RFB SUBMITTAL

Original RFB shall be submitted **with eight (8) copies for a total of 9,** in a sealed envelope or box, and are to be identified in the **lower, left-hand corner** of the envelope or box with **your assigned Bid number** (see above) and the words, **"SEALED Bid"** (written or typed) directly under the bid number."

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

As per the advertisement, **NO** Bids will be accepted after 4PM on November 21, 2019. You must be in compliance with the above procedure. Proposers seeking clarifications shall direct all communications in writing to Kay Gaines at Anastasia Mosquito Control District, 120 EOC Drive, St. Augustine Florida 32092. Fax 904-471-3189 or e-mail gainesamcd@bellsouth.net, clarifications or modifications of this Bid document will be by addendum only. Addenda and other documents will be delivered by mail, FAX, e-mail or messenger to Bid document holders of record at the mailing address, FAX number, e-mail address or location provided by Bid document holders. The District may amend the Bid, as it sees fit, at any time and may cancel the Request For Bid at any time.

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

Dr. Rui-De Xue
Director

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

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

Signature: _____

Printed Name: _____

Firm Name: _____

Date: _____

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

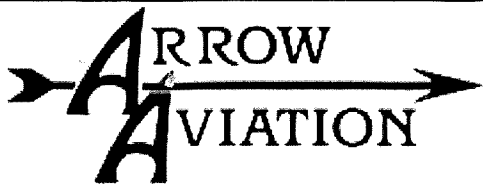
Personally known _____

OR Produced identification _____ Notary Public-State of _____

My Commission expires _____

(Type of Identification)

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



1318 Smede Hwy
Broussard LA 70518
Ph: 337-364-4357 Fax: 337-364-4186
www.arrowaviationco.com

Quotation

Quote #: Q26896

Date: 11/20/2019

Time: 3:02:38 PM

of Items: 29

Page: 1

Prepared By: Kellie Boswell

To:
ATTN: RALPH S BRUNER
ANATASIA MOSQUITO CONTROL DISTRICT
120 EOC DRIVE
ST AUGUSTINE, FL 32092
USA

Ship To:
ATTN: RALPH S BRUNER
ANATASIA MOSQUITO CONTROL DISTRICT
120 EOC DRIVE
ST AUGUSTINE, FL 32092
USA

Quote Date: 10/17/2019

Code: AMCD1

Ref #: 206B3 MRH OH

Site:

Terms: TBD

Phone #: 904-471-3107 EXT

Fax #:

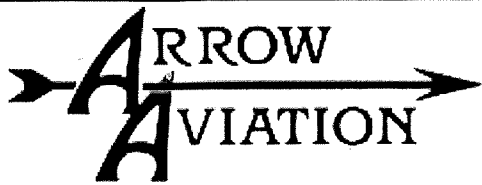
Contact: RALPH S BRUNER

Email:

The following is in response to your Request For Quote

Item	Part Number/Description	CD	Qty	ListPrice	Disc%	Unit Price	Line Amt
1	S30769 EXCLUDER Delivery Terms: _	NE	1.00	96.00	8.00	88.32EA	88.32
2	LORD206-310-004-103 STRAP, TT Delivery Terms: _	NE	2.00	3,407.25	0.00	3,407.25EA	6,814.50
3	AS3582-331 PACKING Delivery Terms: _	NE	2.00	9.95	8.00	9.15EA	18.30
4	AS3209-230 PACKING PREFORMED Delivery Terms: _	NE	2.00	2.95	16.70	2.46EA	4.92
5	206-010-156-001 SHIM Delivery Terms: _	NE	2.00	15.60	8.00	14.35EA	28.70
6	206-011-114-001 STOP Delivery Terms: _	NE	2.00	13.35	8.00	12.28EA	24.56
7	206-011-150-105 FITTING ASSY Delivery Terms: _	NE	2.00	2,210.00	8.00	2,033.20EA	4,066.40
8	206-011-125-105 PIN ASSY Delivery Terms: _	NE	2.00	477.00	8.00	438.84_	877.68
9	080631 SLEEVE Delivery Terms: _	NE	2.00	251.92	8.00	231.77EA	463.54
10	529052 SEAL Delivery Terms: _	NE	2.00	217.00	8.00	199.64EA	399.28

Authorized Signature:



1318 Smede Hwy
Broussard LA 70518
Ph: 337-364-4357 Fax: 337-364-4186
www.arrowaviationco.com

Quotation

Quote #: Q26896

Date: 11/20/2019

Time: 3:02:39 PM

of Items: 29

Page: 2

Prepared By: Kellie Boswell

To:
ATTN: RALPH S BRUNER
ANATASIA MOSQUITO CONTROL DISTRICT
120 EOC DRIVE
ST AUGUSTINE, FL 32092
USA

Ship To:
ATTN: RALPH S BRUNER
ANATASIA MOSQUITO CONTROL DISTRICT
120 EOC DRIVE
ST AUGUSTINE, FL 32092
USA

Quote Date: 10/17/2019

Code: AMCD1

Ref #: 206B3 MRH OH

Site:

Terms: TBD

Phone #: 904-471-3107 EXT

Fax #:

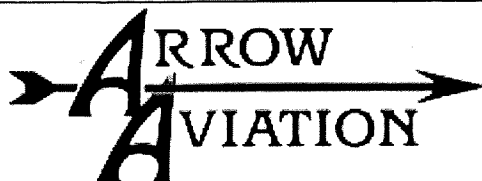
Contact: RALPH S BRUNER

Email:

The following is in response to your Request For Quote

Item	Part Number/Description	CD	Qty	ListPrice	Disc%	Unit Price	Line Amt
11	206-011-260-103 BOLT Delivery Terms: _	NE	2.00	933.00	8.00	858.36EA	1,716.72
12	206-011-119-001 NUT, M/R SELF LOCKING Delivery Terms: _	NE	2.00	173.00	8.00	159.16EA	318.32
13	206-011-115-001 CLOSURE Delivery Terms: _	NE	2.00	37.40	8.00	34.41EA	68.82
14	206-011-134-001 BUFFER Delivery Terms: _	NE	4.00	62.00	8.00	57.04EA	228.16
15	NAS9926-5L NUT Delivery Terms: _	NE	6.00	7.75	8.00	7.13EA	42.78
16	AS3209-248 PACKING Delivery Terms: _	NE	2.00	10.00	8.00	9.20EA	18.40
17	NAS9926-4L NUT Delivery Terms: _	NE	4.00	9.80	8.00	9.02EA	36.08
18	206-010-111-105 ADJUSTING SCREW Delivery Terms: _	NE	2.00	91.00	8.00	83.72EA	167.44
19	206-010-110-105 THRUST WASHER Delivery Terms: _	NE	2.00	35.10	8.00	32.29EA	64.58
	17283 SEAL						

Authorized Signature:



1318 S made Hwy
Broussard LA 70518
Ph: 337-364-4357 Fax: 337-364-4186
www.arrowaviationco.com

Quotation

Quote #: Q26896

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Prepared By: Kellie Boswell

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ANATASIA MOSQUITO CONTROL DISTRICT
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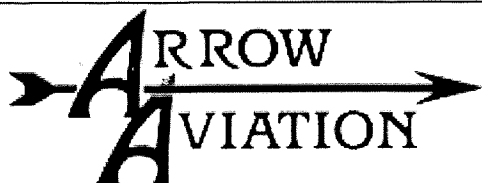
Contact: RALPH S BRUNER

Email:

The following is in response to your Request For Quote

Item	Part Number/Description	CD	Qty	ListPrice	Disc%	Unit Price	Line Amt
20	Delivery Terms: _	NE	2.00	44.55	8.00	40.99EA	81.98
21	206-011-102-123 PAD Delivery Terms: _	NE	4.00	19.40	8.00	17.85EA	71.40
22	206-011-102-121 PAD Delivery Terms: _	NE	4.00	20.75	8.00	19.09EA	76.36
23	120-007C21E13 SHIM Delivery Terms: _	NE	4.00	13.30	8.00	12.24EA	48.96
24	EB-048 NUT Delivery Terms: _	NE	4.00	16.30	8.00	15.00EA	60.00
25	AS3209-115 PACKING Delivery Terms: _	NE	2.00	5.29	8.00	4.87_	9.74
26	206-010-147-001 CAP Delivery Terms: _	NE	2.00	24.40	8.00	22.45EA	44.90
27	M83461-1-115 O-RING Delivery Terms: _	NE	2.00	4.00	0.00	4.00EA	8.00
28	LABOR CHARGES PERFORM OVERHAUL MRH 206-011-100-107 SN HB1451 WORSE CASE \$82,648.88 REQUIRES REPLACEMENT		1.00	4,950.00	0.00	4,950.00	4,950.00

Authorized Signature:



1318 Smede Hwy
Broussard LA 70518
Ph: 337-364-4357 Fax: 337-364-4186
www.arrowaviationco.com

Quotation

Quote #: Q26896

Date: 11/20/2019

Time: 3:06:52 PM

of Items: 29

Page: 4

Prepared By: Kellie Boswell

To:
ATTN: RALPH S BRUNER
ANATASIA MOSQUITO CONTROL DISTRICT
120 EOC DRIVE
ST AUGUSTINE, FL 32092
USA

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ATTN: RALPH S BRUNER
ANATASIA MOSQUITO CONTROL DISTRICT
120 EOC DRIVE
ST AUGUSTINE, FL 32092
USA

Quote Date: 10/17/2019

Code: AMCD1

Ref #: 206B3 MRH OH

Site:

Terms: TBD

Phone #: 904-471-3107 EXT

Fax #:

Contact: RALPH S BRUNER

Email:

The following is in response to your Request For Quote

Item	Part Number/Description	CD	Qty	ListPrice	Disc%	Unit Price	Line Amt
	REQUIRES REPLACEMENT YOKE GRIPS TRUNNION PITCH HORNS						
29	SHIPPING & HANDLING		1.00	200.00	0.00	200.00	200.00
QUOTE VALID FOR 30 DAYS AVAILABILITY SUBJECT TO PRIOR SALE \$50.00 MINIMUM ORDER THIS PROPOSAL IS A BASIC QUOTE FOR LABOR. ANY ADDITIONAL DISCREPANCIES INCLUDING PARTS WILL BE PRESENTED AFTER COMPLETE DISASSEMBLY AND INSPECTION.							

Item Total: 21,584.22

Discount: 785.38

Sub Total: 20,798.84

Misc Charge: 0.00

Freight: 200.00

Total: 20,998.84

Authorized Signature:

US DOLLARS



6 November 2019

To: Anastasia Mosquito Control District of St. Johns County
120 EOC Drive
St. Augustine FL 32092

Subject: Request for Bid 19/20-1

Enclosure: (a) Pricing
(b) Conflict of Interest Form

Bell Textron Miami Inc. (Bell) is pleased to provide the enclosed quote to overhaul a main rotor hub for a Bell 206-B3 Jet Ranger. The work will be performed at our facility in Fort Lauderdale, FL. The prices quoted are for the repair only and do not include shipping charges. Your point of contact for correspondence regarding this bid is:

Name:	Parker Perego, Regional Contracts Manager
Address:	3255 Bell Flight Blvd. Fort Worth, TX 76118
Phone:	817-368-8957
E-Mail:	pperego@bellflight.com
Fax:	817-278-2149

This quote is valid for sixty (60) calendar days from the bid opening. We look forward to continuing to service your repair and overhaul needs.

BELL TEXTRON INC.

Veronica Rojas

Manager, Contracts

+1-817-280-1290 | vdrojas@bellflight.com

2011 S Perimeter Rd. Ste L
Fort Lauderdale, FL 33309
817-280-2011

Bell Miami Inc

2011 South Perimeter Road, Suite L

Fort Lauderdale, FL 33309

PH: (954)-491-5071, Email: Dcburch@bellflight.com

**Anastasia Mosquito Control District***Request for Bid #19/20-1*

Date: 11/4/2019
Make / Model: BELL / 206BIII
Serial Number: -
Registration: -
Total Time: -

Item	Description	Parts	Labor
1	Cost estimate to perform basic overhaul of main rotor hub assembly, to include disassemble, inspect all parts, perform necessary NDT in accordance with Bell Technical Specifications, reassemble main rotor head, supply 8130's, certificate of conformities and Historical Record Entries. Note: Pricing does not include Torsion Tension Straps If required replacement due to calendar or time life expiration. If Torsion Tension straps are required add \$6,080 to the parts cost.	\$3,404.14	\$6,572.00
SUB-TOTAL		\$3,404.14	\$6,572.00
ESTIMATE TOTAL		\$9,976.14	

Note: This is a cost estimate for the above statement of work and should be used for budgetary purposes only. This estimate is valid for 30 days and subject to price increase. This estimate is subject to records verification and aircraft condition at time of service. This estimate does not include any hidden damages and or discrepancies found. Any additional work will be quoted on a time and materials basis. Parts availability subject to prior sale. Any customer supplied parts subject to a 12% handling fee. Condemned removed parts will be held for a maximum of 30 days before being scrapped locally. Parts warranty subject to vendor warranty and part condition. Bell Miami warranty labor warranty must be performed at Bell Miami FXE location.

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (*printed name*) Veronica Rojas am the (*title*) Manager of Contracts and the duly authorized representative of the firm of (*firm name*) Bell Textron Miami Inc. whose address is 2011 S Perimeter Rd. Ste L Fort Lauderdale, FL 33309, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I am acting; and,
2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,
3. Neither the business nor any authorized representative or significant stakeholder of the business has been determined by judicial or administrative board action to be in noncompliance with or in violation of any provision of the Anastasia Mosquito Control District nor has any outstanding past due debt to the Anastasia Mosquito Control District; and
4. This proposal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a proposal for the same services, and is in all respects fair and without collusion or fraud.

Signature: 

Printed Name: Veronica Rojas

Firm Name: Bell Textron Inc.

Date: 6 November 2019

Sworn to and subscribed before me this 6th day of November 20 19.

Personally known ✓

OR Produced identification Texas D.L. Notary Public-State of Texas

My Commission expires June 20, 2023

(Type of Identification)



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



JEFF ALEXANDER

Manager Customer Support | Bell Miami

Office: +1-954-351-4222

Mobile: +1-954-438-8753

Fax: 1-954-771-4692

Email: jalexander02@bellflight.com

Follow Us [@bellflight.com](https://www.bellflight.com)

2 each Retention Strap fitting 206-011-150-105 , 2400hr. life	\$2,210.00 each.
2 each Retention Strap pin 206-011-125-105, 2500 hr. life	\$477.00 each.
2 each Latch Bolts 206-011-260-103, 2500 hr. life	\$933.00 each.

Are the retention strap fittings included in the overhaul?

Best Regards,

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

2019 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: December 12, 2019

RE: Program Review Proposal Approval

Based on the approved budget, AMCD will conduct a program review after the 17th Arbovirus Surveillance and Mosquito Control Workshop from April 1-2, 2020. Five to seven peers will be invited to visit AMCD and conduct the review.

The review will be organized by AMCD and DACS.

MODULAR MEDICAL COOPERATIVE RESEARCH AND DEVELOPMENT AGREEMENT

COOPERATIVE RESEARCH AND DEVELOPMENT AGREEMENT (CRADA)
BETWEEN ANASTASIA MOSQUITO CONTROL DISTRICT (AMCD)
(**COLLABORATOR**)
AND NAVY ENTOMOLOGY CENTER OF EXCELLENCE (NECE)
(**LABORATORY**)

Title: To test and evaluate pest management materials included but not limited to pesticides, repellents, pesticide application equipment & mosquito surveillance equipment.

AGREEMENT NUMBER: NCRADA-NECE-19-10743

PROTOCOL INFORMATION: Please enter or mark n/a

AGREEMENT ADMINISTRATORS:

COLLABORATOR:

AMCD

Administrative POC: Dr. Rue-de Xue, 904-471-3107, xueamcd@gmail.com

LABORATORY:

NECE

Legal POC: Dr. Al Churilla, 301-319-7503, albert.m.churilla.civ@mail.mil

Partnerships & Business Development:

Leslie Gunn-Jordan, 301-319-6460,
leslie.s.gunnjordan.civ@mail.mil

CDR Michael Cassady, (301) 319-7348,
michael.d.cassady.mil@mail.mil

PREAMBLE

Under authority of 15 USC 3710a, the U.S. Federal Technology Transfer Act of 1986 (Public Law 99-502, 20 October 1986, as amended), **COLLABORATOR** and **LABORATORY**, described below, agree to enter into this Cooperative Research and Development Agreement (CRADA) according to the terms and conditions set in this Agreement.

The **COLLABORATOR** is Anastasia Mosquito Control District, also known as AMCD, is a corporation, whose offices are located at 120 EOC Drive, St. Augustine, FL 32092, duly organized, validly existing, and in good standing under the laws of the State of FL. The **COLLABORATOR** AMCD is not a small business as defined in 15 U.S. Code § 632 and implementing regulations (13 CFR 121.101 et seq.) of the Administrator of the Small Business Administration.

The **LABORATORY** is the NECE, a Federal laboratory of the United States Department of Defense wholly owned by the U.S. **GOVERNMENT** a substantial purpose of which is the performance of research, development or engineering.

DEFINITIONS

“**DATA**” means all recorded information of any kind regardless of the form or method of the recording, including computer software.

“**EXCLUSIVE LICENSE**” means the grant by the owner of Intellectual Property of the exclusive right to make, use, or sell an **INVENTION**.

“**GOVERNMENT**” means the Government of the United States of America.

“**GOVERNMENT PURPOSE RIGHTS**” means the right of the **GOVERNMENT** to use, duplicate, or disclose **DATA** or an **INVENTION**, in whole or in part, and in any manner, for **GOVERNMENT** purposes only, and to have or permit others to do so for **GOVERNMENT** purposes only.

GOVERNMENT PURPOSE RIGHTS includes competitive procurement, but does not include the right to have or permit others to use **DATA** or an **INVENTION** for commercial purposes.

“**INVENTION**” means any **INVENTION** or discovery which is or may be patentable under Title 35 of the United States Code, or any novel variety of plant which is or may be protectable under the Plant Variety Protection Act. (15 USC 3703(7)).

“**INVENTION DISCLOSURE**” means the document identifying and describing to organizational management the **MAKING** of an **INVENTION**.

“**MADE**” when used in conjunction with any **INVENTION** means the conception or first actual reduction to practice of such **INVENTION**. (15 USC 3703(8)).

“**Non-Subject Invention**” means any **INVENTION** that is not a **SUBJECT INVENTION**, and may include the following patents or patent filings related to this CRADA, if applicable: currently there are none that have been identified.

“**PARTY**” means a signatory to this Agreement.

“**PATENT APPLICATION**” means U.S. or foreign **PATENT APPLICATION**, continuation, continuation-in-part, divisional, reissue, and/or reexamination on any **INVENTION**.

“**PROPRIETARY INFORMATION**” means information that: (1) embodies trade secrets developed at private expense or technical, business, commercial, or financial information that is privileged or confidential provided that such information: (a) is not known or available from other sources without obligations concerning its confidentiality; (b) has not been made available by the owners to others without obligation concerning its confidentiality; (c) is not already available to the receiving **PARTY** without obligation concerning its confidentiality; and (d) has not been developed independently by persons who have had no access to the information; or (2) has been generated by the **LABORATORY** during the performance of this Agreement, and would have qualified as Proprietary Information under (1) above if it had been generated by **COLLABORATOR**.

“**SUBJECT DATA**” means that **DATA** first recorded in the performance of the **OBJECTIVE**.

“**SUBJECT INVENTION**” means any **INVENTION MADE** through research, development, engineering, or other tasks performed under this Agreement pursuant to the **OBJECTIVE**.

“**SPONSOR**” means an organization or individual who assumes legal responsibility for supervising or overseeing this clinical trial.

“**PROTECTED HEALTH INFORMATION**” means patient-identifying **DATA** from medical records or attached to patient specimens, to be obtained prospectively or from stored medical records or specimens that can be linked to individual human subjects, either directly or indirectly through codes.

“**INVESTIGATOR’S BROCHURE**” means a document containing all the relevant information about the drug or biologic, including animal screening, preclinical toxicology, and detailed pharmaceutical **DATA**. Also included, if available, is a summary of current knowledge about pharmacology and mechanism of action and a full description of the clinical toxicities.

Article 1. **OBJECTIVE:**

LABORATORY and **COLLABORATOR** have shared interests in To test and evaluate pest management materials included but not limited to pesticides, repellents, pesticide application equipment & mosquito surveillance equipment. (OBJECTIVE). A Statement of Work (Appendix A) detailing tasks for both **LABORATORY** and **COLLABORATOR** is appended to the end of this Agreement. Any inconsistency in this CRADA shall be resolved by giving precedence in the

following order: (a) the cited laws and regulations; (b) the body of the CRADA; (c) the Statement of Work; and (d) other documents to or incorporated into the CRADA.

Article 2. **DATA/PROPRIETARY INFORMATION:**

Except as required by law, Each **PARTY** agrees that it will not disclose or use the other **PARTY**'s properly marked **PROPRIETARY INFORMATION** without prior written consent except for the **OBJECTIVE**. It is **COLLABORATOR**'s and **LABORATORY**'s responsibility to properly identify all **PROPRIETARY INFORMATION**. Under 15 USC 3710a(c)(7)(B) the **LABORATORY** and **COLLABORATOR** mutually may agree to provide appropriate protection and restricted access to **LABORATORY** produced **SUBJECT DATA** generated under this Agreement against public dissemination or release under the Freedom of Information Act (FOIA) for a period of up to five (5) years after development of the information. **LABORATORY** may provide **DATA** to **COLLABORATOR** that may be the subject of a **PATENT APPLICATION** which is protectable under 35 USC § 207.

Article 3. **PUBLICATIONS:**

Publication of **SUBJECT DATA** is of prime interest to the **LABORATORY** and this Agreement shall not be interpreted to prevent or unreasonably delay publication of research resulting from the activities occurring under this Agreement. **COLLABORATOR** and **LABORATORY** agree to confer and consult to provide a reasonable review period, up to 60 days, prior to the publication or presentation of **SUBJECT DATA** regarding the collaboration to assure that no **PROPRIETARY INFORMATION** is released and that patent rights are protected. Publication and/or presentation will be delayed for a reasonable time to afford protection, if needed. If the research is not published, the **LABORATORY** and **COLLABORATOR** shall provide a report of the research results to the other **PARTY**.

Article 4. **REPORTS:**

The **PARTIES** shall submit reports on the progress of the **OBJECTIVE** as mutually agreed; and at minimum, final written reports shall be exchanged within 30 days of the expiration of this Agreement.

Article 6. **LIABILITY:**

The **LABORATORY**'s liability for the negligent or wrongful acts of its officers and employees shall be in accordance with the Federal Tort Claims Act (28 USC 2671 et. seq.) and in other applicable laws and regulations of the United States that specifically waive sovereign immunity. Nothing in this Agreement shall be construed as a waiver of the sovereign immunity of the United States. **COLLABORATOR** is solely responsible for its actions and the actions of those acting for **COLLABORATOR** in the performance of this Agreement and for any damages that may arise from any suit, action, or claim, and for any costs from or incidental to any suit, action, or claim, including but not limited to settlement and defense costs. Further, **COLLABORATOR** agrees that in any suit, action or claim brought by anyone not a party to this Agreement based on actions of **COLLABORATOR**, **COLLABORATOR** shall not pursue any actions to enter the

LABORATORY as a party in such suit, action or claim unless the **LABORATORY** has some liability under the Federal Tort Claims Act. No **PARTY** shall be liable for the consequences of any *force majeure* that is beyond its reasonable control.

Article 7. **TRANSFER AND DISPOSAL OF EQUIPMENT/MATERIAL:**

The **PARTIES** agree that any materials or equipment transferred under this Agreement and related **PROPRIETARY INFORMATION** received by either **PARTY**, and any copies of information, shall remain the property of the providing **PARTY**. Except as required by law These items will be promptly returned, destroyed, or otherwise disposed of, at the termination of this Agreement in accordance with the directions of the providing **PARTY**. All requests and responses must be in writing. The materials or equipment transferred under this Agreement and information will be returned at no expense to the providing **PARTY**. All tangible property jointly developed under this agreement shall remain the property of the **GOVERNMENT** unless separately negotiated. The obligations of the **PARTIES** to transfer technology to one or more other **PARTIES**, provide technical information and reports to one or more other **PARTIES**, and otherwise perform under this Agreement are contingent upon compliance with applicable United States export control laws and regulations. In addition, where applicable, the **PARTIES** agree to fully comply with all laws, regulations, and guidelines governing biological select agents and toxins.

Article 8. **INTELLECTUAL PROPERTY and DATA RIGHTS:**

Each **PARTY** allows the other **PARTY**(ies) to practice its **NON-SUBJECT INVENTION**(s) to accomplish the **OBJECTIVE** during the term of this Agreement. Except as expressly provided in this Agreement, no additional rights are provided to **LABORATORY** or **COLLABORATOR** under any pre-existing patents, **PATENT APPLICATIONS**, trade secrets or other intellectual property. Each **PARTY** has unlimited rights to the **DATA** generated by that **PARTY**. **LABORATORY** has no less than **GOVERNMENT PURPOSE RIGHTS** in any **SUBJECT INVENTION MADE** under this Agreement. Each **PARTY** shall have the right to review and receive delivery of **SUBJECT DATA** generated by the other **PARTY**(ies), and **SUBJECT DATA** shall be delivered to the requesting **PARTY** within fifteen (15) days of the request.

Article 9. **SUBJECT INVENTION LICENSE OPTION:**

Each **PARTY** shall retain title to any **SUBJECT INVENTION** of its employees **MADE** in the performance of the **OBJECTIVE** and Statement of Work (Appendix A). Each **PARTY** shall notify the other of the receipt of any **INVENTION DISCLOSURE** regarding **SUBJECT INVENTIONS** occurring under this Agreement in accordance with the **OBJECTIVE**. In the event of a jointly-owned **SUBJECT INVENTION**, the **PARTIES** agree to consult on the options for advancing the technology. **COLLABORATOR** has a non-exclusive, non-commercial, research use license to any **SUBJECT INVENTION MADE** by **LABORATORY** occurring under this Agreement in performance of the **OBJECTIVE**. **LABORATORY** gives **COLLABORATOR** the option, to be exercised within one hundred eighty (180) days after any filing of any type of **PATENT APPLICATION** claiming the **SUBJECT INVENTION**, of acquiring an **EXCLUSIVE LICENSE** in the **GOVERNMENT**'s rights in any **SUBJECT INVENTION**. The **EXCLUSIVE LICENSE** will be subject to a reasonable royalty. Any **EXCLUSIVE LICENSE** granted by the

GOVERNMENT in an **INVENTION** is subject to the statutorily required reservation by the **GOVERNMENT** of a nonexclusive, irrevocable, paid-up license to practice the **INVENTION** or have that **INVENTION** practiced throughout the world by or on behalf of the **GOVERNMENT**. Unilateral termination of this Agreement may result in the termination of any **EXCLUSIVE LICENSE** or option thereto.

Consent must be obtained by all **PARTIES** to this Agreement for third-party contractors to be employed on behalf of either **COLLABORATOR** or **LABORATORY**, in performance of the **OBJECTIVE**; the contractors will retain their Bayh-Dole rights (35 USC 200 *et seq.*) unless otherwise agreed. **COLLABORATOR** consents to **LABORATORY**'s use of contractors in performance of the **OBJECTIVE**.

Article 10. **NOTICES and AMENDMENT:**

All notices will be sent to the Agreement Administrators or their successors at the addresses shown in the PREAMBLE or other confirmed address. This Agreement can be amended only by a written amendment mutually agreed to and signed by the Agreement signatories or their successors.

Article 11. **DURATION:**

This Agreement will terminate on the earliest of the following dates:

- (1) Upon thirty (30) days written notice by any **PARTY** to the other(s), or
- (2) sixty (60) months from the effective date of this Agreement.

Article 12. **ENTIRE AGREEMENT, ASSIGNMENT, and DISPUTES:**

This Agreement is the entire Agreement between the **PARTIES** concerning the **OBJECTIVE** and supersedes any prior understanding or written or oral agreement related to the **OBJECTIVE**. This Agreement cannot be assigned without the prior written consent of the other **PARTY(ies)**. The **PARTIES** agree that disputes shall be resolved by submitting the issue to the Agreement signatories, or designee(s). Unless the **PARTIES** agree otherwise, if the dispute is not resolved within 30 days of submission to the signatories (or designees), it will thereafter be submitted to the Chief of Naval Research or his/her designee for a final agency decision within 60 days of submission.. The **PARTIES** may seek resolution in U.S. Federal Court or an alternative dispute resolution mechanism if the dispute remains unresolved after 60 days.

Article 13. **RELATIONSHIP OF PARTIES:**

The relationship of the parties to this Agreement is that of independent contractors and not as agents of each other or as joint venturers or partners.

Article 14. **FUNDS (if applicable):**

It is agreed and understood that any materials or equipment transferred from **COLLABORATOR** to **LABORATORY** under this Agreement is/are furnished and the Agreement is entered into at no cost to the **LABORATORY**. If **COLLABORATOR** receives and accepts funds from

LABORATORY in support of the **OBJECTIVE**, this Agreement is terminated and license terms of Article 9 are null and void. **LABORATORY** may discontinue performance under this Agreement if the funds provided by **COLLABORATOR** are insufficient or are not provided as specified. Funds that have not been obligated or expended at the conclusion of this Agreement shall be returned to **COLLABORATOR**.

Article 15. **TITLE:**

Each **PARTY** shall retain title to all tangible property to which it had title prior to the effective date of this Agreement unless mutually agreed in writing.

Article 16. **USE OF NAME OR ENDORSEMENTS:**

Both **LABORATORY** and **COLLABORATOR** shall not use the name of the other **PARTY** on any product or service that is directly or indirectly related to this Agreement without the prior written approval of the named **PARTY**.

Article 17. **PUBLIC RELEASE OF THIS AGREEMENT:**

Other than the funding information in Article 14, this Agreement is releasable to the public.

Article 18. **EFFECTIVE DATE:**

The effective date of this Agreement is the date of execution by the last to sign for the **DURATION** set in Article 11.

Article 19. **GOVERNING LAW and SURVIVING PROVISIONS:**

United States Federal Law shall govern this Agreement for all purposes. All the Articles of this Agreement shall survive its termination.

Article 20. **SIGNATURES:**

Each **PARTY** shall execute a copy of this Agreement, each of which shall be deemed an original and all of which when delivered, by facsimile transmission, mail, or email delivery, together shall constitute one instrument.

Accepted for **COLLABORATOR:**

For Anastasia Mosquito Control District

I, the undersigned, am duly authorized to bind AMCD to this Agreement and do so by affixing my signature hereto.

Signature: _____

Name:

Title:

DATED: _____

Accepted for the Department of Defense **LABORATORY:**

For Navy Entomology Center of Excellence

I, the undersigned, by 15 USC 3710a and Navy regulations, am duly authorized to bind the U.S. Navy to this Agreement and do so by affixing my signature hereto.

Signature: _____

Name:

Title:

DATED: _____

APPENDIX A – STATEMENT OF WORK

Anastasia Mosquito Control District, St. Augustine, FL

and

Navy Entomology Center of Excellence, Jacksonville, FL

Purpose: To facilitate collaborative testing, evaluation, and development of novel and existing products, equipment, and techniques for the purpose of accomplishing the Mission of the Navy Entomology Center of Excellence for protecting the deployed warfighter from arthropod-transmitted diseases.

Statement of Work: Generally, collaborative research and experimentation on surveillance, pesticide formulations/evaluations, pesticide application equipment, and personal protection against arthropods will be jointly conducted between the Anastasia Mosquito Control District and Navy Entomology Center of Excellence, Jacksonville, Florida. No transfer of funds will be exchanged between the two parties for this purpose.

Navy Entomology Center of Excellence will perform the following tasks:

1. Conduct, as lead, the application of pesticides against mosquitoes in cage and open trials
2. Conduct as lead operational use of pesticide equipment for the application of pesticides against mosquitoes
3. Conduct, as lead, using personal protection equipment against mosquitoes
4. Conduct, as lead, evaluation of surveillance methods and equipment for sampling mosquitoes

Anastasia Mosquito Control District will perform the following tasks:

1. Assist in application of pesticides against mosquitoes in cage and open trials
2. Assist in providing pesticide equipment for the application of pesticides against mosquitoes
3. Assist in conducting surveillance and trap collections for sampling mosquitoes
4. Assist in providing support personnel for personal protection equipment testing against mosquitoes

Both parties will perform the following tasks together:

1. Evaluating pesticides against mosquitoes in cage and open trials
2. Evaluating pesticide equipment for the application of pesticides against mosquitoes
3. Evaluating surveillance methods and equipment for sampling mosquitoes
4. Evaluating personal protection equipment against mosquitoes

Office of the Dean



RENEWAL LETTER OF AGREEMENT

December 3, 2019

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

Dear Dr. Xue:

This letter of agreement sets forth the intentions of the University of North Florida Board Of Trustees, a public body corporate, for the benefit of the Brooks College of Health ("University"), Anastasia Mosquito Control District of St. Johns County. (Organization"), to renew their Affiliation Agreement dated February 16, 2017 ("Agreement").

The University and Organization desire to renew said Agreement for an additional 3-year period beginning February 16, 2020 through February 16, 2023.

This renewal is effective February 16, 2020, and thereafter, unless amended by written agreement of the parties. All terms, conditions and provisions contained in the Affiliation Agreement of February 16, 2017, amended and all attachments and addenda thereto shall remain in full force and effect, unless specifically modified herein.

ACCEPTED BY:

**THE UNIVERSITY OF NORTH FLORIDA
BOARD OF TRUSTEES**

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

BY: _____
Marianne Jaffee, Director of Planning for
Simon J. Rhodes, Ph.D. Provost and
Vice President of Academic Affairs

BY: _____
Dr. Rui-De Xue

TITLE: _____

BY: _____
Dr. Catherine Christie
Associate Dean, Brooks College of Health

DATE: _____

DATE: _____

AFFILIATION AGREEMENT

I. PARTICIPATING ENTITIES

THIS AFFILIATION AGREEMENT ("Agreement") is made and entered into this 16th day of February, 2017 (the "Effective Date"), by and between THE UNIVERSITY OF NORTH FLORIDA BOARD OF TRUSTEES, a public body corporate, for the benefit of the BROOKS COLLEGE OF HEALTH ("University"), and Anastasia Mosquito Control District of St. Johns County ("Organization").

II. PURPOSE OF AGREEMENT

It is mutually agreed that the purpose of this Agreement is to provide a comprehensive learning experience for participating students from the University ("Students") within an internship setting in accordance with the provisions set forth in this Agreement and any attached addenda. Therefore, in consideration of the mutual promises contained herein, the parties agree as set forth in this Agreement.

III. GENERAL PROVISIONS OF AGREEMENT

A. This Agreement shall be for a term of three (3) years, commencing on the date indicated above. Upon consent of both parties, the Agreement may be renewed for a period no longer than the term. Renewals shall be accomplished by a Letter of Agreement signed by both parties and shall be subject to the same terms and conditions set forth herein, unless expressly stated otherwise in the Letter of Agreement. Upon mutual written consent of the University and the Organization, revisions to the Agreement may be made effective either at the beginning of or during a contract year. Either party shall have the absolute right to terminate this Agreement with or without cause upon thirty (30) days prior written notice to the other party. However, any termination or expiration of this Agreement shall be effective only at the end of a specific academic period, or upon full completion of the program curriculum for Students.

B. University and Organization agree to continue their respective policies of nondiscrimination based on sex, age, race, color, creed, disability, sexual orientation, marital status, veteran status or national origin. Each party shall be responsible for their compliance with applicable state and federal laws, rules and regulations prohibiting discrimination.

C. University's Faculty and Students may use the various departments of the Organization for the internship experience. The number of Students and specific dates when the students of the University will be utilizing the various departments of the Organization will be established and agreed upon by both parties in advance of the specific session. Both staffs will work together to maintain an environment that provides quality student learning within the curriculum plan of the designated program. Organization and University shall be mutually responsible for internship assignment for Students taking part in the experience based upon the goals and objectives of the program.

D. The University will disclose information from a Student's educational record, as appropriate, to personnel at the Organization who have a legitimate need to know in accordance with the Family Educational Rights and Privacy Act of 1974, as amended, and Section 1002.22, Florida Statutes and University Policy 5.0060P *Student Records - Accessing*. The Organization hereby agrees that its personnel will use such information only in furtherance of the clinical education program for the Student, and that the information will not be disclosed to any other person without the Student's prior written consent.

E. Organization shall reserve the right to request the University to withdraw any Student from its agencies whose conduct or work with clients or personnel is not in accordance with the policies and procedures of the Organization or is detrimental to clients or others. Organization will advise the University at the earliest possible time of any deficit noted in a Student's ability to progress toward achievement of the stated objectives of the internship experience. Organization's coordinator shall be responsible for the immediate discipline of Students while on Organization's premises. The University, however, retains final authority with regard to disciplinary action of Students. Any termination of a Student will generally be executed only at the end of a specific internship

period, except for terminations for cause in accordance with Organization's rules, which may be immediate. Organization shall provide an orientation session/materials for Students and shall assure that all Students are made aware of those actions that may result in dismissal for cause. In the event of noncompliance with provision VI of this Agreement as well as the Participating Student's Individual Agreement in the form attached as Exhibit A, Organization, for its exclusive remedy, shall have the right to immediately remove the Student from the program.

F. Organization acknowledges: (a) that a Student's provision of services at the Organization's site will not displace Organization's employees or provide any immediate advantage to the Organization; (b) no participating Student will be entitled to employment by the Organization following the internship; and (c) this internship will be without compensation to the Student.

IV. SPECIFIC RESPONSIBILITIES OF THE UNIVERSITY

A. University shall designate a person or persons to coordinate and act as liaison with the appropriate Organization personnel, as set forth in the attached addenda and provide orientation to its educational program for the staff of the Organization.

B. Once the parties agree to the number of student participants and specific dates for the program the University shall provide the Organization with a list of Students participating in the learning experience at least ten (10) days before each program is to start.

C. University shall ensure that Students have the necessary didactic prerequisites to maximize the learning experience at the Organization.

D. The University assumes any and all risks of personal injury and property damage attributable to the negligent acts or omissions of the University and its officers, employees, servants and agents while acting within the scope of their authorized powers and duties or their employment by the University. University, as a state entity, warrants and represents that it is self-funded for liability insurance, both public and property, with said protection being applicable to officers, employees, servants and agents while acting within the scope of their employment by the University. The University and the Organization further agree that nothing contained herein shall be construed or interpreted as (1) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (2) the consent of the State of Florida or its agents and agencies to be sued; or (3) a waiver of sovereign immunity of the State of Florida beyond the waiver provided in Section 768.28, Florida Statutes.

E. University agrees to communicate with the Organization's supervisor (preceptor or coordinator) and Student to assess Student's progress as necessary.

F. University will provide specified medical professional liability insurance in the amount of One Million Dollars (\$1,000,000) per medical incident/Three Million Dollars (\$3,000,000) total liability under the policy (aggregate of all claims), such insurance providing coverage to: (1) *students* participating in activities which are part of and a requirement of students' curriculum at the University, and (2) *faculty members* of the University solely with respect to claims arising out of the supervision/instruction of the insured students. University shall, upon request, submit certificates of insurance to Organization evidencing such insurance at the time of the execution of this Agreement, and at any renewals thereafter.

G. The University shall, at the student's expense, have a background check conducted on each student assigned to the Organization. The background check shall include, at a minimum, the following:

- (i) Social Security Number Verification;
- (ii) Criminal Search (7 years or up to 5 criminal searches);
- (iii) Violent Sexual Offender and Predator Registry Search;
- (iv) HHS/OIG (Health & Human Services Office of Inspector General) List of Excluded Individuals/Entities;

- (v) GSA (General Services Administration) List of Parties Excluded from Federal Programs;
- (vi) U.S. Treasury, Office of Foreign Assets Control (OFAC), List of Specially Designated Nationals (SDN);
- (vii) Applicable State Exclusion List, if one.

V. SPECIFIC RESPONSIBILITIES OF THE ORGANIZATION

It shall be the responsibility of the Organization to:

- A. Provide an appropriate orientation to Students concerning the facilities and the rules, policies and procedures of the Organization and other related material, such as scheduling information.
- B. Provide adequate educational facilities and services for Students in accordance with the objectives of the program; assist in the evaluation of Student's learning, performance and client care where appropriate.
- C. Retain ultimate responsibility for client care including when that care is rendered by a Student.
- D. Designate a supervisor (preceptor or coordinator) from its staff to act as the liaison with University in this Agreement.
- E. Provide, at the Student's expense, emergency care for injuries or acute illness while on duty in the Organization in accordance with the provision of emergency health care for employees of the Organization.
- F. Indemnify, defend and hold harmless The University of North Florida Board of Trustees, the Florida Board of Governors, the State of Florida, and their officers, agents, representatives and employees from and against any and all claims, liabilities, losses, lawsuits, judgments and expenses, including attorneys' fees and court costs up to and including any appeal, arising directly or indirectly from any act or failure to act by the Organization or any of its employees which may occur during or arise out of the performance of this Agreement, whether foreseeable or unforeseeable. This provision shall continue beyond termination or expiration of this Agreement.
- G. Inform and brief Student concerning any safety or security issues at the internship location upon Student's arrival for internship.

VI. SPECIFIC RESPONSIBILITIES OF STUDENTS

It shall be the responsibility of the Student(s) assigned through this Agreement to:

- A. Comply with the policies and procedures of the Organization and University, state, local and federal regulations and applicable professional standards, as well as all licensing requirements.
- B. Provide the necessary and appropriate uniform while on duty in the Organization.
- C. Maintain the confidentiality of all records and information exchanged in the course of the program, including but not limited to, patient medical records where relevant. Such responsibilities are more fully set forth in Exhibit A, *Participating Student's Individual Agreement*, attached hereto.
- D. Assume personal and financial responsibility for any and all medical care and treatment sought at the Organization. If a Student is injured while in the Organization, he/she may seek emergency medical care and treatment, but may be charged for the services rendered. Neither Organization nor University provides accident/health insurance for Student participants.
- E. Arrange for all room, board and transportation requirements for the internship.

VII. MISCELLANEOUS

- A. Organization shall allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119, Florida Statutes, and made or received in connection with this Agreement. Refusal by Organization to allow such public access shall be grounds for unilateral cancellation of this Agreement by University and for imposition of any remedy or penalty available under law.
- B. The relationship of the parties hereunder shall be an independent contractor relationship, and not an agency, employment, joint venture, or partnership relationship. Neither party shall have the power to bind the other party or contract in the name of the other party. All persons employed by a party in connection with operations under this Agreement shall be considered employees of that party and shall in no way, either directly or indirectly, be considered employees or agents of the other party.
- C. Neither the Organization nor the University assumes any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage or injuries or death to persons, or damage to property, the University and the Organization do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement.
- D. This Agreement represents the entire understanding and agreement between the parties with respect to the subject matter hereof, and supersedes all of the negotiations, understandings and representations (if any) made by and between such parties. None of the terms and provisions hereof may be amended, supplemented, waived or changed orally, but only in writing signed by each of the parties hereto.
- E. This Agreement shall be construed and enforced in accordance with the laws of the State of Florida. Venue for any legal proceeding concerning this Agreement shall be set in Jacksonville, Duval County, Florida.
- F. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws effective during the term of this Agreement, the legality, validity and enforceability of the remaining provisions shall not be affected thereby.
- G. This Agreement may not be assigned, in whole or in part, by either party without the prior written consent of the other party.
- H. Copies of this signed Agreement shall be placed on file at the University and the Organization.
- I. University and Organization shall designate a person (or persons) to coordinate and act as preceptor or liaison with the other party. The University shall provide one or more faculty who will be responsible for instruction of the Students while participation in the internship experience, and for evaluation of each Student. The faculty have the responsibility of selecting, planning, and evaluation the work of the Students and such selecting, planning and evaluation shall be accomplished in accordance and consistent with the policies and programs of the Organization.
- J. Any notice to be given hereunder by either party to the other, unless otherwise provided for, must be in writing and may be effected either by personal delivery or by United States certified mail, return receipt requested, postage prepaid, to the respective liaison named below:

ORGANIZATION

Dr. Rui-De Xue

Director

Anastasia Mosquito Control

District of St. Johns County

120 EOC Drive

St. Augustine, FL 32092

Phone: 904-471-3107

Email: xueamcd@gmail.com

UNIVERSITY

Dr. Catherine Christie, PhD, RD, LD/N, FADA

Associate Dean

Brooks College of Health

University of North Florida

1 UNF Drive

Jacksonville, Florida 32224-2673

Phone: 904-620-1202

Email: c.christie@unf.edu

IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representatives.

ORGANIZATION

BY: RUI-DE XUE
Print Name: Rui-De Xue
Title: Director

2-21-17
Date

THE UNIVERSITY OF NORTH FLORIDA BOARD OF TRUSTEES

BY: [Signature]
Dr. Earle C. Traynham, Provost and
Vice President for Academic Affairs

2/24/17
Date

BY: [Signature]
Dr. Pamela S. Chaffy
Dean, Brooks College of Health

2/25/17
Date

Exhibit A

Participating Student's Individual Agreement

As a student at the University of North Florida, desiring to gain knowledge through various practice experiences, I agree as follows:

A. Patient/Client/Consumer Confidentiality: During my tenure at the University of North Florida ("University"), I may participate in several practice experiences in various different facilities. This Agreement will govern my conduct in such practice experiences. I will protect patient/client/consumer confidential information in all cases. I understand that, before participating in a practice experience, I will receive a training briefing concerning the requirements of HIPAA. If I have any questions concerning my duties under HIPAA, I promise to inform either the Facility or the University of my questions. Before participating in a practice experience, I agree that I must fully understand my duties to maintain the privacy of patient/client/consumer information.

During the course of my practice experience, I may be required to discuss or write about private patient/client/consumer information. I understand that I will not discuss or write about private patient/client/consumer information outside of the Facility. And my practice experience related discussions and writings containing private patient/client/consumer information in the Facility will be in accordance with Facility's rules and policies.

If I discuss or write about a patient/client/consumer case with an instructor, preceptor, classmate, or any other person for educational purposes outside of the Facility, I will keep the client identity anonymous. This means that I will remove the following identifiers of the individual or of relatives, employers, or household members of the individual from any educational or academic writings or discussions I have outside of the Facility:

1. Names;
2. All geographic subdivisions smaller than a state, including street address, city, county, precinct, ZIP code, and their equivalent geo codes, except for the initial three digits of a ZIP code if, according to the current publicly available data from the Bureau of the Census:
 - The geographic unit formed by combining all the codes with the same three initial digits contains more than 20,000 people; and
 - The initial three digits of a ZIP code for all such geographic units containing 20,000 or fewer people is changed to 000.
3. All elements of dates (except year) for dates directly related to an individual, including birthdate, admission date, discharge date, date of death; and all ages over 89 and all elements of dates (including year) indicative of such age, except that such ages and elements may be aggregated into a single category of age 90 or older;
4. Telephone numbers;
5. Fax numbers;
6. Electronic mail addresses;
7. Social security numbers;
8. Medical record numbers;
9. Health plan beneficiary numbers;
10. Account numbers;
11. Certificate/license numbers;
12. Vehicle identifiers and serial numbers, including license plate numbers;
13. Device identifiers and serial numbers;
14. Web Universal Resource Locators (URLs);
15. Internet protocol (IP) address numbers;
16. Biometric identifiers, including finger and voice prints;
17. Full face photographic images and any comparable images; and
18. Any other unique or identifying number, characteristic, or code.

I also agree that I will not discuss or write about health information, even if stripped of the identifiers listed above, in a way that the information could be used alone or in combination with other information to identify an individual who is the subject of the information.

B. I agree to comply with all applicable policies, procedures, and rules of the Facility and the University and to demonstrate professional behavior appropriate to the environment of the Facility.

C. I will maintain health insurance or be responsible for my own medical expenses incurred during my practice experience assignment at the Facility.

D. I will make appropriate arrangements for transportation to and from the Facility's housing, if necessary, and I will assume any travel or living expenses incurred in relation to my practice experience at the Facility.

E. I agree to participate, as may be required, in any legal proceedings that may arise between the Facility and the University concerning the practice experience.

F. I understand and agree that I am not an agent, officer, or employee of either the University or the Facility.

G. This agreement shall be governed by, and enforced in accordance with, the laws of the State of Florida, and any legal proceedings concerning this Agreement will be brought in Duval County, Jacksonville, Florida.

Student signature

Print Student Name

Date



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

ARTHROPOD CONTROL BUDGET AMENDMENT

Submit to:
Mosquito Control
3125 Conner Blvd, Suite E
Tallahassee, FL 32399-1650

NICOLE "NIKKI" FRIED
COMMISSIONER

Section 388.361, F.S. and 5E-13.027, F.A.C.
Telephone (850) 617-7911; Fax (850) 617-7939

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

Amendment No. **2020-01**

Fiscal Year: **2019-2020**

Date: **12/12/2020**

Amending: Local Funds ☒ 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
\$ 10,679,502.00	\$ 5,346,014.00	\$ 10,679,502.00	\$ 1,538,008.74	\$ -	\$ 12,217,510.74

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS					
ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 5,717,380.00	\$ -	\$ -	\$ 5,717,380.00
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 85,000.00	\$ -	\$ -	\$ 85,000.00
361	Interest Earnings	\$ 65,000.00	\$ -	\$ -	\$ 65,000.00
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 5,882,380.00	\$ -	\$ -	\$ 5,882,380.00
Beginning Fund Balance		\$ 4,797,122.00	\$ 1,538,008.74	\$ -	\$ 6,335,130.74
Total Budgetary Receipts & Balances		\$ 10,679,502.00	\$ 1,538,008.74	\$ -	\$ 12,217,510.74

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
30	Personal Services	\$ 1,640,805.00	\$ -	\$ -	\$ 1,640,805.00
30	Personal Services Benefits	\$ 837,250.00	\$ -	\$ -	\$ 837,250.00
30	Operating Expense	\$ 486,220.00	\$ -	\$ -	\$ 486,220.00
40	Travel & Per Diem	\$ 28,682.00	\$ -	\$ -	\$ 28,682.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
43	Utility Service	\$ 36,000.00	\$ -	\$ -	\$ 36,000.00
44	Rentals & Leases	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
45	Insurance	\$ 93,400.00	\$ -	\$ -	\$ 93,400.00
46	Repairs & Maintenance	\$ 87,250.00	\$ -	\$ -	\$ 87,250.00
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
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	\$ 504,388.00	\$ -	\$ -	\$ 504,388.00
52.3	Protective Clothing	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
52.4	Misc. Supplies	\$ 53,900.00	\$ -	\$ -	\$ 53,900.00
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 15,945.00	\$ -	\$ -	\$ 15,945.00
55	Training	\$ 25,250.00	\$ -	\$ -	\$ 25,250.00
60	Capital Outlay	\$ 819,525.00	\$ -	\$ -	\$ 819,525.00
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 528,544.00	\$ -	\$ -	\$ 528,544.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 5,333,488.00	\$ -	\$ -	\$ 5,333,488.00
0.001	Reserves - Future Capital Outlay	\$ 4,255,025.00	\$ 1,538,008.74	\$ -	\$ 5,793,033.74
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 960,989.00	\$ -	\$ -	\$ 960,989.00
0.004	Reserves - Sick and Annual Leave	\$ 130,000.00	\$ -	\$ -	\$ 130,000.00
TOTAL RESERVES		\$ 5,346,014.00	\$ 1,538,008.74	\$ -	\$ 6,884,022.74
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 10,679,502.00	\$ 1,538,008.74	\$ -	\$ 12,217,510.74
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -

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

DATE _____

APPROVED: _____
FDACS Mosquito Control Program Designee

DATE _____

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2020
LOCAL FUND

BUDGET AMENDMENT NUMBER 2020-01

PAGE 1 OF 1

COMPUTATIONS

LOCAL FUND

Beginning Fund Balance, Increase, Adjusting Entry, Local Fund

Beginning Fund Balance, (*Actual*) as verified/ reconciled Post-Budget Passing
Less: Beginning Fund Balance, (*Estimate*) as Passed in Budget Hearing
Increase in Beginning Fund Balance, Local Fund

\$ 6,335,130.74
\$ (4,797,122.00)
\$ 1,538,008.74

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2020

PAGE 1 OF 1

LOCAL FUND BUDGET AMENDMENT NUMBER 2020-01

JOURNAL ENTRIES:

FUND BALANCE ADJUSTMENT ENTRIES:

ACCOUNTS AFFECTED

Beginning Fund Balance:

Beginning Fund Balance, Local Fund
(Increase of Beginning Fund Balance from **Estimated** amount per
DACS Annual Certified Budget to Actual as of Beginning of Fiscal Year)

INCREASE
\$1,538,008.74

=

Ending Fund Balance:

Reserves- Future Capital Outlay
(Increase Ending Fund Balance by equivalent Amount)

INCREASE
\$1,538,008.74

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

2019 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 and Mr. Richard Weaver, Business Manager

CC: Charolette M. Hall, Administrative Assistant

DATE: December 12, 2019

RE: Approval of Committee Recommendation for Health, Dental, and Life Insurance (2020)

The Insurance Committee received and reviewed the health insurance rates and plans from Florida Blue (6 plans), and United Health Care (7 plans). AMCD's current plan had a 7.62% increase. Review of the other Florida Blue plans showed one plan had a - 4.88% decrease in cost but had almost a 100% increase in the deductible the other plans had higher deductibles and co-pays and the smallest increase was at 8.55%. United Health Care plans showed one plan had a -16.38% decrease in cost but had almost a 100% increase in the deductible and included co-pays for drugs and no out of network coverage the other plans had higher deductibles and co-pays and the smallest increase was at 1.7%. The two lower cost options presented would alter the employee coverage by increasing the deductible, adding co-pays and removing currently allowed benefits, for this reason the committee did not consider these options as viable, all other options presented had less coverage and or a higher cost.

The committee also reviewed plans for Dental insurance from United Concordia (current plan), and United Health Care. United Concordia continues to have a better plan and significantly better rates with a small rate increase for 2020.

The committee also reviewed plans for Life insurance from Guardian (current plan), and United Health Care. The United Health Care option would have been a cost savings of about \$33.50 a month over the current plan with a \$5,000.00 decrease in payout benefit.

Health Insurance:

The recommended plan is the Florida Blue Plan 5070/5071 (current)

Insurance Cost (less employee contribution)	\$ 349,944.54
HSA Contribution	\$ 124,600.00
Total Health Insurance Cost	\$ 474,544.54

Dental insurance:

The recommended plan is the United Concordia plan (current)

Insurance Cost (less employee contribution)	\$ 17,860.56
---	--------------

Life Insurance:

The recommended plan is the Guardian life insurance plan (current)

Insurance Cost	\$ 3,968.16
Total Yearly Insurance Cost	\$ 496,373.26

Less Budgeted Amount
Over/Under Budget

\$ 470,046.00
\$ 26,327.26

Attachment 1: Spreadsheet: For 2018 & 2019: Current plan 5070/5071 (Recommended)

Top of sheet - Health Insurance Breakdown: health care deductibles, maximum out-of-pocket amounts, HSA contribution amounts, employee costs, HSA totals, and employee contribution totals.

Bottom of sheet – Yearly Totals ALL Insurance: totals for health, dental, and life insurance plans, budget amount for insurance, and over/under budget amounts.

Attachment 2A & 2B: Spreadsheets:

For 2018 & 2019: Current plan 5070/5071 (Recommended)

Attachment 2A: deductibles, out-of-pocket maximums, plan benefits, employee rates, totals for the plans, employee contributions, HSA amounts and totals, plan totals, budget amounts, and over/under budget amounts.

Attachment 2B: employee contribution formula and amounts, maximum out-of-pocket expenses (based on highest family rate) and changes to employee contribution rates from last year.

RECOMMENDATION:

The Insurance Committee requests that the Board accepts their recommendation: To approve keeping our current health insurance plan (5070/5071) with Florida Blue (with a 7.62% increase), keeping the HSA contribution amounts the same (\$2,700 for employee only & \$6,200 family); keeping our current United Concordia Dental Insurance Plan 8W (with an small increase and better rates for 2020); and our current Guardian Life Insurance (at small increase for 2020).

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 2020 Insurance Proposal

Attachment 1

Health Insurance Breakdown			
Committee Recommendation	Coverage Year	Last Years Costs	Recommendation: Current Plan
		2019	2020
DEDUCTIBLE	SINGLE	\$3,500.00	\$3,500.00
	FAMILY	\$7,000.00	\$7,000.00
MAX OUT OF POCKET	SINGLE	\$3,500.00	\$3,500.00
	FAMILY	\$7,000.00	\$7,000.00
HSA CONTRIBUTION	SINGLE	\$2,700.00	\$2,700.00
	FAMILY	\$6,200.00	\$6,200.00
EMPLOYEE COST (Deductible less HSA)	SINGLE	\$800.00	\$800.00
EMPLOYEE COST (Deductible less HSA not including employee contributions)	FAMILY	\$800.00	\$800.00
HSA TOTAL		\$115,700.00	\$124,600.00
LESS EMPLOYEE PORTION		\$31,353.90	\$42,074.10
Yearly Totals All Insurance			
HEALTH		\$402,802.34	\$474,544.54
DENTAL		\$15,577.44	\$17,860.56
LIFE		\$3,269.76	\$3,968.16
TOTAL		\$421,649.54	\$496,373.26
BUDGET AMOUNT		\$461,452.00	\$470,046.00
UNDER/OVER BUDGET		-\$39,802.46	\$26,327.26

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 20209 Health Insurance: Health Savings Account Options

Attachment 2-A



COMMITTEE RECOMMENDATION	Last Years Rate Calculations		2019 Employee count	2020 Employee count	Recommendation Current Plan	
	2019 Rates	2020 Rates				
COVERAGE	5070/5071				5070/5071	
Deductible	Single	\$3,500	Single	Single	\$3,500	
	Family	\$7,000	Family	Family	\$7,000	
		Yes			Yes	
Deductible Included in OOP Max		100% / 0%			100% / 0%	
Coinurance: Carrier% / Member %						
Out of Pocket Max	Single	\$3,500	Single	Single	\$3,500	
	Family	\$7,000	Family	Family	\$7,000	
		\$0			\$0	
Preventive Servicer (Wellness)						
Physician Services (PCP/Spec)		Deductible then 0%			Deductible then 0%	
Urgent Care Service		Deductible then 0%			Deductible then 0%	
Prescription Drugs (T1/T2/T3)		Deductible then 0%			Deductible then 0%	
Specialty Meds (T1/T2/T3)		Deductible then 0%			Deductible then 0%	
Inpatient Hospital Services		Deductible then 0%			Deductible then 0%	
Outpatient Diagnostic Lab & X-Ray		Deductible then 0%			Deductible then 0%	
Outpatient Advanced Imaging (MRI, Ct, Pet)		Deductible then 0%			Deductible then 0%	
Outpatient Surgery		Deductible then 0%			Deductible then 0%	
Emergency Health Services		Deductible then 0%			Deductible then 0%	
	Count	Monthly Premium Cost	Count	Monthly Premium Cost		
RATE COMPARISON	13	\$618.72	14	\$665.84		
Employee Only	4	\$1,392.07	6	\$1,498.10		
Employee & Spouse	5	\$1,099.62	2	\$1,183.37		
Employee & Child(ren)	4	\$1,857.07	6	\$1,998.52		
Family	26	\$26,538.02	28	\$32,668.22		
TOTAL		\$26,538.02		\$32,668.22		
Total Current						
a) Total Annual Premium: # of Employees X rate X 12 months:		\$318,456.24			\$392,018.64	
b) Total Employee Portion: (25% difference between EE Only and applicable dep rate)		\$31,353.90			\$42,074.10	
c) Total Annual Premium LESS Total Employee Portion:		\$287,102.34			\$349,944.54	
Add: H.S.A. Yearly Cost						
d) Employee Only	13	\$35,100.00	\$2700 Per Employee	14	\$37,800.00	\$2700 Per Employee
e) All Other	13	\$80,600.00	\$6200 Per Employee	14	\$86,800.00	\$6200 Per Employee
Total Yearly District Cost -- Total of c + d + e	26	\$402,802.34		28	\$474,544.54	
Budgeted Amount		\$440,697.60			\$448,872.60	
Over/ (Under) Budget		-\$37,895.26			\$25,671.94	

Red font denotes a higher cost than 2019 Green font denotes a lower cost than 2019

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 2020 Health Insurance: Health Savings Account Options

Attachment 2-B



COMMITTEE RECOMMENDATION	2018 Employee count	Last Years Choice		2019 Employee count	Recommendation Current Plan	
		2019 Rates	Increase/ (Decrease) from 2018		2020 Rates	Increase/ (Decrease) from 2019
		5070/5071			5070/5071	
Employee Only rate (average)						
= Employee portion	13	\$618.72	\$0.00	14	\$665.84	\$0.00
Employee & Spouse rate		\$1,392.07			\$1,498.10	
Less: Employee Only rate		\$618.72			\$665.84	
x 25% of difference per month	\$773.35	\$193.34	\$4.12	\$832.26	\$208.07	\$14.73
x # of employees	4	\$773.35		6	\$1,248.39	
x 12 months						
= Employee portion		\$9,280.20			\$14,980.68	
Employee/ Children rate		\$1,099.62			\$1,183.37	
Less: Employee Only rate		\$618.72			\$665.84	
x 25% of difference per month	\$480.90	\$120.23	\$2.56	\$517.53	\$129.38	\$9.15
x # of employees	5	\$601.13		2	\$258.77	
x 12 months						
= Employee portion		\$7,213.50			\$3,105.18	
Family rate		\$1,857.07			\$1,998.52	
Less: Employee Only rate		\$618.72			\$665.84	
x 25% of difference per month	\$1,238.35	\$309.59	\$6.60	\$1,332.68	\$333.17	\$23.58
x # of employees	4	\$1,238.35		6	\$1,999.02	
x 12 months						
= Employee portion		\$14,860.20			\$23,988.24	
Total Employee portion		\$31,353.90			\$42,074.10	
Maximum Possible \$ Expenditure for an Employee (using family employee rate)	Maximum possible cost to an employee	\$4,515.08	\$79.20	Maximum possible cost to an employee	\$4,798.04	\$282.96

Red font denotes a higher cost than 2019

Green Font denotes a lower cost than 2019

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 2019 Health Insurance: Health Savings Account Options

Attachment 2



COMMITTEE RECOMMENDATION		Last Years Rate Calculations			Recommendation Current Plan	
COVERAGE	2019 Employee count	2019 Rates		2020 Employee count	2020 Rates	
		5070/5071			5070/5071	
Deductible	Single	\$3,500		Single	\$3,500	
	Family	\$7,000		Family	\$7,000	
Deductible Included in OOP Max		Yes			Yes	
Coinurance: Carrier% / Member %		100% / 0%			100% / 0%	
Out of Pocket Max	Single	\$3,500		Single	\$3,500	
	Family	\$7,000		Family	\$7,000	
Preventive Servicer (Wellness)		\$0			\$0	
Physician Services (PCP/Spec)		Deductible then 0%			Deductible then 0%	
Urgent Care Service		Deductible then 0%			Deductible then 0%	
Prescription Drugs (T1/T2/T3)		Deductible then 0%			Deductible then 0%	
Specialty Meds (T1/T2/T3)		Deductible then 0%			Deductible then 0%	
Inpatient Hospital Services		Deductible then 0%			Deductible then 0%	
Outpatient Diagnostic Lab & X-Ray		Deductible then 0%			Deductible then 0%	
Outpatient Advanced Imaging (MRI, Ct, Pet)		Deductible then 0%			Deductible then 0%	
Outpatient Surgery		Deductible then 0%			Deductible then 0%	
Emergency Health Services		Deductible then 0%			Deductible then 0%	
RATE COMPARISON	Count	Monthly Premium Cost		Count	Monthly Premium Cost	
Employee Only	13	\$618.72		14	\$665.84	
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Total Current		\$26,538.02			\$32,668.22	
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Budgeted Amount		\$440,697.60			\$448,872.60	
Over/ (Under) Budget		-\$37,895.26			\$25,671.94	

EMPLOYEE COSTS and RATES	2019 Employee count	Current Plan	Increase/ (Decrease) from 2018	2020 Employee count	Current Plan	Increase/ (Decrease) from 2019
Employee Only rate (average)		\$618.72	\$0.00		\$665.84	\$0.00
= Employee portion	13			14		
Employee & Spouse rate		\$1,392.07			\$1,498.10	
Less: Employee Only rate		\$618.72			\$665.84	
x 25% of difference per month	\$773.35	\$193.34	\$4.12	\$832.26	\$208.07	\$14.73
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x 12 months						
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x # of employees	5	\$601.13		2	\$258.77	
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Total Employee portion		\$31,353.90			\$42,074.10	
Maximum Possible \$ Expenditure for an Employee (using family employee rate)	Maximum possible cost to an employee	\$4,515.08	\$79.20	Maximum possible cost to an employee	\$4,798.04	\$282.96

Red font denotes a higher cost than 2019 Green Font denotes a lower cost than 2019

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: Rui-De Xue, Richard Weaver

CC: Charolette Hall

DATE: December 12, 2019

RE: RFP Approval of Site Plan Development & Permitting and Building Design of the AMCD Disease Vector Education Center

A Request for Proposal (RFP) for a design build contractor to develop and permit a site plan and design the building and interior of the AMCD disease vector education center was advertised for 5 weeks. The RFP requested that a contractor:

- Develop a finished design for the site plan (location) of the building.
- Permit the site plan and do the site construction.
- Develop a finished building design, based on the RFP specifications, input from the development committee and AMCD staff to include exterior and interior design components.

The finished design will be used to bid out the building construction portion of the project.

RFP ranking is based on design and engineering costs for the site, the design and engineering costs for the building, construction cost for the site work and the contractor's abilities to complete the work. The Board reviewed the RFP specifications at their October 10, 2019 meeting. Further refinement of the building design, both interior and exterior, will be conducted during the design phase with committees and AMCD staff. The final design will be brought to the Board for approval.

The RFP was advertised in the St. Augustine Record, the AMCD web site and on the DemandStar web service (DemandStar is the service St. Johns County and The St. Johns County School Board uses to advertise their bids and RFP's). There were 11 companies who reviewed the RFP documents, 2 from the St. Augustine Record and 9 from DemandStar. 470 potential suppliers were notified of the RFP request through DemandStar.

Design and Engineering Cost Site Plan: \$80,900.00
Design and Engineering Cost Building: \$148,000.00
Construction Costs Site: \$164,000.00
Total RFP Bid Amount: \$392,900.00
FY 19/20 Budget Amount: \$500,000.00

The review committee found the Harrell Construction Co. Inc RFP to be in full compliance and rated the score sheet at 97%. Staff recommends accepting the bid of \$392,900.00. The Board should also consider a cost overrun amount of 5% of the total bid amount at \$19,645.00 for a total maximum cost of \$412,245.00, \$87,455 below the FY 19/20 budgeted amount.

REPORTS

Director Report (October & November, 2019)

Program Management:

1. Customer and professional service: AMCD answered 248 service requesters within 2 months. Dr. Xue reviewed 5 manuscripts, 2 for Acta Tropical (behaviors & repellent), 1 for JME (barrier spraying), 1 for Scientific Report (ATSB), and 1 for Parasites and Vectors (surveillance methods) and 1 book chapter (Lee CMCD program). AMCD hosted the FMCA 91st Annual meeting in St. Augustine Beach, Nov 17-20, 2019 and Commissioner Session at AMCD on Nov. 19. Dr. Xue was invited & funded to give a presentation about dengue vector control at the Dept. of Environmental Protection, City of Jeddah Nov 6 after the site visiting.

2. Surveillance: So far, one horse tested positive with WNV, one horse tested positive for WNV and EEE, 8 sentinel chickens tested positive of EEE and 37 for WNV. BG traps collected *Aedes* (246) and *Culex* (272) mosquitoes. CDC light traps caught 971 mosquitoes, included *Ae. atlanticus* (364). AMCD conducted aerial surveillance for 3.5 hours in November.

3. Operation control: AMCD MCTs did adulticiding for 50 times for 21,792 acres, did barrier treatments for 39 times for 19 acres, and hand spraying for 121 times. Positive larval dips were 562 and treated larvae for 148 times for 1,362 acres by ground application. Helicopter flew for surveillance for 3.5 hrs.

4. Applied research: AMCD and Spartan collaboration project about ATSB continue. ThermaCell repellent and spatial repellent project continue. Project about new larvicide with the DNW has been completed for persistence testing in the laboratory and semi-field. Collaboration projects about keystone virus vector collection and arbovirus mosquito collection continue and UF/EPI isolated Keystone virus from the mosquitoes we collected and provided. GLP pre-inspection and auditing and training have been conducted after the FMCA meeting.

5. Education: All employee training was held on October 25. Four Board members and 25 employees and students attended the FMCA meeting and gave 12 presentations. AMCD held open house in the afternoon of Nov. 17. Commissioner Girvan & Dr. Xue visited MosquitoMate on October 31. Staff updated website and face books, and answered many questions about open house & FMCA meeting.

Business Management:

6. Serve to the Board of Commissioners: Staff prepared for October 10's Board meeting and education, operation, applied research, and planning committee meetings with documentations in October and November.
7. Budget and Auditor: New budget starts from October 1 and auditor has started process for FY 18-19 auditoria inspection.
8. Insurance: The fleet insurance and worker comp have been renewed after October 1. Vehicle insurance refunded the damaged vehicle and equipment happened in PV area.

9. Contract: Building 500 was sealed by County in October. Database contract is worked on by staff and attorney. RFP about education center building has been collected and recommended for the Board to approve in December meeting.
10. Safety: A truck had damage and totaled lost by accidental to a retention pond. The insurance company paid off for the vehicle and all equipment cost.
11. HR. Mr. Richard Weaver received the FMCA merit award during the FMCA 91st annual meeting at St. Augustine Beach on November 19. Dr. Shougang Zhang from Nanjing CDC joined AMCD as a Visiting Scientist in early October for 3 months and continues larviciding project. Dr. Whitney Qualls from Texas DOH was hired as the full time Entomologist & Scientific Manager from October 28. Mr. E. Zeszutko passed 6 month probation as the Education Specialist on Nov 15. Five seasonal employees end their 6 month service on October 31. Mr. Barry Scott complained about his vehicle scratch and called policemen over and had a committee (Hanna, Weaver, Gaines) did investigation, watched videos, and gave report to police with nothing finding with AMCD employees to contact his vehicle. This is his 5th time complaints and 3rd time called policemen over without any positive findings. This used many hours of employee times to watch videos, and investigation. We contacted with our Attorney to figure out the solution. Mr. Mike Vaughn, MT resigned his position at AMCD by the end of November. Dr. Caroline Efstathion, Molecular Entomologist submitted resignation letter after the FMCA meeting and she leaves AMCD for Volusia Mosquito Control District on December 5, 2019.

Meeting:

- Oct. 1. Met Visiting Scientist Dr. Shougang Zhang about his work. 9am. Visited DEP Education Center with Commissioner Mr. Howell. 11am. Met Mr. Morris about helicopter.
- Oct. 2-3. 10am. Interviewed Dr. Qualls and Dr. Jiang for Entomologist & Scientific Manager position. Attended MosquitoMate teleconference meeting on Oct 3 at 9:30am.
- Oct 7. Test sticky trap. Reviewed manuscripts for JME, Acta Tropical, and Scientific Report.
- Oct 8-9. Semi-field and field testing for sticky traps for eye gnats and mosquitoes.
- Oct. 10. 5pm. Attended Board meeting.
- Oct 11. 8:30am. Attended UF/EPI teleconference about Keystone virus meeting. Met Visitor and Adjunct Senior Vector Ecologist Dr. Muller about repellent project.
- Oct 14. Met Dr. Muller's group about field trial of ATSB and repellent.
- Oct 15. 3pm. Attended International Standard Organization G 28 group online meeting about repellent & textiles.
- Oct. 17. 9am. Attended education committee meeting with Commissioner Mrs. Becker.

Oct 22. Attended SIT steering Committee meeting teleconference.

Oct 23. Hosted AMCA Technical Advisor visiting.

Oct 24. Interviewed intern student from UNF.

Oct 25. Intern student presentation and appreciation of seasonal employees. FMCA presentation practice.

Oct 28. Dr. Whitney Qualls starts. 1:30pm. Attended operation committee meeting with Commissioner Mr. Howell.

Oct 29. 8am. Attended staff meeting about update employee handbook. 9am. Met UF Professors Dr. Hahn about SIT and site visiting.

Oct 30-31. Visited MosquitoMate with Commissioner Mr. Girvan.

Nov 4-8. Visited Jeddah City about Dengue Vector Control and all travel funded by them.

Nov 12. Staff meeting about DoD grant And Mr. Barry Scott's complaint investigation.

Nov 13. Met Mr. Barry Scott about the investigation results. He did not trust any employees and the report by Scott Hanna at AMCD and wanted to contact all Board members to ask for >\$3,000 to fix his vehicle scratch. 1pm. Attended health insurance committee meeting. 2pm. Attended applied research committee meeting with Commissioner Mrs. Moeller.

Nov 14. 8am. Met Education Specialist about his probation evaluation. 9am. Attended Planning Committee meeting with Commissioner Mrs. LeBlanc.

Nov 17. 10am. Attended the FMCA Board meeting. 2pm. Attended AMCD open house for the FMCA participates.

Nov 18-20. Attended FMCA annual meeting. Gave a presentation about AMCD's program at Commissioner Session on Nov 19 and SIT & Sticky trap on Nov 20.

Nov 20. 2pm. Met a group of Business and Scientist for a new pesticide evaluation project. 4pm. Met Dr. Karl about GLP training for Dr. Qualls.

Nov 21. 1pm. Met Mr. Mike Vaughn about his vehicle accident, drug testing and resignation. 3pm. Met Dr. Caroline Efstathion about her resignation from AMCD and works for Volusia MCD.

Nov 25. 1 pm. Interview intern. 2pm. Met Dr. Efstathion and Dr. Qualls about transition.

Nov 26. Staff meeting about holiday working schedule. Review of a book chapter about Lee CMCD program and Acta Tropical about mosquito behavior.

Nov. 27. Met several staff about greenhouse inspection and SIT project & DoD grant submission.

Treatment Summary October 2019

From Date : 10-01-2019 **To Date :** 10-31-2019
Zone : All **Material :** All
Task : All

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	1715 ea	5.31 acre	322.68 ea / acre	13 times
Altosid XR	9 ea	0.02 acre	476.49 ea / acre	2 times
Altosid XRG	480 lb	80 acre	6 lb / acre	2 times
Altosid XRG Air	3440 lb	344 acre	10 lb / acre	6 times
Aquabac XT	6026 fl oz	753.25 acre	8 fl oz / acre	62 times
Aqualure 20-20 1:5	2288 fl oz	8856.77 acre	0.26 fl oz / acre	14 times
B.t.i. Briquets	160 ea	0.37 acre	435.54 ea / acre	7 times
Cocobear	378 fl oz	0.98 acre	384.02 fl oz / acre	14 times
Duet 50%	2656 fl oz	1691.72 acre	1.57 fl oz / acre	15 times
Mosquitomist Two	6195 fl oz	9386.36 acre	0.66 fl oz / acre	13 times
Sustain MBG	680 lb	90.67 acre	7.5 lb / acre	5 times
Sustain MBG Air	440 lb	44 acre	10 lb / acre	1 times
Talstar P	6.23 gal	18.48 acre	0.34 gal / acre	38 times
VectoBac 12AS	1360 fl oz	170 acre	8 fl oz / acre	14 times

Task Time Summary 2019

From Date : 10-01-2019

To Date : 10-31-2019

Zone : All

Employee Name : All

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	964:32 hrs	275	6478:45 hrs
Admin Leave	49:30 hrs	8	
Aerial Ground Crew	74:58 hrs	26	
Aerial Larvicide	10:00 hrs	7	
Aerial Maintenance	204:12 hrs	50	
Aerial Site Inspection	02:35 hrs	1	
Aerial Survey	15:05 hrs	4	
AM Briefing	103:04 hrs	240	
Annual Leave	224:00 hrs	47	
Assist	153:15 hrs	53	
Building & Grounds Work	272:47 hrs	118	
Chicken Program	193:15 hrs	198	
Computer Repair	166:32 hrs	44	
Daily Paperwork	84:53 hrs	264	
Field Experiment	506:45 hrs	167	
Fish Program	08:35 hrs	11	
Fog Mission Serv Req	01:33 hrs	33	
Ground Adulticide	156:42 hrs	65	
Ground Larvicide	189:46 hrs	119	
Ground Site Inspection	910:45 hrs	603	
Hand Adulticide	69:27 hrs	100	
Insectary	90:00 hrs	32	
Inventory	09:31 hrs	5	
Lab Experiment	237:45 hrs	73	
Landing Rate	08:04 hrs	59	
Leave Without Pay	141:15 hrs	24	
Mechanics Time	268:24 hrs	70	
Meeting	118:13 hrs	85	
Mosquito Pooling	03:10 hrs	3	
Mosquito Trap BG	17:00 hrs	87	
Mosquito Trap CDC Oc	143:42 hrs	360	
Mosquito Trap ID	64:51 hrs	39	
Mosquito Trap OV	04:13 hrs	49	
Mosquito Traps Misc	74:33 hrs	88	
Produce Papers & Programs	305:22 hrs	110	
Project Research	131:15 hrs	45	
Public Relations	64:11 hrs	16	
Public School Program	14:30 hrs	5	
Resupplying Trucks	104:00 hrs	154	
Sick Leave	65:30 hrs	12	
Sick/Personal Leave	24:00 hrs	3	
Source Reduction (tires)	00:50 hrs	1	
Supervisory	51:35 hrs	22	
Training Classroom	84:25 hrs	26	
Training Field	01:00 hrs	1	
Travel	49:30 hrs	14	

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Trim Trails	07:20 hrs	4	
Vehicle Maintenance	32:25 hrs	58	

CDC Light Traps October 2019					
10/1/2019					
To :					
10/31/2019					
Trap Type :					
CDC Octenol					
	2019 10				
Species Name	8	15	22	29	Species Total
Ae aegypti	0	0	0	0	0
Ae albopictus	1	1	0	1	3
Ae atlanticus	4	2	259	56	321
Ae canadensis	0	0	0	0	0
Ae eggs	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	1	0	64	28	93
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	0	2	0	27	29
Ae taeniorhynchus	10	9	2	207	228
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	52	23	35	169	279
An perplexens	0	0	0	0	0
An punctipennis	0	2	2	2	6
An quadrimaculatus	1	1	10	9	21
An walkeri	0	0	0	0	0
Cq perturbans	3	0	3	2	8
Cs inornata	0	0	0	0	0
Cs melanura	27	9	3	38	77
Cx coronator	0	1	0	1	2
Cx eraticus	121	59	32	34	246
Cx nigripalpus	29	5	14	39	87
Cx quinquefasciatus	4	5	6	18	33
Cx restuans	3	2	1	2	8
Cx salinarius	2	1	9	7	19
Cx territans	0	0	0	0	0
Ma dyari	0	0	1	5	6
Ma titillans	11	1	2	1	15
Or signifera	0	0	0	0	0
Ps ciliata	0	0	2	0	2
Ps columbiae	0	18	37	15	70
Ps cyanescens	0	0	0	0	0
Ps ferox	0	0	3	0	3
Ps howardii	0	0	1	0	1
Tx rutilus	0	0	0	0	0
Ur lowii	0	0	2	5	7
Ur sapphirina	6	3	11	6	26
Wy Mitchelli	0	0	0	0	0
Daily Total	275	144	499	672	1590

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

BG Traps October 2019					
10/1/2019					
To :					
10/31/2019					
Trap Type :					
BG					
	2019 10				
Species Name	8	15	22	29	Species Total
Ae aegypti	36	46	21	27	130
Ae albopictus	4	50	13	23	90
Ae atlanticus	0	0	0	0	0
Ae canadensis	0	0	0	0	0
Ae eggs	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	0	0	0	2	2
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	0	0	0	1	1
Ae taeniorhynchus	15	93	5	241	354
Ae triseriatus	0	0	0	5	5
Ae vexans	0	0	0	0	0
An atropos	0	0	0	0	0
An bradleyi	0	0	0	0	0
An crucians	0	5	0	16	21
An perplexens	0	0	0	0	0
An punctipennis	0	0	0	0	0
An quadrimaculatus	0	2	0	0	2
An walkeri	0	0	0	0	0
Cq perturbans	0	0	0	0	0
Cs inornata	0	0	0	0	0
Cs melanura	0	0	0	0	0
Cx coronator	0	2	0	0	2
Cx eraticus	0	5	0	0	5
Cx nigripalpus	0	6	1	46	53
Cx quinquefasciatus	3	7	5	105	120
Cx restuans	1	7	0	0	8
Cx salinarius	0	0	0	0	0
Cx territans	0	0	0	0	0
Ma dyari	0	0	0	0	0
Ma titillans	0	1	0	0	1
Or signifera	0	0	0	0	0
Ps ciliata	0	0	0	1	1
Ps columbiae	0	0	0	0	0
Ps cyanescens	0	0	0	0	0
Ps ferox	0	0	0	1	1
Ps howardii	0	0	0	0	0
Tx rutilus	0	0	0	0	0
Ur lowii	0	0	0	0	0
Ur sapphirina	0	0	0	0	0
Wy Mitchellii	0	0	0	5	5
Daily Total	59	224	45	473	801

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

Treatment Summary November 2019

From Date : 11-01-2019

To Date : 11-30-2019

Zone : All

Material : All

Task : All

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	95 ea	0.29 acre	322.68 ea / acre	5 times
Altosid XRG	65 lb	10.83 acre	6 lb / acre	1 times
Aquabac XT	344 fl oz	43 acre	8 fl oz / acre	6 times
Aqualure 20-20 1:5	342.83 fl oz	1327.1 acre	0.26 fl oz / acre	3 times
Cocobear	482 fl oz	1.26 acre	384.02 fl oz / acre	6 times
Duet 50%	832 fl oz	529.94 acre	1.57 fl oz / acre	5 times
Talstar P	0.02 gal	0.05 acre	0.34 gal / acre	1 times
VectoBac 12AS	1648 fl oz	206 acre	8 fl oz / acre	11 times

Task Time Summary November 2019

From Date : 11-01-2019

To Date : 11-30-2019

Zone : All

Employee Name : All

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	746:02 hrs	147	4887:30 hrs
Admin Leave	04:00 hrs	1	
Aerial Ground Crew	15:47 hrs	9	
Aerial Maintenance	205:48 hrs	30	
Aerial Site Inspection	03:00 hrs	1	
Aerial Survey	13:15 hrs	3	
AM Briefing	52:50 hrs	119	
Annual Leave	286:45 hrs	73	
Assist	107:20 hrs	23	
Building & Grounds Work	223:08 hrs	116	
Chicken Program	171:31 hrs	136	
Computer Repair	93:40 hrs	20	
Daily Paperwork	40:43 hrs	115	
Field Experiment	443:18 hrs	136	
Fish Program	03:45 hrs	8	
Fog Mission Serv Req	00:44 hrs	20	
Ground Adulticide	07:10 hrs	4	
Ground Larvicide	51:06 hrs	29	
Ground Site Inspection	404:25 hrs	226	
Hand Adulticide	18:04 hrs	21	
Holiday	450:00 hrs	45	
Insectary	72:15 hrs	24	
Inventory	21:04 hrs	11	
Lab Experiment	182:15 hrs	65	
Landing Rate	00:38 hrs	19	
Leave Without Pay	32:15 hrs	5	
Mechanics Time	225:16 hrs	29	
Meeting	299:06 hrs	102	
Mosquito Trap BG	47:45 hrs	166	
Mosquito Trap CDC Oc	127:12 hrs	268	
Mosquito Trap ID	18:04 hrs	19	
Mosquito Trap OV	06:53 hrs	78	
Mosquito Traps Misc	02:31 hrs	5	
Produce Papers & Programs	67:30 hrs	34	
Project Research	26:30 hrs	13	
Public Relations	22:15 hrs	5	
Public School Program	09:30 hrs	2	
Resupplying Trucks	17:14 hrs	29	
Sick Bereavement	01:45 hrs	1	
Sick Donated Leave	03:45 hrs	1	
Sick Leave	53:00 hrs	11	
Sick/Personal Leave	08:00 hrs	1	
Supervisory	34:33 hrs	13	
Training Classroom	209:07 hrs	30	
Travel	44:50 hrs	17	
Vehicle Maintenance	11:56 hrs	20	

CDC Light Traps November 2019					
11/1/2019					
To :					
11/30/2019					
Trap Type :					
CDC Octenol					
	2019 11				
Species Name	5	13	19	26	Species Total
Ae aegypti	0	0	0	0	0
Ae albopictus	1	1	0	0	2
Ae atlanticus	10	3	1	1	15
Ae canadensis	0	0	0	0	0
Ae eggs	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	5	1	0	0	6
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	1	0	0	1	2
Ae taeniorhynchus	57	4	2	2	65
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	30	8	5	0	43
An perplexens	0	0	0	0	0
An punctipennis	0	0	0	0	0
An quadrimaculatus	1	0	0	0	1
An walkeri	0	0	0	0	0
Cq perturbans	1	1	0	0	2
Cs inornata	0	0	0	0	0
Cs melanura	12	2	0	1	15
Cx coronator	0	0	0	0	0
Cx eraticus	11	0	0	1	12
Cx nigripalpus	13	1	3	0	17
Cx quinquefasciatus	5	1	1	1	8
Cx restuans	0	1	0	0	1
Cx salinarius	0	0	0	0	0
Cx territans	0	0	0	0	0
Ma dyari	0	0	0	0	0
Ma titillans	2	0	0	0	2
Or signifera	0	0	0	0	0
Ps ciliata	0	0	0	0	0
Ps columbiae	4	0	0	0	4
Ps cyanescens	0	0	0	0	0
Ps ferox	0	0	0	0	0
Ps howardii	0	0	0	0	0
Tx rutilus	0	0	0	0	0
Ur lowii	2	0	0	0	2
Ur sapphirina	0	1	0	0	1
Wy Mitchellii	0	0	0	0	0
Daily Total	155	24	12	7	198

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

BG Traps November 2019					
11/1/2019					
To :					
11/30/2019					
Trap Type :					
BG					
	2019 11				
Species Name	5	13	19	26	Species Total
Ae aegypti	47	21	37	11	116
Ae albopictus	27	40	8	5	80
Ae atlanticus	5	0	2	0	7
Ae canadensis	0	0	0	0	0
Ae eggs	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	1	7	0	10	18
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	1	0	0	0	1
Ae taeniorhynchus	649	297	45	11	1002
Ae triseriatus	0	0	1	0	1
Ae vexans	0	0	0	0	0
An atropos	0	0	0	0	0
An bradleyi	0	0	0	0	0
An crucians	2	7	11	5	25
An perplexens	0	0	0	0	0
An punctipennis	0	0	0	0	0
An quadrimaculatus	1	4	7	0	12
An walkeri	0	0	0	0	0
Cq perturbans	0	0	0	0	0
Cs inornata	0	0	0	0	0
Cs melanura	0	0	0	0	0
Cx coronator	0	2	0	0	2
Cx eraticus	0	0	0	0	0
Cx nigripalpus	14	50	14	8	86
Cx quinquefasciatus	19	37	86	10	152
Cx restuans	3	1	0	0	4
Cx salinarius	0	10	2	2	14
Cx territans	0	0	0	0	0
Ma dyari	0	3	1	1	5
Ma titillans	0	0	0	0	0
Or signifera	0	0	0	0	0
Ps ciliata	0	0	0	0	0
Ps columbiae	0	0	0	0	0
Ps cyanescens	0	0	0	0	0
Ps ferox	4	6	1	1	12
Ps howardii	0	0	0	0	0
Tx rutilus	0	0	0	0	0
Ur lowii	0	0	0	0	0
Ur sapphirina	0	0	0	0	0
Wy Mitchellii	3	3	0	0	6
Daily Total	776	488	215	64	1543

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

Dr. Rui-De Xue

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Friday, October 11, 2019 2:42 PM
To: 'TBecker4AMCD'; ezeszutkoamcd@gmail.com; 'Caroline Efstathion'; 'Kay Gaines'; 'Richard Weaver'; 'Dena Autry'; 'Steven Smoleroff'; 'Kai Blore'; 'Vindhya Aryaprema'; 'Muhammad Farooq'; 'Charolette Hall'; 'Scott Hanna'; 'Morgan Duett'; 'Courtney Cunningham'
Cc: g-chowell@att.net; 'Jeanne Moeller'; 'Don Girvan'; 'Wayne Flowers'; 'Rui-de Xue'
Subject: Education committee meeting, October 16 at 9am

Dear Commissioner Mrs. Becker:

The education committee meeting has been scheduled on October 16 at 9am. The following items will be discussed and arranged. If you have any items for the meeting, please let me know.

Thanks & best regards.

Rudy Xue, Ph.D.
Director

Education Committee Meeting
October 16 at 9am

Proposed agenda

1. Welcome and introduction by Commissioner Mrs. Becker
2. Current education activity update by Mr. Zeszutko
3. Discussion about education center items by Dr. Xue
4. AMCD's open house for the FMCA participates, Nov 17 at 2-5pm by Mr. Zeszutko
5. AMCD hosts Commissioner activity at AMCD on November 19 by Dr. Xue
6. AMCD employees attend the FMCA meeting and registration by Mrs. Gaines
7. 2019 education summary and preparation for 2019 annual program report by Mr. Zeszutko

Dr. Rui-De Xue

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Monday, October 28, 2019 11:41 AM
To: g-chowell@att.net
Cc: gainesamcd@bellsouth.net; rweaveramcd@bellsouth.net; quallsamcd@bellsouth.net; 'Caroline Efstathion'; 'Ralph Bruner'; 'Muhammed Farooq'; 'Dena Autry'; 'Rui-de Xue'; 'Scott Hanna'; 'Charolette Hall'
Subject: Operation Committee Meeting, October 28 at 1:30pm

Dear Commissioner Mr. Howell:

The operation committee meeting has been scheduled on October 28 at 1:30pm last Wednesday. The following items will be discussed and arranged. If you have any items for the committee meeting, please let me know.

Thanks,

Rudy Xue, Ph.D.
Director

Operation Committee Meeting
October 28 at 1:30pm

Proposed agenda

1. Welcome and introduction by Commissioner & Committee Chair Mr. Gary Howell
2. Ground operation about surveillance and control update by Mrs. Kay Gaines
3. Recent aerial operation for surveillance and larviciding update by Dr. Xue
4. Sentinel chickens and mosquito pools positive with arbovirus update and supply by Dr. Caroline Efstathion
5. Pesticide inventory, spilling & process, and supply by Mr. Richard Weaver
6. Vehicle and other equipment purchase update based on approved budget by Mrs. Gaines & Dr. Xue
7. Discussion about annual program report (operation part), winter operation by Dena Autry, Richard Weaver, Kay Gaines, Farooq, Efstathion, and Qualls

Dr. Rui-De Xue

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Wednesday, October 23, 2019 1:24 PM
To: 'gainesamcd'; 'Dena Autry'; 'Richard Weaver'; 'Muhammad Farooq'; 'Vindhya Aryaprema'; 'kbloreamcd'; 'ssmolerooffamcd@gmail.com'; 'Morgan Duett'; 'Scott Hanna'; 'Charolette Hall'; 'Caroline Efstathion'; 'Edward Zeszutko'; 'Courtney Cunningham'; 'Ralph Bruner'; 'Kevin Card'; 'Cilek, James E CIV USN NAVENTOCTR JAX FL (USA)'; 'Koehler, Philip G'; 'Morris, John Glenn'; 'Qualls, Whitney (DSHS)'; 'Jiang, Yongxing 1'; 'Linthicum, Kenneth'; 'Hahn, Daniel Allen'; 'Richard Weaver'; 'Moser, Bettina A'; 'Michael Turell'; '大风'; 'Gunter Muller'; 'Mandi Pearson'; 'Lea Rachel Bangonan'
Cc: g-chowell@att.net; 'Jeanne Moeller'; 'Gina LeBlanc'; 'Don Girvan'; 'TBecker4AMCD@protonmail.com'; 'Wayne Flowers'; 'Rui-de Xue'
Subject: AMCD Applied Research Committee & Collaboration Meeting Schedule, Nov 13 at 1:30pm

Dear Commissioner Mrs. Moeller,

The Applied Research Committee & Collaboration Meeting has been scheduled on November 13 at 1:30pm-3:00pm. The following items will be discussed and arranged. If you and other committee members have any inputs, please let me know.

Thanks & best regards,

Rudy Xue, Ph.D.
Executive Director

AMCD Applied Research Committee & Collaboration Meeting
November 13 at 1:30pm-3:00pm

Proposed agenda

1. Welcome and introduction by Committee Chair Mrs. Jeanne Moeller, Commissioner
2. Report and update about GLP progress & the plan for next year by Dr. Rudy Xue, Director
3. Scientific Department Chart & Responsibility by Dr. Whitney Qualls, Scientific Manager
4. The DACS grant progress update & Lamp farmer collaboration project by Dr. Caroline Efstathion, Molecular Entomologist
5. SIT and ATSB project update by Dr. Vindhya Aryaprema, Contracted Biologist
6. Mosquito repellent, wind tunnel, olfactometer, and droplet equipment update by Dr. M. Farooq, Field Biologist
7. Wolbachia-infected mosquito release's project summary by Dr. Rudy Xue
8. The DNW's mosquito larvicide evaluation by Mr. Kai Blore, Biotech & Lab Manager & Dr. Shougang Zhang, Visiting Scientist
9. Winter projects, grant applications, annual program report, and major research work plan for 2020 by Dr. Rudy Xue, Director
10. Quarantine insectary and green house regulation, inspection, and equipment update by Mr. Richard Weaver, Business Manager

Charolette Hall

From: Dr. Rui-De Xue <xueamcd@gmail.com>
Sent: Friday, October 11, 2019 2:53 PM
To: 'TBecker4AMCD'; ezeszutkoamcd@gmail.com; 'Caroline Efstathion'; 'Kay Gaines'; 'Richard Weaver'; 'Dena Autry'; 'Steven Smoleroff'; 'Kai Blore'; 'Vindhya Aryaprema'; 'Muhammad Farooq'; 'Charolette Hall'; 'Scott Hanna'; 'Morgan Duett'; 'Courtney Cunningham'; 'Bill Youker'; Gina LeBlanc
Cc: g-chowell@att.net; 'Jeanne Moeller'; 'Don Girvan'; 'Wayne Flowers'; 'Rui-de Xue'; Qualls, Whitney (DSHS)
Subject: Planning Committee Meeting, Nov. 14 at 9:30am

Dear Commissioner Mrs. LeBlanc:

The planning committee meeting has been scheduled on November 14 at 9:30am. The following items will be discussed and arranged. If you have any items for the meeting, please let me know.

Thanks & best regards.

Rudy Xue, Ph.D.
Director

Planning Committee Meeting
November 14 at 9:30am
Proposed agenda

1. Welcome and introduction by Commissioner Mrs. LeBlanc
2. Update about construction project's remaining items by Mr. Youker
3. Discussion about education center items by Dr. Xue
4. Update about the RFP progress by Mr. Weaver
5. Discussion about solar plan study for all facilities by Dr. Xue
6. Discussion about major work plans (Education Center building, GLP, Enhancing aerial program) for next 5 years by Dr. Xue

November 21, 2019
Rui-De Xue
Director
Anastasia Mosquito Control District

Dear Dr. Xue,

Please accept this letter as notice of my resignation from my position as Molecular Biologist. My last day of employment will be December 5, 2019.

I applaud the direction that the District is taking in regards to increasing both the amount of and the quality of research as you move toward the GLP certification. Unfortunately, for me, this does not align with my personal career goals of working in operational mosquito control. So, it is through much thought and decision making that I have decided to move on to another opportunity.

It has been a valuable experience for me working at AMCD and I hope to continue to collaborate with you and your team on issues facing mosquito control districts in Florida. I plan to continue working with the District on projects where I am a Co-PI and my intern projects until their completion. Please let me know if there is anything else I can do to help with this transition.

Best regards,

A handwritten signature in black ink, appearing to read 'Caroline Efstathion', followed by a long horizontal line.

Caroline Efstathion



Florida Department of Revenue
Property Tax Oversight

Jim Zingale
Executive Director

5050 West Tennessee Street, Tallahassee, FL 32399

floridarevenue.com

October 21, 2019

Ruide Xue , Director
Anastasia Mosquito Control District of St. Johns County
120 EOC Drive
St. Augustine, Florida 32092



RE: Truth in Millage (TRIM) Certification

Dear Dr. Xue:

The Department of Revenue has reviewed the millage certification documents that your taxing authority submitted. The Department has found no violation of the certification requirements in subsections 200.065(1)-(4), (6)-(12), (14), and (15), Florida Statutes, and therefore accepts the certification as meeting the stated requirements.

The Department has also reviewed the maximum millage levy calculation final disclosure documents your taxing authority submitted. The Department's review included documents relating to the millage levying processes and the total taxes levied by your principal taxing authority and any dependent special districts and MSTUs (for counties). Based on these documents, the Department has determined that your taxing authority is in compliance with the maximum total taxes levied requirements, and thus the maximum millage levy requirements, of section 200.065(5), Florida Statutes.

Sincerely,

Patrick Creehan
Interim Program Director
Property Tax Oversight

BH/#65.05

Dear Virginia,

Pls. send an official invitation to Prof. Xue as Plenary Speaker:

Rui-De Xue, Ph.D.

Executive Director of the AMCD (www.amcdsjc.org)

Adjunct Professor of the University of Miami

The flight up to 1200 Euro and 4 nights 120 Euro per Night will covered from my information.

Pls. let me know.

Kind Regards,

Dr Peyman Ghaffari, Dipl.Phys, DIC, PhD

Chair of COST Action CA 16227 (IMAAC)

www.cost.eu/actions/CA16227

Center for Mathematics, Fundamental Applications

and Operations Research (CMAF-CIO),

Faculdade de Ciências da Universidade de Lisboa,

Campo Grande, 1749-016 Lisboa / Portugal

From: Dr. Rui-De Xue <xueamcd@gmail.com>

Sent: Tuesday, October 22, 2019 12:38 PM

To: Peyman Ghaffari <pgsaid@fc.ul.pt>

Cc: talbalaghi@libero.it; 'Rui-de Xue' <xueamcd@gmail.com>

Subject: RE: RE: Thanks

From: COST Association Notification <noreply@cost.eu>
Sent: Saturday, November 02, 2019 7:58 AM
To: xueamcd@gmail.com
Cc: info@okeyclick.com
Subject: [COST] Action CA16227 Meeting Participant invitation to 3. Member Committee Meeting (3.MCM), 3. General Scientific Meeting (3.GSM) and 2. Start-Up Workshop (2. SUW) during 3.GP at American University of Malta



OFFICIAL INVITATION

Dear Prof Rui De Xue,

You are invited to attend the following COST Meeting as a Meeting Participant:

- COST Action: CA16227
- Meeting Title: 3. Member Committee Meeting (3.MCM), 3. General Scientific Meeting (3.GSM) and 2. Start-Up Workshop (2. SUW) during 3.GP at American University of Malta
- Location: American University Of Malta, Bormla, Malta, Malta
- Meeting Type: Working Group Meeting, Workshops/Conferences
- Meeting Dates: from 2019-12-10 09:30:00 to 2019-12-12 17:30:00

Session(s) to which you are invited:

- Working Group Meeting: from 2019-12-11 09:30:00 to 2019-12-12 17:30:00 (eligible for reimbursement)
- Workshops/Conferences: from 2019-12-10 14:00:00 to 2019-12-10 17:00:00 (eligible for reimbursement)

The expenses related to your participation during the above-mentioned dates will be reimbursed based on your request and according to COST Rules of Reimbursement that you can consult here: <https://www.cost.eu/vademecum>

Disclaimer

Should you be a UK-affiliated participant, please note that in case of a no-deal Brexit, expenses incurred by UK-affiliated researchers in the framework of COST activities may become ineligible. The Department for Business, Energy and Industrial Strategy will directly

administer expenses claims for UK participation in COST. Please visit the UK government page **COST Actions after Brexit**

Here you can find instructions on how to fill in the Travel Reimbursement Request:

www.cost.eu/Travel_Reimbursement_Instructions

Please confirm or decline your participation in this event by clicking on the following link:

<https://e-services.cost.eu/invitation/7692aa57713c1308f870e185f3fe43ee/>

If you are new to e-COST, you can register a new e-COST profile on the following link:

<https://e-services.cost.eu/>

Kind regards,

Ms Virginia Sanz Sánchez

E-mail address: info@okeyclick.com

Phone: +34635662820

Best regards,

COST Association

COST Association | Avenue Louise 149
1050 Brussels | Belgium
Tel: +32 2 533 38 00
helpdesk@cost.eu | <https://www.cost.eu>

TR-1 — Mail generated by e-COST on 02 November 2019 at 12:57:26