

Anastasia Mosquito  
Control District  
of St. Johns County



District Board Meeting  
**OCTOBER 18, 2018**  
Thursday at  
**5:00 P.M**



ANASTASIA MOSQUITO CONTROL DISTRICT  
ST. JOHNS COUNTY

PROPOSED AGENDA

Thursday, October 18, 2018  
5:00 P.M.

**Invocation and Pledge:** *Commissioner Howell*

**Consent Items: APPROVAL OF:**

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes:
  - a. Regular Board Meeting, September 13, 2018 at 5:00 P.M. and conclusion after First Public Hearing
  - b. First Public Hearing, September 13, 2018 at 5:30 P.M.
  - c. Final Public Hearing, September 27, 2018 at 5:30 P.M.
5. AMCA Annual Meeting, Orlando, FL, February 25 – March 2, 2019 & FMCA Dodd Short Courses (all 5 Commissioners), February 4-8, 2019, Gainesville, FL
6. Winter Work Hours
7. Christmas Bonus Checks
8. Helicopter Fuel Supply Agreement
9. Radar Altimeter RFP
10. Annual Physical Inventory Report
11. Contract Renewal for Vector Disease Control International (for large area aerial spray)

**Unfinished Business:**

1. Appreciation and Plaques to Aerial Consultants, Mr. Brad Gunn and Mr. Peter Paul Leone ~ *Dr. Rui-De Xue and Board Members (5 min)*
2. Mosquito Mate Project Presentation (Ppt) ~ *Dr. Daniel Dixon (15 min)*

**New Business:**

1. Director's Evaluation Results and Salary Discussion ~ *Mr. Wayne Flowers (10 min)*
2. Building Disease Vector Museum Discussion ~ *Dr. Rui-De Xue ~ (10 min)*
3. Appreciation for Commissioner Rock (2017 and 2018 as a Commissioner) ~ *Board Members (5 min)*

**Reports**

1. Director
2. Attorney

**Commissioner Comments:**

**Attachments:** FOR INFORMATION PURPOSES ONLY

1. UPDATE on Commissioner Seat 3 Appointment: One additional application submitted that AMCD was copied on; Mr. Peter Miele.

# CONSENTS

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

September 2018 Reconcile

Report for October, 2018 Meeting

Cash Balances Ending: 9/30/18

Local Fund	\$	921,177.93
S.B.A. Fund	\$	4,714,517.20
<b>Total Funds as of 09/30/18</b>	<b>\$</b>	<b>5,635,695.13</b>

Source of Income Local/ SBA Fund: 9/30/18

Taxes	\$	1,530.09	
Local Fund - Interest	\$	-	
SBA Fund- Return on Investment	\$	11,483.35	
Grant Money	\$	44,000.00	Springstar Receipt, AGO Project Work
Surplus Sales	\$	112.00	
<b>Total Deposits by 09/30/18</b>	<b>\$</b>	<b>57,125.44</b>	

CHEMICAL & INSECTICIDE INVENTORY

Report for October, 2018 Meeting

Summary

VOUCHERS PRESENTED

Report for October, 2018 Meeting

Local Fund      several

# VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 09/01/2018 through 09/30/2018

Date	Num	Name	Memo	Cir	Amount	Balance
<b>110 - Wells Fargo Bank - Local</b>						1,378,880.43
<b>110-A - QuickBooks Bill Pay</b>						-7,406,595.92
09/11/2018	6357	Flowers by Shirley	0087002		-64.95	-7,406,660.87
09/12/2018	6358	Aztec Office of ...	015791	X	-264.58	-7,406,925.45
09/12/2018	6359	Cintas Fire Prot...	Cust 28987	X	-125.00	-7,407,050.45
09/12/2018	6360	Florida Janitor &...	Acct#STJOH...	X	-125.09	-7,407,175.54
09/12/2018	6361	L.V. Hiers, Inc.	Cust#ANAMOS	X	-8,445.82	-7,415,621.36
09/12/2018	6362	Pink Up the Pace	Booth	X	-100.00	-7,415,721.36
09/12/2018	6363	Pro-Lab Diagno...	GEN3-01	X	-1,018.18	-7,416,739.54
09/12/2018	6364	The Home Depot	60353225003...	X	-698.96	-7,417,438.50
09/12/2018	6365	TPH The Parts ...	23256	X	-204.48	-7,417,642.98
09/13/2018	6366	University of Flo...	Mosquito ID ...		-600.00	-7,418,242.98
09/13/2018	7296	Emad Khater	Grant Exp. R...	X	-2,000.00	-7,420,242.98
09/18/2018	6367	Augustine Alar...	18081	X	-84.99	-7,420,327.97
09/18/2018	6368	Cintas Corporati...	280-01247	X	-553.60	-7,420,881.57
09/18/2018	6369	Comcast Busine...	906116964		-357.74	-7,421,239.31
09/18/2018	6370	COMCAST TV-I...	8495-74-310-...		-332.65	-7,421,571.96
09/18/2018	6371	FPL - EOC DRI...	54682-33191	X	-1,541.28	-7,423,113.24
09/18/2018	6372	Lewis Longman ...	ID#4370-001	X	-1,250.00	-7,424,363.24
09/18/2018	6373	Rays Tire & Srv...	Acct#512503...	X	-1,555.56	-7,425,918.80
09/18/2018	6374	Strate Welding ...	Cust#2464740	X	-847.41	-7,426,766.21
09/18/2018	6375	The St. Aug. Re...	15661	X	-85.27	-7,426,851.48
09/18/2018	6376	Tractor Supply ...	6035 3012 02...	X	-103.27	-7,426,954.75
09/18/2018	6377	ULINE	Cust. #8309802	X	-209.91	-7,427,164.66
09/19/2018	6378	AFLAC	HZQ29	X	-161.76	-7,427,326.42
09/19/2018	6379	United Concordia	Recipient 000...	X	-1,376.65	-7,428,703.07
09/28/2018	6380	Bank of America	4356 2200 02...		-12,133.31	-7,440,836.38
09/28/2018	6381	Blue Cross Blue...	A5658		-25,972.66	-7,466,809.04
09/28/2018	6382	Cintas First Aid ...	CUST#04791		-1,373.56	-7,468,182.60
09/28/2018	6383	DiscoverTec	ANAS001		-50.00	-7,468,232.60
09/28/2018	6384	Guardian	Group ID#00 ...		-398.18	-7,468,630.78
09/28/2018	6385	Mobisoft Infotech	VCMS Develop		-240.00	-7,468,870.78
09/28/2018	6386	MSC Industrial ...	CUST#02308...		-123.14	-7,468,993.92
09/28/2018	6387	READY REFRE...	0010927986		-265.42	-7,469,259.34
09/28/2018	6388	St. Johns Count...	MosquitoCont...	X	-19,405.17	-7,488,664.51
09/28/2018	6389	St. Johns Count...	Account#000...		-74.40	-7,488,738.91
09/28/2018	6390	The Feed Store	00300		-412.50	-7,489,151.41
09/28/2018	6391	Verizon Wireles...	942060161-0...		-1,017.93	-7,490,169.34
<b>Total 110-A - QuickBooks Bill Pay</b>					<b>-83,573.42</b>	<b>-7,490,169.34</b>
<b>110 - Wells Fargo Bank - Local - Other</b>						8,785,476.35
09/04/2018	Dire...	Catherine Brand...		X	-100.00	8,785,376.35
09/04/2018	Dire...	Gary Howell		X	-100.00	8,785,276.35
09/04/2018	Dire...	Gina LeBlanc		X	-100.00	8,785,176.35
09/04/2018	Dire...	Jacqueline Rock		X	-100.00	8,785,076.35
09/04/2018	Dire...	Jeanne Moeller		X	-100.00	8,784,976.35
09/06/2018	9-#2...	Florida Retirem...	FRS August ...	X	-13,950.02	8,771,026.33
09/06/2018		QUICKBOOKS ...		X	-15.95	8,771,010.38
09/06/2018		wells Fargo		X	-13.90	8,770,996.48
09/07/2018	9-#2...	Payroll	Taxes Withheld	X	-14,294.22	8,756,702.26
09/07/2018	9-#2...	Payroll	Bank Account...	X	-1,457.00	8,755,245.26
09/07/2018	9-#2...	Payroll	Credit Union	X	-718.39	8,754,526.87
09/07/2018	9-#2...	Payroll	Net Pay to Ba...	X	-42,211.99	8,712,314.88
09/07/2018	7292	Chao Shi	Grant Exp. R...		-1,500.00	8,710,814.88
09/07/2018	7293	Ding Zhu	Grant Exp. R...		-1,500.00	8,709,314.88
09/07/2018	7294	Emad Khater	VOID: Grant ...	X	0.00	8,709,314.88
09/07/2018	Dire...	Daniel Dixon		X	-19.00	8,709,295.88
09/07/2018	Dire...	Gregory Allen D...		X	-120.00	8,709,175.88
09/07/2018	Dire...	Richard Weaver		X	-95.25	8,709,080.63
09/07/2018	Dire...	Ruide Xue		X	-19.00	8,709,061.63
09/07/2018	Dire...	Steve Solana		X	-19.00	8,709,042.63
09/10/2018			Deposit	X	1,411.91	8,710,454.54
09/11/2018		wells Fargo		X	-131.39	8,710,323.15
09/13/2018	Dire...	Joe D'Amato	gas reimburs...	X	-26.20	8,710,296.95
09/13/2018	7295	Noland Company	00553-001350	X	-3,550.05	8,706,746.90
09/21/2018	9-#2...	Payroll	Taxes Withheld	X	-13,776.18	8,692,970.72
09/21/2018	9-#2...	Payroll	Bank Account...	X	-1,457.00	8,691,513.72
09/21/2018	9-#2...	Payroll	Credit Union	X	-718.39	8,690,795.33
09/21/2018	9-#2...	Payroll	Net Pay to Ba...	X	-40,514.46	8,650,280.87
09/21/2018			Deposit	X	89.37	8,650,370.24
09/25/2018	7297	Nationwide Retir...	Entity Code#...		-970.00	8,649,400.24
09/25/2018	7298	US Department ...	Tracing# 101...		-138.79	8,649,261.45
09/25/2018	7299	Nationwide Retir...	Entity Code#...		-970.00	8,648,291.45
09/25/2018	7300	US Department ...	Tracing# 101...		-138.79	8,648,152.66
09/25/2018	7301	PGIT	WC FL1 0554...		-40,142.00	8,608,010.66

**VOUCHERS (Electronic Bill Pay & Canceled Checks)**  
 From 09/01/2018 through 09/30/2018

Date	Num	Name	Memo	Clr	Amount	Balance
09/25/2018	7302	ThompsonBaker...	Acct#ANAST-3		-69,736.00	8,538,274.66
09/25/2018	7303	ThompsonBaker...	Acct#ANAST-3		-555.00	8,537,719.66
09/25/2018			Deposit	X	44,112.00	8,581,831.66
09/25/2018	7310	Alumitech Inc.	Bid# B-11/12-2		-1,350.61	8,580,481.05
09/25/2018	Dire...	Gregory Allen D...		X	-838.00	8,579,643.05
09/25/2018	Dire...	Jeanne Moeller		X	-19.00	8,579,624.05
09/25/2018	Dire...	Richard Weaver		X	-19.00	8,579,605.05
09/25/2018	Diec...	Ruide Xue		X	-19.00	8,579,586.05
09/25/2018	Dire...	Christopher Bibbs		X	-572.83	8,579,013.22
09/26/2018	WIRE	AG-NAV Inc.	Inv 106210 9-...	X	-67,785.00	8,511,228.22
09/27/2018	7304	Town & Country...	119244 / 119...		-19,133.78	8,492,094.44
09/27/2018	7305	Kiwanis Founda...	Advertisement		-150.00	8,491,944.44
09/27/2018	7306	E. H. Thompson...	100860		-3,813.34	8,488,131.10
09/27/2018	7307	Isolair Helicopte...	7-19-18-1		-20,729.10	8,467,402.00
09/27/2018	7308	World Electric S...	WES-2 Work ...		-10,777.34	8,456,624.66
09/27/2018	7309	Isolair Helicopte...	7-19-18-2		-44,217.30	8,412,407.36
09/30/2018	Dire...	Peter P. Leone III			-1,228.00	8,411,179.36
09/30/2018	9-#2...	Braddock's Sma...	Restoring VO...	X	127.92	8,411,307.28
09/30/2018	9-#2...	Bozard Ford	Restoring Fu...	X	39.99	8,411,347.27
Total 110 - Wells Fargo Bank - Local - Other					-374,129.08	8,411,347.27
Total 110 - Wells Fargo Bank - Local					-457,702.50	921,177.93
<b>TOTAL</b>					<b>-457,702.50</b>	<b>921,177.93</b>

10/05/18

# Reconciliation Summary

110 - Wells Fargo Bank - Local, Period Ending 09/30/2018

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	Sep 30, 18
<b>Beginning Balance</b>	1,436,514.11
<b>Cleared Transactions</b>	
Checks and Payments - 76 items	-299,973.36
Deposits and Credits - 8 items	45,781.19
<b>Total Cleared Transactions</b>	-254,192.17
<b>Cleared Balance</b>	<u>1,182,321.94</u>
<b>Uncleared Transactions</b>	
Checks and Payments - 33 items	-261,144.01
<b>Total Uncleared Transactions</b>	-261,144.01
<b>Register Balance as of 09/30/2018</b>	<u>921,177.93</u>
<b>New Transactions</b>	
Checks and Payments - 24 items	-125,159.15
Deposits and Credits - 4 items	5,991.72
<b>Total New Transactions</b>	-119,167.43
<b>Ending Balance</b>	<u>802,010.50</u>

# Reconciliation Detail

110 - Wells Fargo Bank - Local, Period Ending 09/30/2018

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						1,436,514.11
<b>Cleared Transactions</b>						
<b>Checks and Payments - 76 Items</b>						
General Journal	07/12/2018	9-#241	Bozard Ford	X	-39.99	-39.99
General Journal	07/26/2018	9-#239	Braddock's Small E...	X	-127.92	-167.91
Bill Pmt -Check	08/10/2018	7262	Brad Gunn	X	-258.79	-426.70
Bill Pmt -Check	08/20/2018	7265	Blue Cross Blue Shi...	X	-25,972.66	-26,399.36
Bill Pmt -Check	08/23/2018	7268	Design Components...	X	-1,500.00	-27,899.36
Bill Pmt -Check	08/23/2018	7269	Nationwide Retirem...	X	-970.00	-28,869.36
Bill Pmt -Check	08/23/2018	7270	US Department of E...	X	-138.79	-29,008.15
Bill Pmt -Check	08/27/2018	7272	World Electric Suppl...	X	-6,502.66	-35,510.81
Bill Pmt -Check	08/30/2018	7280	Main Line Helicopter...	X	-8,562.00	-44,072.81
Bill Pmt -Check	08/30/2018	7290	Micronair Sales & S...	X	-6,725.51	-50,798.32
Bill Pmt -Check	08/30/2018	7286	Verizon Wireless Ce...	X	-1,023.29	-51,821.61
Bill Pmt -Check	08/30/2018	7277	Global Industrial	X	-737.40	-52,559.01
Bill Pmt -Check	08/30/2018	7276	Florida Times Union...	X	-491.11	-53,050.12
Bill Pmt -Check	08/30/2018	7282	Republic Services - ...	X	-474.19	-53,524.31
Bill Pmt -Check	08/30/2018	7278	Guardian	X	-398.18	-53,922.49
Bill Pmt -Check	08/30/2018	7283	St. Johns County Uti...	X	-347.14	-54,269.63
Bill Pmt -Check	08/30/2018	7284	Staples Credit Plan	X	-315.04	-54,584.67
Bill Pmt -Check	08/30/2018	7281	MCES, LLC	X	-299.00	-54,883.67
Bill Pmt -Check	08/30/2018	7287	Wal-Mart Community	X	-129.26	-55,012.93
Bill Pmt -Check	08/30/2018	7273	Adapco, Inc.	X	-81.78	-55,094.71
Bill Pmt -Check	08/30/2018	7279	Legal Shield	X	-57.80	-55,152.51
Bill Pmt -Check	08/30/2018	7274	Design Components...	X	-50.00	-55,202.51
Bill Pmt -Check	08/30/2018	7285	Turner Ace Hardware	X	-45.57	-55,248.08
Bill Pmt -Check	08/30/2018	7275	Florida Pest Control	X	-33.08	-55,281.16
Bill Pmt -Check	08/31/2018	7291	Noland Company	X	-1,675.00	-56,956.16
Bill Pmt -Check	09/04/2018	Direct ...	Jacqueline Rock	X	-100.00	-57,056.16
Bill Pmt -Check	09/04/2018	Direct ...	Jeanne Moeller	X	-100.00	-57,156.16
Bill Pmt -Check	09/04/2018	Direct ...	Gina LeBlanc	X	-100.00	-57,256.16
Bill Pmt -Check	09/04/2018	Direct ...	Catherine Brandhorst	X	-100.00	-57,356.16
Bill Pmt -Check	09/04/2018	Direct ...	Gary Howell	X	-100.00	-57,456.16
General Journal	09/06/2018	9-#238	Florida Retirement S...	X	-13,950.02	-71,406.18
Check	09/06/2018		QUICKBOOKS BILL...	X	-15.95	-71,422.13
Check	09/06/2018		wells Fargo	X	-13.90	-71,436.03
General Journal	09/07/2018	9-#239	Payroll	X	-42,211.99	-113,648.02
General Journal	09/07/2018	9-#239	Payroll	X	-14,294.22	-127,942.24
General Journal	09/07/2018	9-#239	Payroll	X	-1,457.00	-129,399.24
General Journal	09/07/2018	9-#239	Payroll	X	-718.39	-130,117.63
Bill Pmt -Check	09/07/2018	Direct ...	Gregory Allen Dorsey	X	-120.00	-130,237.63
Bill Pmt -Check	09/07/2018	Direct ...	Richard Weaver	X	-95.25	-130,332.88
Bill Pmt -Check	09/07/2018	Direct ...	Ruide Xue	X	-19.00	-130,351.88
Bill Pmt -Check	09/07/2018	Direct ...	Daniel Dixon	X	-19.00	-130,370.88
Bill Pmt -Check	09/07/2018	Direct ...	Steve Solana	X	-19.00	-130,389.88
Check	09/11/2018		wells Fargo	X	-131.39	-130,521.27
Bill Pmt -Check	09/12/2018	6361	L.V. Hiers, Inc.	X	-8,445.82	-138,967.09
Bill Pmt -Check	09/12/2018	6363	Pro-Lab Diagnostics	X	-1,018.18	-139,985.27
Bill Pmt -Check	09/12/2018	6364	The Home Depot	X	-698.96	-140,684.23
Bill Pmt -Check	09/12/2018	6358	Aztec Office of FL (p...	X	-264.58	-140,948.81
Bill Pmt -Check	09/12/2018	6365	TPH The Parts House	X	-204.48	-141,153.29
Bill Pmt -Check	09/12/2018	6360	Florida Janitor & Pa...	X	-125.09	-141,278.38
Bill Pmt -Check	09/12/2018	6359	Cintas Fire Protection	X	-125.00	-141,403.38
Bill Pmt -Check	09/12/2018	6362	Pink Up the Pace	X	-100.00	-141,503.38
Bill Pmt -Check	09/13/2018	7295	Noland Company	X	-3,550.05	-145,053.43
Bill Pmt -Check	09/13/2018	7296	Emad Khater	X	-2,000.00	-147,053.43
Bill Pmt -Check	09/13/2018	Direct ...	Joe D'Amato	X	-26.20	-147,079.63
Bill Pmt -Check	09/18/2018	6373	Rays Tire & Srvc Ctr...	X	-1,555.56	-148,635.19
Bill Pmt -Check	09/18/2018	6371	FPL - EOC DRIVE	X	-1,541.28	-150,176.47
Bill Pmt -Check	09/18/2018	6372	Lewis Longman & ...	X	-1,250.00	-151,426.47
Bill Pmt -Check	09/18/2018	6374	Strate Welding Sup...	X	-847.41	-152,273.88
Bill Pmt -Check	09/18/2018	6368	Cintas Corporation-...	X	-553.60	-152,827.48
Bill Pmt -Check	09/18/2018	6377	ULINE	X	-209.91	-153,037.39
Bill Pmt -Check	09/18/2018	6376	Tractor Supply Credi...	X	-103.27	-153,140.66
Bill Pmt -Check	09/18/2018	6375	The St. Aug. Record...	X	-85.27	-153,225.93
Bill Pmt -Check	09/18/2018	6367	Augustine Alarm, Fir...	X	-84.99	-153,310.92
Bill Pmt -Check	09/19/2018	6379	United Concordia	X	-1,376.65	-154,687.57
Bill Pmt -Check	09/19/2018	6378	AFLAC	X	-161.76	-154,849.33
General Journal	09/21/2018	9-#240	Payroll	X	-40,514.46	-195,363.79
General Journal	09/21/2018	9-#240	Payroll	X	-13,776.18	-209,139.97
General Journal	09/21/2018	9-#240	Payroll	X	-1,457.00	-210,596.97
General Journal	09/21/2018	9-#240	Payroll	X	-718.39	-211,315.36
Bill Pmt -Check	09/25/2018	Direct ...	Gregory Allen Dorsey	X	-838.00	-212,153.36
Bill Pmt -Check	09/25/2018	Direct ...	Christopher Bibbs	X	-572.83	-212,726.19
Bill Pmt -Check	09/25/2018	Direct ...	Jeanne Moeller	X	-19.00	-212,745.19
Bill Pmt -Check	09/25/2018	Direct ...	Richard Weaver	X	-19.00	-212,764.19



Type	Date	Num	Name	Clr	Amount	Balance
Bill Pmt -Check	09/25/2018	Diect ...	Ruide Xue	X	-19.00	-212,783.19
Bill Pmt -Check	09/26/2018	WIRE	AG-NAV Inc.	X	-67,785.00	-280,568.19
Bill Pmt -Check	09/28/2018	6388	St. Johns County Pr...	X	-19,405.17	-299,973.36
<b>Total Checks and Payments</b>					<b>-299,973.36</b>	<b>-299,973.36</b>
<b>Deposits and Credits - 8 items</b>						
Bill Pmt -Check	07/12/2018	6284	Bozard Ford	X		
Bill Pmt -Check	07/26/2018	6313	Braddock's Small E...	X		
Bill Pmt -Check	09/07/2018	7294	Emad Khater	X		
Deposit	09/10/2018			X	1,411.91	1,411.91
Deposit	09/21/2018			X	89.37	1,501.28
Deposit	09/25/2018			X	44,112.00	45,613.28
General Journal	09/30/2018	9-#242	Bozard Ford	X	39.99	45,653.27
General Journal	09/30/2018	9-#240	Braddock's Small E...	X	127.92	45,781.19
<b>Total Deposits and Credits</b>					<b>45,781.19</b>	<b>45,781.19</b>
<b>Total Cleared Transactions</b>					<b>-254,192.17</b>	<b>-254,192.17</b>
<b>Cleared Balance</b>					<b>-254,192.17</b>	<b>1,182,321.94</b>
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 33 Items</b>						
Bill Pmt -Check	08/09/2018	6329	Cintas First Aid & S...		-677.52	-677.52
Bill Pmt -Check	09/07/2018	7292	Chao Shi		-1,500.00	-2,177.52
Bill Pmt -Check	09/07/2018	7293	Ding Zhu		-1,500.00	-3,677.52
Bill Pmt -Check	09/11/2018	6357	Flowers by Shirley		-64.95	-3,742.47
Bill Pmt -Check	09/13/2018	6366	University of Florida-...		-600.00	-4,342.47
Bill Pmt -Check	09/18/2018	6369	Comcast Business -...		-357.74	-4,700.21
Bill Pmt -Check	09/18/2018	6370	COMCAST TV-Inter...		-332.65	-5,032.86
Bill Pmt -Check	09/25/2018	7302	ThompsonBaker Ag...		-69,736.00	-74,768.86
Bill Pmt -Check	09/25/2018	7301	PGIT		-40,142.00	-114,910.86
Bill Pmt -Check	09/25/2018	7310	Alumitech Inc.		-1,350.61	-116,261.47
Bill Pmt -Check	09/25/2018	7297	Nationwide Retirem...		-970.00	-117,231.47
Bill Pmt -Check	09/25/2018	7299	Nationwide Retirem...		-970.00	-118,201.47
Bill Pmt -Check	09/25/2018	7303	ThompsonBaker Ag...		-555.00	-118,756.47
Bill Pmt -Check	09/25/2018	7300	US Department of E...		-138.79	-118,895.26
Bill Pmt -Check	09/25/2018	7298	US Department of E...		-138.79	-119,034.05
Bill Pmt -Check	09/27/2018	7309	Isolair Helicopter Sy...		-44,217.30	-163,251.35
Bill Pmt -Check	09/27/2018	7307	Isolair Helicopter Sy...		-20,729.10	-183,980.45
Bill Pmt -Check	09/27/2018	7304	Town & Country Ind...		-19,133.78	-203,114.23
Bill Pmt -Check	09/27/2018	7308	World Electric Suppl...		-10,777.34	-213,891.57
Bill Pmt -Check	09/27/2018	7306	E. H. Thompson Co...		-3,813.34	-217,704.91
Bill Pmt -Check	09/27/2018	7305	Kiwanis Foundation		-150.00	-217,854.91
Bill Pmt -Check	09/28/2018	6381	Blue Cross Blue Shi...		-25,972.66	-243,827.57
Bill Pmt -Check	09/28/2018	6380	Bank of America		-12,133.31	-255,960.88
Bill Pmt -Check	09/28/2018	6382	Cintas First Aid & S...		-1,373.56	-257,334.44
Bill Pmt -Check	09/28/2018	6391	Verizon Wireless Ce...		-1,017.93	-258,352.37
Bill Pmt -Check	09/28/2018	6390	The Feed Store		-412.50	-258,764.87
Bill Pmt -Check	09/28/2018	6384	Guardian		-398.18	-259,163.05
Bill Pmt -Check	09/28/2018	6387	READY REFRESH -...		-265.42	-259,428.47
Bill Pmt -Check	09/28/2018	6385	Mobisoft Infotech		-240.00	-259,668.47
Bill Pmt -Check	09/28/2018	6386	MSC Industrial Supp...		-123.14	-259,791.61
Bill Pmt -Check	09/28/2018	6389	St. Johns County So...		-74.40	-259,866.01
Bill Pmt -Check	09/28/2018	6383	DiscoverTec		-50.00	-259,916.01
Bill Pmt -Check	09/30/2018	Direct ...	Peter P. Leone III		-1,228.00	-261,144.01
<b>Total Checks and Payments</b>					<b>-261,144.01</b>	<b>-261,144.01</b>
<b>Total Uncleared Transactions</b>					<b>-261,144.01</b>	<b>-261,144.01</b>
<b>Register Balance as of 09/30/2018</b>					<b>-515,336.18</b>	<b>921,177.93</b>

Type	Date	Num	Name	Clr	Amount	Balance
<b>New Transactions</b>						
<b>Checks and Payments - 24 items</b>						
Bill Pmt -Check	10/01/2018	7311	Action Commercial ...		-1,019.66	-1,019.66
Bill Pmt -Check	10/03/2018	6402	Univar USA Inc.		-35,000.00	-36,019.66
Bill Pmt -Check	10/03/2018	6392	All Pro Vector		-11,040.00	-47,059.66
Bill Pmt -Check	10/03/2018	6395	L.V. Hiers, Inc.		-6,955.48	-54,015.14
Bill Pmt -Check	10/03/2018	6393	Commercial Design ...		-4,048.50	-58,063.64
Bill Pmt -Check	10/03/2018	6401	Staples Credit Plan		-806.89	-58,870.53
Bill Pmt -Check	10/03/2018	6398	Republic Services - ...		-474.73	-59,345.26
Bill Pmt -Check	10/03/2018	6403	Wal-Mart Community		-409.24	-59,754.50
Bill Pmt -Check	10/03/2018	6400	St. Johns County Utli...		-336.70	-60,091.20
Bill Pmt -Check	10/03/2018	6404	Fisher Scientific		-256.64	-60,347.84
Bill Pmt -Check	10/03/2018	6396	MSC Industrial Supp...		-150.54	-60,498.38
Bill Pmt -Check	10/03/2018	6397	READY REFRESH -...		-99.74	-60,598.12
Bill Pmt -Check	10/03/2018	6394	Florida Pest Control		-33.08	-60,631.20
Bill Pmt -Check	10/03/2018	6399	St. Augustine Power...		-7.99	-60,639.19
General Journal	10/04/2018	9-#242	Nick Acevedo		-73.88	-60,713.07
General Journal	10/04/2018	9-#242	Nick Acevedo		-12.24	-60,725.31
General Journal	10/05/2018	9-#241	Payroll		-42,212.81	-102,938.12
General Journal	10/05/2018	9-#241	Payroll		-14,299.90	-117,238.02
General Journal	10/05/2018	9-#241	Payroll		-1,515.25	-118,753.27
General Journal	10/05/2018	9-#241	Payroll		-718.39	-119,471.66
Bill Pmt -Check	10/05/2018	7312	Stan Weaver & Com...		-312.00	-119,783.66
Bill Pmt -Check	10/12/2018	6405	Adapco, Inc.		-4,875.00	-124,658.66
Bill Pmt -Check	10/12/2018	6407	The Feed Store		-412.50	-125,071.16
Bill Pmt -Check	10/12/2018	6406	Pitney Bowes		-87.99	-125,159.15
<b>Total Checks and Payments</b>					<b>-125,159.15</b>	<b>-125,159.15</b>
<b>Deposits and Credits - 4 items</b>						
General Journal	10/04/2018	9-#242	Nick Acevedo			
General Journal	10/04/2018	9-#242	Nick Acevedo			
Deposit	10/04/2018				1,246.78	1,246.78
Deposit	10/04/2018				4,744.94	5,991.72
<b>Total Deposits and Credits</b>					<b>5,991.72</b>	<b>5,991.72</b>
<b>Total New Transactions</b>					<b>-119,167.43</b>	<b>-119,167.43</b>
<b>Ending Balance</b>					<b>-634,503.61</b>	<b>802,010.50</b>

# Reconciliation Summary

115 · SBA, Period Ending 09/30/2018

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	<u>Sep 30, 18</u>
Beginning Balance	4,703,033.85
Cleared Transactions	
Deposits and Credits - 1 Item	<u>11,483.35</u>
Total Cleared Transactions	<u>11,483.35</u>
Cleared Balance	<u>4,714,517.20</u>
Register Balance as of 09/30/2018	4,714,517.20
Ending Balance	4,714,517.20

# Reconciliation Detail

115 · SBA, Period Ending 09/30/2018

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						4,703,033.85
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	09/30/2018			X	11,483.35	11,483.35
Total Deposits and Credits					11,483.35	11,483.35
Total Cleared Transactions					11,483.35	11,483.35
Cleared Balance					11,483.35	4,714,517.20
Register Balance as of 09/30/2018					11,483.35	4,714,517.20
Ending Balance					11,483.35	4,714,517.20



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

AGENCY ACCOUNT 101071  
09/01/2018 - 09/30/2018

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

Participant Return 09/30/2018 : 2.97 %

<u>Date</u>	<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Balance</u>
09/01/2018	BEGINNING BALANCE			4,703,033.85
09/30/2018	EARNED INCOME	INTEREST	11,483.35	4,714,517.20
	Totals:		11,483.35	4,714,517.20



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

**DISTRICT TOTALS**

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER/ (UNDER)
ALTOSID WSP EA.	21,141.00				21,141.00	1961.00	19,180.00	19,230.00	50.00
ALTOSID XR LBS.	417.00				417.00	80.00	337.00	337.00	0.00
ALTOSID XRG LBS.	969.00				969.00	189.00	780.00	780.00	0.00
AQUABAC XT GALS.	380.08				380.08	66.53	313.55	316.05	2.50
AQUALUER 20-20 GALS.	567.60				567.60	67.61	499.99	498.60	-1.39
B. t. i. DUNKS (Dognuts) EA.	1,539.00				1,539.00	555.00	984.00	984.00	0.00
COCO BEAR GALS.	209.26				209.26	9.00	200.26	201.25	0.99
DUET GALS.	279.25				279.25	7.50	271.75	271.75	0.00
MOSQUITOMIST TWO GALS.	313.00	275.00			588.00	70.00	518.00	513.25	-4.75
NALED GALS.	750.00				750.00	0.00	750.00	750.00	0.00
NATULAR DT EA.	10,628.00				10,628.00	20.00	10,608.00	10,608.00	0.00
NATULAR XRT EA.	25.00				25.00	0.00	25.00	25.00	0.00
STRIKE PELLETS LBS.	44.00				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG LBS.	1,002.00				1,002.00	785.00	217.00	217.00	0.00
TALSTAR P GALS.	48.60				48.60	7.78	40.82	40.71	-0.11
GASOLINE GALS.	3,381.00	3,387.00			6,768.00	3,133.09	3,634.91	3,623.00	-11.91
<b>TOTALS</b>	<b>41,693.79</b>	<b>3662.00</b>	<b>0.00</b>	<b>0.00</b>	<b>45,355.79</b>	<b>6951.51</b>	<b>38,404.28</b>	<b>38,439.61</b>	<b>35.33</b>

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

DATE: 9/27/18  
 DATE: 10/08/18  
 DATE: 10/08/18

BASE=	38,439.61
Total	38,439.61

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

MONTH OF AUGUST 2018

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	PHYSICAL COUNT	ACTUAL COST PER LB/GAL/EA	TOTAL INVENTORY VALUE	INVOICE DATE	PURCHASED FROM
ALTOSID WSP EA.	19,230.00	\$0.8100	\$15,576.30	6/22/17	UNIVAR
ALTOSID XR LBS.	337.00	\$3.34	\$1,125.58	4/9/18	UNIVAR
ALTOSID XRG LBS.	780.00	\$8.4500	\$6,591.00	9/1/17	UNIVAR
AQUABAC XT GALS.	316.05	\$24.3800	\$7,705.30	7/13/18	ADAPCO
AQUALUER 20-20 GALS.	498.60	\$118.0000	\$58,834.80	7/18/18	ALLPRO
B. t. I. DUNKS (Dognuts) EA.	984.00	\$0.9780	\$962.35	7/13/18	ADAPCO
COCO BEAR GALS.	201.25	\$20.4800	\$4,121.60	7/16/18	CLARKE
DUJET GALS.	271.75	\$197.9900	\$53,803.78	7/11/18	CLARKE
MOSQUITOMIST TWO GALS.	513.25	\$68.2800	\$35,044.71	8/13/18	CLARKE
NALED GALS.	750.00	\$211.8400	\$158,880.00	6/18/18	ADAPCO
NATULAR DT EA.	10,608.00	\$0.4168	\$4,421.41	9/9/16	CLARKE
NATULAR XRT EA.	25.00	Transferred from lab			CLARKE
STRIKE PELLETS LBS.	44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN/MBG LBS.	217.00	\$6.8800	\$1,492.96	7/13/17	ALLPRO
TALSTAR P GALS.	40.71	\$37.1400	\$1,511.97	3/29/17	UNIVAR
GASOLINE GALS.	3,623.00	\$2.4934	\$9,033.59	8/27/18	L.V HIERS
<b>TOTAL</b>	<b>38,439.61</b>	<b>\$885.63</b>	<b>\$367,207.96</b>		

PREPARED BY: [Signature] Weaver DATE: 9/27/18

COST FIGURES REVIEWED BY: [Signature] DATE: 10/08/18

REVIEWED BY: [Signature] DATE: 10/08/18





# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092  
Telephone: (904)-471-3107 \* Fax (904) 471-3189 \* Web: [www.amcdsjc.org](http://www.amcdsjc.org)

## BOARD OF COMMISSIONERS

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



## DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, September 13, 2018

Next Meeting(s):  
Thursday, September 27, 2018 – 5:30 PM – Final Public Hearing  
Thursday, Oct. 11, 2018 – 5:00 PM – Reg. Mtg.

## MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, September 13, 2018, at 5:00 P.M. We interrupted this meeting at precisely 5:30 P.M. for the First Public Hearing and then resumed the meeting again at 5:37 P.M. for completion.

### Board members in attendance:

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

### Also in attendance:

Dr. Rui-De Xue, Director  
Mr. John Wallace with Lewis, Longman & Walker (*standing in for attorney, Mr. Wayne Flowers, out of town on business*)

Chairperson Howell called the meeting to order.

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

Roll Call: Chairperson Howell noted ~ All were present

**CITIZEN PARTICIPATION:** For Items not on the Agenda ~ None

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

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

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

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

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

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

**Consent Items ~ APPROVAL OF:**

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

**UNFINISHED BUSINESS:**

**Item 1: Approval of Fleet/Liability and Workers Compensation Insurance Renewals ~ Mr. Matt Baker, Thompson Baker Insurance Company**

- Mr. Baker handed out an addendum: Property Coverage was modified down from original insurance valuation (coverage for main office and garage); Premium summation, we are in the two year guaranteed rate structure, underlying coverage has not increased, the provision for Workers Compensation (WC) new rate regime had a decrease so rates did go down; the aggregate premium change is due to WC with a three year history of loss, it went from .71 to .97 because of claims activity for 2016 -2017 and the aerial spraying occupation that was added.

**A. A motion was made to approve the Fleet/Liability and Workers Compensation Insurance Renewal as presented at \$110,433.00.**

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

After the motion and vote, Mr. Baker made it clear that the rate won't change but if any vehicles, buildings, etc. are added, the aggregate premium amount of \$110,433.00 would change. The Board agreed and stated that at that time they would do a budget amendment for any increase.

**Item 2: 8 Acre Parcel and Research Property Construction Update ~ Mr. Bill Youker, V.P., Harrell Construction Company, Inc.**

- Mr. Youker stated that the screened enclosures are done, the temporary Certificate of Occupancy will be in shortly, on Monday - mosquitoes will be released in there; Building 800 (chemical storage/warehouse) is up, the interior masonry is done and fire sprinkler system is in process; Building 900 (hangar) is in permitting and we should have it in 30-45 days; the helicopter pad is being poured once the light fixtures that go in the perimeter are received; Building 700 (chicken house) is formed and inspected and the slab will be poured Monday and then the building will go up right after.

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

## **NEW BUSINESS**

### **Item 1: Financial and Auditor Committee Report ~ Commissioner Catherine Brandhorst**

- Commissioner Brandhorst stated next week she will be meeting with the auditor to go over what she needs; we have paid \$1,612,000 to Harrell Construction on the complex being built and next year's expenditure will be \$2,350,000 for that to complete it; the aviation budget for 18/19 is \$223,000 for the year; we are expecting the Cost of Living increase to be around 2.7%.
  - **THERE WAS NO MOTION ON THIS ITEM**

**This regular meeting was interrupted at this time to hold the First Public Hearing as advertised, at precisely 5:30 P.M.**

**This regular meeting resumed at 5:37 P.M.**

### **Item 2: Aerial Program Progress Update & Viewing Helicopter (AMCD Backyard) ~ Mr. Richard Weaver**

- Mr. Weaver stated that the heliport certification was completed by the FDOT; the FAA will do the final inspection after the heliport is built; the helicopter is being temporarily stored at the Sheriff's Department hangar; the jet fuel tank is on site and we are working on an RFP for fuel suppliers for Jet A Fuel which will be brought back to the Board in October; the aircraft maintenance will be done by Mr. Greg Dorsey, a contracted mechanic from Volusia County; we are waiting on St. Johns County for the letter of authorization for the Congested Area Plan; the Ag/Nav system will be shipped tomorrow and the isolair system will be delivered this fiscal year; the ADSB upgrade ships tomorrow; the night vision goggles/cockpit install will be done step by step and the dolly has been received; the pilot will be advertised for and hired in the next fiscal year budget that begins October 1, 2018.
  - **THERE WAS NO MOTION ON THIS ITEM**
- Commissioner Howell commended Mr. Richard Weaver on a great job done with the aerial program and helicopter and stated we have great team players here and also thanked Mr. Weaver for being a loyal employee.

## **REPORTS:**

1. **Director** ~ Dr. Xue stated we have one additional sentinel chicken tested positive for WNV, which now makes 2; there are 39 positive sentinel chickens for EEE and 2 horses positive for EEE; a visiting scientist from Egypt came last week, Dr. Emad Khater, who will be here for two months and will be working in our new screened enclosures for new trap attractants.
2. **Attorney** ~ Mr. Wallace stated he had nothing further to add.

## **COMMISSIONER COMMENTS:**

**Commissioner Brandhorst** ~ enjoyed working with Mr. Richard Weaver and Mr. Scott Hanna and special thanks to Mr. Weaver and his team - they did a great job on the budget and appreciates all of them - Mr. Gunn, Mr. Leone and Mr. Weaver.

**Commissioner Moeller** ~ last night she spoke to the NO NALED group in Atlantic Beach and explained what mosquito control does and the difference between independent mosquito control Districts like us and dependent mosquito control like Duval County; she took a trap to show them and they loved it and asked to keep it; the Legislative Committee is meeting with the Department of Agriculture and Consumer Services in Apopka, FL, on September 20, 2018, they are meeting to look at changes for Chapter 388 and 5E-13 and also talking about the Tiers Program; her term as State Committee Representative will end at the FMCA Annual meeting in November in St. Petersburg, FL, and they will be electing a new one; also thanked the staff for all they do.

**Commissioner Howell** ~ noted that the Final Public Hearing is here at AMCD on September 27, 2018 at 5:30 P.M.; the October meeting is October 18, 2018 at 5 P.M.; he stated it's great to be Chairperson because team players pick you up and make you shine and he thanked his team that helps him in the meetings; he thanked the public for voting him into the position and asked everyone to pray for our sister states as they face the nasty hurricane "Florence", and for everyone to also pray for us as we work through the aerial program and the budget process so that the mosquito control program will be better and therefore making this a better place for our future children and grandchildren.

**Commissioner LeBlanc** ~ thanked staff, she is excited that we have a helicopter; the board is working together and she is very pleased.

**Commissioner Rock** ~ thanked the builders for doing everything in a timely fashion; she thanked those working on the helicopter and the Commissioners; she stated someone came up to her while she was in Washington and told her, "The World is Watching You", meaning AMCD because of the good work being done here; she stated you are all very appreciated.

**ATTACHMENTS: ~**

1. None

**ADJOURNMENT:**

Chairperson Howell adjourned the meeting at 6:04 P.M.

**ATTEST**

\_\_\_\_\_  
**Chairperson, Commissioner Gary Howell**

\_\_\_\_\_  
**Secretary/Treasurer, Commissioner Jaqueline Rock**

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



# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, FL 32092  
Telephone: (904)-471-3107 \* Fax (904) 471-3189 \* Web: [www.amcdsjc.org](http://www.amcdsjc.org)

## BOARD OF COMMISSIONERS

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



## DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, September 13, 2018

Next Meeting(s):

Final Public Hearing, Thursday, September 27, 2018 – 5:30 PM

Regular Meeting, Thursday, October 18, 2018 – 5:00 PM

## MINUTES

The **First Public Hearing** Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, September 13, 2018, at 5:30 PM.

### Board members in attendance:

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

### Also in attendance:

Dr. Rui-De Xue, Director  
Mr. John Wallace, Lewis, Longman and Walker (*standing in for Mr. Wayne E. Flowers, Attorney, - out of town on business*)

Chairperson Howell called the meeting to order.

Roll Call: Chairperson Howell noted ~ All were present.

## BUSINESS:

### Item 1: PUBLIC COMMENT ON TENTATIVE MILLAGE RATE and BUDGET FY18/19

**PUBLIC COMMENT:** There were no comments from the public.

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

**Item 2: BOARD DISCUSSION ON TENTATIVE MILLAGE and BUDGET FY18/19**

- Commissioners' discussion: the commissioners comments included that they have only heard positive comments from people in the public on what we are doing and we are only asking an additional 50 cents per \$100,000 per household as we are being proactive because of the proposed Amendment 1 which will give residents an average savings of \$212 per year but the county will lose 10.5 million dollars in FY 19-20 budget, and even with grant money, we make no profit at all. Therefore, we will bring the millage rate to 0.2200 as proposed.

**A. A motion was made to approve the Tentative Millage rate at 0.2200 for FY18/19 as presented.**

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

**ADJOURNMENT:**

Chairperson Howell adjourned this meeting at 5:37 P.M.

**ATTEST**

\_\_\_\_\_  
**Chairperson, Commissioner Gary Howell**

\_\_\_\_\_  
**Secretary/Treasurer, Commissioner Jacqueline Rock**

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





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Jacqueline Rock, Secretary/Treasurer  
Catherine Brandhorst, Commissioner  
Jeanne Moeller, Commissioner



## DISTRICT DIRECTOR

Dr. Rui-de Xue



Thursday, September 27, 2018

Next Meeting(s): Thursday, October 18, 2018 – 5:00 PM

## MINUTES

The Final Public Hearing meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, September 27, 2018 at 5:30 P.M.

### Board members in attendance:

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

### Also in attendance:

Dr. Rui-De Xue, Director  
Mr. Wayne E. 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.

**PUBLIC COMMENT:** Past Commissioner, Vivian Browning, 30 Beachcomber Way, Vilano Beach, St. Augustine, Florida: Mrs. Browning stated that it was wonderful to see how everything is shaping up with the construction projects. AMCD has done a good job balancing the budget with what is needed to keep the citizens safe. She is concerned that the public citizens of St. Johns County do not understand that we service the public in all of St. Johns County, not just the Anastasia Island. Therefore, she stated she still believes we would benefit from changing our name and she would like to see the name changed. Commissioner Howell invited Mrs. Browning to speak with them at a later date to discuss this.

There were no other public comments.

Therefore, the Public Comment portion of the meeting was closed at this time.

## **BUSINESS:**

### **Item 1: APPROVAL OF RESOLUTION 2018-02 and FINAL MILLAGE RATE at 0.2200 for FY18/19**

- Commissioner Howell read the full Resolution.
  - A. A motion was made to approve Resolution 2018-02 and the final Millage rate at 0.2200 for FY18/19 as presented.
    - Motioned by: Commissioner Rock
    - Motion Seconded by: Commissioner Moeller
    - VOTE accepted by all commissioners
    - **MOTION PASSED UNANIMOUSLY**

### **Item 2: APPROVAL OF RESOLUTION 2018-03 and CERTIFIED BUDGET for FY18/19**

*(Deadline September 30, 2018)*

- Commissioner Howell read the full Resolution and Mr. Flowers noted the full budget was included in the Board book packet.
- Commissioner Brandhorst discussed the Cost of Living, stating the government estimated the COLA would be above 3% in 2019. Accountant, Mr. Scott Hanna, stated that the Cost of Living increase was taken from the Consumer Price Index Report by the Bureau of Labor Statistics which is the same format we have been following for the last several years and it shows it at 2.7%. Mr. Hanna confirmed that the Cost of Living increase has always gone into effect on October 1<sup>st</sup> of the beginning of the Fiscal Year and this year it is to go into effect October 1, 2018 as shown in the budget FY 18/19.
  - A. A motion was made to approve Resolution 2018-03 and the Certified Budget for FY18/19 as presented.
    - Motioned by: Commissioner Brandhorst
    - Motion Seconded by: Commissioner LeBlanc
    - VOTE accepted by all commissioners
    - **MOTION PASSED UNANIMOUSLY**

## **BOARD COMMENTS:**

- **Commissioner Howell:** Our next Board meeting is set for Thursday, October 18, 2018 at 5:00 P.M., thanked the public for allowing us to serve the community and for allowing us to use their tax dollars to serve and protect them, hopefully we will continue to improve and thanked them for allowing us to build this building and the aerial program, we have good people that work hard for us in protecting the citizens and our children.
- **Commissioner Brandhorst:** thanked Mr. Hanna and Dr. Xue for their work on the budget, worked on the aerial budget and thanked Mr. Weaver for his part in that, we made valuable contributions to our policy manual and to our aerial program, thanked Mrs. Gaines and Ms. Hall for all they do.
- **Commissioner Rock:** congratulated the Board on their management, the Director and Accountant on the budget, stated it was an honor to sit on this Board as we help increase awareness for the community; stated great job on the purchase and the budget and thanked everyone for the hard work that went into it.

- **Commissioner Moeller:** thanked all for their hard work, addressed Mrs. Browning's desire to see the AMCD name changed, stating we checked into this in prior years and it would be very expensive as all vehicles, building, address, stationary, etc. would all need to be changed also. As for recognition of who we are, there have been over seventeen thousand hits on Facebook and approximately six thousand service requests that we received online last year, so people are aware of who we are, we also have a good education program that is out in the community and educates the public, as well as our online information and app.
- **Commissioner LeBlanc:** thanked staff, thanked Mrs. Browning for coming and sharing her thoughts.

**ADJOURNMENT:**

Chairperson Howell adjourned the meeting at 6:00 P.M.

**ATTEST** \_\_\_\_\_  
**Chairperson, Commissioner Gary Howell**      **Secretary/Treasurer, Commissioner Jacqueline Rock**

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



# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

## MEMO

**DISTRICT DIRECTOR**

*Dr. Rui-de Xue*

**BOARD OF COMMISSIONERS:**

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



**TO:** Board of Commissioners

**FROM:** Dr. Rui-De Xue, Director

**CC:** Charolette M. Hall, Administrative Assistant

**DATE:** October 18, 2018

**RE:** AMCA Annual Meeting, Orlando, FL, Feb. 25<sup>th</sup> through March 1, 2019 and Dodd Short Courses, Commissioners Caucus, Gainesville, FL, Feb. 3<sup>rd</sup> through Feb. 8, 2019.

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The AMCA annual meeting will be held in Orlando, Florida, February 25<sup>th</sup> through March 1, 2019.

The Dodd Short Courses (February 3<sup>rd</sup>, through February 8, 2019) and Commissioners Caucus (February 5, 2019) will be held in Gainesville, Florida.

Based on the District's policy and the Commissioner's Handbook procedures; travel by Board members needs to be approved at a Board meeting.

I propose the Board approve three (3) Commissioners to join the AMCA meeting and all five (5) Commissioners to attend the Dodd Short Courses Commissioner's Caucus, based on each members' schedules and availability.

## AMCA 85TH ANNUAL MEETING



**Abstracts** (<https://www.mosquito.org/page/AnnualMeetingAbstrac>) | **Registration** (<http://www.mosquito.org/?page=AnnualMeetingReg>) | **Hotel/Travel** (<http://www.mosquito.org/?page=AnnualMeetingHotel>) | **Program** (<http://www.mosquito.org/?page=AnnualMeetingProgram>) | **Exhibits** (<http://www.mosquito.org/?page=AnnualMeetingExhibit>) | **Sponsors** (<http://www.mosquito.org/?page=AnnualMeetingSponsor>) | **Questions** (<http://www.mosquito.org/?page=AnnualMeetingQuest>)

**FEBRUARY 25-MARCH 1, 2019**

**ORLANDO, FL**

**CARIBE ROYAL RESORT**

The AMCA Annual Meeting is the premier education and networking event for researchers, educators, vector control professionals, industry representatives, and students in mosquito control. Every year since 1935, hundreds gather to hear the latest research, share ideas, and form collaborations. Our educational sessions and exhibit hall help to put attendees on the cutting-edge of this ever-expanding field!

### 2019 CALL FOR ABSTRACTS IS OPEN!

Submit your abstract today! Deadline to submit an abstract is Monday, September 10, 2018.

[Begin your submission \(https://www.mosquito.org/page/AnnualMeetingAbstrac\)](https://www.mosquito.org/page/AnnualMeetingAbstrac)

\*\*Please note that the Call for Symposia papers are separate from the general Call for Papers. The Call for Symposia has closed. The deadline to submit for the Call for Symposia was June 18, 2018.

We look forward to seeing you in Orlando!

**STAY TUNED FOR UPCOMING ANNOUNCEMENTS.**

**WHY SHOULD YOU ATTEND THE AMCA ANNUAL MEETING? WATCH BELOW TO FIND OUT!**



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# FMCA 2019 DODD Short Courses



Welcome to the 2019 DODD Short course Registration Site!  
REGISTRATION IS NOT YET OPEN \*\*\*NOTE: NEW VENUE!!!!\*\* INSTRUCTORS: Follow the link below to submit your course proposal

**NEW VENUE: [Hilton UF](#)**

## [Conference Center - Gainesville](#)

Hotel Name: Hilton University of Florida Conference Center Gainesville  
Hotel Address: 1714 SW 34th Street Gainesville, Florida 32607  
Phone Number: 352-371-3600  
Group Name: FLORIDA MOSQUITO CONTROL  
Group Code: FMC219  
Check-in: 03-FEB-2019  
Check-out: 08-FEB-2019

**USE THE LINK BELOW TO BOOK YOUR ROOMS**

**Important Notes and Deadlines!!**

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[Create a new account](#)





# 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](http://www.amcdsjc.org)

## MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue

BOARD OF COMMISSIONERS:

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



TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: October 18, 2018

RE: Winter Work Hours

---

In a continuing effort to save money for the District and the employees, we will continue, as we have done since November 2009, go to a 10 hour/4 day work week, beginning Monday, November 5, 2018 and ending Friday, April 26, 2018. The hours of work will be from 6:30 A.M. through 4:30 P.M. for operational personnel and from 7:00 A.M. through 5:00 P.M. for administrative staff, Monday through Thursday each week.

We will again shut down the District buildings for two weeks during the Christmas holidays. This will include 60 hours of Holiday leave (two Days for the Christmas Holiday, two days for the New Year Holiday, one of two days of the Thanksgiving Holiday which falls on a Friday (we did not observe since we do not work on Fridays due to the 10 hour / 4 day work weeks) and Veterans Day (November 11, 2018) that falls on a Sunday, 10 hours of Administrative leave and 10 hours of Annual leave (or 8 Hours Personal Leave and 2 Hours Annual Leave). We will begin the Holiday shut down the week of Monday, December 24, 2018 through Friday, January 4, 2019 and will return to work on Monday, January 7, 2019.

During the two week shut down, personnel will check the telephones, and enter all service requests that come in. We will call personnel in to take care of services as needed.

Based on an analysis done of prior years of doing this, we have saved money for the District and the employees.

I again recommend approval of the 10 hour / 4 day work week as presented.

Thank you.



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## MEMO

DISTRICT DIRECTOR

*Dr. Rui-de Xue*



BOARD OF COMMISSIONERS:

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

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: October 18, 2018

RE: Christmas Bonus Checks

---

Based on the experience over the last several years, I would like to ask the Board to approve to give twenty four (24) full time employees, five (5) Board members, and two (2) interns a holiday bonus check, at \$100 per person, for appreciation and thanks for their hard work and contributions in the past year and for making St. Johns County free of locally-acquired mosquito-borne diseases for the past fourteen years. This would be a total of \$3,100.

I would also like to ask the Board to approve giving Mr. James Wynn, Mechanic, a bonus at \$1,000 to recognize and appreciate him and his hard work in taking care of all of AMCD's yard maintenance and buildings, and AMCD's spray machines and equipment, which saved the District several hundred thousand dollars. He also received the AMCA Grass Roots award in 2018.

I would also like to ask the Board to approve giving Mr. Richard Weaver, Data Manager, a bonus at \$1,000 to recognize him and to show appreciation for his hard work with multiple duties and responsibilities, such as; the aerial program, the construction project, safety, and the database development and management, which has saved over a half million dollars for the District. He also received the AMCA Grass Roots award in 2016.

Thank you.



# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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## 2018 MEMO

**DISTRICT DIRECTOR**

Dr. Rui-De Xue



**BOARD OF COMMISSIONERS:**

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

**TO:** Board of Commissioners

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

**CC:** Ms. Charolette M. Hall, Administrative Assistant

**DATE:** October 18, 2018

**RE:** RFP 17/18-3 Helicopter Fuel Supply Agreement (Jet A Fuel Supplier)

---

The Anastasia Mosquito Control District requested proposals for the delivery of 4,000 gallon loads of Jet A fuel to the District's Jet A fuel tank using a split load delivery method.

Five companies requested RFP packages for the delivery of Jet A fuel and two companies returned bids; Avfuel Corporation and Perry Brothers Aviation Fuels. The committee (Mr. Weaver, Ms. Gaines, Mr. Hanna, Ms. Clark, and Mr. Dixon) reviewed the RFP and found that Avfuel Corporation fully qualified and had a high score of 95. Perry Brothers did not include their clean hands form, disqualifying them, and they had a score of 82 (see attached qualification ranking form).

The review committee found Avfuel Corporation's RFP to be in full compliance. Avfuel's price of \$2.6303 for a split load is a good price and a much better price than the \$5.40 that AMCD is currently paying at the St. Augustine Airport.

Mr. Wayne Flowers, AMCD Attorney, has reviewed and approved the contract language. Therefore, staff recommends approval of the RFP and approval of the contract with Avfuel for the delivery of Jet A fuel.



RANKING FORM RFP 17/18-3-1

Firm Name Perry Brothers

Date 10/1/18

**Experience of Firm**

Tab-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. 5 points.

Tab-2: FIRM EXPERIENCE / CAPABILITY: In this section, proponents will provide a list of their firm's work on projects the same as this one or similar to this one. The information will be presented, at least in summary form, and then can be followed as appropriate by a narrative. 5 Points.

Tab-3: REFERENCES: References (at least three) including contact, relationship, address and phone number. Note: the District reserves the right to contact any previously mentioned client about your performance. 5 points.

Meets Submittal Requirements?

Award points on a scale of 1 to 15 with 15 being the highest

Points awarded 12

**Jet A Fuel Sale Price / Cost**

Tab-4: JET A SALE PRICE: Proposers will want to submit a proposal that provides the following information. 40 points.

Cost of Jet A based on PLATTS week of August 27, 2018 \$ 2.30304

Delivery cost for split load (4000 gallons) \$ 0.10795

All applicable taxes (Florida) for local government agency \$ 0.092862

Total Jet A fuel cost \$ 2.503852

Delivery cost for a partial load (4000 gallons) without a split \$

Total Jet A fuel cost without a split \$ 2.59511

Meets Submittal Requirements?

Award points on a scale of 1 to 40 with 40 being the highest score

Points awarded 40

**Split Load Availability**

Tab-5: SPLIT LOAD AVAILABILITY: Provide the number of other clients in North East Florida that may require split loads of Jet A fuel. 30 Points.

Number of clients presented in RFP 1

Meets Submittal Requirements?

Award points on a scale of 1 to 30 with 30 being the highest score

Points awarded 15

**Agreement / Contract**

Tab-6: AGREEMENT / CONTRACT: Provide a draft Agreement / Contract for the proposed service. 10 Points.

Meets Submittal Requirements?

Award points on a scale of 1 to 10 with 10 being the highest score

Points awarded 10

**Appendix**

Tab-7: APPENDIX: The appendix may be used to provide additional or detailed information about your firm's project team, experience and background which you wish to have considered. 5 points.

Meets Submittal Requirements?

Award points on a scale of 1 to 5 with 5 being the highest score

Points awarded 5



***COPY***



***"REQUEST FOR PROPOSALS FY17/18-3, Perry Brothers Aviation Fuels, LLC"***

## Cover Letter

This proposal fully describes services and benefits provided by Perry Brothers Aviation Fuels, LLC. At Perry Brother's Aviation Fuels, LLC, customer service and overall satisfaction are the top priority. Phillips 66® Aviation Brand helps us provide the high-quality product and service we demand for our customers.

At Perry Brothers Aviation Fuels, our goal is to serve the southeast with quality aviation products, and to do it well. We are a Georgia corporation located in Americus, Ga. We are also a company of pilots. I have many years of piloting experience. This is an advantage we take pride in, knowing that if our customers ever have the need for any of our personnel at their location, we are only a short flight away at all times.

Phillips 66® is among the largest refiners in the United States and a major supplier of jet fuels and avgas to a network of over 900 FBOs. Phillips 66 has an extensive network of refineries, pipelines, and strategically located supply terminals, combining to provide superior reliability and cost-effective supply. Perry Brothers Aviation Fuels, LLC is contracted with Phillips 66 Aviation through April 2021. For the customer, this guarantees a secure supply now and in the future.

With the aviation industry's constant need for change, our staff continues to stay abreast of all changes so to assist our customers with the best service we possibly can. In addition, our facility is equipped with a storage facility, tank farm, and refueler maintenance shop which allows for the most complete service possible.

We are proud to be teamed with Phillips 66® Aviation and truly believe that its supply strength combined with our readily available and personable customer service provides a concrete and measurable advantage over the competition.

Thank you for the opportunity,



**Dave Perry**  
Perry Brothers Aviation Fuels, LLC  
125 US Hwy 280 W.  
Americus, Ga. 31719  
P: 229-924-6110  
F: 229-924-8431  
[dave@pbaviationfuels.com](mailto:dave@pbaviationfuels.com)

## **2. FIRM EXPERIENCE / CAPABILITY**

*Perry Brothers Aviation Fuels is partnered with the industry leader Phillips 66 Aviation that has over 85 years' experience supplying the aviation industry. Phillips 66 is among the largest FBO chain in the U.S. with over 900 branded FBO chains.*

*Perry Brothers Aviation Fuels has been a supplier of superior service and quality products to the aviation fuel industry for over 25 years.*

*The following are projects the we work on that are the same or similar to this one:*

- 1) Brevard County Sheriff's Department – Merritt Island, FL*
- 2) Osceola County Sheriff's Department – Kissimmee, FL.*

## **3. REFERENCES**

*The following are three (3) references of Perry Brothers Aviation Fuels:*

- 3) John Coppola  
Customer – Brevard County Sheriff's Department  
910 Airport Rd.  
Merritt Island, FL 32952  
(321) 403 – 1421*
- 4) Sgt. Kris Brewer  
Customer – Osceola County Sheriff's Department  
4013 5<sup>th</sup> St.  
Kissimmee, FL 34741  
(321) 697 – 4453*
- 5) Adam Hasbrouck  
Customer – Yelvington Jet Aviation Inc.  
2326 Bellevue Ave.  
Daytona Beach, FL  
(386) 956 – 2361*

#### 4. JET A FUEL SALES PRICE

*The Jet-A Pricing for Anastasia Mosquito Control District will be based on the previous weeks Monday through Friday published Platts Gulf Coast Pipeline mean average for the week. The pricing will also include a fixed differential to the FBO point and will prevail for the term of the award.*

*\* Jet A pricing changes every Monday night at midnight and price is effective Tuesday through Monday each week.*

##### **Jet A Pricing for the week of August 21<sup>st</sup> - 27<sup>th</sup>, 2018**

<b>Cost of Jet A based on PLATTS</b>	<b>\$2.30304</b>
<b>Delivery cost for split load (4000 Gallons)</b>	<b>\$0.10795</b>
<b>Taxes for FL local government agency</b>	<b>\$0.092862</b>
<b>Total Jet A Fuel Cost</b>	<b>\$2.503852</b>
<b>Delivery cost for partial load (4000 Gallons)</b>	<b>\$.1997075</b>
<b>Total Jet A Fuel Cost without a split</b>	<b>\$2.59561</b>

##### **Jet A Pricing for the week of August 28<sup>th</sup> – October 3<sup>rd</sup>, 2018**

<b>Cost of Jet A based on PLATTS</b>	<b>\$2.35044</b>
<b>Delivery cost for split load (4000 Gallons)</b>	<b>\$0.10795</b>
<b>Taxes for FL local government agency</b>	<b>\$0.092862</b>
<b>Total Jet A Fuel Cost</b>	<b>\$2.55125</b>
<b>Delivery cost for partial load (4000 Gallons)</b>	<b>\$.1997075</b>
<b>Total Jet A Fuel Cost without a split</b>	<b>\$2.643</b>

#### 5. SPLIT LOAD AVAILABILITY

*Currently, we have one (1) customer in the area that would be an option for a split load.*

#### 6. AGREEMENT / CONTRACT

*Perry Brothers Aviation Fuels, LLC, Aviation Fuels Contract is provided as "Attachment A"*

## 7. APPENDIX

### *Quality Assurance (QA) Training*

- 1) *Online QA training offered through Aviation Training Academy.*
- 2) *Hands on training will be offered to all personnel. Once a year in Georgia or Alabama, PBAF hosts a Quality Assurance and Part 139 Fire Safety Seminar given by certified trainers. The Seminars are given at NO CHARGE, with meals provided, and open to any personnel. The Seminars provide information and training in the areas of Quality Assurance and Risk Management, fuel farm operations, refueler operations, field testing, record keeping, and 14 CFR Part 139 Fire Safety. At this time, we are in the process of preparing a hands-on training to be held in the State of Florida as well.*

## **"Attachment A"**

### **Perry Brothers Aviation Fuels, LLC Aviation Fuels Contract**

This Agreement, entered into this 1st day of October, 2018, by and between Anastasia Mosquito Control District of St Johns County, hereinafter called "Buyer" or "AMCD" and Perry Brothers Aviation Fuels, LLC, hereinafter called "Seller" as follows:

1. **Agreement:** Seller agrees to sell and deliver, and Buyer agrees to purchase, receive and pay for fuels from Seller, Buyer's entire requirements of jet a aviation fuel for use at the AMCD Private Heliport, at 120 EOC Drive, St Augustine Fl. 32092.
2. **Term:** This contract shall remain in force for a period of one (1) year beginning on the 1st day of October, 2018, and for successive periods of twelve months each thereafter, unless and until terminated by either party upon notice in writing given at least ninety (90) days before the end of any such twelve month period.
3. **Deliveries:** The aviation fuels sold and purchased hereunder shall be Jet A. Deliveries to Buyer hereunder shall be by either Semi or Tank Trucks at the place of business of Buyer at said Airport in approximately even quantities in such amounts and at such times during business hours as Buyer may direct. It is understood that Seller's obligation hereunder is limited to such grade or grades of aviation fuels as are distributed by Seller, at the time and place of delivery hereunder.
4. **Pricing:** Buyer agrees to pay for Jet a aviation fuel covered by this contract at the Price Structure bid by Seller.
5. **Terms:** Buyer agrees to pay Seller via net 10 day electronic funds transfer (EFT) or other agreed upon by byer and seller.
6. **Attorney and/or collection fees:** If the Buyer becomes in default of the terms of this agreement, Buyer agrees to a late payment charge on any delinquent balance in the amount of 1.5% per month, 18% per annum or the maximum amount permitted by law from the date of default. Buyer agrees to pay any attorney or collection fees if incurred in the collection of any delinquent balance or the enforcement of this contract.
7. **Taxes, Fees and Airport Charges:** Any tax or other charge imposed by any governmental authority or other agency upon the commodity herein sold, or on the production, sale, transportation, or delivery to sell or deliver thereof, or any feature of this agreement, existing at the time of delivery thereunder, shall be added to the price hereunder and paid by Buyer.
8. **Failure to Perform:** If Seller's supplier should at any time during the life of this contract discontinue the marketing of any or all grades of aviation fuels in Buyer's territory, Seller shall be relieved of all obligation to sell or delivery such discontinued grade or grades to Buyer and Buyer shall be at liberty to purchase such discontinued grade or grades from other sources.
9. **Conditions:** All orders hereunder will be filled with reasonable promptness, but it is mutually agreed that Seller shall not be obligated to furnish goods hereunder, nor be liable in damages for failure to do so, in the event acts of God, strikes, difficulties with its workers, lockouts, fires, foreign or domestic governmental authority, war conditions in this and any foreign country, accident, delays by railway or other methods of transportation, or other causes beyond its control, shall render it impossible for Seller to do so.
10. **Notices:** Any notice given by one party to the other in connection with this Agreement shall be in writing and shall be certified or registered mail, return receipt requested:

**"Attachment A"**

Continued

Seller: Perry Brothers Aviation Fuels, LLC  
P O Box 469  
Americus, GA 31709

Buyer: Anastasia Mosquito Control District  
Of St Johns County  
120 EOC Drive  
St Augustine, FL 32092

11. **Merger:** There is no arrangement, agreement or understanding, by or between the contracting parties expressed or implied in any manner relating to the subject matters hereof nor herein specifically stated, and this Agreement shall not be altered or amended in writing signed by both Buyer and Seller.

This the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Perry Brothers Aviation Fuels, LLC

Witness: \_\_\_\_\_

\_\_\_\_\_

Signature

Anastasia Mosquito Control District

Witness: \_\_\_\_\_

\_\_\_\_\_

Signature





CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (printed name) Thomas Owen am the (title) District Manager and the duly authorized representative of the firm of (firm name) Arfuel Corporation whose address is 47 W. Ellsworth, Ann Arbor, MI 48108, 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: Thomas Owen

Printed Name: Thomas Owen

Firm Name: Arfuel Corporation

Date: 9-27-18

Sworn to and subscribed before me this 27<sup>th</sup> day of September 2018.

Personally known Thomas Owen

OR Produced identification \_\_\_\_\_ Notary Public-State of Michigan

My Commission expires May 29, 2025

(Type of Identification)

[Signature]

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

ROYMON K. MATHEWS  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF WASHTENAW 2025  
My Commission Expires May 29, 2025  
Acting in the County of \_\_\_\_\_



9/26/18

Anastasia Mosquito Control Group  
Request for Proposals FY17/18-3, Avfuel Corporation Jet A Fuel Supplier  
120 EOC Drive  
St. Augustine, FL 32092

To Whom it May Concern:

Thank you for taking the time to review our RFP response. The attached document outlines Avfuel Corporation's proposal to supply aviation fuels and services for Anastasia Mosquito Control Group.

Our robust supply network and operational systems give airports a reliable and capable fuel provider.

Working as a team, our goal is to achieve uninterrupted fuel supply and robust split load opportunities.

Avfuel Corporation exclusively focuses on aviation – meaning you're partnered with a company that supplies much more than fuel. Our diverse business lines and competitive programs propelled us to the forefront of the aviation industry and gained us a loyal following among pilots and flight departments.

Please do not hesitate to contact me with any questions at 800-521-4106. We look forward to putting our reputation and aviation commitment to work for you.

Best regards,

**AVFUEL CORPORATION**

A handwritten signature in black ink, appearing to read 'Thomas Owen', with a long horizontal flourish extending to the right.

Thomas Owen  
District Manager

47 W Ellsworth, Ann Arbor, MI 48108  
734-277-7344 x327  
734-548-8166 fax  
towel@avfuel.com

*This comprehensive proposal is submitted for approval and is subject to the execution of the contract documents satisfactory to both parties, which will incorporate the proposal terms and, when executed, become binding to both parties.*

## Experience/Capability

Avfuel Corporation is one of the largest independent suppliers of aviation fuel in the world. Avfuel supplies FBOs, flight departments, governmental agencies, and medical providers throughout the country and in many parts of the world.

## Split Load Availability

Avfuel supplies hundreds of similar fuel farm locations throughout the United States in addition to our FBO branded partners. Potential split locations nearby include Sheltair Jacksonville, Sheltair Daytona, Bent Wing Aviation in Fernandina Beach, FL, Craig Air Center in Jacksonville, Malone Air charter in Jacksonville, and Glynco Manning in Brunswick, GA.

## References

Florida Jet Center (Jet Fuel Purchaser into storage)  
Terry Robertson, President  
2665 NW 56<sup>th</sup> st hangar 54  
Fort Lauderdale, FL 33309  
954-772-0778

Sheltair Aviation – Jacksonville (FBO)  
Kirk Svoboda, Base Manager  
14600 Whirlwind Ave  
Jacksonville, FL 32218  
904-741-0904

Sheltair Aviation – Daytona (FBO)  
Arvin Weese, Base Manager  
563 Pearl Harbor Dr  
Daytona Beach, FL 32114  
386-255-0471

## Jet-A Fuel Sales Price

	Delivery Type	w/o taxes	with tax and ultimate purchaser form
August 27, 2018	4000 gallon split delivery	\$2.31218	\$2.62303
	4000 gallon straight delivery	\$2.4039	\$2.71475

This price does not include additional charges for demurrage charges for offloading delays and any other fees.

## Insurance

Avfuel Corporation does not carry professional liability coverage as we do not provide legal or financial advice.

## Appendix

Avfuel Corporation is a global supplier of aviation fuels, systems, and services. We connect aviation customers of all types – FBOs, airports, corporate flight departments, charter operators, helicopters, regional and major airlines, the military, and more – with comprehensive systems or a la carte solutions tailored to the specific activity at hand.

Aviation Fuel is our passion, and the reason we exist. While we do hold government contracts, we are a supplier of aviation fuel and services – not just a company that exists to supply any product for government agencies.

We have free Quality Assurance classes three times a year (including one in Florida) that Anastasia Mosquito Control District is invited to attend, as well as free online training.

With our 45 years of experience, Avfuel is the best choice for your aviation fuel needs.



**AVFUEL CORPORATION  
LOAD TO LOAD AGREEMENT**

Reference Date: 10/1/2018

Effective Date: \_\_\_\_\_

**SUMMARY**

This Agreement is between Avfuel Corporation and its affiliates and subsidiaries all of which have principal offices at 47 West Ellsworth Road, Ann Arbor, MI 48108 USA, hereinafter referred to, individually or collectively as "Avfuel", and Anastasia Mosquito Control District having its principal office at 120 EOC Drive, St Augustine, FL 32092 hereinafter called "Customer", collectively called "the Parties", and is effective on the Effective Date or, if no Effective Date is specified then on the Reference Date noted above.

**THIS IS AN INTEGRATED AGREEMENT CONSISTING OF SEVERAL PARTS, ALL OF WHICH SHALL BE READ TOGETHER AND INTERPRETED AS ONE AGREEMENT.** The parts shall include this Summary, the Special Terms and Conditions, and the General Terms and Conditions. In the event of any inconsistencies between the Special Terms and Conditions and the General Terms and Conditions, the Special Terms and Conditions shall govern. Avfuel offers other Programs that it believes are of benefit to Customer. Customer chooses to participate in those Programs that are checked below and agrees that the applicable provisions of the Special and General Terms and Conditions govern those Programs. Additions or deletions or changes to this agreement are governed by Section 19 of the General Terms and Conditions.

Customer Credit Program

Applicable Certificates of Insurance are attached hereto, Insurance Company Name \_\_\_\_\_

**CUSTOMER FEIN:**

**TYPE OF BUSINESS: Government**  
(i.e. C-corp, S-corp, Partnership, L.L.C, Sole Prop, or other)

**STATE ID NUMBER:**

**STATE OF ORGANIZATION: FL**

**FOR: AVFUEL CORPORATION**

**FOR:** \_\_\_\_\_

By: \_\_\_\_\_  
William B. Light  
Title: Vice President, Administration

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

Title: \_\_\_\_\_  
(Print Title)

**GUARANTORS**

The undersigned hereby guarantee(s) payment and performance of this Agreement by Customer.

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Social Security Number

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Social Security Number

**AVFUEL CORPORATION  
LOAD-TO-LOAD SALES AGREEMENT**

**SPECIAL TERMS AND CONDITIONS**

**CUSTOMER NAME:** Anastasia Mosquito Control District

**BILLING ADDRESS:** 120 EOC Drive  
St Augustine, FL 32092  
*(if different than street address)*

**DELIVERY ADDRESS (s):**

*(if different than street address). Any additional locations Customer requests Avfuel to deliver to, even if not listed here, shall be governed by this agreement. Taxes are determined by delivery address.*

**AIRPORT ID (IATA CODE):**

**PRODUCT(S):**

Jet-A

Jet-A with Anti-ice

Avgas/100LL

Other \_\_\_\_\_  
(specify)

**PAYMENT TERMS: WIRE TRANSFER IN ADVANCE UNTIL DETERMINED DIFFERENTLY BY AVFUEL CORPORATION  
UPON RECEIPT OF A COMPLETED BUSINESS APPLICATION AND SUPPORTING DOCUMENTS.**

**CREDIT LIMIT:** \_\_\_\_\_

**LOAD-TO-LOAD SALES AGREEMENT****GENERAL TERMS AND CONDITIONS**

**1. PURCHASE AND SALE:** From time to time during the term of this Agreement the Customer may elect to place orders with Avfuel and Avfuel may elect to accept those orders for the delivery of loads of aviation fuel (the "Products") for delivery to the Delivery Address(es) listed in the Special Terms and Conditions or any other addresses as Customer may specify from time to time. Avfuel agrees to sell and deliver, and Customer agrees to purchase and pay for the Products included in each order placed by the Customer and accepted by Avfuel (an "Order") on the terms and conditions contained in this Agreement. Customer represents and warrants that all Products and services purchased hereunder will be for the purpose of conducting its business. Avfuel has relied on this representation in entering into this Agreement.

**2. TERM:** The initial term of this Agreement is one (1) year, beginning on the Effective Date specified in the Summary. The term shall automatically continue following the expiration of that initial term until one Party delivers a Notice to the other Party of its intent to terminate at least thirty (30) days prior to the effective date of termination.

**3. PRICE AND PAYMENT:**

3.1 Unless otherwise specified in the Special Terms And Conditions or otherwise agreed in writing, the price per gallon for Products delivered to Customer shall be as established by Avfuel from time to time in its discretion based upon market and other conditions that it deems pertinent based on the date and time that Avfuel loads the Products into delivery trucks. Prices shall be F.O.B. the Delivery Address(es) and shall be exclusive of all taxes, fees, surcharges and other charges.

3.2 Unless otherwise agreed in writing or otherwise required by the state law where the Product is delivered, the standard unit of measurement of quantities of Products purchased and delivered shall be the Net Gallon. The term "Net Gallon" shall mean the volumetric measurement, in U.S. gallons, of a Product actually loaded and measured at the point of shipment, adjusted to the number of U.S. gallons that would have been loaded at a temperature of sixty degrees Fahrenheit (60°F). The conversion ratio shall be from the current American Society for Testing and Materials ("ASTM") IP Petroleum Measurement Tables.

3.3 Unless otherwise agreed in writing by the Parties, Customer agrees to pay in advance by bank wire transfer for all Products purchased hereunder. If credit terms have not been otherwise established in writing and if for any reason the Customer does not pay in advance for delivered Products, such delivery shall be construed as a credit transaction, with the full price for the delivered Products payable within five (5) days following the date of delivery by bank wire transfer to an account designated by Avfuel and in such event any amount not paid when due will bear interest at the rate of 18% per annum from its due date to the date of payment (or, if less, at the maximum rate of interest permitted under the laws of the State in which the Customer has its principal place of business).

**4. TAXES AND OTHER CHARGES:**

4.1 Customer shall pay all taxes, assessments, fees and other charges (the "Taxes") which are imposed by any federal, state or local governmental agency or by any airport authority (collectively, the "Taxing Authorities") based upon the delivery, sale, importation, inspection, storage or use of the Products purchased by Customer, excepting Taxes which are imposed upon Avfuel based upon its net income or revenues.

4.2 If the Taxing Authorities collect the Taxes directly from Customer, then Customer shall pay all such Taxes on or before their due dates. If the Taxing Authorities require that Avfuel collect the Taxes from Customer at the time of sale, Avfuel will use its best efforts to include all such Taxes in its invoices to Customer and Customer shall pay all such invoices on or before their due dates. (In its invoices, Avfuel will identify those Taxes as separate items.) If Customer is entitled to an exemption from any Taxes which the Taxing Authorities require be collected by Avfuel, then, in order to permit Avfuel not to collect those Taxes, Customer shall obtain and provide to Avfuel current and valid exemption certificates relating to those Taxes. If, subsequent to the issuance of any invoice, the Taxing Authorities or Avfuel advise Customer of additional Taxes payable with respect to the Products covered by that invoice, then Customer shall promptly pay such additional Taxes.

**4.3 CUSTOMER ACKNOWLEDGES THAT IT REMAINS SOLELY RESPONSIBLE FOR ALL SUCH TAXES, AND WILL INDEMNIFY AVFUEL AGAINST ANY LIABILITY FOR SUCH TAXES EVEN IF AVFUEL FAILS FOR ANY REASON TO INCLUDE ANY SUCH TAXES IN ITS INVOICES TO CUSTOMER. HOWEVER, AVFUEL WILL INDEMNIFY CUSTOMER AGAINST ANY LATE CHARGES, PENALTIES OR OTHER CHARGES THAT CUSTOMER INCURS IF AVFUEL'S FAILURE TO INCLUDE ANY TAXES IN ITS INVOICE IS DUE TO GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.**

4.4 Customer's obligation to indemnify Avfuel shall extend to any Taxes which are assessable against Customer as a result of any subsequent change or reinterpretation of the laws relating to those Taxes or any exemptions from those Taxes and to any Taxes for which an exemption had been claimed but which are subsequently assessed by Taxing Authorities based upon its rejection of the claimed exemption for the Products or Customer.

**5. DELIVERY:**

5.1 Deliveries shall be made to the Delivery Address(es) listed in the Special Terms and Conditions or any other addresses as Customer may specify from time to time. Avfuel or its authorized shipping agent ("Shipping Agent") shall be provided access to Customer's storage facilities during normal business hours, or at such other times as may be approved by Customer's authorized representative, for the purpose of unloading the Products. Unless otherwise agreed in writing, the minimum delivery of Jet A fuel will be a full standard transport tanker load which is equivalent to 7,500 Gross Gallons, and the minimum delivery for Avgas fuel will be a full standard transport tanker load which is equivalent to 8,500 Gross Gallons. Avfuel reserves the right to impose a surcharge for deliveries of less than a full tanker load.

5.2 Delivery shall be into tanks designated by Customer. Such designation shall be construed as a warranty that the designated tanks and containment areas have been inspected and approved by the appropriate regulatory agencies. Customer shall be responsible for all unloading operations including the placement of hoses into the proper storage tanks. Customer shall specifically designate and gauge the available capacity of the tanks into which the Product shall be unloaded, and shall bear all responsibility of spillage or contamination of the Product after it leaves the end of any properly operating hose provided by Avfuel or its Shipping Agent. Access to Customer's tanks shall be furnished in such a manner that Avfuel or its Shipping Agent can safely and conveniently reach Customer's storage facility with the hoses available, and Avfuel or its Shipping Agent may refuse to complete any delivery which Avfuel or the Shipping Agent determines, in its sole discretion, cannot be made safely.

5.3 Any claim by Customer of any discrepancy in the quantity of the Product delivered shall be effective only if made by written notice delivered to Avfuel within twenty-four (24) hours after the Product is delivered to Customer. **GIVEN THE NATURE OF THE PRODUCTS, TIME IS OF THE ESSENCE WITH RESPECT TO SUCH CLAIMS AND NO CLAIM SHALL BE PERMITTED OR EFFECTIVE UNLESS DELIVERED WITHIN THE SPECIFIED PERIOD.**

**6. FORCE MAJEURE:** Except as provided below, neither Party shall be responsible for any failure to comply with the terms of this Agreement due to causes beyond its reasonable control for the period the effects of such causes continue. These causes shall include but shall not be restricted to: fire, storm, flood, earthquake, explosion, accident, acts of any local, state or federal authority or agency or of a public enemy, war, rebellion, terrorism, insurrection, sabotage, epidemic, quarantine restrictions, labor disputes, transportation embargoes or delays, acts of God and unavailability of the Product. For purposes of this Agreement, the term "unavailable" shall mean that Avfuel, for any reason whatsoever, including but not limited to government action, reduced or allocated fuel supplies, lack of transportation or the like, is unable to produce and deliver a specific Product on a commercially reasonable basis within two (2) days of the specific time requested by Customer. In that event, and only to the extent of such unavailability, the Parties hereto shall be relieved of their obligations under the applicable provisions of this Agreement. If and as applicable, Avfuel will comply with any governmental statute or regulation mandating the allocation of available supplies of Products. The provisions of this Section shall not apply to

the failure of a Party to pay any monetary amounts when due under this Agreement

#### 7. LIMITED WARRANTY:

7.1. Avfuel warrants that all Products delivered pursuant to this Agreement will, at the time of delivery, conform to the then latest revision of following specifications. Aviation Gasoline will conform to the ASTM Specification D910, and Jet Fuel will conform to the ASTM Specification D1655. Avfuel retains the right to revise the applicable specifications upon written Notice to Customer.

**7.2 THE LIMITED WARRANTY STATED ABOVE IS THE ONLY WARRANTY GIVEN BY AVFUEL REGARDING THE PRODUCTS. AVFUEL DISCLAIMS ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE.**

7.3 Customer shall sample and test each shipment of Product prior to delivery, using industry standard test procedures. If Customer determines or suspects non-conformity then Avfuel must be immediately notified, while the Shipping Agent is still present, and the delivery shall not be completed until either Customer accepts the Product, acknowledging conformity, or Avfuel replaces the Product. Customer will permit Avfuel access to Customer's premises and records during normal business hours and upon four (4) hours' telephonic or written notice to Customer for purposes of investigating any claim of non-conformity. If it is determined that the Product is non-conforming, Avfuel's sole obligation shall be either (1) replacement of the non-conforming Product with conforming Product, or (2) removal of the non-conforming Product and cancellation of the invoice for that Product or refund of the amount paid for that Product, as determined by Avfuel. Avfuel will be reasonably prompt in its actions hereunder. **TIME IS OF THE ESSENCE AND ANY FAILURE TO FOLLOW THE ABOVE PROCEDURE SHALL VOID THE LIMITED WARRANTY.**

#### 8. COMPLIANCE WITH LAWS:

8.1. Each Party shall, at all times and in all respects, comply with all federal, state, county or municipal laws, ordinances, rules and regulations governing its actions in the purchase, storage, handling, use and sale of the Products and all industry standards pertaining thereto, including those that may contain tetraethyl lead or lead alkyl. Further, each of the Parties agree to use its reasonable best efforts to assist the other Party in complying with such laws, ordinances, rules and regulations which the other Party may be required to observe in the performance of its obligations under this Agreement. Each Party reserves the right to terminate those portions of this Agreement governing the purchase of a Product if the other Party violates the provisions of this subsection with respect to that Product. In such event, the remaining provisions of this Agreement shall continue in full force and effect.

8.2. Each Party shall properly instruct its employees, agents and contractors with regard to compliance with all applicable laws, ordinance, rules, regulations and standards governing the use, sale and distribution of the Products that are the subject of this Agreement.

**9. INDEPENDENT STATUS:** Each Party shall at all times function as an independent contractor and not as a subcontractor, employee or other agent of the other Party. Neither Party shall have the authority to and shall not purport to make any commitments or representations on behalf of the other Party or otherwise to take any actions on behalf of the other Party.

**10. RECIPROCAL INDEMNIFICATION: EXCEPT AS OTHERWISE PROVIDED IN THIS AGREEMENT, EACH PARTY (AS SUCH, THE "INDEMNIFYING PARTY") AGREES TO INDEMNIFY AND TO HOLD HARMLESS THE OTHER PARTY AND THE OFFICERS, DIRECTORS, EMPLOYEES AND AGENTS OF THE OTHER PARTY (AS SUCH, THE "INDEMNIFIED PARTIES") FROM AND AGAINST ANY AND ALL CLAIMS, DEMANDS, LOSSES, LIABILITIES, CAUSES OF ACTION, COSTS OR EXPENSES (INCLUDING ATTORNEY'S FEES) OF WHATSOEVER NATURE**

**WHICH ARE ASSERTED AGAINST OR INCURRED BY ANY INDEMNIFIED PARTY AS A RESULT OF THE BREACH BY THE INDEMNIFYING PARTY OF ITS OBLIGATIONS UNDER THIS AGREEMENT OR AS A RESULT OF ANY NEGLIGENCE OR INTENTIONAL MISCONDUCT OF THE INDEMNIFYING PARTY OR OF ANY OFFICERS, DIRECTORS, EMPLOYEES OR AGENTS OF THE INDEMNIFYING PARTY. ANY AMOUNT PAYABLE BY THE INDEMNIFYING PARTY UNDER THIS SECTION 10 SHALL BE DUE WITHIN TEN (10) DAYS AFTER WRITTEN DEMAND AND ANY SUCH AMOUNT WHICH IS NOT PAID WHEN DUE SHALL BEAR INTEREST FROM THE DUE DATE TO THE DATE OF PAYMENT AT THE RATE OF 18% PER ANNUM (OR, IF LESS, AT THE MAXIMUM RATE OF INTEREST PERMITTED UNDER THE LAWS OF THE STATE IN WHICH THE INDEMNIFYING PARTY HAS ITS PRINCIPAL PLACE OF BUSINESS). WITHOUT LIMITING THE GENERALITY OF THE ABOVE PROVISIONS, THE OBLIGATION OF THE INDEMNIFYING PARTY UNDER THIS SECTION 10 SHALL INCLUDE ANY REASONABLE ATTORNEY'S FEES OR OTHER COSTS INCURRED BY THE INDEMNIFIED PARTIES IN ENFORCING THE OBLIGATION OF INDEMNITY UNDER THIS SECTION. EACH PARTY'S OBLIGATION TO INDEMNIFY SHALL SURVIVE THE TERMINATION OF THIS AGREEMENT AND SHALL REMAIN IN FULL FORCE AND EFFECT UNTIL THE LAPSE OF ALL APPLICABLE STATUTES OF LIMITATIONS OR SIMILAR TIME PERIODS WITHIN WHICH AN ACTION FOR INDEMNITY OR CONTRIBUTION MUST BE BROUGHT.**

#### 11. BREACH AND TERMINATION:

11.1. Failure of a Party to comply with the provisions of this Agreement shall constitute a breach of the Agreement by the non-complying Party. Except as otherwise permitted under this Agreement, the non-breaching Party shall provide Notice of that breach to the other Party in the manner set forth in Section 14. The Notice shall specify the alleged breach and the period within which the breach must be cured which, except as provided in Section 11.2, shall be at least ten (10) business days. The Party receiving such Notice shall respond thereto in writing within three (3) business days. If the breach is not cured or the dispute resolved within the period specified in the Notice, the Party claiming breach, by further written Notice, at its election, may affirm this Agreement and initiate appropriate legal actions to require the other Party to remedy that breach or may immediately terminate this Agreement. In either instance, the Party claiming the breach may by appropriate legal proceedings seek and secure recovery of any damages resulting from that breach.

11.2. The provisions of Section 11.1 to the contrary notwithstanding, if the breach is of the Customer's obligation to make a payment to Avfuel when due, then Avfuel may declare all amounts owed to it under this Agreement immediately due and payable, and Avfuel, in addition to all other rights hereunder, may suspend its performance or terminate this Agreement forthwith and without giving Customer Notice or the opportunity to cure. Avfuel shall also have the right to offset any amount that Avfuel then or thereafter owes to Customer, to any guarantor of the Customer's obligations under this Agreement or to any affiliate entity that owns, is owned by or is under common ownership with the Customer against any amounts owed by Customer to Avfuel. Customer warrants that it is authorized to make this commitment with respect to amounts owed by Avfuel to such guarantors and affiliate entities. In addition, Avfuel or its agents or employees may, without further notice and without legal process enter onto any facility of Customer for the purpose of repossessing any item of Equipment or any personal property of any description owned by Avfuel, and Customer shall use its best efforts to assist Avfuel in such repossession. Exercise of the foregoing remedies shall not constitute a waiver of any amount due by Customer hereunder or of any damages accruing by reason of the breach of any of the terms or conditions of this Agreement. Fuels on board repossessed



Equipment will become the property of Avfuel, and credited against any amount owed Avfuel by Customer at that day's market price.

11.3 The Party claiming a breach may waive that breach by giving Notice to the other party in the manner set forth in Section 14 below. The waiver of any breach shall not constitute a waiver of any subsequent breach of the same or any other term or condition. Any failure of either Party to enforce rights or seek remedies arising out of any breach by the other Party shall not prejudice or affect the rights and remedies of that Party in the event of any subsequent breach by the other Party.

11.4 Except as set forth in Section 11.2 above, any dispute that arises under this Agreement, pursuant to Section 11.1 or otherwise, shall be submitted to a senior officer or other person having the authority to negotiate the resolution of such disputes for each Party. Those persons shall attempt, in good faith, to resolve the dispute, and no action in law or equity shall lie until the process set forth herein shall have run its course. If the dispute involves the payment of money, all undisputed amounts shall be paid when due regardless of whether the undisputed amount is only part of an invoice.

11.5 The exercise of a Party's right to terminate the Agreement or to exercise any other remedy shall not be deemed an election of remedies and shall be without prejudice to the non-breaching Party's rights to exercise any other remedy afforded to it by this Agreement or by law or equity. In any action related to the enforcement or breach of this Agreement, the prevailing Party shall have the right to recover its reasonable attorney's fees and costs actually incurred.

## 12. INSURANCE:

12.1 Customer shall secure and at its cost shall thereafter maintain in effect during the term of this Agreement the following insurance and furnish Avfuel a Certificate of Insurance evidencing: (1) aviation general liability insurance, including products and completed operations liability, with limits not less than one million dollars (\$1,000,000.00) combined single limit for bodily injury and property damage, and (2) automobile liability insurance with limits not less than one million dollars (\$1,000,000.00) combined single limit for bodily injury and property damage. (3) workers compensation covering all employees of Customer and (4) physical damage coverage covering the value of any leased Equipment. Insurance policies shall be issued by insurance companies acceptable to Avfuel (whose acceptance may not be unreasonably withheld), shall name Avfuel, or its subsidiary, as applicable, as an additional insured and/or loss payee, and shall provide for at least thirty (30) days' written Notice to Avfuel prior to cancellation or modification. Prior to the Effective Date stated in the Summary, and from time to time thereafter as requested by Avfuel, Customer shall furnish Avfuel a Certificate of Insurance evidencing compliance with this Section.

12.2 Customer may, if it chooses, apply for this insurance through Avfuel's subsidiary, Avsurance Corporation.

13. **ASSIGNMENT:** The Customer shall not assign its rights or delegate its obligations under this Agreement, in whole or in part, unless with the prior written consent of Avfuel, which consent will not be unreasonably withheld. Any transfer of a controlling interest in the Customer shall be deemed an assignment requiring the consent of Avfuel.

1. **NOTICES:** All notices permitted or required under this Agreement (each a "Notice") shall be in writing. Notices by facsimile or email transmission shall be deemed "delivered" on the date of confirmed transmission, without error, to the fax number or email address designated in the Summary. Notices by mail shall be deemed delivered three (3) business days following the date deposited with the United States Postal Service, certified mail, return receipt requested, postage prepaid, addressed to the Party at the address of the principal office. Notices sent by overnight courier shall be effective on the next business day following deposit with the overnight courier for overnight delivery with the delivery fee prepaid, addressed to the Party at the address of the principal office, and with instructions to obtain the signature of the addressee.

## 15. PROGRAM PARTICIPATION:

15.1 The provisions of these General Terms And Conditions will apply to the CUSTOMER CREDIT PROGRAM, that is described in the subparts below (each a "Program") except to the extent these provisions are inconsistent with the provisions in the subpart describing that Program.

15.2 If the Customer participates in any Program, whether by formally electing to participate in that Program by selection in the Summary or by informally electing to participate in that Program by taking part in the benefits of that

Program, the Customer will be bound by and subject to the provisions in the subpart relating to that Program, as supplemented by the provisions of these General Terms And Conditions.

16. **EXCLUSIVE JURISDICTION:** Each Party irrevocably and unconditionally agrees that venue and jurisdiction for the resolution of any dispute and the enforcement of any rights in any way arising from or relating to this Agreement shall exclusively be the courts of the state of Michigan sitting in Washtenaw County, and any applicable Michigan appellate court. This Agreement shall be construed as having been made and entered into in the State of Michigan. Each Party submits and consents to personal jurisdiction in Washtenaw County, Michigan, and agrees that it is a convenient forum to resolve any such disputes and enforce any such rights, each Party hereby waiving to the fullest extent possible the defense of an inconvenient forum. Each Party agrees that a final judgment in any such action, litigation, or proceeding is conclusive and may be enforced in any jurisdiction anywhere in the world.

17. **EXCLUSIVE GOVERNING LAW:** This Agreement, and all other matters arising from or relating to this Agreement, are exclusively governed by, and exclusively construed in accordance with, the laws of the State of Michigan, without regard to its conflict of laws provisions.

18. **SEVERABILITY:** In the event that any court of competent jurisdiction shall determine that any provision of this Agreement shall be unenforceable, then that provision shall be deemed to be null and void and the remaining provisions hereof shall remain in full force and effect.

19. **ENTIRE AGREEMENT/AMENDMENTS** This Agreement sets forth the entire agreement between Avfuel and Customer with respect to the subject matter hereof and there are no other terms or conditions, oral or written, express or implied, relating to or otherwise affecting such subject matter. No term of this Agreement shall be changed, supplemented, cancelled or waived unless in writing and signed by both Avfuel and Customer. Avfuel reserves the right at any time and from time to time to amend these General Terms And Conditions and the Programs. The General Terms And Conditions and the Programs, as amended from time to time, are posted at [www.avfuel.com](http://www.avfuel.com). If Avfuel and Customer have, prior to the Effective Date, been parties to any other agreement relating directly to the sale of Products to Customer (a "Prior Agreement"), such Prior Agreement, except for guarantees, shall be superseded as of the Effective Date and all rights and obligations between Avfuel and Customer with respect to the supply of Products from and after the Effective Date shall be governed by the terms of this Agreement. The terms and conditions of such Prior Agreement shall, however, remain in full force and effect with respect to rights and obligations relating to the supply of Products prior to the Effective Date and nothing contained in this Agreement shall be construed as terminating or otherwise affecting any such rights or obligations.

## CUSTOMER CREDIT PROGRAM:

**IN THE EVENT THAT AVFUEL CHOOSES TO DELIVER GOODS OR SERVICES THAT HAVE NOT BEEN PAID FOR IN FULL BY WIRE TRANSFER PRIOR TO THE TIME OF THAT DELIVERY, AVFUEL SHALL BE CONSTRUED AS HAVING EXTENDED CREDIT TO CUSTOMER AND THE FOLLOWING TERMS AND CONDITIONS SHALL APPLY.**

1. Credit terms may not be used during any period in which the Customer is in breach of its obligations under this Agreement. In addition to the provisions of Section 11 of the General Terms And Conditions, for the specific purposes of this Customer Credit Program, the Customer will be in breach if (a) any amount charged to the Customer's account is not paid in accordance with the agreed upon payment terms, (b) if and for so long as the Customer is in breach of any of its obligations under any Agreement with Avfuel or any of its subsidiaries, or (c) if Avfuel determines that there is any misrepresentation or breach of a warranty by the Customer under or with respect to any Agreement with Avfuel. Use of credit is limited to the amount specified in the Special Terms And Conditions of this Agreement. No purchase may be made which would cause the total amount owed under this Agreement to exceed that credit limit.

2. Upon termination of this Agreement, Customer shall have no right to credit terms for new purchases, but all obligations incurred prior to the termination, as well as all remedies provided for default or breach, shall survive. If Avfuel, intentionally or unintentionally, permits any purchases on credit after termination, then the terms of this Agreement shall pertain to those charges.

3. Subject to the approval by Avfuel at its offices in Michigan, all purchases by Customer for which Avfuel does not receive payment at or prior to the time of

delivery to Customer shall be charged as principal to Customer's account. Avfuel may require Customer or Customer's authorized representative, as a condition of delivery or at any time thereafter, to give receipt for all deliveries in writing and to sign sales slips and other documents in Avfuel's opinion necessary to record or substantiate any or all transactions resulting in a charge to Customer's account.

4. Avfuel shall invoice Customer for all Products delivered to Customer or to Customer's designees. Invoices shall include the selling price of the Products delivered, taxes, duties, and any other charges as separate line items. Each invoice will be payable in full on or before that due date specified in that invoice.

5. Unless otherwise determined by Avfuel in its discretion, all payments received will be applied by Avfuel (subject to collection of remittance if other than cash) first to interest, if any, accrued on Customer's account, then to the unpaid principal balance owed upon such account in direct calendar order of due date.

6. Customer agrees to pay to Avfuel upon demand a fee of \$50.00 for each check, draft or other form of remittance that is not honored by the drawee upon due presentment by Avfuel or its agents.

7. From time to time, Avfuel may send Customer a statement of Customer's account for Customer's information showing in summary, or in such detail as Avfuel may deem appropriate, current transactions Avfuel posted to Customer's account to date thereof, the amount of interest (if any) which has accrued, and the balance owing thereon, however, the failure of Avfuel to furnish any such statement shall not relieve Customer of the obligation to make payment against invoices when due in accordance with the other terms of this Agreement. Customer agrees to review all statements promptly after receipt, and shall have fifteen (15) days from date of receipt to notify Avfuel in writing of any discrepancies. If no such Notice is given, such statement shall be conclusively presumed correct.

8. In the event that any invoice is not paid in full by the due date stated therein, the unpaid amount of the invoice shall bear interest until paid at the lower of 18% per annum or the highest rate which may lawfully be contracted for, charged and received according to applicable law for business purchases at the time of delivery. Notwithstanding anything in this Agreement to the contrary, Customer shall never be obligated to pay and Avfuel shall never be entitled to receive any interest upon any indebtedness incurred by Customer pursuant hereto in excess of the maximum contract rate of interest authorized by applicable law for business purposes, and it is expressly understood and agreed that if Avfuel shall render any charge for the payment of usurious interest, such charge shall be automatically and unconditionally reduced to the maximum non-usurious amount, and the excess, if paid, shall be applied as credit to Customer's account. If such application results in a credit balance in Customer's said account, such balance shall be refunded to Customer or applied to the next due amount in such account as Customer shall direct.

9. If, at any time during the term of this Agreement, the financial responsibility of Customer becomes impaired or unsatisfactory to Avfuel, in the sole judgment of Avfuel, Avfuel, effective immediately upon delivery of Notice to Customer, may require the advance cash payment or other security satisfactory to Avfuel for any shipment of fuel and shipment may be withheld until such payment or security is received.

10. For the purpose of securing a payment of all indebtedness of Customer to Avfuel from time to time outstanding (including, without limitation, any amounts due under this Agreement or any other agreement or instrument between Avfuel and the Customer) grants to Avfuel a purchase money security interest in and to all of Customer's inventory of the Products purchased from Avfuel, and all accounts, contract rights and other proceeds from such inventory, whether now owned or hereafter acquired. Customer warrants that the purchase money security interest granted herein is and shall remain superior to any other security interests granted by Customer to any other entity. For so long as this Agreement is in effect, all of Customer's inventory of aviation fuels will be presumed to be Products purchased pursuant to the Agreement and subject to the purchase money security interest granted by this Agreement. Customer hereby authorizes Avfuel to sign and record all financing statements and other instruments which Avfuel may reasonably require in order to create, perfect and continue in force said security interest and first priority lien. Customer authorizes Avfuel to file a true copy of this Agreement in lieu of any financial statement. The rights and obligations of Avfuel and the Customer under and with respect to the security interest and first priority lien created by this Section shall be interpreted in accordance with the Uniform Commercial Code in effect in the state of the Billing Address of the Customer as stated in the Summary.

**11. THIS PARAGRAPH APPLIES ONLY TO THOSE PERSONS WHOSE SIGNATURES APPEAR AS GUARANTORS ON THE SIGNATURE PAGE OF THIS AGREEMENT. PERSONS SIGNING AS GUARANTORS SHALL BE CONSTRUED AS PERSONAL GUARANTORS REGARDLESS OF ANY OTHER DESIGNATION.** In consideration of the extension of credit by Avfuel to Customer, each of the parties signing as Guarantors on the signature page of this Agreement agrees to guarantee the prompt payment of all amounts owed to Avfuel by Customer whether such amounts are existing at the time that this Guarantee is signed or are incurred at any time during the life of this Guarantee. Avfuel may demand payment from a Guarantor under this Guarantee at any time that it deems itself insecure with respect to any amount owed by Customer. Each Guarantor hereby waives notice of acceptance of this Guarantee by Avfuel, notice of default by Customer, and all other notices that the Guarantor may otherwise be entitled to receive. Failure on the part of Avfuel to give any such notice shall not discharge any obligation of any Guarantor under this Guarantee. Each Guarantor also hereby waives any requirement that Avfuel proceed against Customer before making a demand for payment hereunder, and agrees to pay all attorney's fees and court costs incurred by Avfuel in the enforcement of its rights hereunder. This is a continuing Guarantee and shall not be revoked by the death of any individual party or by the dissolution of any corporate party or any other entity that is a party hereto, and shall remain in force until Avfuel receives written notice to extend no further credit to Customer on the security of this Guarantee. Such notice shall not discharge any obligation of any Guarantor as to any then existing indebtedness or obligation of Customer arising out of a transaction that took place prior to the receipt of such notice, regardless of the time for determination, maturity, or performance thereof. Each Guarantor agrees to provide periodic statements of financial condition to Avfuel upon request. This Guarantee shall survive the termination of this Agreement until all amounts due Avfuel under this Agreement have been paid in full.

12. Avfuel reserves the unilateral right to amend, suspend, or terminate the Customer Credit Program at any time effective upon written notice to the Customer. Customer may withdraw from this Program upon sixty (60) days Notice to Avfuel. See Section 14 of the General Terms and Conditions regarding Notices. Termination of Customer's participation in this Program shall not be construed as terminating the Agreement or Customer's participation in another Program.



# 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](http://www.amcdsjc.org)

## 2018 MEMO

**DISTRICT DIRECTOR**

*Dr. Rui-De Xue*



**BOARD OF COMMISSIONERS:**

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

**TO:** Board of Commissioners

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

**CC:** Ms. Charolette M. Hall, Administrative Assistant

**DATE:** October 18, 2018

**RE:** RFP 18/19-1 Radar Altimeter

---

The Anastasia Mosquito Control District solicited bids for the delivery of a radar altimeter for the District's Bell 206-B helicopter.

The Anastasia Mosquito Control District sent notice to eight (8) Florida based companies and one (1) out of state company that are distributors of the FreeFlight Systems RA-4500 Radar Altimeter and RAD40 Radar Altimeter display that is needed for the District's Bell 206-B NVG system.

Three (3) companies requested bid packages for the delivery of a radar altimeter and two companies returned bids; REB Technologies and Sarasota Avionics & Maintenance. The committee (Mr. Weaver, Ms. Gaines, Mr. Hanna, Ms. Clark, and Mr. Dixon) reviewed the bids and found that REB Technologies fully qualified and was the only qualified bid at a price of \$13,600.00. Sarasota Avionics & Maintenance sent their bid via email, disqualifying them, and they had a bid price of \$11,409.00.

The review committee found REB Technologies bid to be in full compliance and recommends the Board accept the bid of \$13,600.00.

# BID TABULATION SHEET

BID NUMBER \_\_\_\_\_

BID OPENING DATE \_\_\_\_\_

Bidder's name Craig Allison Company name REBTECH

Bid item Radar Altimeter Bid price \$ 13,600<sup>00</sup> Per N/A

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid guaranties and/or acknowledgements \_\_\_\_\_

Exception to bid No Delivery / completion times \_\_\_\_\_

Bidder's name Tony Smith Company name Safesoft Avionics

Bid item Radar Altimeter Bid price \$11,400<sup>00</sup> Per N/A

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid guaranties and/or acknowledgements \_\_\_\_\_

Exception to bid Yes\* Delivery / completion times \_\_\_\_\_

*\* Sent via email*

Bidder's name \_\_\_\_\_ Company name \_\_\_\_\_

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid item \_\_\_\_\_ Bid price \_\_\_\_\_ Per \_\_\_\_\_

Bid guaranties and/or acknowledgements \_\_\_\_\_

Exception to bid \_\_\_\_\_ Delivery / completion times \_\_\_\_\_

# REBTECH

*Illuminating Solutions for Night Vision*

October 03, 2018

Request for Proposal # 18/19/1

## Introduction/ Cover Letter

REB Technologies, Inc. also known as REBTECH, is a global industry leader providing advanced military and civil night vision aircraft lighting systems. Based in Bedford, Texas, the company has extensive experience developing night vision lighting for cockpit, cabin and crew stations as well as night vision systems for external airframe applications. REB Technologies has over 30 FAA, TC and EASA approved supplemental type certificates (STC) and has performed lighting modifications and installations for military and civil customers in Africa, Europe, Asia, Australia, South, Central and North America. REB Technologies provides FAA approved instrument repair, overhaul and modification support as well as additional design, engineering and developmental services for military or civil aircraft applications.

For further information please contact:

Craig Allison

Director of Sales & Marketing

1500 Brown Trail, Bedford, TX 76022

Phone: 817.285.7740

Fax: 817.285.7742

Email: [craig@rebtechnvg.com](mailto:craig@rebtechnvg.com)

Web Site: <http://www.rebtechnvg.com>

Best regards,



Craig Allison

Director Sales & Marketing

REB Technologies, Inc.

1500 Brown Trail, Bedford, TX 76022

P: 817.285.7740 F: 817.285.7742

[www.rebtechnvg.com](http://www.rebtechnvg.com)

# REBTECH

*Illuminating Solutions for Night Vision*

## Cost Sheet

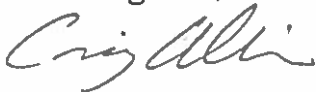
<b>FreeFlight Systems Radar Altimeter System [Optional]</b>			
<b>Description</b>	<b>Unit Price</b>	<b>QTY</b>	<b>Ext. Price</b>
Hardware Price, Freeflight RA4500 Sensor System with RAD 40 NVG, Installation Kits, Operator/Install Manual, Mounting Assembly	\$13,500	1	\$13,500
Shipping	\$100	1	\$100
Installation of Radar Altimeter	Not Included	N/A	N/A
<b>Total Price (Excluding Installation)</b>			<b>\$13,600</b>

Radar Altimeter Lead Time: 8-10 weeks ARO

## Terms and Conditions:

- This proposal shall remain valid for a period of (60) sixty days.

Best regards,



Craig Allison  
Director Sales & Marketing  
REB Technologies, Inc.

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (printed name) RICHARD BORKOWSKI am the (title) PRESIDENT and the duly authorized representative of the firm of (firm name) REB TECHNOLOGIES INC. "REBTECH" whose address is 1500 BRENN TRAIL, BEDFORD TEXAS 76022, 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: [Handwritten Signature]

Printed Name: RICHARD BORKOWSKI

Firm Name: REB TECHNOLOGIES INC. "REBTECH"

Date: 2 OCT 2018

Sworn to and subscribed before me this 2<sup>nd</sup> day of October 2018.

Personally known Richard Borkowski

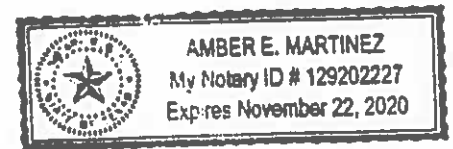
OR Produced identification TXDL12427888 Notary Public-State of Tarrant County, Texas

My Commission expires November 22, 2020

(Type of Identification)

Amber E Martinez

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





## Richard Weaver

---


**From:** Tom Smith <tom@sarasotaavionics.com>  
**Sent:** Monday, October 08, 2018 2:47 PM  
**To:** rweaveramcd@bellsouth.net  
**Subject:** Quote request  
**Attachments:** AMCD618410.pdf; DOC843.pdf

Dear Richard,

I have attached your quote to this email. We do the avionics work for Lee County Mosquito control and are just finishing up on doing the equipment and or installation on four of their King Airs as well as Special order radios for their new Airbus Helicopters. If we can assist you with any installation work we would be glad to price that out as well. If you will moving forward on this you will need to contact me directly via email or my direct extension #126

Regards,  
Tom



Tom Smith  
Senior Avionics Consultant  
813-820-0314 (Ext. 126)  
[Tom@SarasotaAvionics.com](mailto:Tom@SarasotaAvionics.com)  
[www.SarasotaAvionics.com](http://www.SarasotaAvionics.com)  
Find us on  [Facebook](#)



**Mailing Address:**  
 120 Airport Avenue West  
 Venice, FL 34285 USA  
 www.SarasotaAvionics.com

Toll Free: 1-888-289-0997 • Local: 1-941-360-6877 • Fax: 1-941-360-6878

**Quotation**

Quote #: Q618410  
 Date: 10/8/2018  
 Time: 1:32:32 PM  
 # of Items: 9  
 Page: 1  
 Prepared By: TOM, EXT. 126

**To:**  
 ANASTASIA MOSQUITO CONTROL DIST.  
 120 EOC DRIVE,  
 ST. AUGUSTINE,, FL 32092

**Ship To:**  
 ANASTASIA MOSQUITO CONTROL DIST.  
 120 EOC DRIVE,  
 ST. AUGUSTINE,, FL 32092

Quote Date: 10/8/2018      Ref #:      Phone #: 904-471-3107      Fax #:  
 Code: AMCD1      Site:      Contact:  
 Terms: CC      Email: rweaveramcd@bellsouth.net

*The following is in response to your Request For Quote*

Item	Part Number/Description	CD	Qty	ListPrice	Disc%	Unit Price	Line Amt
1	84560-12-300A RA4500 SENSOR RECEIVER Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
2	84933-00 RA4000/4500 SERIES INSTALL KIT Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
3	84939-10-0200 RAD40 NVG Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
4	84949-00 RAD40 INSTALLATION KIT Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
5	84948 RAD40 INSTALL MANUAL Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
6	84629 RA4000/4500 OPERATOR/INSTALL MANUAL Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
7	84947-00 RA4000/4500 SERIES TRAY MOUNTING ASS EMBL Delivery Terms: STOCK	NE	1	0.00	0.00	0.00EA	0.00
8	PKG PACKAGE PRICE NOTE: MANUFACTURER DOES NOT PROVIDE INDIVIDUAL COMPONENT PRICING, COMPLETE ASSEMBLY PRICING ONLY		1	11,384.00	0.00	11,384.00	11,384.00
9	S&H SHIPPING & HANDLING		1	25.00	0.00	25.00	25.00

Quote valid for 30 days unless specified above. Any freight, tax and/or other miscellaneous charges will be added as required. Estimated labor and equipment may change if circumstances arise that could not be predicted prior to aircraft arrival. SAJ will not be held responsible for any losses and/or claims resulting from delays in the delivery of goods and services. Not responsible for typographical or clerical errors. A 20% restock fee will be charged for any cancellations after an order is placed. Trade-ins subject to evaluation. All warranty work to be performed by SAJ.

Authorized Signature:

Authorized Signature:



**Mailing Address:**  
 120 Airport Avenue West  
 Venice, FL 34285 USA  
  
 www.SarasotaAvionics.com

**Quotation**  
**Quote #:** Q618410  
**Date:** 10/8/2018  
**Time:** 1:32:32 PM  
**# of Items:** 9  
**Page:** 2  
**Prepared By:** TOM, EXT. 126

Toll Free: 1-888-289-0997 • Local: 1-941-360-6877 • Fax: 1-941-360-6878

**To:**  
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 ST. AUGUSTINE,, FL 32092

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 120 EOC DRIVE,  
 ST. AUGUSTINE,, FL 32092

Quote Date: 10/8/2018      Ref #:      Phone #: 904-471-3107      Fax #:  
 Code: AMCD1      Site:      Contact:  
 Terms: CC      Email: rweaveramcd@bellsouth.net

*The following is in response to your Request For Quote*

Item	Part Number/Description	CD	Qty	ListPrice	Disc%	Unit Price	Line Amt
	INSTALLATION PAYMENT SCHEDULE: 1. 20% deposit due upon acceptance of quote. 2. Balance of equipment due by check or wire transfer when aircraft arrives. 3. Remaining balance due by check or wire transfer prior to delivery (NO credit cards). Credit card payments not to exceed \$5,000.00 total.						

Quote valid for 30 days unless specified above. Any freight, tax and/or other miscellaneous charges will be added as required. Estimated labor and equipment may change if circumstances arise that could not be predicted prior to aircraft arrival. SAI will not be held responsible for any losses and/or claims resulting from delays in the delivery of goods and services. Not responsible for typographical or clerical errors. A 20% restock fee will be charged for any cancellations after an order is placed. Trade-ins subject to evaluation. All warranty work to be performed by SAI.

<b>Item Total:</b>	11,384.00
<b>Discount:</b>	0.00
<b>Sub Total:</b>	11,384.00
<b>Misc Charge:</b>	0.00
<b>Freight:</b>	25.00
<b>Total:</b>	11,409.00
	Payable in USD

**Authorized Signature:**  
  
**Authorized Signature:**

CONFLICT OF INTREST & CLEAN HANDS DISCLOSURE FORM

I HEREBY CERTIFY that

1. I (printed name) Shawn McClintock am the (title) VP and the duly authorized representative of the firm of (firm name) Sarasota Avionics Inc whose address is 120 Airport Ave West Venice, FL 34285, 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: [Handwritten Signature]

Printed Name: Shawn McClintock

Firm Name: Sarasota Avionics Inc

Date: 10/8/2018

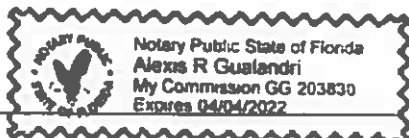
Sworn to and subscribed before me this 8th day of October 2018.

Personally known

OR Produced identification \_\_\_\_\_ Notary Public-State of Florida

My Commission expires 4/4/22

(Type of Identification)



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



# 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](http://www.amcdsjc.org)

## 2018 MEMO

**DISTRICT DIRECTOR**

*Dr. Rui-De Xue*



**BOARD OF COMMISSIONERS:**

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

**TO: Board of Commissioners**

**FROM: Dr. Rui-De Xue, Director and Kay Gaines, Operations Manager**

**CC: Ms. Charolette M. Hall, Administrative Assistant**

**DATE: October 1, 2018**

**RE: Annual Physical Inventory Report FY 17/18**

---

The Operations Manager, Data Manager, and Mosquito Control Technician did a physical count of AMCD's property inventory, which was completed September 26, 2018.

The following are our findings:

- Items to be added - 5
- Changes/Property Transfers - 60
- Salvaged/Sold Removed - 20
- Missing items – None
- Consume - None

Sincerely,

Kay Gaines

**SALVAGE PROCESS OVERVIEW SUMMARY: Based on AMCD policy established on September 9, 2004 which is in accordance with F.S. 388.323 and F.S. 274.05**

1. "Serviceable Equipment no longer needed by the Board shall be first offered to any or all other counties or districts engaged in arthropod control at a price established by the board of commissioners owning the equipment." F.S. 388.323 (exception to F.S. 274.05)
2. Mosquito Control Districts- All in the state are notified and have first option to bid.
3. Governmental Units or Private Nonprofit agencies- Are given second tier, right to bid.
4. If no other county, district, governmental unit or private nonprofit agency has the need for the equipment, alternate procedure under F.S. 274.06 should be followed.
5. Alternate procedure under F.S. 274.06- **"Having consideration for the best interests of the county or district..."(this phrasing most likely input as a deterrent to eliminate self dealing), any obsolete or inefficient equipment may be offered to any person for value, to any government unit for no value, or if determined to have no commercial value, may be donated, destroyed or abandoned.**

**\* The following pages exemplify AMCD's proper implementation of this process.**

# PHYSICAL INVENTORY 17/18

## ADD ITEMS TO ASSEST KEEPER

### AMCD \$1000 AND ABOVE SEPTEMBER 2018

PROPERTY #	ITEM
1503	Twister Lx Dyna Fog
1523 - B	Adulticide Unit - Truck 1494

### AMCD OVER \$500 AND UNDER \$999 SEPTEMBER 2018

PROPERTY #	ITEM
1568	Swing Fogger Truck Mount Thermal Fogger
1571	Espon DC-21 Document Camera - Edu Office

### AMCD UNDER \$500 SEPTEMBER 2018

PROPERTY #	ITEM
	Maryana Sprayer

SIGNATURE

  
\_\_\_\_\_  
Kay Gairnes 10/1/18  
DATE

  
\_\_\_\_\_  
Richard Weaver 10/1/18  
DATE

  
\_\_\_\_\_  
Jeremy Wohlforth 10/1/18  
DATE



**PHYSICAL INVENTORY 17/18**  
**CHANGES/TRANSFERS TO BE DONE IN ASSEST KEEPER**

**AMCD \$1000 AND ABOVE SEPTEMBER 2018**

PROP #	ITEM
	Centerifug-Surplus 13/14 - Take off Surplus 13/14
	12ea Truck Bed Liners - Change 12ea. To 11ea
1238	Fogging Unit - Trk # 1264 - Add Surplus 18/19
1250	6"x14" Transsillum - Add Surplus 18/19
1258	Freezer 86C 3cf 120V - Arbo Lab - Add Surplus 18/19
1324	Monitor IV Truck #1343 - Add Surplus 18/19 Surplus Room
1374	Monitor IV W/MFC Pump, Stock - Change Stock to TRK#1343
1377	Monitor IV W/MFC Pump, Stock - Add Tool Room
1384	Adulticiding Monitor IV Truck#1264 - Change to TRK#1546
1386	Adulticiding Monitor IV Stock - Change Stock to TRK #1544
1388	Adulticiding Monitor IV Stock - Change Stock to TRK #1584
1441	Scottsman Ice Machine "Prodigy" - Add Bld#100
1442	Scottsman Ice Machine "Prodigy" - Add Bld#900
1468	Dell Computer, Desktop - EDU Specialist - Change EDU Specialist to AV Room
1526	Humidifier, Insectary 1- Add in the description 1526-B Insectary-2
1587	Optiplex 5050 SFF - Add EDU Office
1588	Optiplex 5050 SFF - Add Bio Tech Office
1589	Optiplex 5050 SFF - Add IT Office
1590	Optiplex 5050 SFF - Add Pilot Office
1591	Optiplex 5050 SFF - Add Data Manager Office

**PHYSICAL INVENTORY 17/18**  
**CHANGES/TRANSFERS TO BE DONE IN ASSEST KEEPER**

**AMCD OVER \$500 UNDER \$999 SEPTEMBER 2018**

PROP #	ITEM
959	Combo Larvicide/Water Tank - Truck 1266 - Change Truck 1266 to Truck 1544
1148	Larviciding Unit - Stock - Add Surplus 18/19
1239	Larviciding Unit - Truck # 1264 - Change to Truck #1546
1305	Larvicide Unit - Homemade - TRK#1173 - Change TRK#1173 to Stock
1390	Dell Optiplex 790 Computer - Bioassay Lab - Change to Stock
1404	Thermal Fogger TS 35AE Longray Pulse Jet - Add Tool Room
1427	Dell 7010 Optiplex, Desktop Mechanic - Add Wynn
1437	Dell 7010 Optiplex, Desktop Computer AV - Change to Stock
1455	Dell 7010 Optiplex, Desktop Mechanic - Add Allen
1483	Boston Fogger - Add (Green)

**AMCD UNDER \$500 SEPTEMBER 2018**

426	Leveling Rod W/Target - Add Surplus 18/19
612	Hand Truck - #3W071 Barrell Drum Truck - Add Hazmath Room
1552	London Fog Adulcicide Unit, SN#10161 - Add Stock
1553	London Fog Adulcicide Unit, SN#10731 - Add Stock
1554	London Fog Adulcicide Unit, SN#10929 - Add Stock
1555	London Fog Adulcicide Unit, SN#10168 - Add Stock
1556	London Fog Adulcicide Unit, SN#10495 - Add TRK#1546
1557	London Fog Adulcicide Unit, SN#10930 - Add Stock
1558	London Fog Adulcicide Unit, SN#10349 - Add Stock
1559	London Fog Adulcicide Unit, SN#10941 - Add TRK#1544
1560	Monitor IV, SN 11151 - Add Stock
1561	Monitor IV, SN 10738 - Add Stock
1572	Monitor IV, SN 13116 - Add Stock
1573	Monitor IV, SN 13119 - Add Stock
1574	Monitor IV, SN 13124 - Add Stock
1575	Monitor IV, SN 13052 - Add Stock
1576	Monitor IV, SN 13122 - Add Stock
1577	Monitor IV, SN 13118 - Add Stock
1578	Monitor IV, SN 13125 - Add Stock
1579	Monitor IV, SN 13051 - Add Stock
1580	Monitor IV, SN 13089 - Add Stock
1581	Monitor IV, SN 6069 - Add Stock
1582	Monitor IV, SN 13045 - Add Stock
1583	Monitor IV, SN 13102 - Add Stock
1584	Monitor IV, SN 6093 - Add Stock
1585	Monitor IV, SN 6094 - Add Stock
1593	Samsung Galaxy Tablet E - Add Allen
1594	Samsung Galaxy Tablet E - Add Wynn
1596	UV Transluminator - Add Dark Room
1599	Circuit Maker - Add EDU Office

SIGNATURE

  
 Kay Gaines

DATE 10/1/18

  
 Richard Weaver

DATE 10/1/18

  
 Jeremy Wohlforth

DATE 10/1/18

**PHYSICAL INVENTORY 17/18**

**ITEM TO BE REMOVED FROM ASSET KEEPER**

**AMCD \$1000 AND ABOVE SEPTEMBER 2017**

PROP #	ITEM	REASON
	1 Monitor III and Tracker Software Upgrade-Surplus	Disposed
	Mobile VCMS Data Base	Disposed
	VCMS Software License (Director)	Disposed
1060	Tire Changer Coars 20-30	Disposed
1234	Fog Unit	Disposed
1249	Sprint Thermacycler	Disposed
1254	High Pressure Fog Unit	Disposed
1255	High Pressure Fog Unit	Disposed
1263	HP Notebook Computer	Disposed
1282	Video Security System	Disposed
1316	Delloplex 745	Disposed
1317	Delloplex 745	Disposed
1319	Delloplex 745	Disposed
1339	Employees Lockers	Disposed

**AMCD OVER \$500 AND UNDER \$999 SEPTEMBER 2018**

PROP #	ITEM	REASON
919	Reconditioned Gas Pump	Disposed
1171	Collection Bottle Roator Trap	Disposed
1312	Sony Camcorder 20x optical	Disposed
1327	Camcorder DCT-SR 30	Disposed

**AMCD UNDER \$500 SEPTEMBER 2018**

	L shaped desk	Disposed
	2 Draw letter file cabinet	Disposed


SIGNATURE

  
 Kay Gaines

DATE 10/1/18

  
 Richard Weaver

DATE 10/1/18

  
 Jeremy Worlforth

DATE 10/1/18

PHYSICAL INVENTORY 17/18

MISSING ITEMS THAT WERE TAKEN OFF OF ASSEST KEEPER

AMCD SEPTEMBER 2018

PROPERTY #	ITEM	Comments
	None	

SIGNATURE

*Kay Gaines*  
\_\_\_\_\_  
Kay Gaines DATE 10/1/18

*Richard Weaver*  
\_\_\_\_\_  
Richard Weaver DATE 10/1/18

*Jeremy Wohlforth*  
\_\_\_\_\_  
Jeremy Wohlforth DATE 10/1/18





## CONTRACT FOR AERIAL MOSQUITO CONTROL SERVICES

This agreement, dated \_\_\_\_\_ to provide Aerial Application Services is entered into between Vector Disease Control International, LLC (VDCI) with offices at 1320 Brookwood Dr., Ste. H, Little Rock, AR 72202 and Anastasia Mosquito Control District of St. Johns County (Customer), 120 EOC Drive, St. Augustine, FL 32092.

### SCOPE OF SERVICES:

VDCI hereby agrees to provide Aerial Application Services for the application of mosquito control insecticides. VDCI shall provide all labor, equipment, supplies, insurance and any other requirements to complete the terms, conditions and specifications herein, including the NPDES permit pertaining to Mosquito Control. VDCI shall furnish aircraft equipped for ultra-low volume (ULV) dispersal of insecticides used for the control of adult mosquitoes.

### MINIMUM SPECIFICATIONS:

#### A. General Contract Scope:

VDCI shall furnish multi-engine fixed wing aircraft to be used for ULV application of insecticides to control adult mosquitoes within the geographical confines to be determined by Customer. VDCI will provide all aircraft, personnel (including pilots), equipment, fuel, oil, maintenance, landing and tie down fees and all other items required to successfully complete the application(s). VDCI will respond with a (48) forty-eight hours or greater notice. VDCI shall make available one (1) multi-engine fixed wing aircraft capable of treating a minimum of thirty thousand to forty thousand (30,000-40,000) acres in one evening.  
*Note: More aircraft are available for acreages greater than 40,000.*

#### B. Insecticide Specifications:

Products for adulticide use will be determined by Customer. VDCI will apply the insecticide at a rate which is dependent on the product to be used and as directed by Customer. No applications will be at rates above or below those specified on the label.

#### C. Responsibilities:

##### 1. VDCI's Responsibilities (If VDCI supplies pesticide):

VDCI agrees to deliver the pesticide and provide sufficient personnel with the capabilities which meet or exceed safety requirements for transferring product(s) to the aircraft in compliance with Federal Environmental Protection Agency

(EPA), State and local agencies as well as the ability to proactively contain any challenges associated with product spills. If VDCI is to supply the pesticide for application, Customer must give at least one (1) week advanced notice of the desired application date in order for pesticide to be ordered and received.

2. Customer's Responsibilities (If Customer supplies pesticide):

Customer shall be responsible for supplying the insecticide to be applied, including delivery, containment, storage and empty insecticide container disposal. Customer shall be responsible for delivery of the insecticide to the transfer loading site to be determined by VDCI at least two (2) hours prior to commencement of aircraft loading.

3. Deliverables

VDCI shall provide a copy of each aerial spray mission report and map, showing spray altitude, release height wind speed, release height temperature, aircraft speed (ground speed), date and time of application, amount of insecticide applied, number of acres treated, and flight path showing "spray on" areas. Reports shall be submitted within twenty-four (24) hours after each application.

4. Contacts

For all service requests, the following individual(s) should be contacted by Customer:

Primary Contact:

Name: Jason Alred, Pilot  
Office Phone: (800) 413-4445  
Mobile Phone: (850) 628-0110  
E-mail: jalred@VDCI.net

Alternate Contact:

Name: Malcom Williams, Aerial Division Director  
Office Phone: (800) 413-4445  
Mobile Phone: (318) 372-4073  
E-mail: mwilliams@VDCI.net

VDCI shall be available for contact between the hours of 8:00 a.m. and 5:00 p.m. CST seven (7) days a week. VDCI shall be available at times specified by Customer to perform the Aerial Application Services with a minimum forty-eight (48) hour notification. Advanced notification is preferred when possible.



D. Aircraft:

VDCI shall make available at least one (1) multi-engine fixed wing aircraft capable of treating a minimum of thirty thousand (30,000 to 40,000) acres in one evening. *Note: More aircraft are available for acreages more than 40,000.*  
Aircraft used within the contract shall:

1. Be certified by the Federal Aviation Administration (FAA), and comply with all requirements of FAR Part 137, Agricultural Operation. An approved FAA congested area plan is required prior to commencement of operations by VDCI.
2. Be equipped with the Wingman™ GX aerial spray guidance system, manufactured by ADAPCO, Inc. The Wingman™ GX will process onboard meteorology accurate within less than one (1) knot; a two (2) degree vector and less than one (1) degree in temperature to be used for optimization in real-time and detection of a temperature inversion.
3. Be equipped with a ULV rotary atomizer spray system with nozzles that have been certified by a Malvern Laser Wind-Tunnel analysis or industry approved one inch (1") spinning Teflon impingers.
4. Be capable of applying approved larvicides and adulticides within label rates, at various operating protocols (i.e. swath width, ground wind speeds, etc.).
5. Be capable of GPS (Global Positioning Satellite) guidance with gridline capabilities. The system must have an accuracy of zero (0) to fifty (50) feet and be used on all aerial spray missions.

E. Application:

The Customer will supply VDCI with the geographical areas to be sprayed, date, time, alternate time, and the number of acres to be treated via the GIS software supplied by VDCI.

A representative to be named by the Customer will be available to monitor all aspects of the spray mission to ensure procedures are followed that will result in a successful best effort mission. Some of the items to be monitored may include:

1. Pre and post Landing Rate Counts (LRC)
2. Pre and post surveillance traps
3. Meteorological conditions (favorable or unfavorable)
4. Application protocols such as lane separation, altitude, etc.

The Customer's representative, along with VDCI, shall have the mutually agreed authority to approve, delay or terminate the spray mission(s).

During the mission VDCI will have the ability to perform the following:

1. Receive in real-time via an AIMMS-20 weather monitoring system, meteorological conditions at release height into the aircraft, specifically:
  - a. Temperature
  - b. Wind speed
  - c. Wind direction
  - d. Humidity
2. Based upon the cumulative effect of many variables such as droplet spectra, aircraft vortices, meteorology from multiple altitudes, evaporation, nozzle location, aircraft characteristics, product characteristics, source geometry (aircraft speed, release height) and application rates, VDCI will have onboard the aircraft the equipment necessary to optimize the application strategies, which result in increased droplet densities, product volume and most efficient droplet sizes into the intended treatment area, while minimizing off-target drift. In addition, the onboard GPS system will be capable of alerting the pilots of real-time meteorological changes and temperature inversions.
3. Through the use of the Wingman™ GX system's flight recording software, VDCI will have the ability to produce a digital GIS map capable or "replaying" the aerial mission as it was flown. This software will also graphically display the flight path, spray switch status, air speed, date, time, positional GPS coordinates, meteorological variables and spray cloud drift prediction data for each application.

**F. Pilot Qualifications:**

Pilots shall have the following qualifications:

1. Minimum of fifteen hundred (1500) logged and verifiable flight hours.
2. Minimum of five hundred (500) logged and verifiable hours in aerial application of insecticide to control mosquitoes.
3. Possess and maintain current certification in public health and aerial categories of pest control.
4. In addition to the above certification, copies of commercial pilot's license with multi-engine rating, first or second class medical certificate, FCC restricted radio operator's permit and copies of any other documentation required by the FAA, State and local agencies.

## G. Public Records

(a) IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT DR. RUI-DE-XUE, PH.D, THE DIRECTOR AND CUSTODIAN OF PUBLIC RECORDS AT (904) 471-3107, [XUEAMCD@GMAIL.COM](mailto:XUEAMCD@GMAIL.COM), 120 EOC DRIVE, ST. AUGUSTINE, FLORIDA 32092.

(b) The contractor shall comply with Chapter 119, Florida Statutes, in regards to public records laws, specifically to:

1. Keep and maintain public records required by the public agency to perform the service.
2. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
3. Ensure that public records are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

4. Upon completion of the contract, transfer at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt for public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

(c) Failure to provide the public records to the public agency within a reasonable time may subject the contractor to penalties under s.119.10 and s.119.0701 (4), Florida Statutes.

**PRICING & PAYMENT:**

<b>Description of Service</b>	<b>Price Per Acre</b>
<b>1. Adulticide Application Only</b> (Chemical Supplied by the District)	\$0.76
<b>2. Adulticide Application Plus Dibrom Supplied by VDCI</b> (application rate of 1/2 oz per acre)	\$1.66
<b>3. Adulticide Application Plus Dibrom Supplied by VDCI</b> (application rate of 3/4 oz per acre)	\$1.94
<b>4. Adulticide Application Plus Dibrom Supplied by VDCI</b> (application rate of 3/4 oz per acre)	\$2.10

After each application, VDCI shall submit to Customer an invoice for all services provided. All amounts shall be due upon receipt.

Invoices shall be payable to the following address:

Vector Disease Control International, LLC  
1320 Brookwood Dr., Ste. H  
Little Rock, AR 72202

**CONTRACT TERM:**

This agreement will remain in full force and effect for one (1) year from the effective date of \_\_\_\_\_. A notice of cancellation must be submitted to VDCI 30 days prior to the Termination Date or this contract will be automatically renewed for a period of one year. This contract may be renewed for a period of four (4) one (1) year renewals, subject to mutual agreement by both parties to any changes in the pricing and terms of this agreement.

**HOLD HARMLESS & INDEMNITY**

VDCI shall indemnify and hold harmless Customer, its officers, officials, employees, agents, and volunteers from and against any and all claims, liabilities, losses, damages, expenses or injuries, including attorney fees arising out of the operations of the contractor described herein, caused in whole or in part by any negligent act or omission of the contractor, or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, except where caused by the active negligence, sole negligence, or willful misconduct of Customer.

VDCI shall procure and maintain, at its own expense, for the duration of the contract, insurance against claims for injuries to person or damages to property which may arise from, or in connection with, the performance of the work hereunder by VDCI, his agents, representatives, or employees.

A. Minimum Limits of Insurance

1. Automobile Liability: \$2,000,000 per accident for bodily injury and property damage.
2. Workers' Compensation: Benefits as per Florida statutory requirements.
3. Commercial General Liability: \$5,000,000 each occurrence, \$5,000,000 general aggregate
4. Employer's Liability: \$1,000,000 per accident for bodily injury or disease.
5. Aviation Liability Insurance: \$1,000,000 per occurrence. Any Chemical Coverage sub-limits shall be at least 300,000/\$300,000/\$300,000 for bodily injury per person, bodily injury per accident & property damage
6. Professional Liability Coverage Amounts (\$1,000,000 per occurrence. Any Chemical Coverage sub-limits shall be at least \$300,000/\$300,000/\$300,000 for bodily injury per person, bodily injury per accident and property damage.
7. Comprehensive General Liability Insurance (to cover liability, bodily injury and property damage, including automobile. exposures to be covered are: premises, products/completed operations, and certain contracts. Coverages must be written on an occurrence basis with the following limits of liability unless otherwise specified or determined applicable).
8. Bodily Injury Property Damage Each Occurrence (\$1,000,000)
9. Annual Aggregate (\$1,000,000)
10. Personal Injury Annual Aggregate (\$1,000,000)

B. Subcontractors

VDCI does not subcontract its duties and responsibilities hereunder. We are solely responsible for our work; and operate our own fleet of mosquito control aircraft.

AGREED AND ACCEPTED:

Vector Disease Control International

By: Malcom Williams

Title: Director, Aerial Division

By: \_\_\_\_\_

Title: \_\_\_\_\_

**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](http://www.amcdsjc.org)

## MEMO

**DISTRICT DIRECTOR**

*Dr. Rui-de Xue*



**BOARD OF COMMISSIONERS:**

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

**TO:** Board of Commissioners

**FROM:** Dr. Rui-De Xue, Director

**CC:** Charolette M. Hall, Administrative Assistant

**DATE:** October 18, 2018

**RE:** Appreciation to Aerial Consultants; Mr. Brad Gunn and Mr. Peter Paul Leone

---

Aerial Committee Consultants and Pilots, Mr. Brad Gunn and Mr. Peter Paul Leone, have served the AMCD Aerial Committee as consultants since last December, 2017. With their assistance and through many studies and analysis, AMCD purchased the Bell 206 helicopter from the Lee County Mosquito Control District's surplus.

The Anastasia Mosquito Control District really appreciates their service and consultations. We are hopeful that they can continue to assist our aerial program in the future.





Anastasia Mosquito  
Control District

120 EOC Drive  
St. Augustine, FL 32092

Presented to

**Mr. BRAD GUNN**

In recognition of your  
hard work and dedication  
to the Anastasia Mosquito Control District in  
serving as  
an Aerial Consultant in 2018

October 18, 2018



Anastasia Mosquito  
Control District

120 EOC Drive  
St. Augustine, FL 32092


Presented to

**Mr. PETER PAUL LEONE**

In recognition of your  
hard work and dedication  
to the Anastasia Mosquito Control District in  
serving as  
an Aerial Consultant in 2018


October 18, 2018

**UNFINISHED  
BUSINESS  
#2**





# UTILIZING *WOLBACHIA* FOR VECTOR CONTROL

By Daniel Dixon and Catherine Chase



## WHAT IS WOLBACHIA?

- Common obligate intracellular bacterium
- Widespread and abundant
- Native to 40% of all insect species
- Found in mosquitoes, fruit flies, and mites
  - In female eggs
  - *Albopictus* is superinfected
- Only inherited vertically, maternally
- Safe for humans, animals, environment
- Several strains

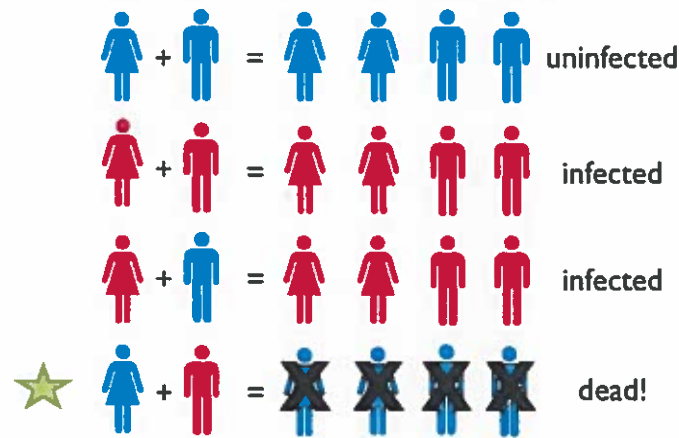


## REPRODUCTIVE MANIPULATOR: 3 WAYS

- Causes **cytoplasmic incompatibility (CI)**
  - sperm and egg cannot form in offspring
  - changes in gamete cells
- Pathogen Interference (PI)
- Reduced lifespan + lower fitness



### Cytoplasmic Incompatibility

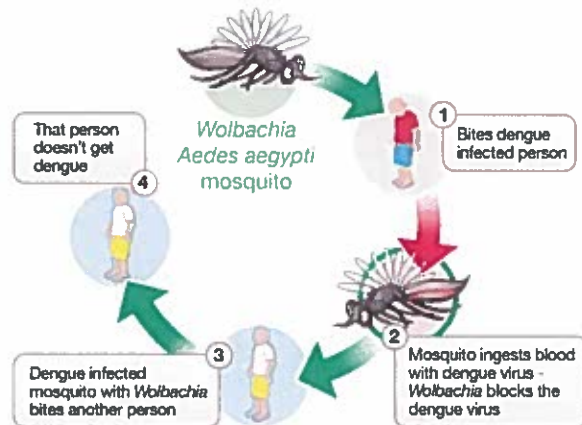


Infected males are incompatible with uninfected females



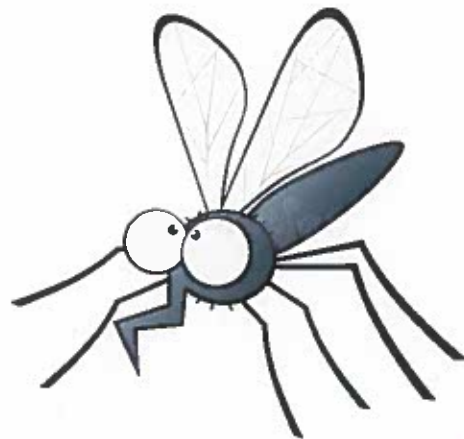
## PATHOGEN INTERFERENCE

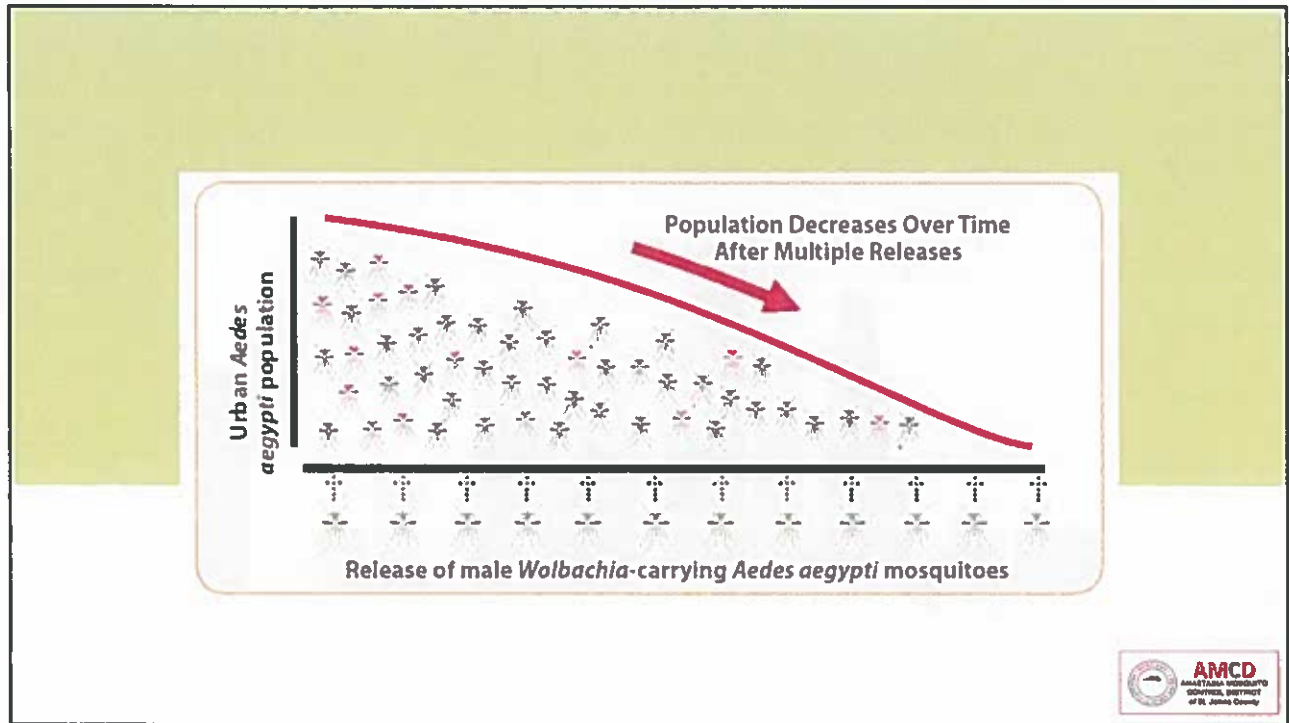
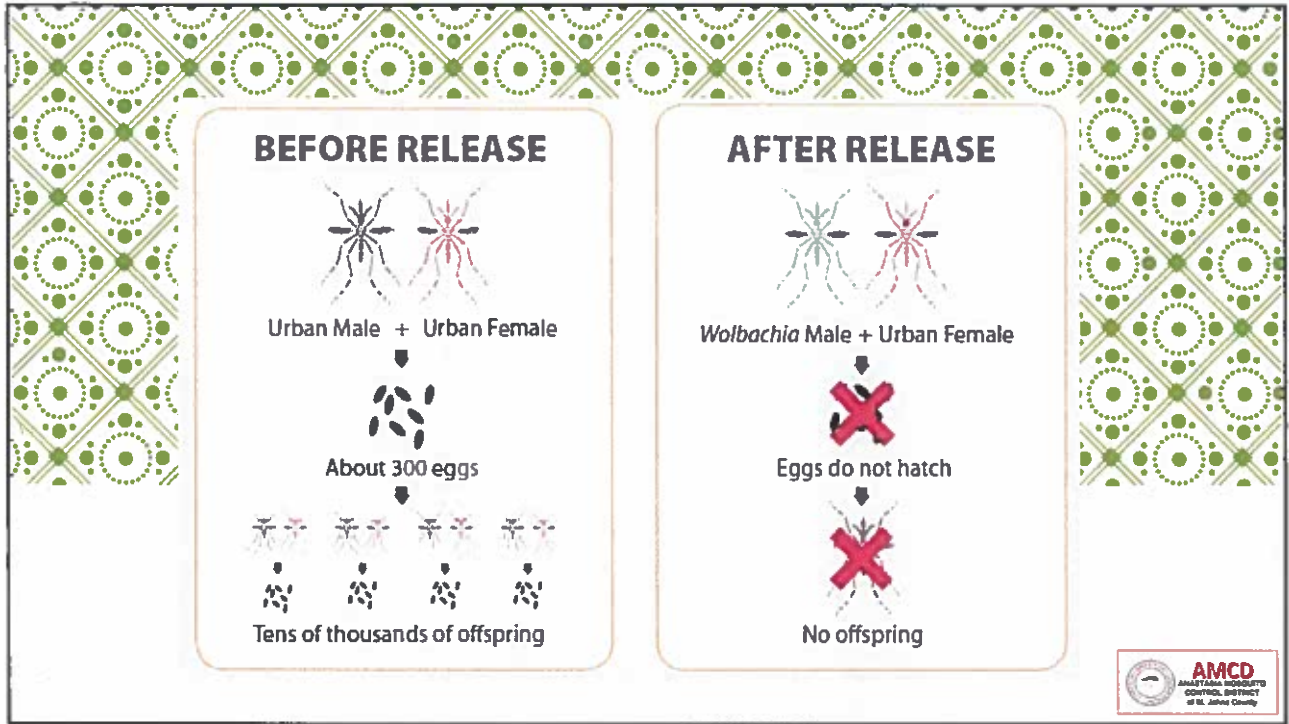
- Protect insects from pathogens
- Limit ability to transmit disease
- Strength depends on *Wolbachia* density in tissues



## REDUCED LIFESPAN + LOWER FITNESS

- Fitness cost by affecting host reproduction
- Reduces adult lifespan
  - up to 50% reduction in some pairings
- Reduces egg hatch
- Alters feeding behaviors
  - "bendy" proboscis that cannot pierce the skin
- Reduced lifespan = reduced pathogen transmission



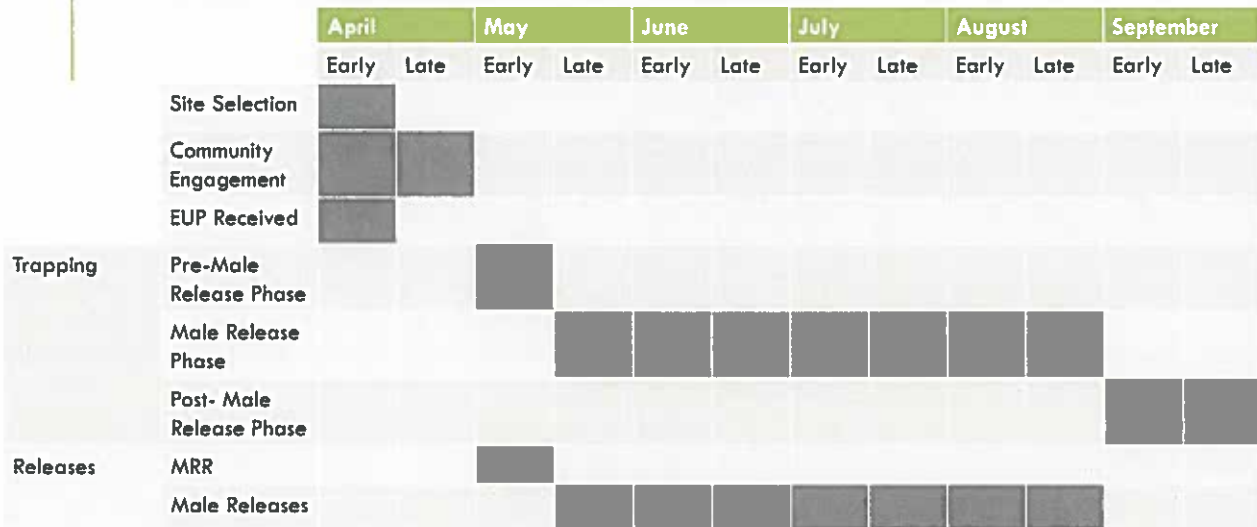


## PROS AND CONS OF *WOLBACHIA* ARBOVIRAL CONTROL

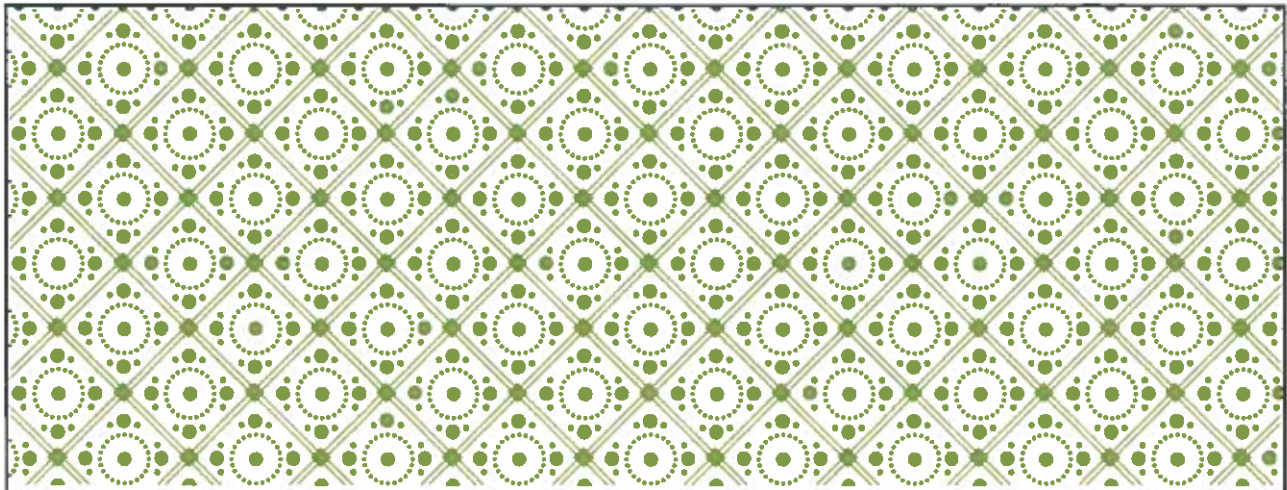
- Environmentally friendly, "natural"
    - compared to insecticides and repellants
  - EPA approved, won't harm bees
  - No resistance detected
  - Sterile males can locate females better than humans or chemicals ever could
  - Relatively low cost
  - Results in population suppression/replacement
  - Does not require uniform implementation to be effective
- Requires effective sex separation system
  - Requires mass production of sterile males
    - time consuming process
  - Requires routine re-releases
  - Ethics + politics regarding releasing additional insects, community engagement





## MOSQUITOMATE PROJECT TIMELINE







# MOSQUITOMATE TRAPPING

## TRAP SITES

### Week 24 – Treated

**Treated Sites**

Individual styles

**Mon**

- Trt-1 925 4th St
- Trt-5 867 W 7th St
- Trt-10 Empty Lot 10th St

**Tues**

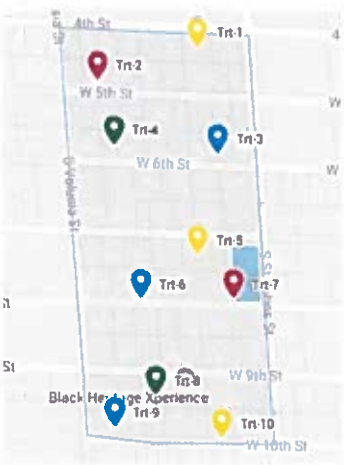
- Trt-2 890 W 5th St
- Trt-7 East W 8th St

**Wed**

- Trt-3 856 W 6th St
- Trt-6 West W 8th St
- Trt-9 824 S Volusia St

**Thur**

- Trt-4 886 W 6th St
- Trt-8 879 W 9th St




**20 sites total**


### Untreated Sites

Individual styles

- Cti-5 62 Evergreen Ave
- Cti-6 55 N Whitney St
- Cti-9 102 Julia St
- Cti-2 21 Masters Dr
- Cti-3 60 Palmer St
- Cti-10 Empty Lot Pearl Street
- Cti-1 524 Julia St
- Cti-4 71 Julia St
- Cti-7 92 Evergreen Ave
- Cti-8 19 Nezsmith Ave

**Untreated/  
Control**





# BG'S: SET UP + PICK UP



2:58 PM Collector\_5a (PCI21)

My Route MOSQUITO mate

chase: Wednesday, June 20, 2018

Address	Code	BQ	QVI	RG
21 Masters Drive	CI-2	1	2	0
856 8th Street	Tr-3	1	2	0
524 Julia St	CI-1	1	2	0
Empty Lot	CI-10	1	2	0
890 5th Street	Tr-2	1	2	0
East 8th Street	Tr-7	1	2	0
71 Julia Street	CI-4	1	2	0
60 Palmer Street	CI-3	1	2	0
Lot on 10th	Tr-9	1	2	0
West 8th Street	Tr-6	1	2	0



Collector\_5a (PCI21)

BG Trap - CI-4\_bg

Site: CTL-4

Address: 71 Julia Street

Address Code/Trap: CI-4

Last Check/Status: 6/14/2018 8:39:58 AM

Trap Code-Drop Ticket: B310

Start this Trap

Description

Add Picture

Collector\_5a - 2 (PCI21)

BG Trap - CI-4\_bg

Site: CTL-4

Get BG Trap - Step #1

Scan the following Barcodes

BG Trap	B304	
Battery	Y309	
Lure	L304	
Drop Ticket	B1000419	

Next >

Add Picture



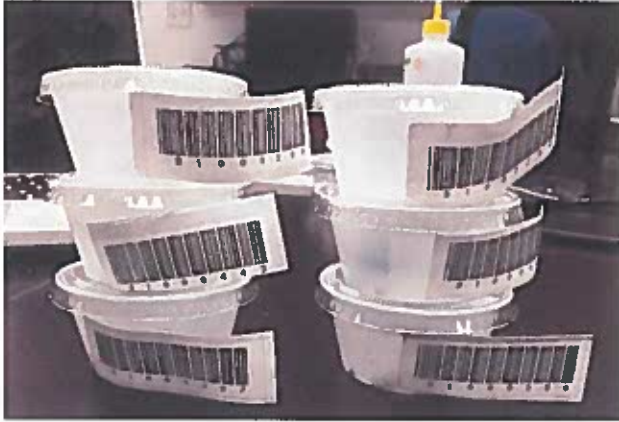
## BG'S: SET UP + PICK UP



## BG COLLECTIONS: MOSQUITOES



# BG COLLECTIONS: MOSQUITOES



# OVICUPS: SET UP + PICKUP



Cup 0311

Old Egg Paper B1000226

New Egg Paper B1000470



## OVICUPS: SET UP + PICKUP



Dumping out infusion water



Observing for presence of mosquito larvae



Collecting old ovipaper



Replacing infusion water and new ovipaper



## OVICUPS: SET UP + PICKUP

Cup overturned? **No**

Water level is: **Good**

 Do you observe larvae swimming in the cup? **No**

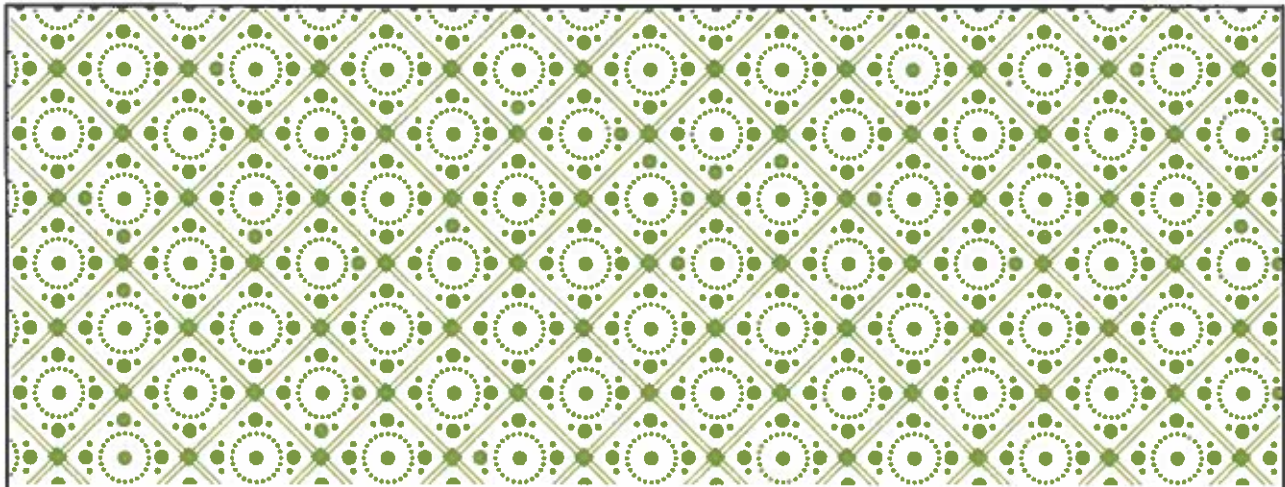
Is the paper dry? **No**

Add Water? **Yes**

Next 



# OVICUP COLLECTIONS: OVIPAPERS



# MOSQUITOMATE RELEASES



# EPA PERMIT

**For Experimental Use Only**

For use only at an application site of a cooperator or participant and in accordance with the terms and conditions of the Experimental Use Permit. Not for sale to any person other than a participant or cooperator of the EPA-approved Experimental Use Permit program. This label must be in possession of the user at the time of pesticide application. For use only in the states of Florida, Hawaii, Texas, and Virginia. Read directions before using.

## *Wolbachia pipientis*, ZAP Strain ZAP Males®

*Wolbachia* prevents the development of Asian Tiger (*Aedes albopictus*) mosquito eggs  
EPA Experimental Use Permit No. 89868-EUP-3

<b>ACTIVE INGREDIENT:</b>	
<i>Wolbachia pipientis</i> , ZAP Strain*	0.001%
<b>OTHER INGREDIENTS:</b>	
	99.999%
<b>TOTAL</b>	<b>100.000%</b>

\*The Active Ingredient is *Wolbachia pipientis*, ZAP Strain, contained in live adult male *Aedes albopictus* mosquitoes.

**KEEP OUT OF REACH OF CHILDREN**

*Contains live male mosquitoes*

**EXPIRATION DATE: EXPIRATION DATE HERE.**  
Keep male mosquitoes at moderate temperatures (55°F to 77°F) during delivery and storage.

Lot/Batch No.:



**Treated Sites**

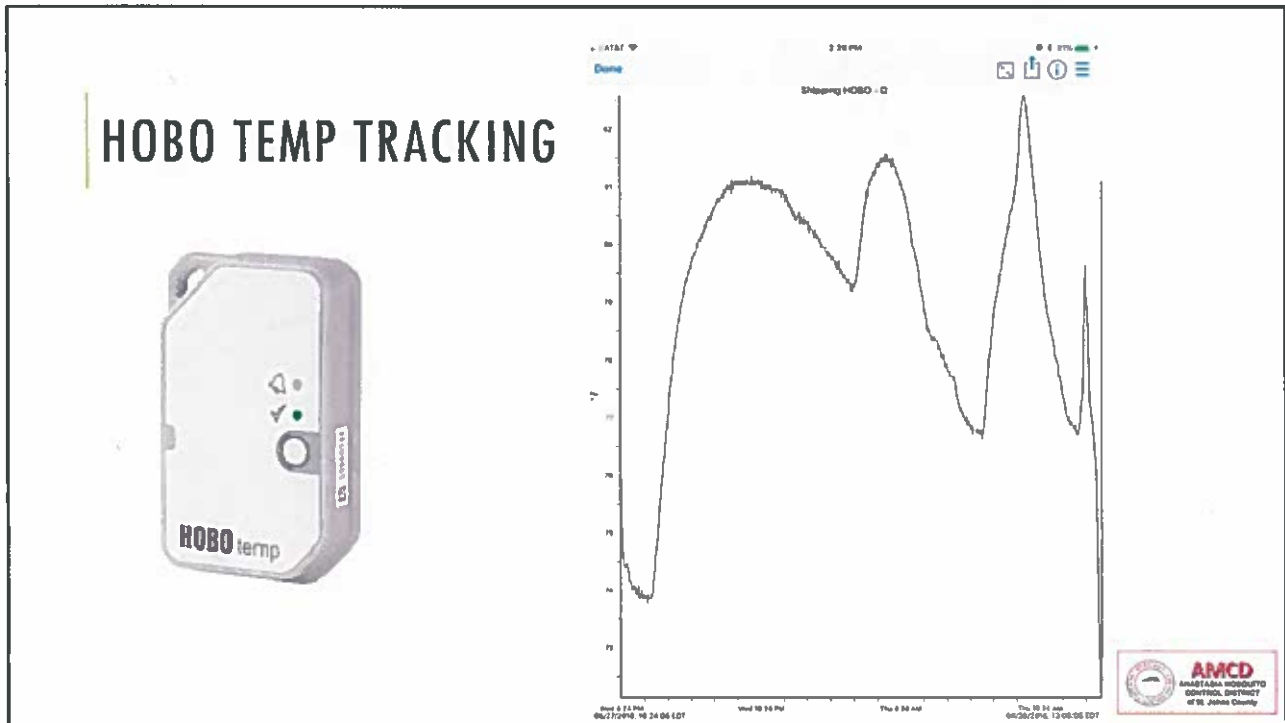
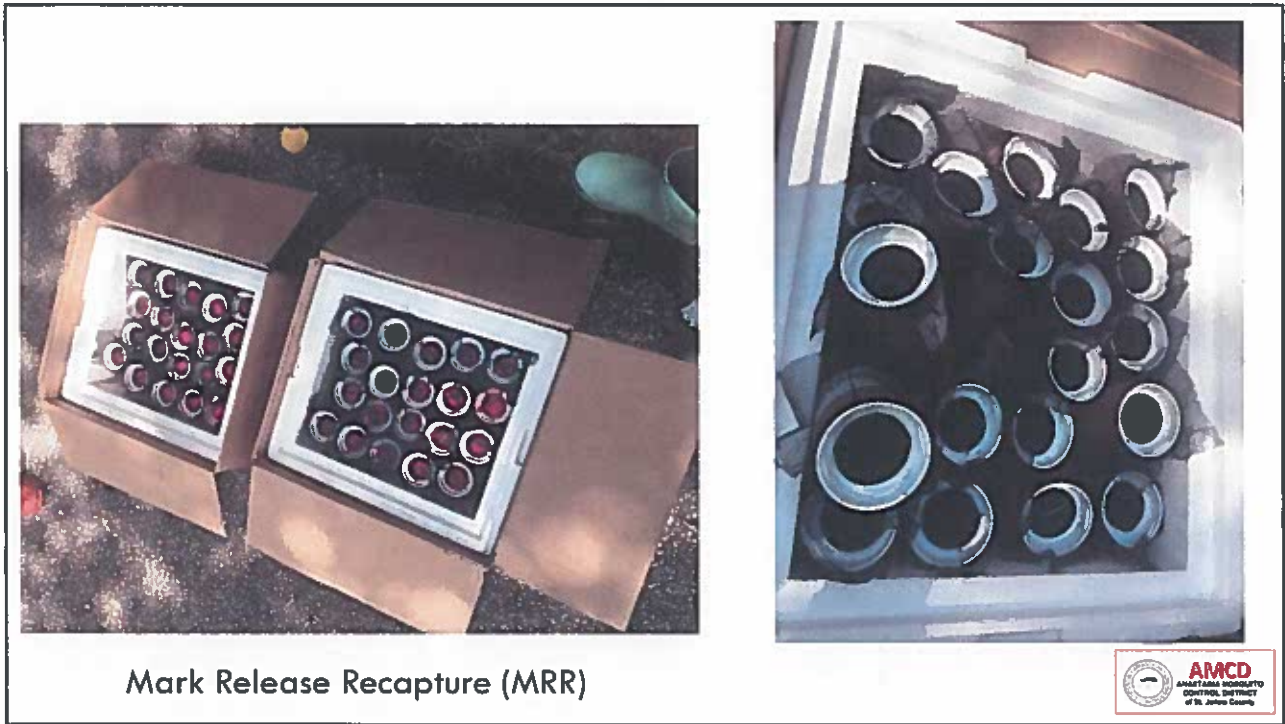
Individual styles

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  - Trt-6 West W 8th St
  - Trt-9 824 S Volusia St
- Thur
  - Trt-4 886 W 6th St
  - Trt-8 879 W 9th St



**(40 RELEASE POINTS ) (1,000 MOSQUITOES) (3 DAYS) =  
120,000 MOSQUITOES PER WEEK**







## MOSQUITOMATE PROJECT RESULTS

- We successfully completed all the trapping and releases requested by MosquitoMate
- Overall, MosquitoMate and Anastasia Mosquito Control had positive interactions that led to the successful completion of the project
- We had approximately a 3 – 4 week pre-release trapping period
- Releases started in mid June with a Mark-release recapture
- Release rate provided adequate coverage
  - 10 released mosquitoes to 1 urban mosquito
- Mosquitoes had good longevity in the field
- 1.5 million total mosquitoes were released
- Species composition differed between treated and untreated sites
  - The treatment site had high *Aedes albopictus* abundance while the untreated site had fewer *Aedes albopictus* BEFORE releases
- Decreased hatch rate from treatment area
- Population was reduced relative to pre-release amount



## ACKNOWLEDGEMENTS

Catherine Chase  
 Caroline Blunck  
 Dillon Streuber  
 Courtney Cunningham  
 Mr. Bibbs  
 Patrick Kelly & MosquitoMate  
 Dena Autry



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**NEW  
BUSINESS  
#1**



**LLW**

**LEWIS  
LONGMAN  
WALKER**

Attorneys at Law  
llw-law.com

Reply to Jacksonville

October 18, 2018

Mr. Gary Howell  
Chair, Anastasia Mosquito Control District  
120 EOC Drive  
St. Augustine, Florida 32092

Re: 2018 Board Evaluation of AMCD  
Executive Director, Dr. Rui-de Xue

Dear Chair Howell:

Consistent with AMCD policy, the District's Board of Commissioners directed me to collect and review their performance evaluations of the District's Executive Director, Dr. Xue. All five Commissioners completed performance evaluations for Dr. Xue during September, 2018, in anticipation of receiving a report from me to the Board on these evaluations at the October, 2018 Board meeting.

Consistent with the Board's Performance Evaluation Process Policy ("Policy"), I received and reviewed the evaluations prepared by each of the five AMCD Commissioners. The Policy calls for preparation of a numeric grid of the scores awarded in the evaluations together with a letter from me, as the Board's attorney, summarizing the evaluations. This letter is intended to satisfy the requirements of the Policy and according to the Policy is to be read by the Chair at the Board meeting. Further, the reading of this letter by the Chair is to be the only public comment concerning the evaluation.

The numeric grid is attached to this letter. The average scores, by categories, are as follows:

<b>Category:</b>	<b>Average Score</b>
<b>A. Professional Skills</b>	
1. Job Skills & Knowledge	99.0
2. Initiative & Judgment	98.0
3. Quality & Management of Workload	99.2
<b>B. Interactive Skills</b>	
1. Interpersonal Relationships	98.2
2. Communications	96.0
3. Public Relations	95.2

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C. Administrative Skills

1. Coordination & Adaptability	98.4
2. Planning & Organization	98.6
3. Adheres to Policies & Procedures	99.6
4. Orientation Towards Results	98.6
5. Attendance & Availability	100
6. Personal Characteristics	99.8
7. Supervisory Skills	97.4
8. Budget Management	98.8
9. Directs & Implements Training & Safety Program	99.0

Taken together, based on the scoring of all five Commissioners in the three categories listed above, the overall average score for Dr. Xue was 98.39.

Parts III-V of the evaluation form provides Commissioners with the opportunity to provide comments and input on the following subjects related to the Executive Director's performance:

- Performance objectives for the coming year
- Accomplishments and contributions
- Major strengths
- Areas needing improvement
- Training and development for coming year

The Commissioners' comments on these topics have been provided to the Executive Director. The policy does not require any summary of those comments, so they will not be provided in this letter. Needless to say, consistent with the scores shown above, there were many positive comments from Commissioners regarding Dr. Xue's performance on the evaluation forms.

The AMCD's Policy provides that "based on the budget for pay increases, and if the numerical number is 90% or higher a motion to authorize a pay increase or merit raise can be made." The individual reviews are available for the Commissioners to review at their convenience.

Sincerely,



Wayne E. Flowers  
AMCD Attorney

WEF/mlo

**Dr. Rui-De Xue, Director - Performance Evaluation Results - 2018**

COMMISSIONERS:	Jacqueline Rock	Jeanne Moeller	Catherine Brandhorst	Gary Howell	Gina LeBlanc	TOTAL SCORES	AVERAGES
<b>A. PROFESSIONAL SKILLS:</b>							
1. Job Skills & Knowledge	100	99	98	98	100	495	99
2. Initiative & Judgment	100	98	98	96	98	490	98
3. Quality & Management of Workload	100	100	100	98	98	496	99.2
1. Interpersonal Relationships	100	95	99	99	98	491	98.2
2. Communication	100	94	95	96	95	480	96
3. Public Relations	100	90	95	96	95	476	95.2
1. Coordination & Adaptability	100	98	95	99	100	492	98.4
2. Planning & Organization	100	99	98	98	98	493	98.6
3. Adheres to Policies & Procedures	100	100	100	100	98	498	99.6
4. Orientation Towards Results	100	98	98	99	98	493	98.6
5. Attendance & Availability	100	100	100	100	100	500	100
6. Personal Characteristics	100	99	100	100	100	499	99.8
7. Supervisory Skills	100	94	98	97	98	487	97.4
8. Budget Management	100	99	99	98	98	494	98.8
9. Directs & Implements Training & Safety Program	100	99	100	98	98	495	99
<b>TOTALS:</b>							
	1500	1462	1473	1472	1472	98.3867	98.3866667
<b>AVERAGES:</b>							
	100	97.46666667	98.2	98.13333333	98.13333333	98.3867	98.3866667

**NEW  
BUSINESS  
#2**

# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

## MEMO

DISTRICT DIRECTOR

Dr. Rui-de Xue



BOARD OF COMMISSIONERS:

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

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Charolette M. Hall, Administrative Assistant

DATE: October 18, 2018

RE: Disease Vector Museum

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There are so many disease vectors, including mosquitoes, ticks, fleas, lice, flies, rodents, snakes, and other small mammals in the world. Diseases transmitted by vectors, especially mosquitoes, ticks, and fleas, effect on our daily life.

History: several diseases like yellow fever, malaria, viral encephalitis, and plague, in Florida and elsewhere has broken out and caused many lives to be lost. Recently the diseases transmitted by vector mosquitoes, such as, Zika, Chikungunya, Dengue fever, and yellow fever have broken out or resurged in Florida due to global warming, transportation, vector species invasion, and migration. So far, there is no such specific museum in Florida except the Florida Natural Museum in Gainesville. For the purpose of educating our citizens and the next generations for recognizing disease vectors and vector-borne diseases, and to learn how to prevent and protect people from the vector and vector-borne disease infections; I would like to proposal building the Disease Vector Museum on our Northeast side of AMCD.

The size of the building may need to be about 3,000-4,000 square feet, with a reception area, 2 offices, 2 bathrooms, 1 preparation room, 1 children's activity room, and several specimen and sample display rooms, including major vectors, life cycle, habitats, and control tools and technology.

The cost for the building will be \$350,000 and the rest of the inside displays and collections may cost about \$400,000 to \$500,000. Our District could have matching funds for the whole project (\$800,000 to \$1 million).

I would like to propose that the Board approve the concepts with \$350,000 budgeted for the building, and the authority for the Director and staff to contact the Bill Gates Foundation, local travel agencies, governmental agencies, and private businesses for donations and fundraising for the \$400,000 to \$500,000 cost for the inside displays and equipment, such as, a 3-D printer, memorial of past major vector specimens, contributors and donators name recognitions ....



We will use different donation levels at:

- less than \$100,000,
- \$50,000 to \$99,000
- \$30,000 to \$49,000,
- \$10,000 to \$29,000,
- \$5,000 to \$9,000,
- 1,000 to \$4,000,
- and under \$1,000.

The University of Florida raised funds, over \$4-5 million, from many donations and the State gave matching funds to them, to build a honey bee research and education center last year.

The museum will be free for children, students, and senior citizens. There will be a charge for tourists at a few dollars each for tickets in the future.

**NEW  
BUSINESS**

**#3**



The Board of Commissioners of the  
**ANASTASIA MOSQUITO CONTROL DISTRICT**  
of St. Johns County, Florida

Presented to:

**Mrs. JACQUELINE ROCK**

January 3, 2017 to December 2, 2018

In recognition of your hard work,  
dedication, and commitment  
to the Board, Employees and the  
Mission and Goals of AMCD  
in serving as a Commissioner  
in years 2017 and 2018

# REPORTS

## The Director Report (September 2018)

### Program Management:

1. **Customer & professional service:** AMCD answered and provided 106 service requests about mosquito problems. Commissioner Mrs. Moeller and Dr. Xue attended the FMCA legislation meeting about DACS rule change discussion and Mr. Weaver attended the FMCA financial committee meeting. Mr. Bibbs traveled to Australia to give a presentation about spatial repellent and vapping insecticide at the Australia Mosquito Control Association and funded by their association. Dr. Xue reviewed one article about fly traps for J Insect Sciences at the Editor request.
2. **Surveillance:** So far there are 39 sentinel chickens tested for positive EEE and two horses positive for EEE and 8 WNV positive chickens. A total for dipping larvae was 4,842 with 160 positive of larvae. CDC traps collected 1,200 adult mosquitoes and BG traps collected about 650 mosquitoes.
3. **Operation control:** The District adulticided 29 times for 10,640 acres including thermal fogging and ULV. Conducted barrier treatment for 57 times for 19 acres, hand fogging for 42 times. Treated larvae for 123 times for 636 acres.
4. **Applied research:** More than 200 additional AGO traps were deployed in Eagle Creek on Sept 6. AMCD received a \$44,000 check from SpringStar to fund the AGO project. *Wolbachia*-infected male release and AGO projects are continuation and end by the early of October. Non-target grant project have been tested twice and other three visiting scientists' projects (rotated trap, modified AGO traps, and ZERRO Trap) and two intern projects started.
5. **Education:** Visiting scientist training for resistance and trap testing methods. The FMCA submission has been done. School teaching at Valley Ridge Academy on September 11 & 19. R.B. Hunt on September 24 & 29. One seasonal and one intern student passed their PHPC licensees. Website has been updated every other day, especially for fog map.

### Business Management:

6. **Board of Commissioner:** Staff prepared for two public hearing meetings and September 13's regular board meeting at 5:00pm and the financial and auditor committee meeting on September 13 at 4pm.
7. **Budget:** Staff prepared for the documentations for the 1<sup>st</sup> and final public hearings about budget and millage rate, and submitted the certificate budget to DACS and resolutions to property and tax officers after the Board approval of the final millage and budget on September 27.
8. **Contract:** District has signed the MOU between DACS and AMCD and sent it back to DACS after the Board approval.
9. **Inventory:** Annual physical inventory done without any missing item and present it to the Board for approval.
10. **Insurance:** The Board approved the fleet insurance and worker comp.

11. HR. One visiting scientist from Egypt joined AMCD on September 4 for two months.

Meeting: Sep 4. Held the administration staff meeting about Board book preparation. 5pm. Went to airport to pick up the Visiting Scientist from Egypt.

Sep 5. Am. Attended Barrier spraying experiment. Met Dr. Phil K. Dr. Peter Jiang about field testing.

Sep 6. Met Dr. Noel Hanh from SpringStar about AGO field work.

Sep 7. 9am. Attended MosquitoMate teleconference about working progress and next year plan.

Sep 10. Submission of and organizing AMCA symposium about *Aedes aegypti* and *Ae. albopictus*

Sep 11. Met Dr. J. Becnel with Dr. Emad K. about *Ae. aegypti* resistance and pick up resistance strain

Sep 12. Host the visiting from Wuxi DOH and joined the St. Johns County DOH meeting with the visitors, and Flagler Hospital.

Sep 13. Met former employee Mike Smith about collaboration at noon. Attended the helicopter show, financial and auditor committee meeting. Attended regular board meeting and the 1<sup>st</sup> public hearing meeting.

Sep 14. Met Dr. James Burtis from Cornell University, NY about collection of mosquitoes. Met IT company sale representative about IT with Mr. Weaver and Mrs. Gaines.

Sep 17. 9am. Met Commissioner Mr. Howell about evaluation and employee items

Sep 18. Revised and resubmitted the Hui Liu's AGO trap manuscript to the J. of Medical Entomology.

Sep 19. Work on the Board meeting agenda proposal and prepare for the final public hearing and newspaper publishing.

Sep 20. Attended the FMCA legislation meeting with Commissioner Mrs. Moeller about DACS rule.

Sep 21. Attended Chris Bibbs's Ph.D. committee meeting and met the post doctor Dr. Hussein and Professor Phil K. about testing results for honey bees.

Sep 24. Met Construction company about project update.

Sep 26. Met Dept Chairman of the Entomology and Nematology, UF/IFAS and Dr. Phil K. Urban Entomology Laboratory about sponsor for disease vector museum in AM. Attended the MosquitoMate about the project update in PM.

Sep 27. 5:30pm. Attended the final public hearing.

Sep 28. 9am. Met Director, UF/IFAC, St. Johns Agricultural Extension Office, Mr. Tim Wilson about Disease Vector Museum. Worked with Accountant Mr. Hanna submitted the certificated budget to DACS, send all resolutions and tax information to county, and held staff meeting.



# Treatment Summary September 2018

From Date : 09-01-2018

To Date : 09-30-2018

Zone : All

Material : All

Task : All

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	1315 ea	4.08 acre	322.68 ea / acre	21 times
Altosid XR	2 ea	0 acre	435.54 ea / acre	1 times
Altosid XRG	900 lb	150 acre	6 lb / acre	14 times
Aquabac XT	3614 fl oz	451.75 acre	8 fl oz / acre	53 times
Aqualure 20-20 1:5	2047.67 fl oz	7926.45 acre	0.26 fl oz / acre	14 times
B.i.i. Briquets	267 ea	0.61 acre	435.54 ea / acre	11 times
Cocobear	386 fl oz	0.99 acre	390.09 fl oz / acre	13 times
Duet 50%	1056 fl oz	672.61 acre	1.57 fl oz / acre	9 times
Mosquitomist Two	1347 fl oz	2040.91 acre	0.66 fl oz / acre	6 times
Natular DT	13 ea	0 acre	666.67 ea / acre	5 times
Natular XRT	25 ea	0.06 acre	435.54 ea / acre	1 times
Sustain MBG	215 lb	28.67 acre	7.5 lb / acre	4 times
Talstar P	6.27 gal	18.6 acre	0.34 gal / acre	57 times

# Task Time Summary September 2018

From Date : 09-01-2018

To Date : 09-30-2018

Zone : All

Employee Name : All

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	730:36 hrs	194	
Adulticide	142:34 hrs	79	
Air Program	08:30 hrs	2	
AM Briefing	95:57 hrs	243	
Annual Leave	155:30 hrs	34	
Assist	102:57 hrs	34	
Building & Grounds Work	188:59 hrs	124	
Chicken Program	168:55 hrs	168	
Computer Repair	81:06 hrs	26	
Daily Paperwork	73:22 hrs	226	
Field Experiment	406:54 hrs	141	
Fog Mission Serv Req	00:01 hrs	1	
Hand Adulticide	35:56 hrs	42	
Holiday	272:00 hrs	35	
Insectary	134:45 hrs	29	
Inventory	101:32 hrs	40	
Lab Experiment	79:00 hrs	35	
Landing Rate	16:32 hrs	81	
Larvicide	187:51 hrs	123	
Leave Without Pay	08:00 hrs	2	
Mechanics Time	248:45 hrs	67	5453:30 hrs
Meeting	83:30 hrs	45	
Mosquito Pooling	14:55 hrs	8	
Mosquito Trap BG	27:36 hrs	79	
Mosquito Trap CDC Oc	100:17 hrs	234	
Mosquito Trap ID	48:50 hrs	28	
Mosquito Traps Misc	120:43 hrs	115	
Produce Papers & Programs	141:03 hrs	65	
Public Relations	01:30 hrs	1	
Public School Program	28:45 hrs	8	
Resupplying Trucks	97:22 hrs	180	
Sick Leave	175:30 hrs	30	
Sick/Personal Leave	64:00 hrs	8	
Site Inspect	980:10 hrs	654	
Source Reduction (tires)	09:00 hrs	5	
Supervisory	117:30 hrs	61	
Training Classroom	39:20 hrs	16	
Travel	122:45 hrs	46	
Trim Trails	04:27 hrs	2	
Vehicle Maintenance	36:35 hrs	55	



CDC Octenol Trap September 2018					
9/1/2018					
To :					
9/30/2018					
Trap Type :					
CDC Octenol					
Species Name	2018 09				Species Total
	5	11	18	25	
<i>Ae aegypti</i>	0	0	0	1	1
<i>Ae albopictus</i>	4	4	4	4	16
<i>Ae atlanticus</i>	20	27	18	13	78
<i>Ae canadensis</i>	0	0	0	0	0
<i>Ae fulvus pallens</i>	0	0	0	0	0
<i>Ae infirmatus</i>	11	2	0	0	13
<i>Ae mitchellae</i>	0	0	0	0	0
<i>Ae signifera</i>	0	0	0	0	0
<i>Ae sollicitans</i>	2	2	2	1	7
<i>Ae taeniorhynchus</i>	2	2	1	0	5
<i>Ae triseriatus</i>	0	0	0	0	0
<i>Ae vexans</i>	0	0	0	0	0
<i>An atropos</i>	0	0	0	0	0
<i>An bradleyi</i>	0	0	0	0	0
<i>An crucians</i>	306	228	304	103	941
<i>An perplexens</i>	0	0	0	0	0
<i>An punctipennis</i>	0	0	0	0	0
<i>An quadrimaculatus</i>	0	5	0	1	6
<i>An walkeri</i>	0	0	0	0	0
<i>Cq perturbans</i>	1	5	52	20	78
<i>Cs inomata</i>	0	0	0	0	0
<i>Cs melanura</i>	40	13	12	14	79
<i>Cx coronator</i>	0	0	0	0	0
<i>Cx erraticus</i>	134	82	227	76	519
<i>Cx nigripalpus</i>	67	51	21	10	149
<i>Cx quinquefasciatus</i>	0	0	0	0	0
<i>Cx restuans</i>	0	0	0	0	0
<i>Cx salinarius</i>	0	0	0	0	0
<i>Cx territans</i>	0	0	0	0	0
<i>Ma dyari</i>	1	8	0	0	9
<i>Ma titillans</i>	0	0	0	0	0
<i>Or signifera</i>	0	0	0	0	0
<i>Ps ciliata</i>	0	0	0	0	0
<i>Ps columbiae</i>	41	18	6	1	66
<i>Ps cyanescens</i>	0	0	0	0	0
<i>Ps ferox</i>	0	0	0	0	0
<i>Ps howardii</i>	0	0	0	0	0
<i>Tx rutilus</i>	0	0	0	0	0
<i>Ur lowii</i>	0	5	0	5	10
<i>Ur sapphirina</i>	6	2	13	0	21
<i>Wy Mitchellii</i>	0	0	0	0	0
<b>Daily Total</b>	<b>635</b>	<b>454</b>	<b>660</b>	<b>249</b>	<b>1998</b>

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

BG Trap September 2018					
9/1/2018					
To :					
9/30/2018					
Trap Type :					
BG					
Species Name	2018 09				Species Total
	6	13	20	27	
Ae aegypti	49	72	9	49	179
Ae albopictus	24	23	6	2	55
Ae atlanticus	0	0	0	0	0
Ae canadensis	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0
Ae infirmatus	0	1	0	0	1
Ae mitchellae	0	0	0	0	0
Ae signifera	0	0	0	0	0
Ae sollicitans	0	0	2	0	2
Ae taeniorhynchus	6	0	0	0	6
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	1	0	9	12	22
An perplexens	0	0	0	0	0
An punctipennis	0	0	0	0	0
An quadrimaculatus	0	4	2	8	14
An walkeri	0	0	0	0	0
Cq perturbans	0	2	1	0	3
Cs inornata	0	0	0	0	0
Cs melanura	0	0	0	0	0
Cx coronator	0	0	0	0	0
Cx erraticus	0	0	0	11	11
Cx nigripalpus	13	31	132	31	205
Cx quinquefasciatus	44	101	36	63	244
Cx restuans	0	0	0	0	0
Cx salinarius	0	0	0	0	0
Cx territans	0	0	0	0	0
Ma dyari	0	0	0	4	4
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	0	0	0	0	0
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	1	0	1
Daily Total	135	234	198	180	747

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

# ATTACHMENTS

**STATE OF FLORIDA**  
**DEPARTMENT OF AGRICULTURE AND**  
**CONSUMER SERVICES**



**ADAM H. PUTNAM**  
**COMMISSIONER**

**OFFICE OF THE COMMISSIONER**  
**QUESTIONNAIRE FOR APPOINTMENT**



QUESTIONNAIRE FOR APPOINTMENT  
Florida Department of Agriculture and Consumer Services  
Office of the Commissioner

Adam H. Putnam  
Phone: (850) 617-7700; Fax: (850) 617-7744

The information from this page has been requested and will be used exclusively by the Florida Department of Agriculture and Consumer Services, Office of the Commissioner.

Date: July 26, 2018

Name: Peter M Miele

Appointment of Interest: Anastasia Mosquito Control District Seat 3

Current Employer and Occupation: Retired

Are you applying for reappointment:  Yes  No If "Yes", date of original appointment: \_\_\_\_\_?

\*Do you have a disability?  Yes  No Please explain: \_\_\_\_\_

\*Sex:  Male  Female

\*Race:  White  Native-American/Alaskan Native  
 Hispanic-American  Asian/Pacific Islander  
 African-American  Other

Do you currently, or have you, within the last three years, been a member of any club or organization that, to your knowledge, in practice or policy, restricts membership or restricted membership during the time that you belonged based on race, religion, national origin, or gender? If so, detail the name and nature of the club(s) or organization(s), relevant policies and practices, and state whether you intend to continue as a member if the Commissioner of Agriculture appoints you:  
No

Cellular Telephone Number: 904-669-3827

Email Address: pmpmiele@gmail.com



QUESTIONNAIRE FOR APPOINTMENT  
Florida Department of Agriculture and Consumer Services  
Office of the Commissioner  
Adam H. Putnam  
Phone: (850) 617-7700; Fax: (850) 617-7744

\*This information will be used to provide demographic statistics and is not requested for discriminating on any basis

II. QUESTIONNAIRE FOR APPOINTMENTS

The questionnaire must be completed in full. Answer "none" or "not applicable" where appropriate.

Date: July 26, 2018

Name: Peter M Miele

Appointment of Interest: Anastasia Mosquito Control District Seat 3

Mailing Address: 2505 Deerwood Lane

City: Saint Augustine

State: FL Zip: 32084

Phone: 904-669-3827

Email: pmpmiele@gmail.com

Fax:

Date of Birth: 3/11/1954

Place of Birth: New Jersey

1. Are you a registered Florida voter?  Yes  No County: Saint Johns

2. Have you ever been convicted of a felony or first degree misdemeanor?  Yes  No

If "Yes" please explain:

3. Please describe your professional and or educational background, experience and or personal history that qualify you for this appointment: Cornell University, Business Management and Business Law Courses, Dale Carnegie Leadership Training, Public Speaking Training, Trained in



QUESTIONNAIRE FOR APPOINTMENT  
Florida Department of Agriculture and Consumer Services  
Office of the Commissioner  
Adam H. Putnam  
Phone: (850) 617-7700; Fax: (850) 617-7744

the quality improvement process. Certified trainer for the integrated Mosquito Curriculum. 30 Years Publix Supermarket Management. Retired Store Manager.

Worked Seasonal for Anastasia Mosquito Control as inspector/sprayer for 3 years.

I am licensed with the State of Florida Department of Agriculture and Consumer Services as a Public Health Applicator.

I was involved in all aspects of Mosquito Control as a seasonal employee of Anastasia Mosquito Control Districts.

I have attended The Anastasia Mosquito Control Districts 15th Arbovirus Surveillance and Mosquito Control Workshop.

4. Do you currently hold an office or position (appointive, civil service, or other) with the federal or any foreign government?  Yes  No If "Yes", list:

---

5. Identify all association membership and association offices held by you that relate to this appointment: None

6. Have you ever been a registered lobbyist or have you lobbied at any level of government at any time during the past five (5) years?  Yes  No If "Yes" please explain:

---

7. Do you know of any reason you will not be able to attend fully to the duties of the office or

NO



QUESTIONNAIRE FOR APPOINTMENT  
Florida Department of Agriculture and Consumer Services  
Office of the Commissioner  
Adam H. Putnam

Phone: (850) 617-7700; Fax: (850) 617-7744

position to which you have been or will be appointed?    Yes     No    If "Yes" please explain:

8. Please describe why you are seeking this appointment: Simply stated, I am very passionate about providing the people of Saint Johns County with excellent Mosquito Control Services. My knowledge and experience is a big plus for the county.

By signing and submitting this application, I agree that the foregoing information is true and accurate to the best of my knowledge.

Signature *Adam H. Putnam*

Date *7/26/2018*