

# Anastasia Mosquito Control District

of St. Johns County  
[www.amcdsjc.org](http://www.amcdsjc.org)



District Board Meeting

**September 9, 2021**

Thursday at

**5:00 P.M**

# ANASTASIA MOSQUITO CONTROL DISTRICT

ST. JOHNS COUNTY

## PROPOSED AGENDA



Thursday, September 9, 2021  
5:00 P.M.

**Invocation and Pledge:** *Commissioner Brandhorst*

NOTE: The regular meeting will begin as advertised at 5 P.M., and then **at precisely 5:30 P.M.**, as advertised, we will interrupt this meeting to hold our first public hearing and then when that is complete, we will resume our regular meeting.

### **Consent Items: APPROVAL OF:**

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, August 12, 2021 at 5:00 P.M.
5. No November Board meeting due to the FMCA meeting
6. Cintas Uniform Contract Renewal
7. Budget amendment

### **Unfinished Business:**

1. Update on Education Building Construction... *Compass Group (10 minutes)*
2. Discussion and Approval of Fleet/Liability and Workers Compensation Insurance Renewals... *Mr. Matt Baker, Thompson Baker Insurance Company (15 min)*

### **New Business:**

1. COVID-19 Impact on Mosquito Control Since 2020 Report (Ppt)... *Dr. Rui-De Xue (10 min)*
2. August 16, 2021 Helicopter Incident Report & Discussion... *Mr. Dana Smith (10 min)*

### **Reports:**

1. Director
2. Attorney

### **Commissioner Comments:**

### **Attachments:** FOR INFORMATION PURPOSES ONLY

1. NONE

# Consents

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

August 2021 Reconcile

Report for September 2021 Meeting

Cash Balances Ending:

8/31/21

Local Fund	\$	4,096,101.89	
S.B.A. Fund	\$	5,477,975.68	
Bank of America	\$	178,768.91	(E-Pay Account)
<b>Total Funds as of 08/31/21</b>	<b>\$</b>	<b>9,752,846.48</b>	

Source of Income Local/ SBA Fund:

8/31/21

Taxes	\$	-	(Gross, before Tax Collector's Commission)
Prior Year Tax Distrib.	\$	-	
SBA Fund- Return on Investment	\$	472.80	
Local Fund, Interest	\$	-	
Grant Momey	\$	6,415.46	Smart Cage/ UF
Surplus Sales	\$	-	
Dormatory Rent	\$	400.00	
<b>Total Deposits by 08/31/21</b>	<b>\$</b>	<b>7,288.26</b>	

CHEMICAL & INSECTICIDE INVENTORY

Report for September 2021 Meeting

Summary

VOUCHERS PRESENTED

Report for September 2021 Meeting

Local Fund

Several

## Anastasia Mosquito Control District VOUCHERS (Electronic Bill Pay & Canceled Checks)

09/01/21

Accrual Basis

From 08/01/21 through 08/31/21

Date	Num	Name	Memo	Clr	Amount	Balance
<b>110 · Wells Fargo Bank - Local</b>						4,429,238.73
<b>110-A · QuickBooks Bill Pay</b>						-8,924,378.32
Total 110-A · QuickBooks Bill Pay						-8,924,378.32
<b>110 · Wells Fargo Bank - Local - Other</b>						13,353,617.05
08/01/2021	9-#476R	Woodstream	Evaluation of a repl...	X	4,500.00	13,358,117.05
08/02/2021	Direct Dep	Catherine Bra...		X	-100.00	13,358,017.05
08/02/2021	Direct Dep	Gayle Gardner		X	-100.00	13,357,917.05
08/02/2021	Direct Dep	Gina LeBlanc		X	-100.00	13,357,817.05
08/02/2021	Direct Dep	Jeanne Moeller		X	-100.00	13,357,717.05
08/02/2021	Direct Dep	Panagiota Bec...		X	-100.00	13,357,617.05
08/02/2021	Direct Dep	Dana Smith		X	-120.00	13,357,497.05
08/02/2021	Direct Dep	Jennifer Dent...		X	-32.99	13,357,464.06
08/05/2021	8072	Nationwide Re...	Entity Code#00371...	X	-1,005.00	13,356,459.06
08/05/2021	9-#426	Payroll	Taxes Withheld	X	-19,480.47	13,336,978.59
08/05/2021	9-#426	Payroll	Bank Account, Other	X	-3,022.50	13,333,956.09
08/05/2021	9-#426	Payroll	Credit Union	X	-725.00	13,333,231.09
08/05/2021	9-#426	Payroll	Net Pay to Bank	X	-56,466.87	13,276,764.22
08/05/2021	8073	Ann Simpson		X	-1,280.00	13,275,484.22
08/05/2021	9-#427	Laryssa Fanney	August 2021 Dorm ...	X	385.55	13,275,869.77
08/05/2021	Direct Dep	Panagiota Bec...		X	-656.88	13,275,212.89
08/11/2021	8074	Argos	121329	X	-2,215.00	13,272,997.89
08/11/2021	WIRE	GSA Federal ...		X	-14,000.00	13,258,997.89
08/11/2021	Direct Dep	Dana Smith		X	-547.94	13,258,449.95
08/11/2021	Direct Dep	Michael Phillips		X	-107.00	13,258,342.95
08/11/2021		wells Fargo		X	-70.07	13,258,272.88
08/11/2021	Debit	Paypal		X	-1.99	13,258,270.89
08/18/2021	8075	Nationwide Re...	Entity Code#00371...	X	-1,005.00	13,257,265.89
08/18/2021	Phone Pay	Bank of America	4356 2200 0207 45...	X	-15,823.16	13,241,442.73
08/18/2021	Direct Dep	Morgan Duett		X	-127.63	13,241,315.10
08/19/2021	9-#427	Payroll	Taxes Withheld	X	-18,492.91	13,222,822.19
08/19/2021	9-#427	Payroll	Bank Account, Other	X	-3,455.78	13,219,366.41
08/19/2021	9-#427	Payroll	Credit Union	X	-725.00	13,218,641.41
08/19/2021	9-#427	Payroll	Net Pay to Bank	X	-52,417.03	13,166,224.38
08/20/2021	Direct Dep	Scott Hanna	employee	X	-26.65	13,166,197.73
08/23/2021	8076	Argos	121329		-17,221.63	13,148,976.10
08/25/2021	8077	Compass Gro...			-108,585.62	13,040,390.48
08/25/2021	8078	CustomAquari...	Invoice #2100		-4,998.00	13,035,392.48
08/25/2021	8079	Florida Best Bl...	PO #2221-003		-387.73	13,035,004.75
08/26/2021	Direct Dep	Wayland Dufault		X	-240.00	13,034,764.75
08/26/2021	8080	VyStar Credit ...	H.S.A. Funding for ...		-2,700.00	13,032,064.75
08/27/2021	9-#425R	SmartCage-UF	07/01/21 thru 07/31...	X	6,415.46	13,038,480.21
08/30/2021	Direct Dep	Vector Control...	AMCD GLP	X	-18,000.00	13,020,480.21
Total 110 · Wells Fargo Bank - Local - Other					-333,136.84	13,020,480.21
Total 110 · Wells Fargo Bank - Local					-333,136.84	4,096,101.89
<b>TOTAL</b>					<b>-333,136.84</b>	<b>4,096,101.89</b>

**Anastasia Mosquito Control District**  
**Reconciliation Summary**  
**110 - Wells Fargo Bank - Local, Period Ending 08/31/2021**

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	<u>Aug 31, 21</u>
<b>Beginning Balance</b>	4,585,849.35
<b>Cleared Transactions</b>	
Checks and Payments - 33 items	-383,135.49
Deposits and Credits - 6 items	28,286.01
<b>Total Cleared Transactions</b>	<u>-354,849.48</u>
<b>Cleared Balance</b>	<u><u>4,230,999.87</u></u>
<b>Uncleared Transactions</b>	
Checks and Payments - 6 items	-134,897.98
<b>Total Uncleared Transactions</b>	<u>-134,897.98</u>
<b>Register Balance as of 08/31/2021</b>	<u><u>4,096,101.89</u></u>
<b>New Transactions</b>	
Checks and Payments - 5 items	-76,052.63
<b>Total New Transactions</b>	<u>-76,052.63</u>
<b>Ending Balance</b>	<u><u>4,020,049.26</u></u>

**Anastasia Mosquito Control District**  
**Reconciliation Detail**  
**110 - Wells Fargo Bank - Local, Period Ending 08/31/2021**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						4,585,849.35
<b>Cleared Transactions</b>						
<b>Checks and Payments - 33 items</b>						
Bill Pmt -Check	07/20/2021	8068	Florida Best Block	X	-4,037.03	-4,037.03
Bill Pmt -Check	07/22/2021	8069	Nationwide Retirem...	X	-1,005.00	-5,042.03
Bill Pmt -Check	07/29/2021	8070	Compass Group Inc.	X	-166,903.59	-171,945.62
Bill Pmt -Check	07/29/2021	8071	Williams J. Youker	X	-1,650.00	-173,595.62
Bill Pmt -Check	08/02/2021	Direct ...	Dana Smith	X	-120.00	-173,715.62
Bill Pmt -Check	08/02/2021	Direct ...	Jeanne Moeller	X	-100.00	-173,815.62
Bill Pmt -Check	08/02/2021	Direct ...	Catherine Brandhorst	X	-100.00	-173,915.62
Bill Pmt -Check	08/02/2021	Direct ...	Gayle Gardner	X	-100.00	-174,015.62
Bill Pmt -Check	08/02/2021	Direct ...	Gina LeBlanc	X	-100.00	-174,115.62
Bill Pmt -Check	08/02/2021	Direct ...	Panagiota Becker	X	-100.00	-174,215.62
Bill Pmt -Check	08/02/2021	Direct ...	Jennifer Dentmon	X	-32.99	-174,248.61
General Journal	08/05/2021	9-#426	Payroll	X	-56,466.87	-230,715.48
General Journal	08/05/2021	9-#426	Payroll	X	-19,480.47	-250,195.95
General Journal	08/05/2021	9-#426	Payroll	X	-3,022.50	-253,218.45
Bill Pmt -Check	08/05/2021	8073	Ann Simpson	X	-1,280.00	-254,498.45
Bill Pmt -Check	08/05/2021	8072	Nationwide Retirem...	X	-1,005.00	-255,503.45
General Journal	08/05/2021	9-#426	Payroll	X	-725.00	-256,228.45
Bill Pmt -Check	08/05/2021	Direct ...	Panagiota Becker	X	-656.88	-256,885.33
Bill Pmt -Check	08/11/2021	WIRE	GSA Federal Acquis...	X	-14,000.00	-270,885.33
Bill Pmt -Check	08/11/2021	8074	Argos	X	-2,215.00	-273,100.33
Bill Pmt -Check	08/11/2021	Direct ...	Dana Smith	X	-547.94	-273,648.27
Bill Pmt -Check	08/11/2021	Direct ...	Michael Phillips	X	-107.00	-273,755.27
Check	08/11/2021		wells Fargo	X	-70.07	-273,825.34
Bill Pmt -Check	08/11/2021	Debit	Paypal	X	-1.99	-273,827.33
Bill Pmt -Check	08/18/2021	Phone...	Bank of America	X	-15,823.16	-289,650.49
Bill Pmt -Check	08/18/2021	Direct ...	Morgan Duett	X	-127.63	-289,778.12
General Journal	08/19/2021	9-#427	Payroll	X	-52,417.03	-342,195.15
General Journal	08/19/2021	9-#427	Payroll	X	-18,492.91	-360,688.06
General Journal	08/19/2021	9-#427	Payroll	X	-3,455.78	-364,143.84
General Journal	08/19/2021	9-#427	Payroll	X	-725.00	-364,868.84
Bill Pmt -Check	08/20/2021	Direct ...	Scott Hanna	X	-26.65	-364,895.49
Bill Pmt -Check	08/26/2021	Direct ...	Wayland Dufault	X	-240.00	-365,135.49
Bill Pmt -Check	08/30/2021	Direct ...	Vector Control Cons...	X	-18,000.00	-383,135.49
Total Checks and Payments					-383,135.49	-383,135.49
<b>Deposits and Credits - 6 items</b>						
General Journal	07/27/2021	9-#426		X	4,985.00	4,985.00
General Journal	07/30/2021	9-#425R	Central Life Sciences	X	12,000.00	16,985.00
General Journal	08/01/2021	9-#476R	Woodstream	X	4,500.00	21,485.00
General Journal	08/05/2021	9-#427	Laryssa Fanney	X	385.55	21,870.55
General Journal	08/27/2021	9-#425R	SmartCage-UF	X	6,415.46	28,286.01
Bill Pmt -Check	09/01/2021	8081	Nationwide Retirem...	X		28,286.01
Total Deposits and Credits					28,286.01	28,286.01
Total Cleared Transactions					-354,849.48	-354,849.48
Cleared Balance					-354,849.48	4,230,999.87
<b>Uncleared Transactions</b>						
<b>Checks and Payments - 6 items</b>						
Bill Pmt -Check	08/18/2021	8075	Nationwide Retirem...		-1,005.00	-1,005.00
Bill Pmt -Check	08/23/2021	8076	Argos		-17,221.63	-18,226.63
Bill Pmt -Check	08/25/2021	8077	Compass Group Inc.		-108,585.62	-126,812.25
Bill Pmt -Check	08/25/2021	8078	CustomAquarium.com		-4,998.00	-131,810.25
Bill Pmt -Check	08/25/2021	8079	Florida Best Block		-387.73	-132,197.98
Bill Pmt -Check	08/26/2021	8080	VyStar Credit Union		-2,700.00	-134,897.98
Total Checks and Payments					-134,897.98	-134,897.98
Total Uncleared Transactions					-134,897.98	-134,897.98
Register Balance as of 08/31/2021					-489,747.46	4,096,101.89

Type	Date	Num	Name	Clr	Amount	Balance
<b>New Transactions</b>						
<b>Checks and Payments - 5 items</b>						
Bill Pmt -Check	09/01/2021	8082	Nationwide Retirem...		-980.00	-980.00
General Journal	09/02/2021	9-#426	Payroll		-53,528.28	-54,508.28
General Journal	09/02/2021	9-#426	Payroll		-18,480.19	-72,988.47
General Journal	09/02/2021	9-#426	Payroll		-2,339.16	-75,327.63
General Journal	09/02/2021	9-#426	Payroll		-725.00	-76,052.63
Total Checks and Payments					-76,052.63	-76,052.63
Total New Transactions					-76,052.63	-76,052.63
<b>Ending Balance</b>					<b>-565,800.09</b>	<b>4,020,049.26</b>



**Anastasia Mosquito Control District**  
**Reconciliation Summary**  
115 · SBA, Period Ending 08/31/2021

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	<u>Aug 31, 21</u>
Beginning Balance	5,477,502.88
Cleared Transactions	
Deposits and Credits - 1 item	<u>472.80</u>
Total Cleared Transactions	<u>472.80</u>
Cleared Balance	<u><b>5,477,975.68</b></u>
Register Balance as of 08/31/2021	5,477,975.68
Ending Balance	5,477,975.68

**Anastasia Mosquito Control District**  
**Reconciliation Detail**  
 115 · SBA, Period Ending 08/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						5,477,502.88
<b>Cleared Transactions</b>						
<b>Deposits and Credits - 1 item</b>						
Deposit	08/31/2021			X	472.80	472.80
Total Deposits and Credits					472.80	472.80
Total Cleared Transactions					472.80	472.80
Cleared Balance					472.80	5,477,975.68
Register Balance as of 08/31/2021					472.80	5,477,975.68
<b>Ending Balance</b>					<b>472.80</b>	<b>5,477,975.68</b>



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

**AGENCY ACCOUNT 101071**  
 08/01/2021 - 08/31/2021

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

Participant Return 08/31/2021 : 0.10 %

Date	Transaction Type	Description	Amount	Balance
08/01/2021	BEGINNING BALANCE			5,477,502.88
08/31/2021	EARNED INCOME	INTEREST	472.80	5,477,975.68
	Totals:		472.80	5,477,975.68

3:23 PM

09/01/21

**Anastasia Mosquito Control District**  
**Reconciliation Summary**  
112 · Bank of America, Period Ending 08/31/2021

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	<u>Aug 31, 21</u>
Beginning Balance	312,115.16
Cleared Transactions	
Checks and Payments - 38 items	<u>-133,346.25</u>
Total Cleared Transactions	<u>-133,346.25</u>
Cleared Balance	<u><b>178,768.91</b></u>
Register Balance as of 08/31/2021	178,768.91
Ending Balance	178,768.91

**Anastasia Mosquito Control District**  
**Reconciliation Detail**  
**112 - Bank of America, Period Ending 08/31/2021**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						312,115.16
<b>Cleared Transactions</b>						
<b>Checks and Payments - 38 items</b>						
Bill Pmt -Check	08/05/2021	E-Pay	L.V. Hiers, Inc.	X	-11,512.81	-11,512.81
Bill Pmt -Check	08/05/2021	E-Pay	Florida Janitor & Pa...	X	-317.06	-11,829.87
Bill Pmt -Check	08/05/2021	E-Pay	WM Waste Manage...	X	-179.94	-12,009.81
Bill Pmt -Check	08/05/2021	E-Pay	Augustine Alarm, Fir...	X	-162.97	-12,172.78
Bill Pmt -Check	08/05/2021	E-Pay	Hagan Ace Mgmt. C...	X	-17.29	-12,190.07
Bill Pmt -Check	08/12/2021	E-Pay	Kristopher Arheart	X	-3,310.51	-15,500.58
Bill Pmt -Check	08/12/2021	E-Pay	Mobisoft Infotech	X	-1,560.00	-17,060.58
Bill Pmt -Check	08/12/2021	E-Pay	FPL - EOC DR-Main...	X	-1,505.66	-18,566.24
Bill Pmt -Check	08/12/2021	E-Pay	Lewis Longman & ...	X	-1,250.00	-19,816.24
Bill Pmt -Check	08/12/2021	E-Pay	FPL - EOC DR - Re...	X	-1,224.14	-21,040.38
Bill Pmt -Check	08/12/2021	E-Pay	Cintas First Aid & S...	X	-1,040.00	-22,080.38
Bill Pmt -Check	08/12/2021	E-Pay	Ezekiel D Williams	X	-650.00	-22,730.38
Bill Pmt -Check	08/12/2021	E-Pay	The Home Depot	X	-615.28	-23,345.66
Bill Pmt -Check	08/12/2021	E-Pay	The Feed Store	X	-609.60	-23,955.26
Bill Pmt -Check	08/12/2021	E-Pay	Comcast Business -...	X	-493.96	-24,449.22
Bill Pmt -Check	08/12/2021	E-Pay	CINTAS- 120 EOC- ...	X	-492.22	-24,941.44
Bill Pmt -Check	08/12/2021	E-Pay	TPH The Parts House	X	-267.15	-25,208.59
Bill Pmt -Check	08/12/2021	E-Pay	Advance Auto Parts	X	-222.74	-25,431.33
Bill Pmt -Check	08/12/2021	E-Pay	AFLAC	X	-52.08	-25,483.41
Bill Pmt -Check	08/12/2021	E-Pay	St. Johns County So...	X	-20.25	-25,503.66
Bill Pmt -Check	08/12/2021	E-Pay	The St. Aug. Record...	X	-8.98	-25,512.64
Check	08/16/2021		Bank of America	X	-439.72	-25,952.36
Bill Pmt -Check	08/19/2021	E-Pay	Garber Ford, Inc.	X	-35,519.40	-61,471.76
Bill Pmt -Check	08/19/2021	E-Pay	United Concordia	X	-1,736.80	-63,208.56
Bill Pmt -Check	08/19/2021	E-Pay	Verizon Wireless Ce...	X	-997.87	-64,206.43
Bill Pmt -Check	08/19/2021	E-Pay	Dell Marketing	X	-776.97	-64,983.40
Bill Pmt -Check	08/19/2021	E-Pay	COMCAST TV-Inter...	X	-570.87	-65,554.27
Bill Pmt -Check	08/19/2021	E-Pay	UHS Premium Billing	X	-222.45	-65,776.72
Bill Pmt -Check	08/19/2021	E-Pay	Florida Pest Control	X	-52.70	-65,829.42
Bill Pmt -Check	08/23/2021	E-Pay	Blue Cross Blue Shi...	X	-33,629.34	-99,458.76
Bill Pmt -Check	08/23/2021	E-Pay	Staples Credit Plan	X	-333.78	-99,792.54
Bill Pmt -Check	08/23/2021	E-Pay	Guardian	X	-317.91	-100,110.45
Bill Pmt -Check	08/25/2021	314	Clarke Mosquito Pro...	X	-11,810.15	-111,920.60
Bill Pmt -Check	08/25/2021	313	Avfuel Corporation	X	-9,932.39	-121,852.99
Bill Pmt -Check	08/30/2021	E-Pay	Qiagen LLC	X	-10,370.70	-132,223.69
Bill Pmt -Check	08/30/2021	E-Pay	The Feed Store	X	-614.00	-132,837.69
Bill Pmt -Check	08/30/2021	E-Pay	St. Johns County Uti...	X	-429.27	-133,266.96
Bill Pmt -Check	08/30/2021	E-Pay	COPYFAX	X	-79.29	-133,346.25
<b>Total Checks and Payments</b>					<b>-133,346.25</b>	<b>-133,346.25</b>
<b>Total Cleared Transactions</b>					<b>-133,346.25</b>	<b>-133,346.25</b>
<b>Cleared Balance</b>					<b>-133,346.25</b>	<b>178,768.91</b>
<b>Register Balance as of 08/31/2021</b>					<b>-133,346.25</b>	<b>178,768.91</b>
<b>Ending Balance</b>					<b>-133,346.25</b>	<b>178,768.91</b>



P.O. Box 15284  
Wilmington, DE 19850

ANASTASIA MOSQUITO CONTROL DISTRICT OF  
ST. JOHNS COUNTY  
LOCAL GOVERNMENT  
120 EOC DR  
ST AUGUSTINE, FL 32092-0927

**Customer service information**

-  Customer service: 1.888.400.9009
-  bankofamerica.com
-  Bank of America, N.A.  
P.O. Box 25118  
Tampa, Florida 33622-5118

## Your Full Analysis Business Checking

for August 1, 2021 to August 31, 2021

Account number: 8981 0275 2170

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

### Account summary

Beginning balance on August 1, 2021	\$312,115.16
Deposits and other credits	0.00
Withdrawals and other debits	-132,906.53
Checks	-0.00
Service fees	-439.72
<b>Ending balance on August 31, 2021</b>	<b>\$178,768.91</b>

# of deposits/credits: 0  
 # of withdrawals/debits: 38  
 # of days in cycle: 31  
 Average ledger balance: \$260,349.54



**ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY**  
**CHEMICAL & FUEL INVENTORY**  
 MONTH OF JULY 2021

**DISTRICT TOTALS**

CHEMICAL DESCRIPTION (Indicate lbs., gals. or ea.)	EA. LBS. GALS.	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER/ (UNDER)
ALTOSID WSP	EA.	40,126.00				40,126.00	1071.00	39,055.00	39,055.00	0.00
ALTOSID XR	LBS.	1,584.00				1,584.00	26.00	1,558.00	1,558.00	0.00
ALTOSID XRG	LBS.	29,005.00				29,005.00	2885.00	26,120.00	26,120.00	0.00
AQUABAC XT	GALS.	0.00				0.00	0.00	0.00	0.00	0.00
AQUALUER 20-20	GALS.	351.50				351.50	88.69	262.81	260.30	-2.51
B. I. DUNKS (Doughnuts)	EA.	1,922.00				1,922.00	237.00	1,685.00	1,685.00	0.00
COCO BEAR	GALS.	73.94				73.94	8.22	65.72	65.72	0.00
DUET	GALS.	170.50	55.00	385.00		610.50	41.13	569.37	571.25	1.88
MOSQUITOMIST TWO	GALS.	508.25				508.25	93.50	414.75	414.75	0.00
NALED	GALS.	1,205.00				1,205.00	35.01	1,169.99	1,170.00	0.01
NATULAR DT	EA.	10,037.00				10,037.00	0.00	10,037.00	10,037.00	0.00
STRIKE PELLETS	LBS.	44.00				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG	LBS.	1,510.00				1,510.00	976.00	534.00	534.00	0.00
TALSTAR P	GALS.	61.77				61.77	3.67	58.10	58.07	-0.03
VECTOBAC 12AS	GALS.	288.50				288.50	72.06	216.44	216.44	0.00
GASOLINE	GALS.	3,365.00				3,365.00	2444.36	920.64	917.00	-3.64
JET A	GALS.	1,416.00				1,416.00	497.73	918.27	917.00	-1.27
<b>TOTALS</b>		<b>91,668.46</b>	<b>55.00</b>	<b>385.00</b>	<b>0.00</b>	<b>92,108.46</b>	<b>8479.37</b>	<b>83,629.09</b>	<b>83,623.53</b>	<b>-5.56</b>

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

DATE: 8/26/2021  
 DATE: 8/27/21  
 DATE: 8/30/21

<b>BASE=</b>	83,623.53
<b>Total</b>	83,623.53



ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY  
 CHEMICAL & FUEL INVENTORY  
 VALUE  
 MONTH OF JULY 2021

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. 39,055.00	\$0.8600	\$33,587.30	10/30/20	VESERIS
ALTOSID XR	LBS. 1,558.00	\$3.42	\$5,327.89	10/30/20	VESERIS
ALTOSID XRG	LBS. 26,120.00	\$8.9500	\$233,774.00	10/30/20	VESERIS
AQUABAC XT	GALS. 0.00	\$32.5000	\$0.00	9/24/18	ADAPCO
AQUALUER 20-20	GALS. 260.30	\$121.5400	\$31,636.86	5/10/21	ALLPRO
B. t. i. DUNKS (Doughnuts)	EA. 1,685.00	\$0.9830	\$1,656.36	5/5/21	TARGET
COCO BEAR	GALS. 65.72	\$20.4800	\$1,345.95	7/16/18	CLARKE
DUET	GALS. 571.25	\$214.7300	\$122,664.51	8/24/21	CLARKE
MOSQUITOMIST TWO	GALS. 414.75	\$73.3400	\$30,417.77	11/17/20	CLARKE
NALED	GALS. 1,170.00	\$220.3500	\$257,809.50	5/28/20	ADAPCO
NATULAR DT	EA. 10,037.00	\$0.4168	\$4,183.42	9/9/16	CLARKE
STRIKE PELLETS	LBS. 44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG	LBS. 534.00	\$6.9000	\$3,684.60	10/19/20	ALLPRO
TALSTAR P	GALS. 58.07	\$54.9050	\$3,188.33	9/16/20	TARGET
VECTOBAC 12AS	GALS. 216.44	\$32.5000	\$7,034.30	3/4/21	ADAPCO
GASOLINE	GALS. 917.00	\$2.7700	\$2,540.09	6/10/21	L. V. HIERS
JET A	GALS. 917.00	\$1.6100	\$1,476.37	10/7/20	Avfuel
<b>TOTAL</b>	<b>83,623.53</b>	<b>\$980.40</b>	<b>\$748,429.85</b>		

PREPARED BY: [Signature] Wesley DATE: 8/25/2021

COST FIGURES REVIEWED BY: [Signature] DATE: 8/27/21

REVIEWED BY: [Signature] DATE: 8/30/21



# 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

Jeanne Moeller, Chairperson  
Trish Becker, Vice-Chairperson  
Gina LeBlanc, Secretary/Treasurer  
Catherine Brandhorst, Commissioner  
Gayle Gardner, Commissioner



## DIRECTOR

## DISTRICT

Dr. Rui-de Xue



Thursday, August 12, 2021

Next Meeting(s): Thursday, September 9, 2021 – 5:00 PM

## MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, August 12, 2021, at 5:00 P.M.

Board members in attendance:

Mrs. Jeanne Moeller, Chairperson  
Mrs. Trish Becker, Vice-Chairperson  
Gina LeBlanc, Secretary/Treasurer  
Mrs. Catherine Brandhorst, Commissioner  
Ms. Gayle Gardner, Commissioner

Also in attendance:

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

Chairperson Moeller called the meeting to order.

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

**ROLL CALL:** Chairperson Moeller noted ~ All were present

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

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

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

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Gayle Gardner
- VOTE accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

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

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

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

### **Consent Items ~ APPROVAL OF:**

1. Treasurer's Report
2. Vouchers (Cancelled Checks)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, July 15, 2021 at 5:00 p.m.
5. Approval of 17 workshop on Feb 28/2022 before AMCA meeting in Jacksonville
6. Approval of host of the FMCA/Military Fly-In Class in middle of January, 2022

### **UNFINISHED BUSINESS:**

#### **Item 1: Discussion and Approval of the company for construction of the SIT mass rearing facility based on bidding and committee recommendation**

- Mr. Weaver began the discussion stating the district had two companies place a bid. The two companies that placed their bids were Compass Group and Harrell Construction. AMCD had a committee review the bids and that committee included Commissioner Moeller, Dr. Qualls, Scott Hanna, Kay Gaines, and himself. Mr. Weaver explained the prices equal the scores, so, Harrell Construction ended up with a score of 93.6 with a point price of \$2,099,361.00. Compass group ended up with a score of 86.6 and a point price of \$2,254,826.00. Making Harrell Construction the low bidder. The construction time was close for both companies and sales tax were about the same. Mr. Weaver requested that the board approve this item with a 5-10% override.
- Commissioner Moeller confirmed with Mr. Weaver the last construction project was approved with a 10% override.

#### **A. A motion was made for the Approval of Harrell Construction to construct the SIT building with a 10% override.**

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

*~ The Board gave consent for the chairperson to sign the contract after Mr. Flowers and the staff has reviewed it and approved it.*

#### **Item 2: AMCD and UF's Ph.D. Student Report (Ppt) ~ Kai Blore**

- Mr. Blore began his presentation stating he works at AMCD (Anastasia Mosquito Control District) full time in the lab, and will begin his own research in collaboration with University of Florida. Mr. Blore stated that earlier in the year he applied for an FDACS (Florida Department of Agriculture and Consumer Services) grant titled, "Evaluation of Nanoparticle Encapsulated Permethrin Formulations Against Three Species of Adult Mosquitoes: *Aedes aegypti*, *Culex quinquefasciatus* and *Anopheles quadrimaculatus*," and was approved. The grant covers his tuition for the next two years. This research is important because insecticide resistance is increasingly becoming a problem around the world. The research will investigate the effects of nano formulated insecticides and how nanomaterials can exhibit beneficial properties that differ from the original material and the goal of this research is to improve efficacy of existing insecticides. Mr. Blore will split his research into two separate years.

- **NO MOTION WAS MADE**

#### **Item 3: Discussion and Approval of Commissioner Brandhorst to Attend the FMCA Meeting, Duck Key, November 16-18, 2021**

- Some of the Commissioners expressed concern for Commissioner Brandhorst to attend the FMCA (Florida Mosquito Control Association) meeting in Duck Key due to her recent decline in health. Commissioner Brandhorst confirms she feels well enough to attend and she looks forward to learning more about mosquito control. However, to be safe she requested Dr. Xue give her a week to think it over before she makes her final decision.

**A. A motion was made to approve Commissioner Brandhorst to attend the FMCA meeting in Duck Key**

- Motioned by: Commissioner Becker
- Seconded by: Commissioner Gardner
- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

**Item 2: AMCD's Education and Applied Research Symposium at AMCA Annual Meeting was not discussed. It is information to be shared.**

**NEW BUSINESS**

**Item 1: Discussion and Approval of the updated policy for Commissioners**

- The discussion began with Commissioner Moeller stating a change in AMCD's policy for education expenses. A lot of employees within the district utilize the Continued Education Fund to further their degrees but never has the district paid for a commissioner to continue their education. As requested, Mr. Flowers came up with a new policy stating "Except as provided in Section 112.061(8), Florida Statutes, payment or reimbursement for Commissioners for continuing education expenses, such as those described in the continuing Education Policy for District Employees, is not provided by the District."

**A. A motion was made to accept the Continuing Education Expenses Policy in Section 112.061 (8), Florida Statutes, as is**

- Motioned by: Commissioner Moeller
- Seconded by: Commissioner LeBlanc
- VOTE: Accepted by Commissioner Moeller, LeBlanc and Gardner
- VOTE: Opposed by Commissioner Becker and Brandhorst
- **MOTION PASSED 3:2**

**REPORTS:**

1. **Director** ~ Dr. Xue began his report stating the amount of rain has increased recently causing an increase in service request. He reported eight sentinel chickens have tested positive for EEE (eastern equine encephalitis). The District has been working on ground and ariel application. Covid-19 cases have risen in Saint John's County and AMCD has had four positive cases, one being himself. The Department of Health suggested if employees do not exhibit symptoms after 10 days they should return to work. AMCD had four intern students from Ponte Vedra High School complete a six-week internship and in that time, they learned a lot about mosquito control. As of today, the program of the Seventh International Forum for Surveillance and Control of Mosquitoes and Vector- borne Diseases has been completed. He mentioned that there will be several interesting topics and Dr. Qualls will present an overview of collaborating applied research projects and benefits at AMCD. At the September Board Meeting Dr. Xue will report how Covid-19 has

impacted AMCD over the last year. The District had five positive cases last year and five positive cases this year.

2. **Attorney** ~ Mr. Flowers; had no report.

**COMMISSIONER COMMENTS:**

**Commissioner Leblanc** ~ Thanks the staff, they are doing a phenomenal job.

**Commissioner Brandhorst** ~ Thanks the board for approving her to go on the trip to Duck Key, she has been looking forward to it and hopes that Covid-19 does not cause the meeting to be canceled.

**Commissioner Becker** ~ Today I did my third in person field trip with Parks and Recreation, the kids loved the first field trip. However, this time I went to the recreation center and did a presentation, due to the Covid- 19 scare within the district. My trip to Washington DC was really great, I visited 12 different museums, one of them was the Smithsonian of Natural History. The museum had an infectious disease exhibit titled "Outbreak." It was about how different outbreaks start and I found it very interesting. I start class Monday and I will need to do a 60-hour internship this semester. I am hoping to complete my internship at AMCD with Dr. Xue and the Board's approval.

**Commissioner Gardner** ~ No comments.

**Commissioner Moeller** ~ No comments.

**ATTACHMENTS: ~**

1. *None*

**ADJOURNMENT:**

Chairperson Moeller adjourned the meeting at 5:57 P.M.

**ATTEST**

\_\_\_\_\_  
**Chairperson, Commissioner Jeanne Moeller**      **Secretary/Treasurer, Commissioner Gina LeBlanc**

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



# Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

## MEMO

**DISTRICT DIRECTOR**  
**COMMISSIONERS:**

*Dr. Rui-de Xue*



**BOARD OF**

*Jeanne Moeller, Chairperson*  
*Trish Becker, Vice-Chairperson*  
*Gina LeBlanc, Secretary/Treasurer*  
*Catherine Brandhorst, Commissioner*  
*Gayle Gardner, Commissioner*

**TO:** Board of Commissioners

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

**CC:**

**DATE:** September 1, 2021

**RE:** No November Board Meeting

---

Due to all Commissioners plan to attend the Florida Mosquito Control Association's annual meeting held in Duck Key, November 15-18, 2021. There will be no November Board meeting.

Thanks





# Anastasia Mosquito Control District of St. Johns County

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## MEMO

### DISTRICT DIRECTOR

*Dr. Rui-de Xue*



### BOARD OF COMMISSIONERS:

*Jeanne Moeller, Chairperson*  
*Trish Becker, Vice-Chairperson*  
*Gina LeBlanc, Secretary/Treasurer*  
*Catherine Brandhorst, Commissioner*  
*Gayle Gardner, Commissioner*

**TO:** Board of Commissioners

**FROM:** Rui-de Xue, Director and Kay Gaines Operations Manager

**CC:** Heather Keating, Receptionist

**DATE:** 8/30/2021

**RE: Cintas Uniform Contract Renewal**

---

Cintas has served the District for uniform service for many years. They continue each year to provide excellent service, as well as customer service. There are no changes and no price increase from last year. We are very satisfied with their service.

Staff recommends approval of renewing the uniform contract with Cintas which will begin January 1, 2022.

Thank you.



## STANDARD RENTAL SERVICE AGREEMENT

*E-DATE*  
1/31/22

Location No. 0280 Agreement No. 210353713 Customer No. 14351252 Date 9-01-2021 <sup>DATE</sup> 12/31/23  
 Customer ANASTASIA MOSQUITO CNTRL Phone 904-471-3107  
 Address 500 OLD BEACH RD 120 ECC DC City SAINT AUGUSTI State FL Zip 32080-6531 3-20-92

**UNIFORM PRICING:**

Material#	Description	Rental Frequency	Inventory	Unit Price
X270	CARGO PANT - Rental		ANY	0.270
X380	CARGO SHORT - SUSAN - Rental		ANY	0.252
X389	CATHY/CARGO PANTS/WM - Rental		ANY	0.252
X390	WOMENS PANT SUSAN - Rental		ANY	0.252
X394	CINTAS DENIM JEAN - Rental		ANY	0.313
X894	DENIM JEAN - Rental		ANY	0.313
X935	COMFORT SHIRT - Rental		ANY	0.252

**EMBLEM PRICING:**

Material#	Description	Rental Frequency	Inventory	Unit Price
BB2000S	NAVY/ NAVY/ WHITE*		ANY	0.000
BBZE00S	MIC BLUE/ MIC BLUE/ WHITE*		ANY	0.000
LXXXXXS	LXXXXX *		ANY	0.000
LXXXXXS	LXXXXX *		ANY	0.000

**FACILITY SERVICES PRODUCTS PRICING:**

Material#	Description	Rental Frequency	Inventory	Unit Price
X2161	SM SHOP TWL-WHT - Rental	01	ANY	0.190
X27058	SIG SOAP DSP ALU - Rental	04	ANY	0.000
X27062	SIG SOAP CVR STGRY - Rental	04	ANY	0.000
X8071	SIG SANT ALC FM RFL - Rental	04	ANY	0.000
X8072	SIG SANT SVC - Rental	01	ANY	4.000
X9208	SANIS BOWL CLIP RFL - Rental	04	ANY	0.000
X9559	SIG HND SANTZR STAND - Rental	01	ANY	2.000

- This agreement is effective as of the date of execution for a term of ~~60~~ 12 months from date of installation.
- The additional charges listed below are subject to adjustment by Company effective upon notice to Customer, which notice may be in the form of an invoice.
- COD Terms \$ N/A per week charge for delayed payment (if Amount Due is Carried to Following Week)
- Credit Terms - Charge Payments due 10 Days After End of Month
- Automatic Lost Replacement Charge: Material N/A % of Inventory N/A \$ N/A EA
- Make-Up Charge \$ 0 per garment.
- Non-Standard/Special Cut Garment (i.e., non-standard, non-stocked unusually small or large sizes, unusually short or long sleeve or length, etc.) premium \$ N/A per garment
- Artwork Charge for Logo Mat \$ N/A
- Under no circumstances will the Company accept textiles bearing free liquid. Shop towels may not be used to clean up oil or solvent spills.
- Service Charge: \$ 3.00 per delivery.  
 This Service Charge is used to help Company pay various fluctuating current and future costs including, but not limited to, costs directly or indirectly related to the environment, energy issues, service and delivery of goods and services, in addition to other miscellaneous costs incurred or that may be incurred in the future by Company.
- Size Change: Customer agrees to have employees measured by a Cintas representative using garment "size samples". A charge of ~~\$5.000~~ 14.42 per garment will be assessed for employees size changed within 4 weeks of installation.
- Uniform Advantage \$ N/A per garment Premium Advantage \$ N/A per garment
- Uniform and Premium Advantage covers damaged garments needing to be replaced outside of normal wear. Uniform Advantage and Premium Advantage do not cover lost or unreturned garments. The Customer or Company may cancel Uniform Advantage and Premium Advantage at any time.
- Emblem Advantage \$ N/A per garment. Emblem Advantage covers name and company emblems initially selected by Customer. The Customer or Company may cancel Emblem Advantage at any time after six months from date of installation.
- Prep Advantage \$ N/A per garment. Prep Advantage covers all costs associated with garment preparation. The Customer or Company may cancel Prep Advantage at any time after six months from date of installation.
- Other \_\_\_\_\_

1  Initial and check box if Unilease. All garments will be cleaned by Customer.  
 Date



# STANDARD RENTAL SERVICE AGREEMENT

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date  \_\_\_\_\_

Initial and check box if receiving Linen Service. Company may make periodic physical inventories of items in possession or under control of customer.

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date  \_\_\_\_\_

Initial and check box if receiving direct embroidery. If service is discontinued for an employee, or Customer deletes any of the garments with direct embroidery for any reason, or terminates this agreement for any reason, or fails to renew the agreement. Customer will purchase all direct embroidered garments at the time they are removed from service at the then current replacement values.

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date  \_\_\_\_\_

Initial and check box if declining the Uniform Advantage Program

Customer certifies that  it is  is not a federal, state, or local government branch or agency.

**This agreement is subject to the terms and conditions on the back of this agreement. By signing below, Customer agrees to and accepts the terms and conditions on the back of this agreement.**

Cintas Loc.No \_\_\_\_\_

By Shadira Jones

Title GM

Accepted-GM \_\_\_\_\_

Please Sign Name \_\_\_\_\_

Please Print Name \_\_\_\_\_

Please Print Title \_\_\_\_\_

E-Mail \_\_\_\_\_



STANDARD UNIFORM RENTAL SERVICE AGREEMENT RENEWAL

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



16. This agreement may not be modified, amended or supplemented except in writing signed by an authorized representative of Company, provided, however, if a federal, state or local government body or its representative is a party to this agreement, the proposal modification, amendment, or supplement must be in a writing signed by a President or a Senior Vice President of Company.

17. If Company provides flame resistant clothing to Customer, Customer agrees it bears sole responsibility for selecting the flame resistant clothing and fabrics ("FRC") under this Agreement determining whether such items are appropriate for use by its employees and agents in their applicable work environment(s). CUSTOMER ACKNOWLEDGES THAT COMPANY HAS MADE NO REPRESENTATION, WARRANTY, OR COVENANT WITH RESPECT TO THE FLAME-RESISTANT QUALITIES OR OTHER CHARACTERISTICS OF THE FRC OR WITH RESPECT TO THEIR FITNESS OR SUITABILITY FOR THIS OR ANY OTHER PURPOSE. COMPANY MAKES NO REPRESENTATION WHETHER THE FRC CONSTITUTES APPROPRIATE PERSONAL PROTECTIVE EQUIPMENT FOR THE ENVIRONMENT(S) TO WHICH CUSTOMER'S EMPLOYEES OR AGENTS MAY BE EXPOSED OR AS TO THE FRC'S ABILITY TO PROTECT USERS FROM INJURY OR DEATH. Customer agrees to notify all employees and other agents of Customer who may wear or will be wearing the FRC that it is not designed for substantial heat exposure or for use around open flames. Customer acknowledges that compliance with any and all OSHA or other similar regulations or requirements relating to personal protective equipment is the sole responsibility of Customer. Further, Customer releases Company from any and all liability that result from the use of the garments, including but not limited to any alleged failure of the FRC to function as flame-resistant or provide protection against fire and/or heat. Customer hereby agrees to defend, indemnify and hold harmless Company from any claims and damages arising out of or associated with this Agreement or resulting from Customer's or its employees' use of the FRC.

18. If Company provides high visibility garments to Customer, Customer bears sole responsibility for: (a) determining the level of visibility needed by wearers of the garments for their specific work conditions or uses; (b) identifying and selecting which garments meet the required level of visibility; and (c) determining when garments require repair or replacement to meet the required level of visibility. If garment needs to be replaced outside of normal wear and tear, the customer will be charged the then current replacement value. Customer acknowledges and understands that the garments alone do not ensure visibility of the wearer. Customer further acknowledges that Company is relying upon Customer to determine whether any garments need repair or replacement to maintain the required level of visibility. Company represents only that the garments supplied satisfy certain ANSI/ISEA standards to the extent the garments are so labeled. Customer acknowledges that Company has made no other representations, covenants or warranties whether express or implied, related to the garments.

19. ~~Prevailing Wage/Living Wage. Customer understands and acknowledges individuals who provide services under this Agreement could be entitled to receive prevailing wages, living wages, or other minimum wages and/or benefits established by law ("Wage Statutes"). Customer understands and agrees that Customer is in sole possession and knowledge of the facts and circumstances necessary to make a determination as to whether any or all services provided under this Agreement are subject to any Wage Statutes. Accordingly, Customer agrees that it has the sole responsibility to determine whether the Agreement is subject to any Wage Statutes and that it will inform Cintas of this fact in writing prior to the Parties' execution of the Agreement. In the event that Customer fails to notify Cintas in writing that the Agreement is subject to a Wage Statute and either Cintas or any federal, state, or local authority determines that the services provided under the Agreement are subject to a Wage Statute, Customer agrees that it will pay Cintas all additional sums necessary to raise all wages and benefits covered by the applicable Wage Statute(s) for those individuals providing such services to Customer under the Agreement to the minimum levels required by the applicable Wage Statute(s), and Customer agrees that it will defend and indemnify Cintas from any and all fines, penalties, interest, or other costs, expenses, or charges of any type imposed by any federal, state, or local authority for Cintas's failure to satisfy any such Wage Statute, as well as Cintas's costs and attorneys' fees incurred in responding to or defending against any such claim.~~





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

**ARTHROPOD CONTROL BUDGET AMENDMENT**

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

NICOLE "NIKKI" FRIED  
COMMISSIONER

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

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

Amendment No. **2021-09**

Fiscal Year: **2020-2021**

Date: **9/9/2021**

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

**ESTIMATED RECEIPTS**

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

Total Available Cash and Receipts	Reserves	Present Budget	Increase Request	Decrease Request	Revised Budget
\$ 14,882,847.24	\$ 7,057,820.72	\$ 14,882,847.24	\$ 23,012.39	\$ -	\$ 14,905,859.63

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS					
ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 6,287,491.70	\$ -	\$ -	\$ 6,287,491.70
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 552,230.82	\$ 23,012.39	\$ -	\$ 575,243.21
361	Interest Earnings	\$ 55,000.00	\$ -	\$ -	\$ 55,000.00
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 35,000.00	\$ -	\$ -	\$ 35,000.00
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
<b>TOTAL RECEIPTS</b>		\$ 6,929,722.52	\$ 23,012.39	\$ -	\$ 6,952,734.91
Beginning Fund Balance		\$ 7,953,124.72	\$ -	\$ -	\$ 7,953,124.72
<b>Total Budgetary Receipts &amp; Balances</b>		\$ 14,882,847.24	\$ 23,012.39	\$ -	\$ 14,905,859.63

**BUDGETED EXPENDITURES**

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

ACCT NO	Uniform Accounting System Transaction	Present Budget	Increase Request	Decrease Request	Revised Budget
10	Personal Services	\$ 2,118,540.03	\$ -	\$ -	\$ 2,118,540.03
20	Personal Services Benefits	\$ 961,751.01	\$ 23,012.39	\$ -	\$ 984,763.40
30	Operating Expense	\$ 527,109.80	\$ -	\$ -	\$ 527,109.80
40	Travel & Per Diem	\$ 22,182.00	\$ -	\$ -	\$ 22,182.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00
43	Utility Service	\$ 39,000.00	\$ -	\$ -	\$ 39,000.00
44	Rentals & Leases	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
45	Insurance	\$ 141,326.67	\$ -	\$ -	\$ 141,326.67
46	Repairs & Maintenance	\$ 151,750.00	\$ -	\$ -	\$ 151,750.00
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
49	Other Charges	\$ 12,825.00	\$ -	\$ -	\$ 12,825.00
51	Office Supplies	\$ 25,500.00	\$ -	\$ -	\$ 25,500.00
52.1	Gasoline/Oil/Lube	\$ 91,750.00	\$ -	\$ -	\$ 91,750.00
52.2	Chemicals	\$ 636,829.00	\$ -	\$ -	\$ 636,829.00
52.3	Protective Clothing	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
52.4	Misc. Supplies	\$ 164,249.98	\$ -	\$ -	\$ 164,249.98
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 17,740.00	\$ -	\$ -	\$ 17,740.00
55	Training	\$ 53,707.00	\$ -	\$ -	\$ 53,707.00
60	Capital Outlay	\$ 2,269,211.03	\$ -	\$ -	\$ 2,269,211.03
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 533,151.00	\$ -	\$ -	\$ 533,151.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
<b>TOTAL BUDGET AND CHARGES</b>		\$ 7,825,026.52	\$ 23,012.39	\$ -	\$ 7,848,038.91
0.001	Reserves - Future Capital Outlay	\$ 5,608,116.72	\$ -	\$ -	\$ 5,608,116.72
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 1,319,704.00	\$ -	\$ -	\$ 1,319,704.00
0.004	Reserves - Sick and Annual Leave	\$ 130,000.00	\$ -	\$ -	\$ 130,000.00
<b>TOTAL RESERVES</b>		\$ 7,057,820.72	\$ -	\$ -	\$ 7,057,820.72
<b>TOTAL BUDGETARY EXPENDITURES and BALANCES</b>		\$ 14,882,847.24	\$ 23,012.39	\$ -	\$ 14,905,859.63
<b>ENDING FUND BALANCE</b>		\$ -	\$ -	\$ -	\$ -

APPROVED: \_\_\_\_\_  
Chairman of the Board, or Clerk of Circuit Court

DATE \_\_\_\_\_

APPROVED: \_\_\_\_\_  
FDACS Mosquito Control Program Designee

DATE \_\_\_\_\_



ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY  
FISCAL YEAR ENDING SEPTEMBER 30, 2021

BUDGET AMENDMENT NUMBER 2021-09

COMPUTATIONS

**LOCAL FUND**

**Balance of Sources and Uses of Funds** (Additional Revenues, above budget, matched to Expenditures)

I) Receipts:	
Revenue: Grants	23,012.39
	<u>23,012.39</u>
II) Expenditures:	
Personal Service Benefits	<u>(23,012.39)</u>
	<u>-</u>
	<b>Budget Amendment (Net Effect)</b>

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY  
FISCAL YEAR ENDING SEPTEMBER 30, 2021

LOCAL FUND BUDGET AMENDMENT NUMBER 2021-09

BUDGET JOURNAL ENTRIES:

Dr) EXPENDITURES: Personal Service Benefits  
Cr) REVENUE: Grants and Donations

23,012.39

\$ 23,012.39

\$ 23,012.39	\$ 23,012.39
--------------	--------------

**UNFINISHED  
BUSINESS**

**#1**



## OWNER'S REPORT & PROJECT UPDATE AMCD DISEASE VECTOR EDUCATION CENTER

**DATE REPORTING:** 8/31/2021

**ACTIVITIES THAT OCCURRED FROM DATES:** 7/7/2021 – 8/31/2021

- 1) Underslab MEP rough ins complete.
- 2) PEMB Concrete Slab on grade poured.
- 3) PEMB Masonry Stem Wall erected.
- 4) Exterior Rough grade of site complete.
- 5) Photograph for wall Mural Taken, reviewing best layout for full size mural and location of photograph.
- 6) Fire Sprinkler shop drawings submitted for permit review.
- 7) Release of PEMB.
- 8) Metal Trusses for Cracker House released.

**DESIGN & PERMITTING ITEMS:**

- 1.) SJC Building Permit released on 07/08/2021.
- 2.) Set Design – Elevation plans 65% complete. Section 4,9,10 and 11 remaining
- 3.) Fire Alarm permit drawings schedule for permit submission on or before 09/10/21.

**SUBCONTRACTORS & VENDORS ON SITE:**

- 1) JF M Construction
- 2) R&A Plumbing Contractors
- 3) Vilano Electric
- 4) Florida Best Block
- 5) Construction Materials
- 6) Custom Aquarium
- 7) Lindahl Designs
- 8) Artistic Contractors
- 9) N8-Creative
- 10) Moran Creative Group
- 11) Kainley Designs
- 12) Progressive Air & Mechanical Inc.

**PERCENTAGE OF ST JOHNS COUNTY RESIDENTS/BUSINESS:**

- 1) As of this report, there is \$423,235.00 contracted to SJC.
- 2) 17% of Prime Contract Amount.

**TAX SAVINGS:**

- 1) As of this report, there is \$2,983.19 in tax savings realized, with \$5,934.28 in process.

**DELIVERABLE SCHEDULE IMPACTS:**

- 1) PEMB Steel market still experiencing production delays due to demand back log from COVID-19 Pandemic. Building has been delayed 30 days in production and fabrication.



## OWNER'S REPORT & PROJECT UPDATE AMCD DISEASE VECTOR EDUCATION CENTER

- Onsite delivery scheduled to receive and begin erection by 11/04/2021.
- 2) Set design production of foliage items experiencing minor delays due to demand outbreak from COVID-19 Pandemic. No known delays to project schedule at this time.
  - 3) Discussions on playground equipment manufacturer changes underway 08/31/2021. No known delays to project schedule at this time.

### MILESTONE DATES:

- 1) Building Permit Issued – 7/08/2021
- 2) Building Foundation – 8/27/2021
- 3) PEMB Completed – 12/15/2021
- 4) Set Design Development Design Complete – 10/22/2021
- 5) Set Design offsite Fabrication Complete – 01/07/2022
- 6) Turn Over Building to Set Design – 02/04/2022
- 7) Signage Installation – 4/22/2022
- 8) Project Complete – 5/13/2022
- 9) Contract Completion Date – 07/08/2022



Photos From Daily Log

Description

Taken Date

08/27/2021 at 11:44 am

Upload Date

08/27/2021 at 11:44 am

Uploaded By

Tommy Casey

File Name

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Photos From Daily Log

Description

Taken Date

08/27/2021 at 11:43 am

Upload Date

08/27/2021 at 11:43 am

Uploaded By

Tommy Casey

File Name

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Photos From Daily Log

Description

Taken Date

08/27/2021 at 11:43 am

Upload Date

08/27/2021 at 11:43 am

Uploaded By

Tommy Casey

File Name

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Photos From Daily Log

Description

Taken Date

08/27/2021 at 11:42 am

Upload Date

08/27/2021 at 11:42 am

Uploaded By

Tommy Casey

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Photos From Daily Log

Description

Taken Date

08/27/2021 at 11:42 am

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Tommy Casey

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Photos From Daily Log

Description

Taken Date

08/27/2021 at 11:42 am

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08/27/2021 at 11:42 am

Uploaded By

Tommy Casey

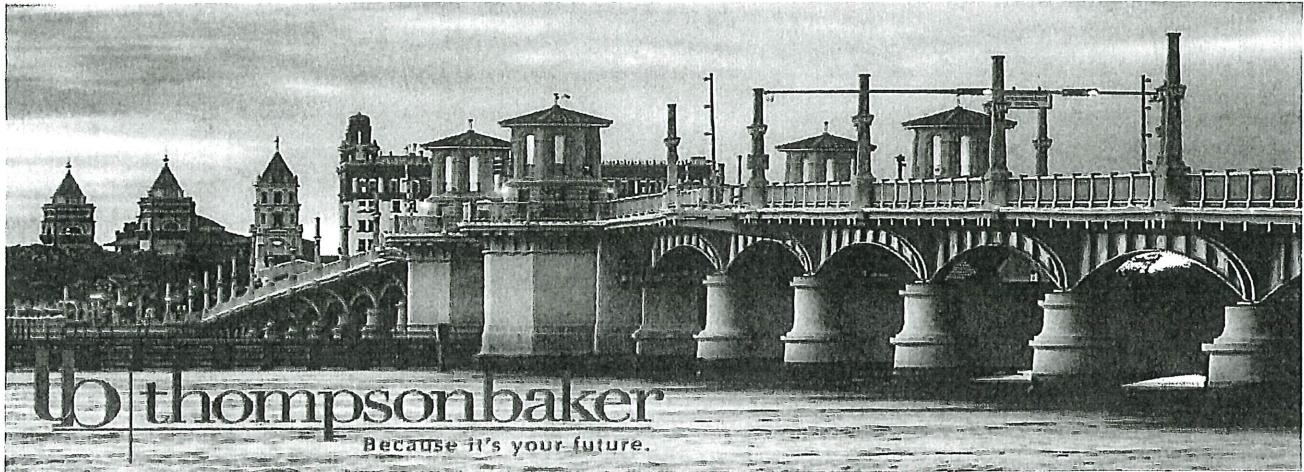
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**UNFINISHED  
BUSINESS  
#2**



A PROPOSAL OF INSURANCE FOR:

Anastasia Mosquito Control District of St Johns  
County

Presented by:

Matt Baker

Tuesday, August 31, 2021

Insurance • Risk Managers • Financial Services

61 Cordova St. St. Augustine, FL 32084

Telephone: (904) 824-1631 Facsimile: (904) 824-1675

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

THIS DOCUMENT SUMMARIZES THE PROPOSAL FOR YOUR INSURANCE. THIS IS NOT A CONTRACT. THE TERMS OF THE POLICY FORMS WILL CONTROL THE INSURANCE CONTRACT WITHOUT REGARD TO ANY STATEMENT MADE IN THIS PROPOSAL. IN EVENT OF A DIFFERENCE BETWEEN THE POLICY AND THE PROPOSAL, THE POLICY WILL PREVAIL. THIS PROPOSAL IS BASED UPON THE EXPOSURES TO LOSS MADE KNOWN TO US. ANY CHANGES IN EXPOSURES, I.E. NEW OPERATIONS, NEW PRODUCTS, ADDITIONAL STATES, ETC., NEED TO BE PROMPTLY REPORTED TO OUR OFFICE IN ORDER TO ENSURE PROPER COVERAGE(S) MAY BE PUT IN PLACE.

# Anastasia Mosquito Control District

## Premium Summary

Description of Coverage	Expiring Premium	Proposed Premium
Commercial Package	\$97,386.00	\$114,442.00
<i>Property</i>	<i>\$47,656.00</i>	<i>\$57,187.00</i>
<i>Inland Marine</i>	<i>\$4,065.00</i>	<i>\$4,065.00</i>
<i>Crime</i>	<i>\$999.00</i>	<i>\$999.00</i>
<i>General Liability</i>	<i>\$10,052.00</i>	<i>\$12,609.00</i>
<i>Public Officials and Employment Practices Liability and Cyber</i>	<i>\$12,703.00</i>	<i>\$17,462.00</i>
<i>Commercial Auto</i>	<i>\$21,911.00</i>	<i>\$22,120.00</i>
Worker's Compensation	\$43,559.00	\$37,251.00
Storage Tank Liability	\$986.00	\$986.00
<b>Premium Total</b>	<b>\$141,931.00</b>	<b>\$152,679.00</b>

Coverage Comparison	
Property Blanket	2020-2021 \$7,769,597; 2021-2022 \$7,769,597
Inland Marine	2020-2021 \$962,904 2021-2022 \$962,904
Auto	2020-2021 44 Total Units- Physical Damage Value \$542,244 2021-2022 36 Total Units-Physical Damage Value \$577,764
Liability	2020-2021 Payroll \$1,867,492; 44.75 Employees 2021-2022 Payroll \$2,036,860; 55 Employees
Workers Compensation	Experience Modification decreased from 1.30 to 1.00 Payroll Increased

# Anastasia Mosquito Control District

## Table of Contents

Table of Contents .....2

Our Agency .....3

Core Values .....3

Account Service Team.....4

Proposal Information .....5

Financial Ratings .....6

Named Insured(s) Schedule.....7

Property .....8

Inland Marine .....10

General Liability.....11

Commercial Auto.....12

Vehicle Schedule.....12

Crime/Fidelity .....14

Storage Tank Liability .....16

Premium Summary .....17

Standard Service Commitments .....18

Payment Options .....20

Coverage Selection/Rejection Form .....21

Proposal Acceptance.....22

## Our Agency

As an agency, our purpose is to build generations of clients through the pursuit of excellence in everything that we do. We achieve this by taking a consultative approach to managing risk and protecting client assets. As a local independent agency, ThompsonBaker works with you to pinpoint appropriate coverage levels by working with a carefully selected group of financially sound, reputable insurance companies in order to place your policy with the company offering the best coverage at a competitive price.

## Expertise

In preparing your proposal, we have worked hard to build an insurance program that delivers superior protection at a reasonable cost. Our recommendations are based on careful analysis of exposures unique to your business operation and our expert knowledge of insurance products that are available in today's marketplace.

## Markets

We offer you a complete insurance program. Depending on your business' insurance needs, we offer an array of coverage areas to make sure you are appropriately covered.

## Core Values

### **Focused on Professionalism:**

Commitment to excellence in everything that we do and in every aspect of our business.

**Growth Oriented:** Dynamic Sales Organization focusing on new business production and renewal retention.

**Team Oriented:** Individual commitment to a group effort.

**Humbly Confident:** Believing in oneself without being arrogant or falsely proud.

**Do the Right Thing:** Ask yourself what the right thing to do is and do that.

# Anastasia Mosquito Control District

## Account Service Team

No matter how comprehensive or competitively priced your insurance program is, you still need people to provide ongoing service. The individuals who make up your account servicing team include some of the industry's finest professionals. Our insurance experts know that you expect and deserve the best.

These are the individuals who will be handling your account.



Matt Baker, President and CEO

Email Address: [mbaker@thompsonbaker.com](mailto:mbaker@thompsonbaker.com)

Matt joined ThompsonBaker in 1998 and is the second generation of his family in the insurance agency business. He began in the firm's Personal Lines department and moved into the Commercial Lines department in 2000. He became Partner in the firm in 2002 and assumed the role of President in 2009. In addition to leading ThompsonBaker, he continues to work with major Commercial clients in the areas of Manufacturing, Education, Healthcare, Trade Contracting, and Public Entities. He graduated with a Bachelor of Arts in English from the Citadel and holds a 2-20 Property and Casualty license from the State of Florida. Additionally, he has earned the designations of Certified Insurance Counselor (CIC), Certified Risk Manager (CRM), Associate in Risk Management (ARM), and Associate in Insurance Services (AIS). Matt is very active in the community, having served on numerous local boards including Rotary Club of St. Augustine (past President), Flagler Hospital, St. Augustine Historical Society, Ameris Bank Community Board, St. Johns County Chamber of Commerce, and City of St. Augustine Planning and Zoning Board (past Chairman). Currently he has been named Chairman of the Flagler Hospital Board of Trustees. He resides in St. Augustine Beach with his wife and two children.



Chelsea Bloom, Account Manager

Email Address: [cbloom@thompsonbaker.com](mailto:cbloom@thompsonbaker.com)

904-824-1631 ext. 213

Chelsea joined ThompsonBaker in 2015 as a Commercial Lines Account Manager. Chelsea graduated with a Bachelor of Arts in Business Administration and Economics from Flagler College and continued with her Master of Business Administration from University of Florida. She holds both a 2-20 Property and Casualty and 2-15 Life, Health, and Annuity insurance licenses from the State of Florida. Chelsea enjoys running and spending time with family and friends.



Hill Bentley, Operations Director

Email Address: [hbentley@thompsonbaker.com](mailto:hbentley@thompsonbaker.com)

904-824-1631 ext 201

Hill joined ThompsonBaker in 2017, bringing more than 25 years of administrative and operations experience in the Property and Casualty insurance industry. He has served in leadership roles with both national and regional multiline insurance carriers, where his responsibilities extended to oversight of operations, client relations, corporate services, human resources and security and systems support. Hill graduated from the University of Florida with a Bachelor's Degree in Business Administration and holds the Chartered Insurance Operations Professional (CIOP) designation.



Davis Alexander, Commercial Account Manager

Email Address: [davis.alexander@thompsonbaker.com](mailto:davis.alexander@thompsonbaker.com)

904-824-1631 ext 214

Davis joined ThompsonBaker in 2015 as a Commercial Lines Administrator. He graduated with his Bachelor of Science in Psychology from University of North Florida and holds a 20-44 & 2-20 Property & Casualty license from the State of Florida. Davis is a volunteer Lacrosse Coach at Pedro Menendez High School and active in Boy Scouts of America (Troop 345 - St. Augustine) and enjoys being a member of the Florida Lacrosse League Jacksonville Men's Team.

# Anastasia Mosquito Control District

## Proposal Information

- The abbreviated outlines of coverage used throughout this proposal are not intended to express any legal opinion as to the nature of coverage. They are only visuals to a basic understanding of coverages proposed.
- Please be advised that no insurance coverage has yet been procured. All coverage summaries are for proposal purposes only.
- Please refer to the actual policies for specific terms, conditions, limitations and exclusions that will govern in the event of a loss. Specimen copies of all policies are available for review prior to the binding of coverage, upon request.
- This proposal is based upon exposures to loss made known to our agency. If there are other areas that need to be evaluated prior to binding coverage, please bring these areas to our attention. Should any of your exposures change after coverage is bound, please let us know immediately so proper coverage(s) can be discussed.
- We suggest that you carefully review your property values for adequacy and consider any coinsurance provisions. We are pleased to assist you with your final determination of the values you decide to insure.
- Higher limits of liability may be available. Please let us know if you would like a quote for higher limits.
- This proposal may include quotes for auditable policies, such as general liability and workers' compensation. You are responsible for providing us with the estimated premium basis used for rating. Auditable policies are typically adjusted at the end of the policy term based on the estimated vs. actual premium basis. This adjustment could result in additional premium due.
- Any exclusions shown in this proposal are highlighted for discussion purposes only. The policy is not necessarily limited to only those exclusions. Please refer to the actual policy for all policy exclusions.
- All losses or potential claims should be reported to your insurance carrier at the first notice of an incident in order to protect your company and comply with prompt reporting procedures found in most insurance policies. Also, it is important to notify your insurance carrier upon first notice of a legal action. If lawsuits are not answered within the specified timeline, you could be found in default, resulting in payment of a loss which was not the fault of your company or employee.
- Timely payment of your insurance premium is critical. Please note the due dates on the invoices you receive and remit payments promptly. Late notices and/or notices of cancellation for non-payment from your insurance company or premium finance company can result in substantial late charges, and in some cases, a refusal to continue coverage.
- As an independent insurance agency, we are appointed with numerous insurance companies to transact business on their behalf. Our producers and service staff will negotiate with the insurance companies, while assisting you with constructing your insurance program and securing coverage per your request, and will provide on-going service throughout the policy term. ThompsonBaker Agency typically receive compensation in the form of commissions paid as a percentage of the premiums due the applicable insurance companies.

# Anastasia Mosquito Control District

## Financial Ratings

ThompsonBaker Agency reviews rating indices to select financially stable insurers:

AM Best uses Financial Strength Rating (FSR) is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations.

A++, A+	Superior	Superior ability to meet their ongoing insurance obligations
A, A-	Excellent	Excellent ability to meet their ongoing insurance obligations
B++, B+	Good	Good ability to meet their ongoing insurance obligations
B, B-	Fair	Fair ability to meet their ongoing insurance obligations. Financial Strength is vulnerable to adverse changes in underwriting and economic conditions.
C++, C+	Marginal	Marginal ability to meet their ongoing insurance obligations. Financial strength is vulnerable to adverse changes in underwriting and economic conditions.
C, C-	Weak	Weak ability to meet their ongoing insurance obligations. Financial strength is very vulnerable to adverse changes in underwriting and economic conditions
D	Poor	Poor ability to meet their ongoing insurance obligations. Financial strength is extremely vulnerable to adverse changes in underwriting and economic conditions.

Demotech uses a Financial Stability Rating\* to summarize their opinion as to the relative ability of an insurer to survive a downturn in general economic conditions as well as a downturn in the underwriting cycle.

A" (A Double Prime)	Unsurpassed	Possess unsurpassed financial stability related to maintaining surplus as regards policyholders at an acceptable level.
A'(A Prime)	Unsurpassed	Possess unsurpassed financial stability related to maintaining surplus as regards policyholders at an acceptable level.
A	Exceptional	Possess exceptional financial stability related to maintaining surplus as regards policyholders at an acceptable level.
S	Substantial	Possess substantial financial stability related to maintaining surplus as regards policyholders at an acceptable level.
M	Moderate	Possess moderate financial stability related to maintaining surplus as regards policyholders at an acceptable level.
L	Licensed	Licensed by state regulatory authorities. Our evaluation of their financial stability precludes assignment at a Financial Stability Rating* category referenced above.
NR	Not Rated	Do not currently have a Financial Stability Rating*.



# Anastasia Mosquito Control District

## Named Insured(s) Schedule

The following are named insured on your policies:

Anastasia Mosquito Control

## Location Schedule:

Location #	Building #	Address
001		120 EOC Drive, St. Augustine, FL 32092

# Anastasia Mosquito Control District

## Property

**Insured:** Anastasia Mosquito Control  
**Carrier:** Preferred Govt Insurance Trust  
**Policy Term:** 10/01/21 to 10/01/22  
**Coverage Detail:** Special form subject to policy provisions, conditions, terms, definitions and exclusions. Coverage includes all basic and broad causes of loss plus any other cause that is not specifically excluded.

### Location/Limits:

Loc & Bldg #	Subject	Limit
001-001	BUILDING–Main Office	\$1,850,000
001-001	CONTENTS–Main Office	\$330,000
001-002	BUILDING–Garage	\$1,300,000
001-002	CONTENTS–Garage	\$450,000
001-003	BUILDING–Chemical Storage Building	\$238,895
001-003	CONTENTS–Chemical Storage Building	\$500,000
001-004	BUILDING–Carport	\$1,795
001-004	CONTENTS–Carport	\$9,600
001-005	BUILDING–Small Shed	\$1,631
001-005	CONTENTS–Small Shed	\$6,700
001-006	BUILDING–Large Shed	\$1,631
001-006	CONTENTS–Large Shed	\$32,000
001-007	BUILDING–Dorm Building 400	\$302,234
001-007	CONTENTS–Dorm Building 400	\$10,000
001-008	BUILDING–Chicken Housing 700	\$261,136
001-008	CONTENTS–Chicken Housing 700	\$20,000
001-009	BUILDING–Multipurpose Lab 800	\$647,310
001-009	CONTENTS–Multipurpose Lab 800	\$320,000
001-010	BUILDING–Hangar Building 900	\$1,095,816
001-010	CONTENTS–Hangar Building 900	\$15,000
001-011	BUILDING–Greenhouse Building 500	\$267,777
001-012	BUILDING–Screended Labs Building 600	\$108,072

**Coverage:** Blanket Value Building and Contents Limit–\$7,769,597  
**Deductible:** Named Storm–3% (Subject to \$20,000 minimum)  
 All Other Perils–\$5,000

# Anastasia Mosquito Control District

Terms, Conditions and Exclusions include but are not limited to: Earth Movement (except sinkhole collapse, Nuclear hazard, Governmental Action, Power Failure, War, Flood, Mudslides and Seepages, Industrial Smoke and Normal wear and tear.

*Property Section: Building and personal property coverage limits proposed are estimates only and were arrived at based on information provided by the policyholder and/or industry standard software used to estimate replacement costs. The actual cost to rebuild the structure or replace the personal property may exceed the policy limits, especially in circumstances where a catastrophic event has disrupted the normal supply of materials, labor, and resources. The agency makes no assurances or guarantees that the policy limits provided will be adequate to rebuild the structure or replace personal property. If there is any doubt about the adequacy of the proposed policy limits, the policyholder should obtain a professional appraisal or obtain the services of a qualified company or builder who is able to provide replacement cost estimates.*

**\*Higher Limits may be available**

**\*\*Additional coverage for excluded perils may be available for purchase**

# Anastasia Mosquito Control District

## Inland Marine

**Insured:** Anastasia Mosquito Control  
**Carrier:** Preferred Govt Insurance Trust  
**Policy Term:** 10/01/21 to 10/01/22  
**Coverage Detail:** Special form subject to policy provisions, conditions, terms, definitions and exclusions. Coverage includes all basic and broad causes of loss plus any other cause that is not specially excluded or limits.

Coverage:

Coverage	Limit	Deductible
Unscheduled Equipment Items <i>(Subject to a \$25,000 any one item excludes Watercraft)</i>	\$250,000	\$5,000
1998 Tractor/ Loader	\$43,848	\$5,000
Generator	\$26,881	\$5,000
Generator	\$77,180	\$5,000
Car Wash System	\$29,380	\$5,000
Forklift Toyota Model 8FGCU15	\$19,094	\$5,000
Electronic Data Processing Equipment	\$300,000	\$5,000
Rented/Borrowed/Leased Equipment	\$50,000	\$5,000
Valuable Papers	\$50,000	\$5,000
2012 18' Airboat 6.0L w/ Galvanized Trailer-Actual Cash Value	\$38,610	\$5,000
Laser Machine	\$77,911	\$5,000

# Anastasia Mosquito Control District

## General Liability

**Insured:** Anastasia Mosquito Control  
**Carrier:** Preferred Govt Insurance Trust  
**Policy Term:** 10/01/21 to 10/01/22  
**Coverage Detail:** The insurance protects your business from third party claims arising from alleged bodily injury, personal injury or property damage liability.

Description	Limits of Liability
Each Occurrence	\$2,000,000
Personal/ Advertising Injury	Included
Products/ Completed Operations	Included
Medical Expense	\$2,500
Property Damage Legal Liability	Included
Sewer Backup & Water Damage Limit	\$10,000/ \$200,000
Employee Benefits Liability Limit, Per Person	\$2,000,000
Herbicide & Pesticide Aggregate Limit	\$1,000,000

Public Officials Liability	Limits of Liability
Public Officials– Each Occurrence	\$2,000,000
Public Officials–Annual Aggregate	\$2,000,000
Deductible	\$5,000

Employment Practices Liability	Limits of Liability
Employment Practices Liability– Each Occurrence	\$2,000,000
Employment Practices Liability–Annual Aggregate	\$2,000,000
Deductible	\$5,000

Cyber Liability	Limits of Liability
Cyber Liability– Per Claim	\$2,000,000
Cyber Liability– Aggregate	\$2,000,000
Social Engineering Sublimit	\$250,000
PCI Sublimit	\$250,000

\*Higher Limits may be available

# Anastasia Mosquito Control District

## Commercial Auto

**Insured:** Anastasia Mosquito Control  
**Carrier:** Preferred Govt Insurance Trust  
**Policy Term:** 10/01/21 to 10/01/22  
**Coverage Detail:** A policy that provides protection for vehicles designated for business use against both property damage and liability. Automobile Coverage subject to policy provisions, conditions, terms, definitions and exclusions. Exclusions include, but are not limited to terrorism.

Limits	Symbol	Description
\$3,000,000	1	Liability Combined Single Limit- Bodily Injury/Property Damage
\$100,000	2	Uninsured/Underinsured Motorist Protection
Statutory	5	Personal Injury Protection
\$5,000	2	Medical Payments
ACV Less Deductible	10	Physical Damage-Comprehensive
ACV Less Deductible	10	Physical Damage- Collision
\$35,000	8	Hired Auto Physical Damage- Comprehensive \$1,000 Deductible
\$35,000	8	Hired Auto Physical Damage- Collision \$1,000 Deductible

### Covered Auto Symbols:

- (1) Any Auto (4) Owned Autos Other than Private Passenger (7) Autos Specified on Schedule  
 (2) All Owned Autos (5) All Owned Autos which Require No Fault (8) Hired Autos  
 (3) Owned Private Passenger (6) Owned Autos Subject to Compulsory UM Laws (9) Non-Owned Autos

## Vehicle Schedule

Year	Make/Model	VIN	Comp Ded	Coll Ded
2002	FORD/1/2 TON	1FTZR11E32PB22312	-	-
2002	FORD/1/2 TON	1FTZR11E12PB22311	-	-
2002	FORD/3/4 TON	1FTNF21L82EC96254	-	-
2003	FORD/1/2 TON	1FTZR11E03TA38490	-	-
2004	Chev/Colorado	1GCDT146848168621	-	-
2004	Chevrolet/Colorado	1GCDT146348166369	-	-
2004	Chevrolet/Colorado	1GCDT146748168027	-	-
2004	Chevrolet/Colorado	1GCDT146148168671	-	-
2004	Chevrolet/Colorado	1GCDT146848167503	-	-

# Anastasia Mosquito Control District

2004	Chevrolet/Colorado	1GCDT146148168959	-	-
2004	Chevrolet/Colorado	1GCDT146448194665	-	-
2004	Chevrolet/Colorado	1GCDT146748167007	-	-
2004	Chevrolet/Colorado	1GCDT146448182922	-	-
2004	Chevrolet/Colorado	1GCDT146548194058	-	-
2005	FORD/F150	1FTRF14W25NB86242	-	-
2009	Ford/F150	1FTRF14W19KB30865	-	-
2009	Ford/F150	1FTRF14W39KB30866	-	-
2012	Ford/F150	1FTMF1EF0CFA75267	1000	1000
2013	Ford/F150	1FTMF1EF4DKD91473	1000	1000
2013	Ford/F150	1FTMF1EF6DKD91474	1000	1000
2014	Ford/F150	1FTMF1EF0EFB77851	1000	1000
2014	Ford/F150	1FTMF1EF9EFB77850	1000	1000
2015	Ford/Explorer	1FM5K8B85FGC08498	1000	1000
2014	FORD/F150	1FTNF1EF2EKF10708	1000	1000
2014	FORD/F150	1FTNF1EF4EKF10709	1000	1000
2016	Ford/F-150	1FTMF1EF5GFB29930	1000	1000
2016	Ford/F-150	1FTMF1EF7GFB29931	1000	1000
2017	Ford/F-250	1FTBF2B6XHEE05799	1000	1000
2017	Ford/F-250	1FTBF2B64HEE05796	1000	1000
2017	Ford/F-250	1FTBF2B66HEE05797	1000	1000
2017	Ford/F-250	1FTBF2B68HEE05798	1000	1000
2019	CHEVY/EQUINOX	3GNAXHEV2KS632293	1000	1000
2019	Ford/F250	1FTBF2B64KED00442	1000	1000
2019	Ford/F250	1FTBF2B64KED00441	1000	1000
2020	Ford/ Expedition	1FMJU1FT0LEA40419	1000	1000
2020	Ford/ F250	1FDBF2B64LED09204	1000	1000
2021	Ford/F250	1FTBF2B62MED51974	1000	1000

Coverage only applies to vehicles that are owned/titled or leased in the corporate name, or business name in case of a partnership, that is specifically listed. If a business owned vehicle is furnished for personal use, an extension of coverage form may be required for proper protection.

**\*Higher Liability Limits may be available.**

# Anastasia Mosquito Control District

## Crime/Fidelity

**Insured:** Anastasia Mosquito Control  
**Carrier:** Preferred Govt Insurance Trust  
**Policy Term:** 10/01/21 to 10/01/22  
**Coverage Detail:** Covers common threats to organizations such as loss due to employee dishonesty, credit card forgery, computer fraud and theft and disappearance/destruction of property.

### Coverage Limits:

Description	Amount	Deductible
Employee Theft	\$50,000	\$1,000
Forgery or Alteration	\$25,000	\$1,000
Computer & Funds Transfer Fraud	\$25,000	\$1,000
Theft, Disappearance & Destruction	\$25,000	\$1,000
ERISA Plan	No Coverage	None

\*Higher liability limits may be available



# Anastasia Mosquito Control District

## Workers Compensation

Insured: Anastasia Mosquito Control  
Carrier: Preferred Govt Insurance Trust  
Policy Term: 10/01/21 to 10/01/22  
Coverage Detail: Employers Liability subject to policy provisions, conditions, terms and definitions and exclusions.

Description	Limits of Liability
Employers Liability each Accident	\$1,000,000
Employer Liability Disease Policy Limit	\$1,000,000
Employer Liability Disease each Person	\$1,000,000

### Exposure Basis:

Class Code	Description	Payroll
0251	Irrigation Works	\$1,008,550
8810	Clerical Office Employee	\$896,649
7425	Aviation - Helicopters-Flying CREW	\$134,661

\*Higher liability limits may be available

# Anastasia Mosquito Control District

## Storage Tank Liability

**Insured:** Anastasia Mosquito Control  
**Carrier:** Commerce & Industry Insurance Company  
**Policy Term:** 10/01/21 to 10/01/22

Description	Limits of Liability
Limit of Liability each Incident	\$1,000,000
Annual Aggregate	\$1,000,000
Deductible each Incident	\$5,000

Location Address	Capacity	Install Year	Retro Date
120 EOC Drive, Saint Augustine, FL	5,200 Gallons	2016	3/22/16
120 EOC Drive, Saint Augustine, FL	1,500 Gallons	2016	5/2/16
120 EOC Drive, Saint Augustine, FL	5,100 Gallons	2019	6/27/19
120 EOC Drive, Saint Augustine, FL	1,254 Gallons	2019	8/20/19

# Anastasia Mosquito Control District

## Standard Service Commitments

While ThompsonBaker has established professional standards, your expectations are most important to us. We have tools in place to insure that our work product is always in compliance, professionally communicated, comprehensive, technically accurate, responsive to client need, and consistent with our operating standards.

To deliver products and services in a timely manner, we utilize internal checklists to coordinate renewal and marketing processes. In addition, your account team will work with you to develop a project timeline outlining the major tasks, due dates, and responsibilities to ensure that the project is completed on time.

Prompt response and immediate accessibility are critical to satisfactory account service. Client inquiries and service requirements are our top priority. Standard service commitments are outlined below:

Standard Service Commitments	Within:
Return Phone Calls	Same work day (Cell phone numbers provided)
Issue Binders, Invoices, and Related Documents	1 work day after an order is received or 3 work days prior to inception
Incorporate Policy Changes	3 work days of receipt
Issue Certificates	Within 24 hours of receipt
Process Premium – Bearing Endorsements	5 work days of receipt from carrier
Process Non – Premium – Bearing Endorsements	15 work days of receipt from carrier
Process Audits	5 work days of receipt from carrier
Respond to E-mails	Within 24 hours
Check Policies And Deliver	90 work days of policy inception

# Anastasia Mosquito Control District

If selected, we would amend our service commitments to meet the specific needs of your association. Additionally, open items on accounts are carefully tracked in our agency management system to assure timely, effective resolution.

Our team believes in delivering the highest quality service. Our relationship will be tied to specific performance objectives, outlined below, and will service as an incentive in meeting your expectations. Below please find examples of the services we will provide as your broker.

- ***Strategic Planning and Management***
  - Program design and structure based specific needs
  - Semi-annual Review Sessions
- ***Marketing and Negotiations***
  - Assist with renewal data collection and analysis preparation
  - Prepare comprehensive submission
  - Coordinate renewal strategy session to identify key markets and client objectives
  - Attend meetings with key markets (prepare agendas) –
  - Negotiate various options for consideration
  - Meet with the members of the board to review renewal options
  - Finalize program and bind coverage with carriers
- ***Proactive Service Commitments***
  - Prepare all renewal documentation for (including, but not limited to, certificates of insurance, insurance summary, binders, invoices, various agreements)
  - Policy/contract review for accuracy
  - Provide coverage consultation, including review of insurance provisions in contracts
  - Prepare presentations for your internal use such as Board Meetings
  - Create organized policy book for client's documentation
  - Manage open items list and review monthly with client
  - Prepare annual insurance budgets
  - Claim Support

We strive for long term relationships. Such relationships are forged through the provision of solid, cost-effective insurance programs, but endure because of excellent day to day customer service. We will respond to your service needs in a timely and professional manner and remain proactive in assisting you to enhance your insurance and risk management programs throughout the course of your program cycle.

## Payment Options

### Pay In Full

Payment plans may be available. Please consult your Account Representative.

Finance Contract is included – 10 payments with a Down Payment

## Proposal Conditions

- Signed Application
- Final Rating and Underwriting Approval
- Signed Acord Application
- Terrorism Selection/Rejection Form
- Surplus Lines Disclosure Form

**NEW  
BUSINESS  
#1**

**ANASTASIA MOSQUITO CONTROL DISTRICT (AMCD)**

*How the COVID-19 impacts on mosquitoes and vector control programs?*

Rui-De Xue, Ph.D.  
Executive Director  
Adjunct Professor, University of Miami  
St. Augustine, FL

**The Impact of COVID-19 on Local Mosquito & Vector Control Response (NACCHO)**

**Impact on program:**  
Strained or paused the surveillance and control programs  
Halted surveillance and control activities  
Shut down small mosquito and vector control program  
Reduced the service for mosquito control

**The Impact of COVID-19 on Local Mosquito & Vector Control Response**

**Staffing disruptions:**  
Relocated staff for COVID-19 response  
Increased planning due to staff issues  
Took off, quit, and early retire  
Recruited seasonal employees more difficulty  
Limited /reduced Visiting Scientists

**The Impact of COVID-19 on Local Mosquito & Vector Control Response**

**Outreach & partnership disruption:**  
Unable to perform community outreach and public education  
Unable to have office visits with vendors, industry representative, and the public  
Limited ability to test pathogens & shortage of PPE in the beginning

**COVID-19 in AMCD and its impact**


- Suspected human cases about 20
- Confirmed cases 10 (5 in 2020, of which 3 with symptom and 2 asymptomatic, and 5 symptomatic in 2021)

Multiple testing for contact persons, missed work, took off, early retired, short of labors, and difficult to find help, such as seasonal employees, intern students, and visiting scientists

FEVER	87.9%	LOSS OF TASTE OR SMELL	67.7%
COUGH	63.1%	SHORTNESS OF BREATH	33.4%
SORE THROAT	18.0%	MUSCLE PAIN OR JOINT PAIN	14.6%
HEADACHE	14.8%	DIARRHEA	13.9%


**Impact on AMCD surveillance**


- Sentinel chicken surveillance had been postponed for 3-4 months due to State Virus lab for COVID-19 testing in 2020
- Mosquito pooling was stopped in early 2020
- Built in house capability in late 2020



*Impact on education programs*


- Cancelled annual workshop for twice
- Cancelled AMCA, FMCA, and SOVE annual meetings
- Cancelled local school programs
- Reduced public education activities





**IMPACT ON BUDGET**

- Ten people missed averaged 2 week works. District paid for 2 weeks of sick leave before 30 November 2020 based on Federal law. Now the IRS reimbursement for 2 weeks for each employee who missed work due to sick or quarantine.
- Took time for multiple testing when any positive presents. Total 5 times for most employees from 2020-2021.
- Frequently disinfection and sanitized. More cost for PPE.



**STRATEGIES USED FOR COVID-19 CHALLENGES**

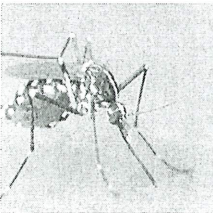
- Outdoor meetings, cut/limit meetings, limited number of people in conference and break rooms for social distance.
- A face cover required in 2020 and vaccine was and continues to be encouraged. Office was closed for public visiting or by appointment in 2020.
- Increased sanitized and disinfection.
- Limited/cut staff travels and stopped accepting Visiting Scientists.
- Changed two work group (Mon-Thurs and Tue-Fri).
- Switched outreach/education to virtual.
- Built lab capability.

**LESSONS LEARNED**

- Back-up plans are very important and needed for all groups.
- Maintain outreach, public education, and school program by virtual and social medias.
- Build good partnerships with local universities and schools for interns.
- Respond to service requests quickly and keep social distances.
- Communication skills are important during pandemic.

**THANK YOU**

Board of Commissioners' support.  
 All employees' hard work and support.  
 All local residents and partners (DoH, School, and County).  
 All collaborators' to keep the program running.  
 All Vendors' support to keep all supply.  
 Since the pandemic, AMCD has provided good service, no local- acquired human cases, received more grant funds, and trained more intern students.





**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)

### 2021 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

Jeanne Moeller, Chairperson  
 Trish Becker, Vice-Chairperson  
 Gina LeBlanc, Secretary/Treasurer  
 Catherine Brandhorst, Commissioner  
 Gayle Gardner, Commissioner

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director

CC: Dana Smith

DATE: September 1, 2021

RE: Helicopter Incident Report and Discussion

I am sorry to report the helicopter incident at St. Johns Golf Course on August 16 at around 10:32am. The helicopter hit a pine tree when taking off after setting up surveillance traps and the blades were damaged. Therefore, the Chief Pilot had to do an emergency landing. The staff brought the helicopter back to hangar after the FHP inspection and permitted by the FAA to remove the helicopter from the incident site. The Chief Pilot was sent to drug testing after bringing the helicopter back. I stopped him from flying until we received the drug test with negative results, based on the policy. We stopped all helicopter flight for a week.

So far there is no FAA agent to visit and inspect the helicopter, but the FAA permitted for the insurance agency to inspect and fix. Several representatives from our helicopter insurance agency inspected the helicopter. We have been told that the insurance will cover all repair /fix cost because we have \$800 K insurance coverage for the helicopter. They will come over again to assist the repair/fix process. Also, they agreed that we may use other helicopter blades to replace the damaged blades because our three helicopters are identical. This will allow the damaged helicopter to get back to larviciding quickly.

Also, we had a teleconference with the County Administrator Mr. Hunter Conrad to discuss the incident and the plan for the future. We will still conduct the low flight larviciding and adulticiding, but we may not land our helicopter on the golf course and parks for trapping and dipping larvae, except for emergency landing. Commissioner Mrs. Moeller attended the teleconference.

The Chief Pilot's drug testing result was negative and he received an employee verbal warning, along with the safety training provided by a special instructor, based on the policy.

We have learned a lot from this incident even if nobody was injured and no houses were damaged. We took this as a lesson to make our new aerial program more standard and mature.

# Reports

Director report (August 2021)

**Program Management:**

**Customer & professional service and service request process:** AMCD answered 335 for service requests in August. Dr. Xue and Dr. Qualls reviewed eleven manuscripts for Insects, JAMCA, Pathogen, Environmental Sciences and Pollution, Parasitology, and Acta Tropica. Staff provided many public requests about helicopter incident.

**Surveillance:** So far, nine sentinel chickens were tested for EEE positive. AMCD continued BG sentinel traps with BG lures and dry ice and ovitraps for *Aedes* mosquito surveillance once a week. BG traps collected 2,091 adult mosquitoes (major species were *Culex* and *Aedes*). CDC light traps collected 5,523 adult mosquitoes. Pilots and technicians conducted aerial surveillance for larval habitats and breeding sites for several times.

**Ground and aerial operation:** Positive larval dips were 680 and treated larvae for 216 times for 682 acres by ground application. Ground ULV sprayed 62 times and treated 12,519 acres, conducted barrier spraying 31 times for 7 acres, and hand fogging for 153 times. Aerial adulticided 14 times for 17,924 acres of hot spots.

**Applied research:** SIT project, CDC smart cages, and DoD's grant projects have been continued. Staff works on Mosquito Magnet traps with new lures and WNV sentinel chicken project. Staff's submission of AMCA grant proposal has been called for the submission of full proposal. AMCD staff submitted two manuscripts (one intern paper funded by CDC/SECEVD and another one by DoD). GLP projects were under inspection and reviewed by our consultant. A larviciding with Central Life and BigShot projects are under discussed and processed.

**Education:** Face book, twitter, and website have been updated. Dr. Xue answered St. Augustine Record, TV Channel 4, the 1<sup>st</sup> Coast and other media reports questions about helicopter incidents. AMCD provided the training for 1 part time Visiting Scientist funded by DACS grant and hired by UF. AMCD hosted a small group visiting in August. There are 5 applications for the Education Specialist position and three (two intern students) were selected for the interview and the position will be filled by October 1. AMCD submitted for abstracts to the FMCA.

**Business Management & Administration:**

**Serve to the Board of Commissioners:** Staff prepared for August 12 Board meeting and answered many questions about helicopter incident on August 16.

**Budget and Auditor:** Staff updated current budget and the new budget included SIT cost for the 1<sup>st</sup> Public Hearing.

**Contract:** Worked on SIT contract with Harrell Construction Company. Worked on Uniform contract renewal for the Board to approve.

**Insurance:** Worked with Thomas Bake insurance agency for fleet and worker comp insurance.

**HR:** Three employees included myself backed to work after sick with COVID-19. One seasonal employee hit mail boxes during night time ULV spraying and received employee verbal warning. Chief Pilot had incident when the helicopter took off and received employee verbal warning and required safety training. Education Specialist and a Mosquito Control Technician resigned their positions at AMCD in early August and accepted teacher positions at Duval County. One DACS grant funded OPS position received training.

**Meeting:**

Aug. 2. Worked on proposed agenda and Board books for August 12 Board meeting.

Aug. 3. 8am. Committee opened bids for SIT mass rearing facility. Commissioner Mrs. Moeller, Dr. Qualls, Mr. Weaver, Mrs. Gaines, and Mr. Hanna as the committee to open and review two proposals. 10am. Dr. Qualls, Mr. Blore, and Dr. Xue attended Mr. Blore's Ph.D. committee meeting by virtual.

Aug. 4. Group meeting about aerial adulticiding plan.

Aug. 5. 2pm. Attended the CDC/UF smart cage grant meeting by virtual.

Aug. 6. Committee meeting about International Forum for Surveillance and Control of Mosquitoes and Vector-borne Diseases (virtual meetings).

Aug. 9. Tele-conversation with Commissioner Mrs. Moeller about proposed agenda.

Aug. 10. 8am. Tele-conversation with Mr. Flowers about proposed agenda & education fund. 10am. Virtual meeting with Commissioner Mrs. Becker about proposed agenda. 10:30am. Virtual meeting with Bayer Representative about technical service and technical samples for Ph.D. student and DACS grant use.

Aug. 11. Attended virtual symposium about insect olfactory behaviors. Went to DOH for COVID19 testing with negative. 3-4pm. Joined a virtual seminar.

Aug. 12. 1pm. Commissioner Mrs. Becker and Miss Sypes attended summer campus for public education. 5pm. Attended Board meeting.

Aug. 13. Am. Process and implement of the Board meeting decision.

Aug. 15. 8pm. Hosted the 7<sup>th</sup> International Forum for SCMVD virtual meeting and gave a presentation about COVID-19 impact on mosquito control. Our Adjunct Senior Arbovirologist Dr. Mike Turell gave the Keynote speaking about vector and its importance.

Aug. 16. 7am. Moderated virtual symposium from USA. Dr. Qualls gave a presentation about AMCD collaboration projects and applied research facility. At noon, back and forth text message, and tele-conversation about helicopter incident with staff, Commissioners, and media reporters during my off time. At 6pm. Back to District's hangar to check the helicopter for any damages.

Aug. 17. 7am. Met Pilot and Mechanic, and other staff about the incident process, reports, and response for several public requests.

Aug. 18. 10am. Hosted zoom meeting with Mrs. Amy Hickox about insect repellent testing with Dr. Qualls. Prepared for the documentations requested by Mr. Slavin.

Aug. 19. 10am. Attended DACS Director virtual meeting. 2pm. Met Mr. M. Phillips and Mr. D. Smith about job descriptions and safety training. 3:30pm. Met Mr. Jerry Bond & Dr. Hahn about BigShot new formulation testing.

Aug. 23. 11am. Phone conversation and answered former Commissioner Mr. Gary Howell's questions about helicopter incident.

Aug. 24. 2pm. Attended County Administrator teleconference meeting with Commissioner Mrs. Moeller about helicopter landing guideline.

Aug 25. 7:30pm. Visited and attended aerial adulticiding mission.

Aug. 26. 8am. Attended education specialist interview. 10am. Attended Ph.D. student committee meeting. 1:30pm. Attended GLP consultant virtual meeting. 5pm. SOVE meeting PPT practices (virtual). 7:30pm. Attended/visited aerial adulticiding mission.

Aug. 27. 9am. Attended UF honey bee and DACS grant meeting. Visited honey bee field site.

Aug. 30. 1pm. Attended the EAS vector group meeting by virtual. 3pm. Hosted the education Specialist interview by virtual.

Aug. 31. Work on Board book documentations. Meet Commissioner Mrs. Moeller about proposed agenda.

# Task Time Summary

From Date : 08-01-2021

To Date : 08-31-2021

Zone : All

Employee Name : All

Printed on 2021-09-01 08:47:58 EST

Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	942:01 hrs	180	
Aerial Adulticide	03:51 hrs	14	
Aerial Ground Crew	109:14 hrs	15	
Aerial Maint	166:08 hrs	74	
Aerial Survey	44:43 hrs	44	
AM Briefing	39:35 hrs	114	
Assist	88:54 hrs	22	
Building & Grounds Work	286:53 hrs	167	
Chicken Program	191:09 hrs	128	
Computer Repair	148:00 hrs	20	
Daily Paperwork	118:42 hrs	183	
Field Experiment	266:44 hrs	84	
Fish Placement	00:30 hrs	1	
Fish Program	03:45 hrs	3	
Fog Mission Serv Req	09:52 hrs	69	
GLP Management	07:00 hrs	2	
Ground Adulticide	196:17 hrs	76	
Ground Larvicide	300:15 hrs	216	
Ground Site Inspection	498:53 hrs	428	
Hand Adulticide	107:33 hrs	153	
Insectary	195:45 hrs	59	
Inventory	12:12 hrs	4	
Lab Experiment	93:29 hrs	29	
Landing Rate	00:04 hrs	2	6120:15 hrs
Mechanics Time	243:53 hrs	35	
Meeting	118:38 hrs	96	
Molecular Lab Work	262:30 hrs	38	
Mosquito Trap BG	22:15 hrs	52	
Mosquito Trap CDC Oc	169:08 hrs	253	
Mosquito Trap ID	66:58 hrs	21	
Mosquito Trap OV	02:00 hrs	6	
Mosquito Traps Misc	29:55 hrs	14	
Produce Papers & Programs	293:08 hrs	53	
Project Research	202:00 hrs	46	
Public Relations	02:30 hrs	1	
Public School Program	03:00 hrs	1	
Rain Gauges	04:12 hrs	53	
Resupplying Trucks	114:27 hrs	143	
Source Reduction (tires)	05:10 hrs	3	
Supervisory	114:18 hrs	32	
Training Classroom	04:50 hrs	3	
Travel	57:15 hrs	5	
Trim Trails	00:05 hrs	1	
Vehicle Maintenance	37:19 hrs	43	
Administrative Leave	192:00 hrs	20	
Annual Leave	147:00 hrs	27	

## Task Time Summary

Task	Total Time	Total Timesheets	Total Time
Leave Without Pay	20:45 hrs	6	
Sick Leave	151:30 hrs	24	
Sick Personal Leave	24:00 hrs	3	



# Treatment Summary

From Date : 08-01-2021

To Date : 08-31-2021

Zone : All

Material : All

Task : All

Printed on 2021-09-01 08:48:38 EST

Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	2221 ea	6.88 acre	322.68 ea / acre	50 times
Altosid XR	29 ea	0.07 acre	435.54 ea / acre	8 times
Altosid XRG	130 lb	21.67 acre	6 lb / acre	6 times
Aqualure 20-20 1:5	5782.83 fl oz	22385.15 acre	0.26 fl oz / acre	38 times
B.t.i. Briquets	410 ea	0.94 acre	435.52 ea / acre	23 times
Cocobear	498 fl oz	1.3 acre	384.02 fl oz / acre	12 times
Dibrom .7	17924 fl oz	25609.62 acre	0.7 fl oz / acre	14 times
Duet 50%	2992 fl oz	1905.73 acre	1.57 fl oz / acre	17 times
Mosquitomist Two	3744 fl oz	5672.73 acre	0.66 fl oz / acre	7 times
Natular DT	16 ea	0 acre	6666.67 ea / acre	2 times
Sustain MBG	499 lb	66.53 acre	7.5 lb / acre	17 times
Talstar P	2.3 gal	6.85 acre	0.34 gal / acre	31 times
VectoBac 12AS	9388 fl oz	584.75 acre	16.05 fl oz / acre	98 times

CDC Octenol						
8/1/2021						
To :						
8/31/2021						
Trap Type :						
CDC Octenol						
Species Name	2021 08					Species Total
	3	10	17	24	31	
Ae aegypti	0	1	0	0	0	1
Ae albopictus	7	3	3	2	2	17
Ae atlanticus	272	2277	618	1592	60	4819
Ae canadensis	0	0	0	0	0	0
Ae eggs	0	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0	0
Ae infirmatus	31	120	59	11	2	223
Ae mitchellae	0	0	0	0	0	0
Ae signifera	0	0	0	0	0	0
Ae sollicitans	20	0	2	0	0	22
Ae taeniorhynchus	7	10	2	0	1	20
Ae triseriatus	2	0	0	0	0	2
Ae vexans	0	0	0	0	0	0
An atropos	0	0	0	0	0	0
An bradleyi	0	0	0	0	0	0
An crucians	104	287	127	137	71	726
An perplexens	0	0	0	0	0	0
An punctipennis	0	0	0	0	0	0
An quadrimaculatus	0	11	3	2	0	16
An walkeri	0	0	0	0	0	0
Cq perturbans	1	0	1	4	1	7
Cs inornata	0	0	0	0	0	0
Cs melanura	3	7	7	4	14	35
Cx coronator	0	0	0	0	2	2
Cx eraticus	140	218	359	167	66	950
Cx nigripalpus	181	204	173	17	34	609
Cx quinquefasciatus	5	126	14	34	16	195
Cx restuans	0	0	0	0	0	0
Cx salinarius	0	2	1	0	0	3
Cx territans	0	0	0	0	0	0
Ma dyari	0	0	1	2	8	11
Ma titillans	1	3	3	0	0	7
Or signifera	0	0	0	0	0	0
Ps ciliata	1	3	0	2	0	6
Ps columbiae	135	69	8	14	143	369
Ps cyanescens	0	0	0	0	0	0
Ps ferox	0	2	0	0	0	2
Ps howardii	8	8	0	0	3	19
Tx rutilus	0	0	0	0	0	0
Ur lowii	1	0	0	0	1	2
Ur sapphirina	0	3	0	0	0	3
Wy Mitchellii	0	0	0	0	0	0
<b>Daily Total</b>	<b>919</b>	<b>3354</b>	<b>1381</b>	<b>1988</b>	<b>424</b>	<b>8066</b>

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

<b>BG</b>						
<b>8/1/2021</b>						
<b>To :</b>						
<b>8/31/2021</b>						
<b>Trap Type :</b>						
<b>BG</b>						
	<b>2021 08</b>					
<b>Species Name</b>	<b>3</b>	<b>10</b>	<b>17</b>	<b>26</b>	<b>31</b>	<b>Species Total</b>
Ae aegypti	50	57	25	17	126	275
Ae albopictus	122	75	7	25	59	288
Ae atlanticus	37	30	12	10	41	130
Ae canadensis	0	0	0	0	0	0
Ae eggs	0	0	0	0	0	0
Ae fulvus pallens	0	0	0	0	0	0
Ae infirmatus	13	5	11	6	0	35
Ae mitchellae	0	0	0	0	0	0
Ae signifera	0	0	0	0	0	0
Ae sollicitans	0	0	7	0	0	7
Ae taeniorhynchus	2	1	0	0	0	3
Ae triseriatus	1	0	0	1	0	2
Ae vexans	0	0	0	0	0	0
An atropos	0	0	0	0	0	0
An bradleyi	0	0	0	0	0	0
An crucians	3	5	0	0	22	30
An perplexens	0	0	0	0	0	0
An punctipennis	0	0	0	0	0	0
An quadrimaculatus	2	2	0	1	12	17
An walkeri	0	0	0	0	0	0
Cq perturbans	0	0	0	0	0	0
Cs inornata	0	0	0	0	0	0
Cs melanura	0	0	0	0	1	1
Cx coronator	4	0	1	0	0	5
Cx eraticus	0	2	0	1	7	10
Cx nigripalpus	652	333	24	27	428	1464
Cx quinquefasciatus	105	24	180	13	17	339
Cx restuans	0	0	0	0	0	0
Cx salinarius	2	2	0	0	0	4
Cx territans	0	0	0	0	0	0
Ma dyari	0	0	0	1	0	1
Ma titillans	1	0	0	0	0	1
Or signifera	0	0	0	0	0	0
Ps ciliata	0	0	0	0	0	0
Ps columbiae	4	2	0	0	0	6
Ps cyanescens	0	0	0	0	0	0
Ps ferox	6	4	2	2	1	15
Ps howardii	0	0	0	0	0	0
Tx rutilus	0	0	0	0	0	0
Ur lowii	0	0	0	0	0	0
Ur sapphirina	0	0	0	0	0	0
Wy Mitchelli	0	0	0	0	1	1
<b>Daily Total</b>	<b>1004</b>	<b>542</b>	<b>269</b>	<b>104</b>	<b>715</b>	<b>2634</b>

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

# Attachments