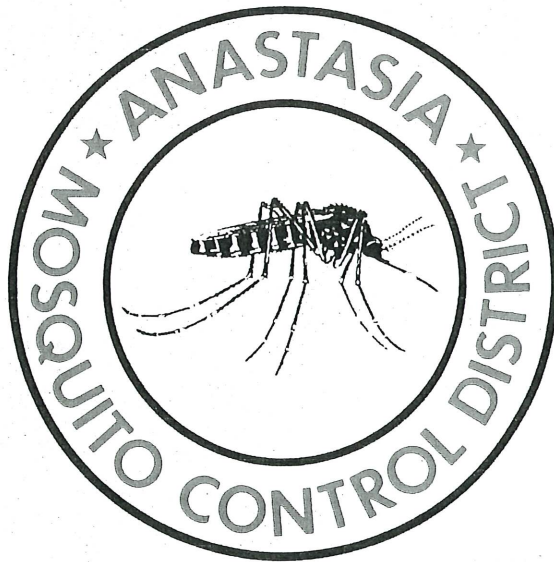


Anastasia Mosquito Control District

of St. Johns County
www.amcdsjc.org



District Board Meeting
December 9, 2021
Thursday at
5:00 P.M

ANASTASIA MOSQUITO CONTROL DISTRICT

ST. JOHNS COUNTY



PROPOSED AGENDA

Thursday, December 9, 2021

5:00pm

Invocation and Pledge: Commissioner Brandhorst

Consent Items: Approval of:

1. Treasurer's Report
2. Vouchers (Cancelled Checks)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, October 14, 2021.
5. Christmas bonus
6. Agreement between AMCD and FDACS about report
7. Board members to attend the FMCA's Dodd Short Course (4 Commissioners) in Gainesville, FL, January 31-Feb 3, 2022, and Legislation Meeting (3 Commissioners) in Tallahassee, January 18 & 19, 2022.
8. Dr. Xue's travel request to Sacramento, CA to give a presentation about AMCD at the MVCCA, Feb 7-9, 2022
9. Appointment of Dr. Donald Barnard as an Adjunct Senior Vector Biologist (Volunteer)
10. FY 20/21 surplus items
11. Quarterly budget amendment
12. Budget amendment

Unfinished Business:

1. Update about Education building progress Compass Group (10 min)
2. Discussion and renewal of health, life, and dental insurances Mr. Don Lohr (10 min)

New Business:

1. 2021 intern student training report (PPt) Dr. Whitney Qualls (15 min)
2. Update about AMCD's purchase policy to increase the limitation of the dollar amounts Dr. Rui-De Xue (10 min)

Reports:

1. Director
2. Attorney

Commissioners' reports and comments:

Consents

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

October 2021 Reconcile

Report for December 2021 Meeting

Cash Balances Ending: 10/31/21

Local Fund	\$	3,011,160.52	
S.B.A. Fund	\$	5,478,809.95	
Bank of America	\$	240,058.31	(E-Pay Account)
Total Funds as of 10/31/21	\$	8,730,028.78	

Source of Income Local/ SBA Fund: 10/31/21

Taxes	\$	-	(Gross, before Tax Collector's Commission)
Prior Year Tax Distrib.	\$	4,681.39	
SBA Fund- Return on Investment	\$	437.43	
Local Fund, Interest	\$	-	
Grant Momey	\$	45,900.00	Central Life Sciences, ONE-DERING, DNW Global, GROPRO (Earned & Received in Current Fiscal Year)
Surplus Sales	\$	43.96	
Dormatory Rent	\$	400.00	
Total Deposits by 10/31/21	\$	51,462.78	

CHEMICAL & INSECTICIDE INVENTORY

Report for December 2021 Meeting

Summary

VOUCHERS PRESENTED

Report for December 2021 Meeting

Local Fund Several

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 10/01/21 through 10/31/21

Date	Num	Name	Memo	Clr	Amount	Balance
110 · Wells Fargo Bank - Local						3,299,243.11
110-A · QuickBooks Bill Pay						-8,924,378.32
Total 110-A · QuickBooks Bill Pay						-8,924,378.32
110 · Wells Fargo Bank - Local - Other						12,223,621.43
10/01/2021	Direct Dep	Catherine Brandhorst	October 2021 Commi...	X	-100.00	12,223,521.43
10/01/2021	Direct Dep	Gayle Gardner	October 2021 Commi...	X	-100.00	12,223,421.43
10/01/2021	Direct Dep	Gina LeBlanc	October 2021 Commi...	X	-100.00	12,223,321.43
10/01/2021	Direct Dep	Jeanne Moeller	October 2021 Commi...	X	-100.00	12,223,221.43
10/01/2021	Direct Dep	Panagiota Becker	October 2021 Commi...	X	-100.00	12,223,121.43
10/01/2021	Direct Dep	Scott Hanna	employee	X	-17.60	12,223,103.83
10/04/2021	Phone Pay	Bank of America	4356 2200 0207 4579	X	-6,033.49	12,217,070.34
10/05/2021	9-#427	Laryssa Fanney	September 2021 Dor...	X	385.55	12,217,455.89
10/05/2021	9-#427	Laryssa Fanney	October 2021 Dorm R...	X	385.55	12,217,841.44
10/06/2021	9-#476R	Woodstream	Evaluation of a replac...	X	4,500.00	12,222,341.44
10/06/2021	9-#425R	Central Life Sciences	Evaluation of liquid lar...	X	27,000.00	12,249,341.44
10/06/2021	9-#478	State of Florida, Dept. of Fin. Se...	Overpaid Reemploy...	X	808.96	12,250,150.40
10/07/2021	8094	Argos	121329	X	-943.25	12,249,207.15
10/07/2021	9-#417	Florida Retirement System	FRS Sept. 2021 Empl...	X	-32,928.81	12,216,278.34
10/08/2021		Central Life Sciences	Evaluation of liquid lar...	X	18,900.00	12,235,178.34
10/11/2021	9-#481	Dennis Hollingsworth	Delinqu. Distrib. #4 Pr...	X	4,587.76	12,239,766.10
10/11/2021	WIRE	GSA Federal Acquisition Service	Fed Govt. Helicopter ...	X	-85,000.00	12,154,766.10
10/12/2021		wells Fargo		X	-244.79	12,154,521.31
10/12/2021	Debit	Paypal	Gmail Memory Expan...	X	-1.99	12,154,519.32
10/13/2021	8095	Linda Abbott	Christmas Parade		-35.00	12,154,484.32
10/13/2021	8096	Nationwide Retirement Services	Entity Code#0037184...	X	-980.00	12,153,504.32
10/13/2021	Phone Pay	Bank of America	4356 2200 0207 4579	X	-20,687.41	12,132,816.91
10/14/2021	9-#426	Payroll	Taxes Withheld	X	-17,356.11	12,115,460.80
10/14/2021	9-#426	Payroll	Bank Account, Other	X	-2,357.20	12,113,103.60
10/14/2021	9-#426	Payroll	Credit Union	X	-725.00	12,112,378.60
10/14/2021	9-#426	Payroll	Net Pay to Bank	X	-50,052.53	12,062,326.07
10/14/2021	8097	Harrell Construction Co., Inc.	AMCD Complex	X	-63,546.00	11,998,780.07
10/15/2021	Direct Dep	Spectra Colors Corporation	Test Strip Supplies, S...	X	-272.58	11,998,507.49
10/20/2021	9-#477	ONE-DERING	Misc. Grant Sponsor ...	X	15,000.00	12,013,507.49
10/20/2021	9-#477	DNW Global	DNW GLP Study First...	X	4,500.00	12,018,007.49
10/20/2021	9-#477	GROPRO	GROPRO Skeeter Tri...	X	7,500.00	12,025,507.49
10/20/2021	9-#430	Leth & Son	Scrap Metals	X	43.96	12,025,551.45
10/21/2021	9-#483	Payroll	Taxes Withheld	X	-1,139.54	12,024,411.91
10/21/2021	9-#483	Payroll	Bank Account, Other	X	0.00	12,024,411.91
10/21/2021	9-#483	Payroll	Credit Union	X	0.00	12,024,411.91
10/21/2021	9-#483	Payroll	Net Pay to Bank	X	-2,605.56	12,021,806.35
10/22/2021	Direct Dep	Dana Smith	Travel Reimbursemen...	X	-441.55	12,021,364.80
10/22/2021	Direct Dep	Michael Phillips	Travel Per Diem Fort ...	X	-80.00	12,021,284.80
10/22/2021	Direct Dep	Panagiota Becker	Materials Reimburse...	X	-30.43	12,021,254.37
10/26/2021	8098	Nationwide Retirement Services	Entity Code#0037184...		-980.00	12,020,274.37
10/27/2021	9-#425R	SmartCage-UF	09/01/21 thru 09/30/2...	X	12,430.94	12,032,705.31
10/28/2021	9-#479	Payroll	Taxes Withheld	X	-18,017.83	12,014,687.48
10/28/2021	9-#479	Payroll	Bank Account, Other	X	-2,825.26	12,011,862.22
10/28/2021	9-#479	Payroll	Credit Union	X	-725.00	12,011,137.22
10/28/2021	9-#479	Payroll	Net Pay to Bank	X	-51,376.68	11,959,760.54
10/28/2021	8099	Compass Group Inc.	Work done in : Octob...		-81,741.38	11,878,019.16
10/28/2021	9-#471R	Dennis Hollingsworth	2020/21 Excess Tax ...	X	58,161.06	11,936,180.22
10/29/2021	9-#480	Payroll	Taxes Withheld	X	-91.38	11,936,088.84
10/29/2021	9-#480	Payroll	Bank Account, Other	X	0.00	11,936,088.84
10/29/2021	9-#480	Payroll	Credit Union	X	0.00	11,936,088.84
10/29/2021	9-#480	Payroll	Net Pay to Bank	X	-550.00	11,935,538.84
Total 110 · Wells Fargo Bank - Local - Other					-288,082.59	11,935,538.84
Total 110 · Wells Fargo Bank - Local					-288,082.59	3,011,160.52
TOTAL					-288,082.59	3,011,160.52

Anastasia Mosquito Control District
Reconciliation Summary
110 - Wells Fargo Bank - Local, Period Ending 10/31/2021

	<u>Oct 31, 21</u>
Beginning Balance	3,483,151.85
Cleared Transactions	
Checks and Payments - 38 items	-543,053.18
Deposits and Credits - 16 items	153,818.23
Total Cleared Transactions	<u>-389,234.95</u>
Cleared Balance	<u><u>3,093,916.90</u></u>
Uncleared Transactions	
Checks and Payments - 3 items	-82,756.38
Total Uncleared Transactions	<u>-82,756.38</u>
Register Balance as of 10/31/2021	<u><u>3,011,160.52</u></u>
New Transactions	
Deposits and Credits - 1 item	385.55
Total New Transactions	<u>385.55</u>
Ending Balance	<u><u>3,011,546.07</u></u>

Anastasia Mosquito Control District
Reconciliation Detail
110 - Wells Fargo Bank - Local, Period Ending 10/31/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,483,151.85
Cleared Transactions						
Checks and Payments - 38 items						
Bill Pmt -Check	09/29/2021	8088	ThompsonBaker Ag...	X	-115,428.00	-115,428.00
Bill Pmt -Check	09/29/2021	8087	PGIT	X	-37,251.00	-152,679.00
Bill Pmt -Check	09/29/2021	8091	Compass Group Inc.	X	-27,275.83	-179,954.83
Bill Pmt -Check	09/29/2021	8090	Nationwide Retirem...	X	-980.00	-180,934.83
Bill Pmt -Check	09/29/2021	8089	Nationwide Retirem...	X	-980.00	-181,914.83
Bill Pmt -Check	09/29/2021	8092	VyStar Credit Union	X	-658.36	-182,573.19
Bill Pmt -Check	09/30/2021	8093	Ann Simpson	X	-950.00	-183,523.19
Bill Pmt -Check	10/01/2021	Direct ...	Jeanne Moeller	X	-100.00	-183,623.19
Bill Pmt -Check	10/01/2021	Direct ...	Gina LeBlanc	X	-100.00	-183,723.19
Bill Pmt -Check	10/01/2021	Direct ...	Gayle Gardner	X	-100.00	-183,823.19
Bill Pmt -Check	10/01/2021	Direct ...	Catherine Brandhorst	X	-100.00	-183,923.19
Bill Pmt -Check	10/01/2021	Direct ...	Panagiota Becker	X	-100.00	-184,023.19
Bill Pmt -Check	10/01/2021	Direct ...	Scott Hanna	X	-17.60	-184,040.79
Bill Pmt -Check	10/04/2021	Phone...	Bank of America	X	-6,033.49	-190,074.28
General Journal	10/07/2021	9-#417	Florida Retirement S...	X	-32,928.81	-223,003.09
Bill Pmt -Check	10/07/2021	8094	Argos	X	-943.25	-223,946.34
Bill Pmt -Check	10/11/2021	WIRE	GSA Federal Acquis...	X	-85,000.00	-308,946.34
Check	10/12/2021		wells Fargo	X	-244.79	-309,191.13
Bill Pmt -Check	10/12/2021	Debit	Paypal	X	-1.99	-309,193.12
Bill Pmt -Check	10/13/2021	Phone...	Bank of America	X	-20,687.41	-329,880.53
Bill Pmt -Check	10/13/2021	8096	Nationwide Retirem...	X	-980.00	-330,860.53
Bill Pmt -Check	10/14/2021	8097	Harrell Construction ...	X	-63,546.00	-394,406.53
General Journal	10/14/2021	9-#426	Payroll	X	-50,052.53	-444,459.06
General Journal	10/14/2021	9-#426	Payroll	X	-17,356.11	-461,815.17
General Journal	10/14/2021	9-#426	Payroll	X	-2,357.20	-464,172.37
General Journal	10/14/2021	9-#426	Payroll	X	-725.00	-464,897.37
Bill Pmt -Check	10/15/2021	Direct ...	Spectra Colors Corp...	X	-272.58	-465,169.95
General Journal	10/21/2021	9-#483	Payroll	X	-2,605.56	-467,775.51
General Journal	10/21/2021	9-#483	Payroll	X	-1,139.54	-468,915.05
Bill Pmt -Check	10/22/2021	Direct ...	Dana Smith	X	-441.55	-469,356.60
Bill Pmt -Check	10/22/2021	Direct ...	Michael Phillips	X	-80.00	-469,436.60
Bill Pmt -Check	10/22/2021	Direct ...	Panagiota Becker	X	-30.43	-469,467.03
General Journal	10/28/2021	9-#479	Payroll	X	-51,376.68	-520,843.71
General Journal	10/28/2021	9-#479	Payroll	X	-18,017.83	-538,861.54
General Journal	10/28/2021	9-#479	Payroll	X	-2,825.26	-541,686.80
General Journal	10/28/2021	9-#479	Payroll	X	-725.00	-542,411.80
General Journal	10/29/2021	9-#480	Payroll	X	-550.00	-542,961.80
General Journal	10/29/2021	9-#480	Payroll	X	-91.38	-543,053.18
Total Checks and Payments					-543,053.18	-543,053.18
Deposits and Credits - 16 items						
General Journal	10/05/2021	9-#427	Laryssa Fanney	X	385.55	385.55
General Journal	10/06/2021	9-#478	State of Florida, Dep...	X	808.96	1,194.51
General Journal	10/06/2021	9-#476R	Woodstream	X	4,500.00	5,694.51
General Journal	10/06/2021	9-#425R	Central Life Sciences	X	27,000.00	32,694.51
General Journal	10/08/2021		Central Life Sciences	X	18,900.00	51,594.51
General Journal	10/11/2021	9-#481	Dennis Hollingsworth	X	4,587.76	56,182.27
General Journal	10/20/2021	9-#430	Leth & Son	X	43.96	56,226.23
General Journal	10/20/2021	9-#477	DNW Global	X	4,500.00	60,726.23
General Journal	10/20/2021	9-#477	GROPRO	X	7,500.00	68,226.23
General Journal	10/20/2021	9-#477	ONE-DERING	X	15,000.00	83,226.23
General Journal	10/21/2021	9-#483	Payroll	X		83,226.23
General Journal	10/21/2021	9-#483	Payroll	X		83,226.23
General Journal	10/27/2021	9-#425R	SmartCage-UF	X	12,430.94	95,657.17
General Journal	10/28/2021	9-#471R	Dennis Hollingsworth	X	58,161.06	153,818.23
General Journal	10/29/2021	9-#480	Payroll	X		153,818.23
General Journal	10/29/2021	9-#480	Payroll	X		153,818.23
Total Deposits and Credits					153,818.23	153,818.23
Total Cleared Transactions					-389,234.95	-389,234.95
Cleared Balance					-389,234.95	3,093,916.90

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	10/13/2021	8095	Linda Abbott		-35.00	-35.00
Bill Pmt -Check	10/26/2021	8098	Nationwide Retirem...		-980.00	-1,015.00
Bill Pmt -Check	10/28/2021	8099	Compass Group Inc.		-81,741.38	-82,756.38
Total Checks and Payments					-82,756.38	-82,756.38
Total Uncleared Transactions					-82,756.38	-82,756.38
Register Balance as of 10/31/2021					-471,991.33	3,011,160.52
New Transactions						
Deposits and Credits - 1 item						
General Journal	11/01/2021	9-#428	Laryssa Fanney		385.55	385.55
Total Deposits and Credits					385.55	385.55
Total New Transactions					385.55	385.55
Ending Balance					-471,605.78	3,011,546.07

Anastasia Mosquito Control District
Reconciliation Summary
115 · SBA, Period Ending 10/31/2021

	<u>Oct 31, 21</u>
Beginning Balance	5,478,372.52
Cleared Transactions	
Deposits and Credits - 1 item	<u>437.43</u>
Total Cleared Transactions	<u>437.43</u>
Cleared Balance	<u><u>5,478,809.95</u></u>
Register Balance as of 10/31/2021	5,478,809.95
Ending Balance	5,478,809.95

**Anastasia Mosquito Control District
Reconciliation Detail
115 · SBA, Period Ending 10/31/2021**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						5,478,372.52
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	10/31/2021			X	437.43	437.43
Total Deposits and Credits					437.43	437.43
Total Cleared Transactions					437.43	437.43
Cleared Balance					437.43	5,478,809.95
Register Balance as of 10/31/2021					437.43	5,478,809.95
Ending Balance					437.43	5,478,809.95



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

AGENCY ACCOUNT 101071
 10/01/2021 - 10/31/2021

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

Participant Return 10/31/2021 : 0.09 %

<u>Date</u>	<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Balance</u>
10/01/2021	BEGINNING BALANCE			5,478,372.52
10/31/2021	EARNED INCOME	INTEREST	437.43	5,478,809.95
	Totals:		437.43	5,478,809.95

1:11 PM

11/02/21

Anastasia Mosquito Control District
Reconciliation Summary
112 · Bank of America, Period Ending 10/31/2021

	<u>Oct 31, 21</u>
Beginning Balance	304,758.12
Cleared Transactions	
Checks and Payments - 37 items	<u>-64,699.81</u>
Total Cleared Transactions	<u>-64,699.81</u>
Cleared Balance	<u>240,058.31</u>
Register Balance as of 10/31/2021	240,058.31
Ending Balance	240,058.31

**Anastasia Mosquito Control District
Reconciliation Detail
112 - Bank of America, Period Ending 10/31/2021**

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						304,758.12
Cleared Transactions						
Checks and Payments - 37 items						
Bill Pmt -Check	10/07/2021	E-Pay	Staples Credit Plan	X	-789.70	-789.70
Bill Pmt -Check	10/07/2021	E-Pay	A/C Designs	X	-725.00	-1,514.70
Bill Pmt -Check	10/07/2021	E-Pay	St. Johns County Uti...	X	-358.68	-1,873.38
Bill Pmt -Check	10/07/2021	E-Pay	COPYFAX	X	-142.52	-2,015.90
Bill Pmt -Check	10/07/2021	E-Pay	Legal Shield	X	-57.80	-2,073.70
Bill Pmt -Check	10/12/2021	ACH ...	LEAD Bank	X	-2,710.08	-4,783.78
Bill Pmt -Check	10/14/2021	E-Pay	Target Specialty Pro...	X	-4,055.00	-8,838.78
Bill Pmt -Check	10/14/2021	E-Pay	Rays Tire & Srvc Ctr...	X	-2,832.48	-11,671.26
Bill Pmt -Check	10/14/2021	E-Pay	FPL - EOC DR-Main...	X	-1,369.89	-13,041.15
Bill Pmt -Check	10/14/2021	E-Pay	Lewis Longman & ...	X	-1,250.00	-14,291.15
Bill Pmt -Check	10/14/2021	E-Pay	FPL - EOC DR - Re...	X	-1,176.25	-15,467.40
Bill Pmt -Check	10/14/2021	E-Pay	The St. Aug. Record...	X	-1,157.78	-16,625.18
Bill Pmt -Check	10/14/2021	E-Pay	The Home Depot	X	-739.79	-17,364.97
Bill Pmt -Check	10/14/2021	E-Pay	COMCAST TV-Inter...	X	-570.64	-17,935.61
Bill Pmt -Check	10/14/2021	E-Pay	CINTAS- 120 EOC- ...	X	-452.24	-18,387.85
Bill Pmt -Check	10/14/2021	E-Pay	WM Waste Manage...	X	-179.94	-18,567.79
Bill Pmt -Check	10/14/2021	E-Pay	Augustine Alarm, Fir...	X	-162.97	-18,730.76
Bill Pmt -Check	10/14/2021	E-Pay	AFLAC	X	-52.08	-18,782.84
Bill Pmt -Check	10/14/2021	E-Pay	St. Johns County So...	X	-51.60	-18,834.44
Bill Pmt -Check	10/14/2021	E-Pay	Tractor Supply Credi...	X	-32.97	-18,867.41
Bill Pmt -Check	10/14/2021	E-Pay	Wilson Machine, Inc	X	-25.00	-18,892.41
Check	10/15/2021		Bank of America	X	-421.42	-19,313.83
Bill Pmt -Check	10/20/2021	E-Pay	Blue Cross Blue Shi...	X	-35,002.30	-54,316.13
Bill Pmt -Check	10/20/2021	E-Pay	Onset Computer Co...	X	-3,111.18	-57,427.31
Bill Pmt -Check	10/20/2021	E-Pay	United Concordia	X	-1,867.78	-59,295.09
Bill Pmt -Check	10/20/2021	E-Pay	Augustine Alarm, Fir...	X	-1,048.00	-60,343.09
Bill Pmt -Check	10/20/2021	E-Pay	Verizon Wireless Ce...	X	-1,025.06	-61,368.15
Bill Pmt -Check	10/20/2021	E-Pay	Renco Corporation	X	-660.00	-62,028.15
Bill Pmt -Check	10/20/2021	E-Pay	Comcast Business -...	X	-491.22	-62,519.37
Bill Pmt -Check	10/20/2021	E-Pay	UHS Premium Billing	X	-222.45	-62,741.82
Bill Pmt -Check	10/20/2021	E-Pay	ThompsonBaker Ag...	X	-160.00	-62,901.82
Bill Pmt -Check	10/20/2021	E-Pay	Turner Ace Hardware	X	-97.72	-62,999.54
Bill Pmt -Check	10/20/2021	E-Pay	Florida Pest Control	X	-53.50	-63,053.04
Bill Pmt -Check	10/21/2021	E-Pay	Gulf County Mosquit...	X	-1,037.75	-64,090.79
Bill Pmt -Check	10/21/2021	E-Pay	Florida Janitor & Pa...	X	-170.96	-64,261.75
Bill Pmt -Check	10/27/2021	E-Pay	Guardian	X	-354.42	-64,616.17
Bill Pmt -Check	10/27/2021	E-Pay	COPYFAX	X	-83.64	-64,699.81
Total Checks and Payments					-64,699.81	-64,699.81
Total Cleared Transactions					-64,699.81	-64,699.81
Cleared Balance					-64,699.81	240,058.31
Register Balance as of 10/31/2021					-64,699.81	240,058.31
Ending Balance					-64,699.81	240,058.31




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

 Please see the **Important Messages - Please Read** section of your statement for important details that could impact you.

Your Full Analysis Business Checking

for October 1, 2021 to October 31, 2021

Account number: 8981 0275 2170

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY LOCAL GOVERNMENT

Account summary

Beginning balance on October 1, 2021	\$304,758.12
Deposits and other credits	0.00
Withdrawals and other debits	-64,278.39
Checks	-0.00
Service fees	-421.42
Ending balance on October 31, 2021	\$240,058.31

of deposits/credits: 0
 # of withdrawals/debits: 37
 # of days in cycle: 31
 Average ledger balance: \$275,483.27

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY

TREASURER'S REPORT

November 2021 Reconcile

Report for December 2021 Meeting

Cash Balances Ending: 11/30/21

Local Fund	\$	4,045,622.27	
S.B.A. Fund	\$	5,479,271.62	
Bank of America	\$	189,714.87	(E-Pay Account)
Total Funds as of 11/30/21	\$	9,714,608.76	

Source of Income Local/ SBA Fund: 11/30/21

Taxes	\$	1,276,780.84	(Gross, before Tax Collector's Commission \$25,635.62)
Prior Year Tax Distrib.	\$	-	
SBA Fund- Return on Investment	\$	461.67	
Local Fund, Interest	\$	-	
Grant Money	\$	4,500.00	Woodstream
Misc.	\$	120,904.11	Chubb Insurance Reimb. Aerial, SkyGeek (refund)
Dormatory Rent	\$	400.00	(Prior to small finance charge)
Total Deposits by 11/30/21	\$	1,403,046.62	

CHEMICAL & INSECTICIDE INVENTORY

Report for December 2021 Meeting

Summary

VOUCHERS PRESENTED

Report for December 2021 Meeting

Local Fund Several

Anastasia Mosquito Control District

VOUCHERS (Electronic Bill Pay & Canceled Checks)

From 11/01/21 through 11/30/21

Date	Num	Name	Memo	Clr	Amount	Balance
110 · Wells Fargo Bank - Local						3,011,160.52
110-A · QuickBooks Bill Pay						-8,924,378.32
Total 110-A · QuickBooks Bill Pay						-8,924,378.32
110 · Wells Fargo Bank - Local - Other						11,935,538.84
11/01/2021	9-#428	Laryssa Fanney	November 202...	X	385.55	11,935,924.39
11/01/2021	Direct Dep	Catherine Brandhorst	November 202...	X	-100.00	11,935,824.39
11/01/2021	Direct Dep	Gayle Gardner	November 202...	X	-100.00	11,935,724.39
11/01/2021	Direct Dep	Gina LeBlanc	November 202...	X	-100.00	11,935,624.39
11/01/2021	Direct Dep	Jeanne Moeller	November 202...	X	-100.00	11,935,524.39
11/01/2021	Direct Dep	Panagiota Becker	November 202...	X	-100.00	11,935,424.39
11/03/2021	8100	Lifetime Steel Buildin...	VOID: PO #B2...	X	0.00	11,935,424.39
11/03/2021	8101	Campana Building C...	C.O.D. Balanc...	X	-102,642.00	11,832,782.39
11/03/2021	Direct Dep	Dana Smith		X	-183.09	11,832,599.30
11/04/2021	9-#418	Dennis Hollingsworth	Distrib. #1 YE ...	X	66,025.62	11,898,624.92
11/05/2021	9-#417	Florida Retirement S...	FRS Oct. 202...	X	-21,783.21	11,876,841.71
11/12/2021	9-#419	Payroll	Taxes Withheld	X	-18,177.44	11,858,664.27
11/12/2021	9-#419	Payroll	Bank Account,...	X	-2,375.26	11,856,289.01
11/12/2021	9-#419	Payroll	Credit Union	X	-725.00	11,855,564.01
11/12/2021	9-#419	Payroll	Net Pay to Bank	X	-51,797.72	11,803,766.29
11/12/2021	9-#420	U.S. Treasury	Over Withheld...	X	-94.86	11,803,671.43
11/12/2021	9-#420	U.S. Treasury	Truncation Est...	X	-3.03	11,803,668.40
11/12/2021	9-#420	Phillip Vaughn	Vaughn, Phil ...	X	-572.57	11,803,095.83
11/12/2021	Direct Dep	Dena Autry	428	X	-281.00	11,802,814.83
11/12/2021	Direct Dep	Gayle Gardner		X	-281.00	11,802,533.83
11/12/2021	Direct Dep	Gina LeBlanc		X	-281.00	11,802,252.83
11/12/2021	Direct Dep	Heather Ward		X	-281.00	11,801,971.83
11/12/2021	Direct Dep	Jeanne Moeller		X	-281.00	11,801,690.83
11/12/2021	Direct Dep	Kai Blore		X	-281.00	11,801,409.83
11/12/2021	Direct Dep	Kay Gaines		X	-281.00	11,801,128.83
11/12/2021	Direct Dep	Muhammad Farooq		X	-281.00	11,800,847.83
11/12/2021	Direct Dep	Panagiota Becker		X	-281.00	11,800,566.83
11/12/2021	Direct Dep	Richard Weaver		X	-281.00	11,800,285.83
11/12/2021	Direct Dep	Ruide Xue		X	-281.00	11,800,004.83
11/12/2021	Direct Dep	Steven Peper		X	-281.00	11,799,723.83
11/12/2021	Direct Dep	Steven Smoleroff		X	-281.00	11,799,442.83
11/12/2021	Direct Dep	Whitney Qualls		X	-281.00	11,799,161.83
11/12/2021	Direct Dep	Panagiota Becker		X	-60.45	11,799,101.38
11/12/2021		wells Fargo		X	-190.54	11,798,910.84
11/12/2021	Debit	Paypal		X	-1.99	11,798,908.85
11/15/2021	8102	Budd Wentz Producti...	Material receiv...	X	-12,675.00	11,786,233.85
11/15/2021	8103	Therm-All	Material receiv...	X	-6,094.86	11,780,138.99
11/16/2021	8104	Florida Department o...		X	-175.00	11,779,963.99
11/16/2021	8105	Nationwide Retireme...	Entity Code#0...	X	-980.00	11,778,983.99
11/17/2021	9-#418	Dennis Hollingsworth	Distrib. #2 YE ...	X	316,865.33	12,095,849.32
11/17/2021	9-#419R	Chubb	Main Rotor Bl...	X	119,350.00	12,215,199.32
11/17/2021	9-#476R	Woodstream	Evaluation of ...	X	4,500.00	12,219,699.32
11/17/2021	9-#471R	St. Johns County Ap...	20/21 Budget ...	X	36.54	12,219,735.86
11/17/2021	9-#472	SkyGeek.com	Skygeek Refu...	X	945.00	12,220,680.86
11/19/2021	9-#420	Phillip Vaughn	Vaughn, Phil ...	X	572.57	12,221,253.43
11/19/2021	Direct Dep	Gayle Gardner		X	-462.56	12,220,790.87
11/19/2021	Direct Dep	Gina LeBlanc		X	-462.56	12,220,328.31
11/19/2021	Direct Dep	Jeanne Moeller		X	-462.50	12,219,865.81
11/19/2021	Direct Dep	Panagiota Becker		X	-462.56	12,219,403.25
11/23/2021	9-#418	Dennis Hollingsworth	Distrib. #3 YE ...	X	868,254.27	13,087,657.52
11/23/2021	Direct Dep	Richard Weaver		X	-74.00	13,087,583.52
11/23/2021	8106	Nationwide Retireme...	Entity Code#0...	X	-1,005.00	13,086,578.52
11/24/2021	Phone Pay	Bank of America	4356 2200 02...	X	-10,897.17	13,075,681.35
11/24/2021	WIRE	Micro Imaging Limited	GST # 67-318...	X	-28,715.00	13,046,966.35
11/24/2021	9-#477R	Laryssa Fanney	Return of Sec...	X	-400.00	13,046,566.35
11/24/2021	9-#434R	Madeline Steck	Return of Sec...	X	-400.00	13,046,166.35
11/25/2021	9-#419	Payroll	Taxes Withheld	X	-17,285.43	13,028,880.92
11/25/2021	9-#419	Payroll	Bank Account,...	X	-2,825.27	13,026,055.65
11/25/2021	9-#419	Payroll	Credit Union	X	-725.00	13,025,330.65
11/25/2021	9-#419	Payroll	Net Pay to Bank	X	-48,580.06	12,976,750.59
11/29/2021	8107	DG Sculpture & Desi...	Invoice#0013	X	-6,750.00	12,970,000.59
Total 110 · Wells Fargo Bank - Local - Other					1,034,461.75	12,970,000.59
Total 110 · Wells Fargo Bank - Local					1,034,461.75	4,045,622.27
TOTAL					1,034,461.75	4,045,622.27

Anastasia Mosquito Control District
Reconciliation Summary
110 · Wells Fargo Bank - Local, Period Ending 11/30/2021

	<u>Nov 30, 21</u>
Beginning Balance	3,093,916.90
Cleared Transactions	
Checks and Payments - 50 items	-411,204.65
Deposits and Credits - 10 items	1,376,934.88
Total Cleared Transactions	<u>965,730.23</u>
Cleared Balance	<u><u>4,059,647.13</u></u>
Uncleared Transactions	
Checks and Payments - 4 items	-14,024.86
Total Uncleared Transactions	<u>-14,024.86</u>
Register Balance as of 11/30/2021	<u><u>4,045,622.27</u></u>
Ending Balance	4,045,622.27

Anastasia Mosquito Control District
Reconciliation Detail
110 - Wells Fargo Bank - Local, Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						3,093,916.90
Cleared Transactions						
Checks and Payments - 50 items						
Bill Pmt -Check	10/13/2021	8095	Linda Abbott	X	-35.00	-35.00
Bill Pmt -Check	10/26/2021	8098	Nationwide Retirem...	X	-980.00	-1,015.00
Bill Pmt -Check	10/28/2021	8099	Compass Group Inc.	X	-81,741.38	-82,756.38
Bill Pmt -Check	11/01/2021	Direct ...	Gina LeBlanc	X	-100.00	-82,856.38
Bill Pmt -Check	11/01/2021	Direct ...	Jeanne Moeller	X	-100.00	-82,956.38
Bill Pmt -Check	11/01/2021	Direct ...	Panagiota Becker	X	-100.00	-83,056.38
Bill Pmt -Check	11/01/2021	Direct ...	Catherine Brandhorst	X	-100.00	-83,156.38
Bill Pmt -Check	11/01/2021	Direct ...	Gayle Gardner	X	-100.00	-83,256.38
Bill Pmt -Check	11/03/2021	8101	Campana Building C...	X	-102,642.00	-185,898.38
Bill Pmt -Check	11/03/2021	Direct ...	Dana Smith	X	-183.09	-186,081.47
General Journal	11/05/2021	9-#417	Florida Retirement S...	X	-21,783.21	-207,864.68
General Journal	11/12/2021	9-#419	Payroll	X	-51,797.72	-259,662.40
General Journal	11/12/2021	9-#419	Payroll	X	-18,177.44	-277,839.84
General Journal	11/12/2021	9-#419	Payroll	X	-2,375.26	-280,215.10
General Journal	11/12/2021	9-#419	Payroll	X	-725.00	-280,940.10
General Journal	11/12/2021	9-#420	Phillip Vaughn	X	-572.57	-281,512.67
Bill Pmt -Check	11/12/2021	Direct ...	Muhammad Farooq	X	-281.00	-281,793.67
Bill Pmt -Check	11/12/2021	Direct ...	Panagiota Becker	X	-281.00	-282,074.67
Bill Pmt -Check	11/12/2021	Direct ...	Richard Weaver	X	-281.00	-282,355.67
Bill Pmt -Check	11/12/2021	Direct ...	Kai Blore	X	-281.00	-282,636.67
Bill Pmt -Check	11/12/2021	Direct ...	Ruide Xue	X	-281.00	-282,917.67
Bill Pmt -Check	11/12/2021	Direct ...	Steven Peper	X	-281.00	-283,198.67
Bill Pmt -Check	11/12/2021	Direct ...	Steven Smoleroff	X	-281.00	-283,479.67
Bill Pmt -Check	11/12/2021	Direct ...	Whitney Qualls	X	-281.00	-283,760.67
Bill Pmt -Check	11/12/2021	Direct ...	Dena Autry	X	-281.00	-284,041.67
Bill Pmt -Check	11/12/2021	Direct ...	Gayle Gardner	X	-281.00	-284,322.67
Bill Pmt -Check	11/12/2021	Direct ...	Gina LeBlanc	X	-281.00	-284,603.67
Bill Pmt -Check	11/12/2021	Direct ...	Heather Ward	X	-281.00	-284,884.67
Bill Pmt -Check	11/12/2021	Direct ...	Jeanne Moeller	X	-281.00	-285,165.67
Bill Pmt -Check	11/12/2021	Direct ...	Kay Gaines	X	-281.00	-285,446.67
Check	11/12/2021		wells Fargo	X	-190.54	-285,637.21
General Journal	11/12/2021	9-#420	U.S. Treasury	X	-94.86	-285,732.07
Bill Pmt -Check	11/12/2021	Direct ...	Panagiota Becker	X	-60.45	-285,792.52
General Journal	11/12/2021	9-#420	U.S. Treasury	X	-3.03	-285,795.55
Bill Pmt -Check	11/12/2021	Debit	Paypal	X	-1.99	-285,797.54
Bill Pmt -Check	11/15/2021	8102	Budd Wentz Produc...	X	-12,675.00	-298,472.54
Bill Pmt -Check	11/16/2021	8105	Nationwide Retirem...	X	-980.00	-299,452.54
Bill Pmt -Check	11/19/2021	Direct ...	Gayle Gardner	X	-462.56	-299,915.10
Bill Pmt -Check	11/19/2021	Direct ...	Gina LeBlanc	X	-462.56	-300,377.66
Bill Pmt -Check	11/19/2021	Direct ...	Panagiota Becker	X	-462.56	-300,840.22
Bill Pmt -Check	11/19/2021	Direct ...	Jeanne Moeller	X	-462.50	-301,302.72
Bill Pmt -Check	11/23/2021	Direct ...	Richard Weaver	X	-74.00	-301,376.72
Bill Pmt -Check	11/24/2021	WIRE	Micro Imaging Limited	X	-28,715.00	-330,091.72
Bill Pmt -Check	11/24/2021	Phone...	Bank of America	X	-10,897.17	-340,988.89
General Journal	11/24/2021	9-#477R	Laryssa Faney	X	-400.00	-341,388.89
General Journal	11/24/2021	9-#434R	Madeline Steck	X	-400.00	-341,788.89
General Journal	11/25/2021	9-#419	Payroll	X	-48,580.06	-390,368.95
General Journal	11/25/2021	9-#419	Payroll	X	-17,285.43	-407,654.38
General Journal	11/25/2021	9-#419	Payroll	X	-2,825.27	-410,479.65
General Journal	11/25/2021	9-#419	Payroll	X	-725.00	-411,204.65
Total Checks and Payments					-411,204.65	-411,204.65
Deposits and Credits - 10 items						
General Journal	11/01/2021	9-#428	Laryssa Faney	X	385.55	385.55
Bill Pmt -Check	11/03/2021	8100	Lifetime Steel Buildi...	X		385.55
General Journal	11/04/2021	9-#418	Dennis Hollingsworth	X	66,025.62	66,411.17
General Journal	11/17/2021	9-#471R	St. Johns County Ap...	X	36.54	66,447.71
General Journal	11/17/2021	9-#472	SkyGeek.com	X	945.00	67,392.71
General Journal	11/17/2021	9-#476R	Woodstream	X	4,500.00	71,892.71
General Journal	11/17/2021	9-#419R	Chubb	X	119,350.00	191,242.71
General Journal	11/17/2021	9-#418	Dennis Hollingsworth	X	316,865.33	508,108.04
General Journal	11/19/2021	9-#420	Phillip Vaughn	X	572.57	508,680.61
General Journal	11/23/2021	9-#418	Dennis Hollingsworth	X	868,254.27	1,376,934.88
Total Deposits and Credits					1,376,934.88	1,376,934.88
Total Cleared Transactions					965,730.23	965,730.23
Cleared Balance					965,730.23	4,059,647.13

Type	Date	Num	Name	Clr	Amount	Balance
Uncleared Transactions						
Checks and Payments - 4 items						
Bill Pmt -Check	11/15/2021	8103	Therm-All		-6,094.86	-6,094.86
Bill Pmt -Check	11/16/2021	8104	Florida Department ...		-175.00	-6,269.86
Bill Pmt -Check	11/23/2021	8106	Nationwide Retirem...		-1,005.00	-7,274.86
Bill Pmt -Check	11/29/2021	8107	DG Sculpture & Des...		-6,750.00	-14,024.86
Total Checks and Payments					-14,024.86	-14,024.86
Total Uncleared Transactions					-14,024.86	-14,024.86
Register Balance as of 11/30/2021					951,705.37	4,045,622.27
Ending Balance					951,705.37	4,045,622.27

Anastasia Mosquito Control District
Reconciliation Summary
115 - SBA, Period Ending 11/30/2021

	<u>Nov 30, 21</u>
Beginning Balance	5,478,809.95
Cleared Transactions	
Deposits and Credits - 1 item	<u>461.67</u>
Total Cleared Transactions	<u>461.67</u>
Cleared Balance	<u>5,479,271.62</u>
Register Balance as of 11/30/2021	5,479,271.62
Ending Balance	5,479,271.62

**Anastasia Mosquito Control District
Reconciliation Detail
115 · SBA, Period Ending 11/30/2021**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						5,478,809.95
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	11/30/2021			X	461.67	461.67
Total Deposits and Credits					461.67	461.67
Total Cleared Transactions					461.67	461.67
Cleared Balance					461.67	5,479,271.62
Register Balance as of 11/30/2021					461.67	5,479,271.62
Ending Balance					<u>461.67</u>	<u>5,479,271.62</u>



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

AGENCY ACCOUNT 101071
 11/01/2021 - 11/30/2021

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

Participant Return 11/30/2021 : 0.10 %

Date	Transaction Type	Description	Amount	Balance
11/01/2021	BEGINNING BALANCE			5,478,809.95
11/30/2021	EARNED INCOME	INTEREST	461.67	5,479,271.62
	Totals:		461.67	5,479,271.62

Anastasia Mosquito Control District
Reconciliation Summary
112 · Bank of America, Period Ending 11/30/2021

	<u>Nov 30, 21</u>
Beginning Balance	240,058.31
Cleared Transactions	
Checks and Payments - 31 items	-53,053.52
Deposits and Credits - 1 item	2,710.08
Total Cleared Transactions	<u>-50,343.44</u>
Cleared Balance	<u>189,714.87</u>
Register Balance as of 11/30/2021	189,714.87
Ending Balance	189,714.87

Anastasia Mosquito Control District
Reconciliation Detail
112 - Bank of America, Period Ending 11/30/2021

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						240,058.31
Cleared Transactions						
Checks and Payments - 31 items						
Bill Pmt -Check	11/04/2021	E-Pay	Qiagen LLC	X	-5,035.76	-5,035.76
Bill Pmt -Check	11/04/2021	E-Pay	Cintas Fire Protection	X	-500.00	-5,535.76
Bill Pmt -Check	11/04/2021	E-Pay	St. Johns County Uti...	X	-347.19	-5,882.95
Bill Pmt -Check	11/04/2021	E-Pay	Rays Tire & Srvc Ctr...	X	-273.28	-6,156.23
Bill Pmt -Check	11/04/2021	E-Pay	WM Waste Manage...	X	-179.94	-6,336.17
Bill Pmt -Check	11/04/2021	E-Pay	Augustine Alarm, Fir...	X	-162.97	-6,499.14
Bill Pmt -Check	11/04/2021	E-Pay	Walmart Community	X	-120.53	-6,619.67
Bill Pmt -Check	11/04/2021	E-Pay	ULINE	X	-94.06	-6,713.73
Bill Pmt -Check	11/04/2021	E-Pay	Legal Shield	X	-57.80	-6,771.53
Bill Pmt -Check	11/04/2021	E-Pay	Grainger	X	-42.54	-6,814.07
Check	11/15/2021			X	-419.67	-7,233.74
Bill Pmt -Check	11/16/2021	E-Pay	United Concordia	X	-1,834.86	-9,068.60
Bill Pmt -Check	11/16/2021	E-Pay	Lewis Longman & ...	X	-1,250.00	-10,318.60
Bill Pmt -Check	11/16/2021	E-Pay	FPL - EOC DR-Main...	X	-1,224.14	-11,542.74
Bill Pmt -Check	11/16/2021	E-Pay	FPL - EOC DR - Re...	X	-1,099.22	-12,641.96
Bill Pmt -Check	11/16/2021	E-Pay	COMCAST TV-Inter...	X	-570.64	-13,212.60
Bill Pmt -Check	11/16/2021	E-Pay	Comcast Business -...	X	-491.22	-13,703.82
Bill Pmt -Check	11/16/2021	E-Pay	CINTAS- 120 EOC- ...	X	-435.67	-14,139.49
Bill Pmt -Check	11/16/2021	E-Pay	Bob's Backflow & Pl...	X	-135.00	-14,274.49
Bill Pmt -Check	11/16/2021	E-Pay	American Crossroad...	X	-84.00	-14,358.49
Bill Pmt -Check	11/16/2021	E-Pay	AFLAC	X	-78.12	-14,436.61
Bill Pmt -Check	11/16/2021	E-Pay	Advance Auto Parts	X	-16.75	-14,453.36
Bill Pmt -Check	11/16/2021	E-Pay	St. Johns County So...	X	-6.75	-14,460.11
Bill Pmt -Check	11/18/2021	E-Pay	ULINE	X	-322.74	-14,782.85
Bill Pmt -Check	11/18/2021	E-Pay	Florida Pest Control	X	-53.50	-14,836.35
Bill Pmt -Check	11/22/2021	E-Pay	Blue Cross Blue Shi...	X	-34,351.95	-49,188.30
Bill Pmt -Check	11/22/2021	E-Pay	Mobisoft Infotech	X	-800.00	-49,988.30
Bill Pmt -Check	11/22/2021	E-Pay	The Home Depot	X	-672.42	-50,660.72
Bill Pmt -Check	11/22/2021	E-Pay	Guardian	X	-344.53	-51,005.25
Bill Pmt -Check	11/22/2021	E-Pay	UHS Premium Billing	X	-238.19	-51,243.44
Bill Pmt -Check	11/24/2021	E-Pay	Verizon Wireless Ce...	X	-1,810.08	-53,053.52
Total Checks and Payments					-53,053.52	-53,053.52
Deposits and Credits - 1 item						
General Journal	11/02/2021	9-#418	Adj. J/E	X	2,710.08	2,710.08
Total Deposits and Credits					2,710.08	2,710.08
Total Cleared Transactions					-50,343.44	-50,343.44
Cleared Balance					-50,343.44	189,714.87
Register Balance as of 11/30/2021					-50,343.44	189,714.87
Ending Balance					-50,343.44	189,714.87



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 November 1, 2021 to November 30, 2021

Account number: 8981 0275 2170

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY LOCAL GOVERNMENT

Account summary

Beginning balance on November 1, 2021	\$240,058.31
Deposits and other credits	2,710.08
Withdrawals and other debits	-52,633.85
Checks	-0.00
Service fees	-419.67
Ending balance on November 30, 2021	\$189,714.87

of deposits/credits: 1
 # of withdrawals/debits: 31
 # of days in cycle: 30
 Average ledger balance: \$221,200.86

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

DISTRICT TOTALS

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER / (UNDER)
ALTOSID WSP EA.	36,818.00				36,818.00	1210.00	35,608.00	35,608.00	0.00
ALTOSID XR LBS.	1,529.00				1,529.00	15.00	1,514.00	1,514.00	0.00
ALTOSID XRG LBS.	25,990.00				25,990.00	60.00	25,930.00	25,930.00	0.00
AQUABAC XT GALS.	0.00				0.00	0.00	0.00	0.00	0.00
AQUALUER 20-20 GALS.	212.80				212.80	17.04	195.76	195.30	-0.46
B. t. i. DUNKS (Doughnuts) EA.	1,275.00				1,275.00	217.00	1,058.00	1,058.00	0.00
COCO BEAR GALS.	62.33				62.33	2.95	59.38	59.38	0.00
DUJET GALS.	547.00				547.00	12.13	534.88	535.15	0.27
MOSQUITOMIST TWO GALS.	385.00				385.00	19.50	365.50	364.50	-1.00
NALED GALS.	1,030.00				1,030.00	89.73	940.27	940.00	-0.27
NATULAR DT EA.	10,021.00				10,021.00	12.00	10,009.00	10,009.00	0.00
STRIKE PELLETS LBS.	44.00				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG LBS.	6,015.00				6,015.00	665.00	5,350.00	5,350.00	0.00
TALSTAR P GALS.	55.75				55.75	2.23	53.52	53.50	-0.02
VECTOBAC 12AS GALS.	143.96				143.96	42.90	101.06	101.06	0.00
GASOLINE GALS.	2,723.00	2,521.00			5,244.00	1538.91	3,705.09	3,673.00	-32.09
JET A GALS.	4,436.00				4,436.00	215.58	4,220.42	4,201.00	-19.42
TOTALS	91,287.84	2521.00	0.00	0.00	93,808.84	4119.97	89,688.87	89,635.89	-52.98

PREPARED BY: 
 REVIEWED BY: 
 REVIEWED BY: 

DATE: 10/20/2021
 DATE: 10/22/21
 DATE: 10/22/21

BASE=	89,635.89
Total	89,635.89

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
 CHEMICAL & FUEL INVENTORY
 VALUE
 MONTH OF SEPTEMBER 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. 35,608.00	\$0.8600	\$30,622.88	10/30/20	VESERIS
ALTOSID XR	LBS. 1,514.00	\$3.42	\$5,177.43	10/30/20	VESERIS
ALTOSID XRG	LBS. 25,930.00	\$8.9500	\$232,073.50	10/30/20	VESERIS
AQUABAC XT	GALS. 0.00	\$32.5000	\$0.00	9/24/18	ADAPCO
AQUALUER 20-20	GALS. 195.30	\$121.5400	\$23,736.76	5/10/21	ALLPRO
B. t. i. DUNKS (Doughnuts)	EA. 1,058.00	\$0.9830	\$1,040.01	5/5/21	TARGET
COCO BEAR	GALS. 59.38	\$20.4800	\$1,216.10	7/16/18	CLARKE
DUET	GALS. 535.15	\$214.7300	\$114,912.76	8/24/21	CLARKE
MOSQUITOMIST TWO	GALS. 364.50	\$73.3400	\$26,732.43	11/17/20	CLARKE
NALED	GALS. 940.00	\$220.3500	\$207,129.00	5/28/20	ADAPCO
NATULAR DT	EA. 10,009.00	\$0.4168	\$4,171.75	9/9/16	CLARKE
STRIKE PELLETS	LBS. 44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG	LBS. 5,350.00	\$7.1000	\$37,985.00	8/30/21	ALLPRO
TALSTAR P	GALS. 53.50	\$54.9050	\$2,937.42	9/16/20	TARGET
VECTOBAC 12AS	GALS. 101.06	\$32.5000	\$3,284.45	3/4/21	ADAPCO
GASOLINE	GALS. 3,673.00	\$2.8342	\$10,410.02	9/13/21	L. V. HIERS
JET A	GALS. 4,201.00	\$2.5164	\$10,571.40	8/19/21	Avfuel
TOTAL		89,635.89	\$720,103.51		

PREPARED BY: [Signature] DATE: 10/20/2021

COST FIGURES REVIEWED BY: [Signature] DATE: 10/22/21

REVIEWED BY: [Signature] DATE: 10/22/21



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

DISTRICT TOTALS

CHEMICAL DESCRIPTION (indicate lbs., gals. or ea.)	BEGINNING PHYSICAL COUNT	AMOUNT PURCHASED	TRANSFER IN	TRANSFER OUT	AMOUNT AVAILABLE	AMOUNT USED	ENDING "BOOK" BALANCE	PHYSICAL COUNT	OVER / (UNDER)
ALTOSID WSP EA.	35,608.00				35,608.00	1015.00	34,593.00	34,593.00	0.00
ALTOSID XR LBS.	1,514.00				1,514.00	10.00	1,504.00	1,504.00	0.00
ALTOSID XRG LBS.	25,930.00				25,930.00	5.00	25,925.00	25,925.00	0.00
AQUABAC XT GALS.	0.00				0.00	0.00	0.00	0.00	0.00
AQUALUER 20-20 GALS.	195.30				195.30	1.05	194.25	194.30	0.05
B. t. i. DJUNKS (Doughnuts) EA.	1,058.00				1,058.00	40.00	1,018.00	1,018.00	0.00
COCO BEAR GALS.	59.38				59.38	2.09	57.29	54.78	-2.51
DUET GALS.	535.15				535.15	17.88	517.28	517.27	0.00
MOSQUITOMIST TWO GALS.	364.50				364.50	6.00	358.50	358.50	0.00
NALED GALS.	940.00	390.00			1,330.00	60.05	1,269.95	1,270.00	0.05
NATULAR DT EA.	10,009.00				10,009.00	0.00	10,009.00	10,009.00	0.00
STRIKE PELLETS LBS.	44.00				44.00	0.00	44.00	44.00	0.00
SUSTAIN MBG LBS.	5,350.00				5,350.00	630.00	4,720.00	4,720.00	0.00
TALSTAR P GALS.	53.50				53.50	4.71	48.79	48.74	-0.05
VECTOBAC 12AS GALS.	101.06				101.06	30.25	70.81	70.81	0.00
GASOLINE GALS.	3,673.00				3,673.00	1492.82	2,180.18	2,153.00	-27.18
JET A GALS.	4,201.00				4,201.00	182.93	4,018.07	4,018.00	-0.07
TOTALS	89,635.89	390.00	0.00	0.00	90,025.89	3497.78	86,528.11	86,498.40	-29.71

BASE=	86,498.40
Total	86,498.40

DATE: 11/2/2021
 DATE: 11/24/21
 DATE: 11/30/21

PREPARED BY: 
 REVIEWED BY: 
 REVIEWED BY: 

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

MONTH OF OCTOBER 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.	34,593.00	\$0.8600	\$29,749.98	10/30/20	VESERIS
ALTOSID XR LBS.	1,504.00	\$3.42	\$5,143.23	10/30/20	VESERIS
ALTOSID XRG LBS.	25,925.00	\$8.9500	\$232,028.75	10/30/20	VESERIS
AQUABAC XT GALS.	0.00	\$32.5000	\$0.00	9/24/18	ADAPCO
AQUALUER 20-20 GALS.	194.30	\$121.5400	\$23,615.22	5/10/21	ALLPRO
B. t. i. DUNKS (Doughnuts) EA.	1,018.00	\$0.9830	\$1,000.69	5/5/21	TARGET
COCO BEAR GALS.	54.78	\$20.4800	\$1,121.89	7/16/18	CLARKE
DUET GALS.	517.27	\$214.7300	\$111,073.39	8/24/21	CLARKE
MOSQUITOMIST TWO GALS.	358.50	\$73.3400	\$26,292.39	11/17/20	CLARKE
NALED GALS.	1,270.00	\$220.3500	\$279,844.50	5/28/20	ADAPCO
NATULAR DT EA.	10,009.00	\$0.4168	\$4,171.75	9/9/16	CLARKE
STRIKE PELLETS LBS.	44.00	\$184.1500	\$8,102.60	5/10/10	ADAPCO
SUSTAIN MBG LBS.	4,720.00	\$7.1000	\$33,512.00	8/30/21	ALLPRO
TALSTAR P GALS.	48.74	\$54.9050	\$2,676.07	9/16/20	TARGET
VECTOBAC 12AS GALS.	70.81	\$32.5000	\$2,301.33	3/4/21	ADAPCO
GASOLINE GALS.	2,153.00	\$2.8342	\$6,102.03	9/13/21	L. V. HIERS
JET A GALS.	4,018.00	\$2.5164	\$10,110.90	8/19/21	Avfuel
TOTAL	86,498.40	\$981.58	\$776,846.72		

PREPARED BY: *[Signature]* DATE: 11/2/2021

COST FIGURES REVIEWED BY: *[Signature]* DATE: 11/24/21

REVIEWED BY: *[Signature]* DATE: 11/30/21

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

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, October 14, 2021

Next Meeting(s): Regular Meeting.; Thursday, December 9, 2021 – 5:00 PM

MINUTES

The regular Board meeting for the Anastasia Mosquito Control District of St. Johns County was held on Thursday, October 14, 2021, at 5:00 P.M.

Board members in attendance:

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

Also in attendance:

Dr. Rui-De Xue, Director
Mr. Wayne Flowers, Attorney (by phone)

Chairperson Moeller called the meeting to order.

Commissioner Brandhorst led the invocation.

Chairperson Moeller Led 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 Catherine Brandhorst
- Seconded by: Commissioner Trish Becker
- 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 Gayle Gardner
- Seconded by: Commissioner Gina LeBlanc

- VOTE: Accepted unanimously by all commissioners
- **MOTION PASSED UNANIMOUSLY**

Consent Items ~ APPROVAL OF:

1. Treasurer's Report
2. Vouchers (*Cancelled Checks*)
3. Chemical Inventory
4. Minutes: Regular Board Meeting, September 9, 2021 at 5:00 P.M. 1st public hearing, September 9, 2021 at 5:30 P.M. Final public hearing, September 23, 2021 at 5:30 P.M. Special meeting about helicopter repair and insurance, September 23, 2021 at 5:00 P.M.
5. Annual physical inventory
6. Agreement between AMCD and Mobisoft for the data service hosting
7. Board members attend the AMCA annual meeting, Jacksonville, FL, Feb 28-march 4, 2022
8. Holidays work schedule
9. Job descriptions (Chief Pilot/Aviation Manager, Pilot, and Mosquito Control Engineer)

UNFINISHED BUSINESS:

Item 1: Discussion and approval of a policy for Board members to contact legislators and media reporters... ~ Mr. *Wayne Flowers*

- Mr. Flowers explained he was tasked with developing a draft policy to establish protocols for Commissioner contacts with media and legislators as well as related use of AMCD facilities for Commissioner initiated tours or other events. This draft was presented to the Board at the September Board meeting for comments and Mr. Flowers has not received any comments. Mr. Flowers then reviewed the proposed policy. Commissioner Becker read a prepared speech stating that she felt that she was being bullied and that this policy was aimed at restricting her speech, Commissioner Becker objected the policy. Chairperson Moeller asked Mr. Flowers for clarification on the points raised by Commissioner Becker and Mr. Flowers explained the policy did not limit personal contact only contact on behalf of the AMCD Board. Chairperson Moeller call for the vote.

A. A motion was made to approve the Media/Legislative Contacts policy as presented.

- Motioned by: Commissioner Catherine Brandhorst
- Seconded by: Commissioner Gina LeBlanc
- VOTE: Accepted by Commissioner Moeller, LeBlanc, Brandhorst and Gardner
- VOTE: Opposed by Commissioner Becker
- **MOTION PASSED 4:1**

Item 2: Discussion and approval of MoU for helicopter landing in county property ~ Mr.

Wayne Flowers, Dr. Rui-De Xue

- Mr. Flowers reviewed the contents of the MoU for the Board. Dr. Xue also reviewed the contents of the MoU and explained a little history as to why the Board is developing this MoU and asked the Board to approve the draft. Chairperson Moeller asked that the acronyms be spelled out. Commissioner Becker asked if “Public Events” includes schools, Chairperson Moeller explained that schools were not “county” and explained school protocol. Commissioner Gardner asked Dana Smith, Chief Pilot a question and while answering Mr. Smith requested that “class D airspace” be added to the document. Dr. Xue explained that the county still needed to review and approve the

MoU and the county might make changes. Mr. Flowers added that there were some typographical errors and that he would clean up the document.

A. A motion was made to approve the proposed MoU with the stated changes and corrections

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

NEW BUSINESS

Item 1: Update about the SIT build project progress ~ Mr. Richard Weaver

- Mr. Weaver reviewed the status of the project, outlined the meetings that have taken place and explained that AMCD and Harrell were in the site and building design phase which would last about 90 days, then the permitting stage would start and last until May of 2022 when construction should start.

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

Item 2: DOD grant progress report/PPt (survey part) ~ Dr. Vindhya Aryaprema

- Dr. Aryaprema presented the PowerPoint; Establishing Mosquito Control Action Thresholds and explained that the broad objective was to establish evidence-based action thresholds for mosquito control in different geographic regions in the world.

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

Item 3: Discussion about COVID-19 and vaccination for Board members and employees) ~ Chairperson Jeanne Moeller

- Chairperson Moeller talked about the need for Board members and employees to be vaccinated and tested for COVID-19 before traveling to meetings, and in particular the FMCA and the AMCD meetings that were coming up in November 2021 and February 2022. Mr. Flowers pointed out that it would be hard to require vaccines but that the testing would not be an issue. The Board discussed when tests should happen before and after travel. Mr. Weaver asked why the Board was worried about AMCD travel when employees are attending large events like sports and concerts. Chairperson responded that this was to protect the district when employees are on District business. Dr. Qualls asked if the tests that are required will employees be allowed to get either PCR or rapid tests. The Board agreed that any test would qualify. Mr. Hanna, as the HR person, asked who would be responsible for tracking who needs testing and what the results are. The Board responded that the testing would be on an honor basis. Mr. Smith explained that next week he would be going to pick up aircraft parts and would be returning late at night to store the parts and getting tested before storing the parts would be hard because he would be traveling. Chairperson Moeller responded that this was meant for the FMCA and AMCA meetings. Dr. Xue asked if store purchased rapid tests would be acceptable. Board consensus was yes.

B. A motion was made that staff has to get a COVID test 72 hours before and after travel for the rest of the year.

- Motioned by: Commissioner Trish Becker
- Seconded by: Commissioner Catherine Brandhorst
- VOTE: Accepted by Commissioner Becker, Brandhorst and Moeller

- VOTE: Opposed by Commissioner Gardner and LeBlanc
- **MOTION PASSED 3:2**

REPORTS:

1. **Director** ~ Dr. Xue: Reported to the Board the manuscripts that have been submitted for publication, suspected infected chickens, traps results, operations information, research project status and educational work. Dr Xue also reviewed September meetings, the start of the new budget year and HR matters including a review of the number of employees that have been affected by COVID. Dr. Xue also reported the hiring of a new Education Specialist, Taylor Ballantyne, a seasonal inspector resigning, Dena Autry being promoted from assistant supervisor to supervisor, Mosquito Control Technician (MCT) Rick Stockley being promoted to the new Information Technology position and MCT and part time pilot Michael Phillips promoted to Full Time Pilot. Dr. Xue also mentioned that employee Kay Gaines has been nominated for the FMCA Meritorious Service Award, Employee Richard Weaver was running for Vice-President Elect to the FMCA and that employee Dana Smith was awarded the Leadership award, to be presented in November, for saving AMCD a lot of money purchasing surplus aircraft equipment.
2. **Attorney** ~ Mr. Flowers; Thanked the Board for allowing him to attend the meeting via phone.

COMMISSIONER COMMENTS:

Commissioner Gardner ~ No report.

Commissioner LeBlanc ~ Thanks the staff.

Commissioner Brandhorst ~ COVID is a scary disease.

Commissioner Becker ~ Talked about her internship with the district, had questions from the public, about retention ponds and who is responsible for placing fountains in them. Commissioner Becker also wanted to verify that it was okay to read stories at the library on October 25, 2021 and does she need permission. Commissioner Becker was assured she did not need permission to read stories

Commissioner Moeller ~ Thanked staff, asked that all employees vote in the FMCA election, and reminded everyone there was no Board meeting in November due to the attendance of the FMCA meeting.

ATTACHMENTS: ~

1. *None*

ADJOURNMENT:

Chairperson Moeller adjourned the meeting at 6:32 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.

2021 Christmas bonus checks & awards

Jeanne Moeller	Board member	150
Trish Becker	Board member	150
Gina LeBlanc	Board member	150
Gayle Gardner	Board member	150
Catherina Brandhorst	Board member	150
Wayne Flowers	Attorney	150
Rui-De Xue	Director	150
Kay Gaines	Operation Manager	150
Richard Weaver	Business Manager	150
Whitney Qualls	Scientific Manager	150
Dana Smith	Aviation Manger	150
Dena Autry	Supervisor	150
Scott Hanna	C.F.O.	150
Freddie Allen	Mechanic	150
James Wynn	Mechanic	150
Michael Philips	Pilot	150
Ralph Bruner	A & P Mechanic	150
Vindhya Aryarema	Biologist	150
Muhammad Farooq	Field Biologist	150
Steve Peper	Molecular Biologist	150
Kyle Arber	Mosquito Control Technician	150
Morgan Duet	Surveillance Technician	150
Dazmond Hackney	Mosquito Control Technician	150
Cathy Hendricks	Mosquito Control Technician	150
Jerry Iser	Mosquito Control Technician	150
David Strickland	Mosquito Control Technician	150
Jeremy Wohlforth	Mosquito Control Technician	150
Lea Bangonan	Biological Technician	150
Kai Blore	Biological Technician	150
Heather Ward	Biological Technician	150
Steven Smoleroff	Biological Technician	150
Olivia Sypes	Biological Technician	150
Madeline Steck	Biological Technician	150
Rick Stockley	IT Specialist	150
Aye McKney	Accountant	150
Taylor Ballantyne	Education Specialist	150
Laryssa Finney	Intern	150
Total		5,550

National Award for save of about \$1 million to purchase military helicopter surplus and parts: Dana Smith, \$2,000; State Award: Kay Gaines, \$200; District Award (Manager choices): James Wynn, \$100, Dr. M. Farooq, \$100.

Appreciation of serve years (25 years): James Wynn, \$250

Total: \$8,200

Florida Department of Agriculture and Consumer Services



COMMISSIONER
NICOLE "NIKKI" FRIED

MOSQUITO CONTROL MEMORANDUM OF UNDERSTANDING

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

TERM PERIOD: Upon Execution to September 30, 2022

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

The DISTRICT shall:

- A. Submit two originals of the DISTRICT'S operational work plan on form "Operational Work Plan for Mosquito Control" (FDACS-13666, Rev. 07/13) and detailed work plan on the form "Detailed Work Plan Budget - Arthropod Control" (FDACS-13623, Rev. 07/13) no later than **July 15, 2022** as part of the application/re-application process for state aid and/or state approved status for Fiscal Year 2022 - 2023.
- B. Submit two originals of the DISTRICT'S certified budget on the form "Annual Certified Budget for Arthropod Control", (FDACS-13617, Rev. 07/13) by **September 30, 2022**. Any remaining state or local funds budgeted for the control of mosquitoes in previous fiscal years shall be re-budgeted for such control measures for the upcoming fiscal year. If any changes are made to the Annual Certified Budget for Arthropod Control (FDACS-13617, Rev. 07/13), a budget amendment on the form "Arthropod Control Budget Amendment" (FDACS-13613, Rev. 07/13) must be submitted to the DEPARTMENT for approval.
- C. If the DISTRICT has state funds, they shall submit a monthly financial report to the DEPARTMENT on the form "Mosquito Control Monthly Report" for State Funds (FDACS-13650, Rev. 07/13) no later than thirty days after the end of each month (October through August reports) until all state funds are expended. September financial reports shall be submitted to the DEPARTMENT no later than sixty days after the close of each fiscal year. Supporting documentation (i.e. receipts, travel vouchers, meeting agendas, invoices, etc.) with date specified for costs incurred shall be submitted for all state funds expended.

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

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

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

Signed by parties to this agreement:

FLORIDA DEPARTMENT OF
AGRICULTURE AND CONSUMER
SERVICES

DISTRICT

Joey B. Hicks
Signature

Signature

Director of Administration

Title

Title
10/18/2021

Date

Date

Anastasia Mosquito Control District of St. Johns County

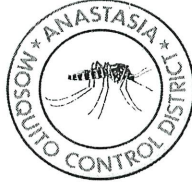
120 EOC Drive, St. Augustine, Florida 32092

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

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

DATE: Nov 5, 2021

RE: Approval of Board Members to Attend the FMCA's Dodd Short Course, Gainesville, FL, Feb 1-2, 2022 and Legislation Meeting, Tallahassee, FL, January 18-19, 2022

The Florida Mosquito Control Association will hold the Dodd Short Course (Commissioner Class) in Gainesville, FL, March 1-2, 2022 and Legislation meeting, Tallahassee, January 18-19, 2022. Based on District's policy, the Board needs to approve the following members to attend the class and meeting.

DODD SHORT COURSE:

Mrs. Jeanne Moeller, Mrs. Trish Becker, Mrs. Cathy Brandhorst, and Mrs. Gayle Gardner.

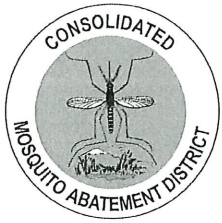
Budget & Cost Estimated: \$100 (registration) + \$54 (per diem) + \$87 (mileage) + \$200 (1 night hotel) = \$441 x 4 = \$1,767

LEGISLATION MEETING:

Mrs. Jeanne Moeller, Mrs. Trish Becker, and Ms. Gayle Gardner

Budget & Cost Estimated: \$200 (hotel) + \$225(mileage)+ \$55 (per diem) + \$70 (registration) = \$550 x 3 = \$1,650

Total: \$3,417



Consolidated Mosquito Abatement District

13151 E INDUSTRIAL DR
MAIL: P.O. BOX 784
PARLIER, CALIFORNIA 93648
(559) 896-1085
WWW.MOSQUITOBUZZ.NET

October 29, 2021

Rui-De Xue, Ph.D., Director
Anastasia Mosquito Control District
120 EOC Drive, St. Augustine, FL 32092
xueamcd@gmail.com

RE: MVCAC 90th Annual Meeting Speaker Invitation

Dear Dr. Xue,

I hope this letter finds you well. I'm currently organizing the *Innovation and Discovery* symposium for the 2022 Mosquito and Vector Control Associate of California (MVCAC) Annual Conference and Exhibitor Showcase February 7th-9th in Sacramento, California. We would be delighted if you or a member of your staff would join us. Please accept this as a formal invitation to present at the meeting.

The MVCAC Annual Conference brings together professionals in vector control and research. The conference regularly has over 300 attendees and provides two full days of educational content as well as numerous opportunities to network with peers. The exhibitor hall provides the opportunity to connect with vendors that provide control tools and industry solutions.

The Anastatia Mosquito Control District has consistently been on the forefront of evaluating new mosquito control methods. Meeting participants will benefit from your District's research and expertise.

We hope you will consider joining us for the 2022 MVCAC Annual Conference. I look forward to hearing from.

Sincerely,

Cost about \$1500

Jodi J. Holeman, MS
Superintendent of Operations | Consolidated Mosquito Abatement District.
2022 Planning Committee | Mosquito and Vector Control Association of California

Innovation and Discovery in Mosquito Control

Moderator: Jodi Holeman, Consolidated MAD

Tuesday February 8, 2022

3:15-5:30 PM

3:15 PM **Adding to California's Mosquito Control 'Toolbox': Status of Wolbachia-Based Mosquito Suppression**

Presenter/Author Stephen Dobson, MosquitoMate

3:30 PM **FKMCD-Oxitec Mosquito Project in the Florida Keys**

Presenter/Author Rajeev Vaidyanathan, Oxitec

3:45 PM **Modeling novel genetic control strategies for Aedes aegypti disease vectors**

Presenter/Author John Marshall, UC Berkley

4:00 PM **Suppression of Aedes aegypti using IIT: A review of Debug programs across the globe**

Presenter/Author Bradley White, Verily

4:12 PM **Self-limiting gene mosquito field trial collaboration between Oxitec and Delta Mosquito and Vector Control District in Visalia, California.**

Presenter/Author Mustapha Debboun, Delta Mosquito & Vector Control District (DMVCD)

Additional Authors Crystal Grippen, Mir Bear-Johnson, DMVCD

4:24 PM **Progress of the Aedes aegypti program on Captiva Island in Lee County, Florida**

Presenter Rachel Morreale, Lee County Mosquito Control District, Florida

Additional Author (s) Rachel Morreale, Steven Stenhouse and David Hoel, Lee County MCD, Florida; Danilo Carvalho, IAEA Laboratories Seibersdorf, Austria

4:36 PM **Advances in automated production of sterile male mosquitoes for adult control**

Presenter/Author Hanan Lepek, Senecio Robotics

✓ 4:48 PM **Innovation and Technology Applications in Anastasia Mosquito Control District, Florida**

Presenter/Author Rui-De Xue, Anastasia Mosquito Control District

5:00 PM **A product development review (1962 to present) of US adulticide space sprays**

Presenter/Author Jason Clark, Valent BioSciences

Additional Author (s) Banu Kesavaraju and Dave Schumacher, Valent Biosciences

5:12 PM **Measuring the impact of sunlight on the viability and efficacy of liquid suspension concentrate applications of spinosad**

Presenter/Author Mackenzie Harder, Clarke

Additional Author (s) Rachel Truttmann and Andrew Rivera, Clarke



MVCAC

Mosquito and Vector Control Association of California

.....
One Capitol Mall, Suite 800 • Sacramento, CA 95814 • p: (916) 440-0826 • f: (916) 444-7462 • e: mvcac@mvcac.org

**MVCAC 91st Annual Conference
February 7-10, 2022
Sacramento, CA**

Draft as of 11/3/21

Monday February 7, 2022

- 1:00-4:00 pm Trustee Session
- Anti-Harassment training (AB 1825) (2 hours)
- Trustee Session- Topic TBD
- 4:00-5:00 pm Moderator training
- 6:00-8:00 pm Exhibit Hall open
- 6:00-8:00pm Welcome Reception/social events

Tuesday February 8, 2022

- 7:00am-4:00pm Exhibitor Show Open
- 7:00-8:00 am Morning coffee
- 8:00-10:00am Welcome to MVCAC/Plenary session
- Welcome from MVCAC president/Updates on the Organization
- Legislative Update
- Invited speaker
- 8:45- 9:30 AM Plenary speaker #1 (invited)
- Gregory M. Anstead MD, PhD
- Professor
- Division of Infectious Diseases
- Department of Medicine
- University of Texas Health Science Center at San Antonio
- 9:30-10:00 AM Break
- 10:00- 10:45AM **Using pgSIT to suppress and eliminate wild populations**
- Omar S. Akbari, Ph.D., Professor of Cell and Developmental Biology

Division of Biological Sciences, University of California, San Diego

10:45-11:15 AM Reeves New Investigator
11:15am-12:45pm Visit the exhibitors/poster session/Lunch
12:45-3:15pm Concurrent Sessions

*Community Outreach

*Flea-borne Typhus in the U.S.: History, Resurgence, and Related Issues

3:15-5:30 pm Concurrent Sessions

*Ethics and Ethical Practices

*Innovation and Discovery (same as last year)

Wednesday February 9, 2022

7:00am-2:00 pm Exhibitor Show Open

7:00-8:00 am Morning Coffee

8:00-9:30 AM Concurrent Sessions

*Pac Vec Session 1

* Vertebrates

9:30-10:00 AM Break

10:00-11:30 AM Concurrent Session

* Pac Vec Session 2

* Pesticide Resistance

11:30-12:30 PM Concurrent Session

* PacVec Session 3

* Operations and Technology

12:30-1:30pm Lunch Break

1:30-3:30pm Concurrent Session

* UAS

* Operations and Technology

5:00 pm Social reception

6:00 pm Closing evening event

Thursday February 10, 2022

9:00 am-12 noon MVCAC BOD meeting

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

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: Kay Gaines, Richard Weaver & Whitney Qualls

DATE: Nov 30, 2021

RE: Appointment of Dr. Donald Barnard as Adjunct Senior Vector Biologist (Volunteer)

Dr. Donald Barnard received his Ph.D. in Entomology (study mosquito ecology) from University of California, Riverside.; He did his Postdoctoral training at Colorado State University to study biting midges. He was the Research Entomologist at USDA/ARS's Ticks laboratory to research on biology and management of ticks in Oklahoma, then became a Research Leader and Supervisory Research Entomologist at USDA/ARS/CMAVE's Mosquito and Fly Unit, Gainesville, FL to conduct research on house flies, mosquitoes and biting flies, and ticks for many years. He was the Chief-In-Editor for the Journal of Medical Entomology and served the editorial boards for several journals and committee members for several professional associations and organizations. He is a well-known expert in the field of vector biology and control in the nation and the world.

Dr. Barnard is good at experimental design and biostatistical analysis including computer modelling of vector populations. He is willing to be a voluntary consultant (Adjunct Senior Vector Biologist) to help our programs and guide/help our young Scientists and Students to conduct applied research if we need.

I would like to recommend that the Board approves the appointment of Dr. Donald R. Barnard as the Adjunct Senior Vector Biologist at AMCD. This appointment will benefit our operation and applied research programs.

Thanks for your support.

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

2021 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



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

TO: Board of Commissioners

FROM: Dr. Rui-De Xue, Director, Richard Weaver, Business Manager

DATE: December 9, 2021

RE: Approval of Surplus Property 2020-2021

Based on the District's policy and the supervisor's and mechanic's recommendations, we would like to recommend the Board approve the following items to be surplussed:

Please see attached spread sheet of items.

FY 2020/2021 Surplus Inventory

OFFICE EQUIPMENT

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
N/A	\$0.00	unknown	HP Officejetpro 8610 Printer POOR (taken to landfill by mistake)
N/A	\$0.00	unknown	HP Officejetpro 6978 Printer (bad printer head) POOR (taken to landfill by mistake)
1455	\$0.00	2013	Dell desktop computer OptiPlex 7010 (no hard drive or memory) POOR
1408	\$0.00	2012	Dell Laptop Vostro POOR
1502	\$0.00	2016	Dell Desktop, OptiPlex 780 (bad hard drive) POOR
1183	\$20.00	2003	Sharp Projector GOOD
1283	\$20.00	2005	Epson overhead projector GOOD
N/A	\$0.00	2016	Optiview DVR for security system, bad mother board and hard drive POOR
N/A	\$5.00	2008	Dell flat screen monitor with speaker system FAIR
1391	\$0.00	2013	Dell Optiplex 790 (bad hard drive) POOR
N/A	\$10.00	unknown	US Luggage New York Computer bag, black GOOD

LAB EQUIPMENT

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
1597	\$0.00	unknown	Midwest scientific ALC Microcentrifuge FAIR
1598	\$0.00	unknown	Emax Precision Microplate Reader FAIR
1295	\$25.00	2005	Millipore Direct Q VV3 FAIR
1296	\$25.00	2006	New Brunswick Scientific Excella EL Platform Shaker FAIR

TIRES

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
N/A	\$5.00	2013	Goodyear Wrangler MTR P265/75R15 used tire no rim 04/2013 GOOD
N/A	\$5.00	2013	Goodyear Wrangler MTR P265/75R15 used tire no rim 04/2013 GOOD
N/A	\$5.00	2013	Goodyear Wrangler MTR P265/75R15 used tire no rim 04/2013 GOOD
N/A	\$5.00	2013	Goodyear Wrangler MTR P265/75R15 used tire no rim 04/2013 GOOD
N/A	\$5.00	2014	Goodyear Wrangler DT LT265/75R16 used tire no rim 07/2014 GOOD
N/A	\$5.00	2014	Goodyear Wrangler DT LT265/75R16 used tire no rim 07/2014 GOOD
N/A	\$5.00	2014	Goodyear Wrangler DT LT265/75R16 used tire no rim 07/2014 GOOD
N/A	\$5.00	2014	Goodyear Wrangler DT LT265/75R16 used tire no rim 07/2014 GOOD

VEHICLES

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
1134	\$3,894.00	2002	Ford 3/4 ton 4X4 Pickup truck with mud tires 51,554 miles POOR
1194	\$2,107.00	2004	Chevy Colorado 4X4, no bed, mud tires 101,533 miles FAIR

ULV/ LARVICIDING EQUIPMENT

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
1495	\$0.00	2014	Birchmeier Backpack Sprayer POOR
1496	\$0.00	2014	Birchmeier Backpack Sprayer POOR
1497	\$0.00	2016	Birchmeier Backpack Sprayer POOR
1498	\$0.00	2016	Birchmeier Backpack Sprayer POOR
1542	\$0.00	2017	Long Ray Thermal fogger (lost off of the back of a truck)
1397	\$0.00	2011	Long Ray Thermal fogger (Just the combustion chamber and guard) POOR
913	\$0.00	1992	Homemade adulticide unit with 5hp motor and compressor POOR
1237	\$0.00	2003	Homemade larvicide unit with 30 gallon drum POOR
1417	\$0.00	2012	Long Ray Electric back pack fogger POOR
1421	\$0.00	2012	Long Ray Electric back pack fogger POOR
1432	\$0.00	2013	Long Ray Electric back pack fogger POOR
1433	\$0.00	2013	Long Ray Electric back pack fogger POOR

EQUIPMENT & TOOLS

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
1442	\$0.00	2013	Scotsman Prodigy Ice Machine model # C0530MA-1C with ice chest POOR
N/A	\$0.00	2018	Amana Washing Machine mod# NTW4516FW2 (bad mother board) POOR
1179	\$250.00	2003	Bush Hog MBX960 Box Blade GOOD (Surplussed in 15/16)
N/A	\$0.00	2019	Campbell Hausfeld VT639501AJ 240V, 15A, 60Hz, 1PH 60 Gal. Compressor, Bad motor POOR
N/A	\$20.00	unknown	4 Ton Jack
1054	\$0.00	2000	40 Ton Press Bad hydrodrolics system (leaks) POOR
1019	\$25.00	1998	Bandsaw 7" metal capacity FAIR

AVIATION

PROPERTY #	TODAY'S VALUE	YR	DESCRIPTION
N/A	\$450.00	N/A	Windshield, Bell 206B-aeronautical accessories- blue -left hand #1 NEW
N/A	\$450.00	N/A	Windshield, Bell 206B-aeronautical accessories- blue -left hand #2 NEW
N/A	\$450.00	N/A	Windshield, Bell 206B-aeronautical accessories- blue -left hand #3 NEW
N/A	\$450.00	N/A	Windshield, Bell 206B-aeronautical accessories- blue -left hand #4 NEW
N/A	\$100.00	N/A	Narco AT150 TSO transponder with rack (operational when removed) UNKNOWN
N/A	\$100.00	N/A	Bell 206B series Maintenance Step (RH) folding step only no STC or hardware NEW
N/A	\$4,000.00	N/A	Honeywell Digital HSI (TH-67) Approximately \$10,000.00 to repair this gage can be repaired by ONTIC in CA. REPAIRABLE
N/A	\$225.00	N/A	Quick Change Fwd Wedge Window w/ Slide LH NEW
N/A	\$4,000.00	N/A	Bell 206 Vertical Fin REPAIRABLE
N/A	\$200.00	N/A	(older ISOLAIR) augers and motors #1 OPERATIONAL
N/A	\$200.00	N/A	(older ISOLAIR) augers and motors #2 OPEATIONAL
N/A	\$0.00	N/A	2 plug system Pittman 24V 19:17: ratio
N/A	\$600.00	N/A	Bell 206 B III outer engine cover (flyaway cover) NEW
N/A	\$5,000.00	N/A	Bell 206 A/C Evaporator JBS 2005-2 NEW
N/A	\$5,000.00	N/A	Bell 206 A/C Evaporator JBS 2005-2 NEW
N/A	\$5,000.00	N/A	Bell 206 A/C Evaporator JBS 2005-2 NEW
N/A	\$5,000.00	N/A	Bell 206 A/C Evaporator JBS 2005-2 NEW
N/A	\$5,500.00	N/A	Bell 206 A/C Evaporator Blower assy NEW
N/A	\$5,500.00	N/A	Bell 206 A/C assy- evap FWD dual RH NEW
N/A	\$5,500.00	N/A	Bell 206 A/C assy- evap FWD dual RH NEW
N/A	\$100.00	N/A	Rolls Royce Gearbox housing REPAIRABLE
N/A	\$100.00	N/A	Rolls Royce Gearbox housing REPAIRABLE
N/A	\$5,000.00	N/A	Rolls Royce Outer Combustion Case OVERHAULED
N/A	\$5,000.00	N/A	Rolls Royce Outer Combustion Case OVERHAULED
N/A	\$5,000.00	N/A	Rolls Royce Outer Combustion Case OVERHAULED
N/A	\$0.00	N/A	Shur Flo 1.6 LPM 24V pump POOR
N/A	\$0.00	N/A	Gill 24V aircraft battery 7641-20 (will not hold charge) POOR
N/A	\$0.00	N/A	Bell 206 chin bubble (drill stopped crack) POOR
N/A	\$500.00	N/A	ADB Safegate WC806-25 Knot LED lighted wind Cone GOOD

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

2021 MEMO

DISTRICT DIRECTOR

Dr. Rui-De Xue



BOARD OF COMMISSIONERS:

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

TO: The Board of Commissioners

FROM: Scott Hanna, CPA

CC: Dr. Rui-de Xue

DATE: December 9, 2021

RE: 4th Quarter Budget Analysis

The **Scope of the 4th Quarter Budget analysis** is to provide an **Un-Audited**, preliminary, Summary of the District's Financial Activities for the year end September 30, 2021.

The Financial Summary Report (4th page, following this narrative) is intended for Internal Budgeting Purposes, only, and no external reliance is meant to be placed on it. This is merely useful for internal illustration, discussion, planning.

Significant Highlights of the District's Consolidated Financial Statements, **Y/E 2021** Statements are narrated below:

I) Revenue Budget Increases, Fiscal Year 20/21:

****Revenue Accounts** from the original Budget were Amended to **\$6,952,735**, ratably throughout the year per **DACS** rules at **100% of Actually Collected Amounts** with a total increase of **\$523,682**. This differs from the originally passed **TRIM Budget** where total Revenues were originally **\$6,429,053 (SEE: Figure 1, left column)**. In order to balance the amended Budget, matching Expenditures were equally increased by the Cumulative Increased Revenues **\$523,682 ** (Figure: 1, bottom right)**. These items were matched as closely to relevant program categories as possible (i.e., Grant Revenue increased the relevant program expenses for items, such as Personnel, Benefits, Entomology Supplies, etc.).

Figure: 1, Revenue Accounts portion of Budget

	2020/2021 Original BUDGET Original REVENUES	2020/2021 ▲ Amended BUDGET throughout Yr. REVENUES	Cummulative Changes ▲ BUDGET Increased REVENUES
Taxes	\$ 6,189,053	\$ 6,287,492	\$ 98,439
Interest	\$ 55,000	\$ 55,000.00	\$ -
Grants	\$ 150,000	\$ 575,243.00	\$ 425,243
Misc. Rev.	\$ 35,000	\$ 35,000.00	\$ -
	\$ 6,429,053	\$ 6,952,735	\$ 523,682 **

The **TRIM Budget** employs the conservative approach in allowing no more than 95% of the Tax Levies portion of Revenues to be employed in the Budget. **TRIM** is instrumental in passage of the Budget, where **DACS** is involved in the ongoing amending and monitoring.

II) Budget Variances, highlights, Fiscal Year 20/21:

- 1) **Line 360- Taxes** (1.5% over budget) – **\$6,287,492** (101.5%) was collected, relative to the **Originally Budgeted, \$6,189,053** (95% of Levy max allowed per conservatism as mandated in **Trim Budgeting** process), yielding an **additional \$98,439** of the original budget. This means we actually collected **96.4%** (101.5% x 95%) of the **Taxes Levied**.
- 2) **Line 388- Prior Year Tax Distribution** (100% over budget) – Unanticipated revenues from prior years from the Tax Collector from foreclosures, and previously uncollected debts, yielded a total of **\$7,841**.
- 3) **Line 390- Grants** (35.5% over Amended budget) – Significantly on the rise, and **\$204,213 over Budget**, is the increasing amount of **Grant money** recognized, totaling **\$779,457 (\$673,276 received/ \$106,181 earned Receivables) utilized for Applied Research**. Matching expenditures were ratably amended as the money became available for programs relative to: Operations, Personnel, Personnel Benefits (workers comp included), chemicals, utilities, entomology supplies and training.
- 4) **Line 392- Miscellaneous** (64.3% under budget) – Collections in this Revenue category was 64.3% under Budget. Total Collections were, **\$12,498** which include **salvage sales of \$7,193** and **Dorm Rents of \$5,305**. Below forecasted collections were in part due to not hosting the District’s International Arbovirus Workshop for the 2nd consecutive year.
- 5) **Line 461- Operating Expenses** (51.7% of Amended Budget) – Retention of under-expended funds totaled **\$254,492**, where Highlights included:
 - a. Aerial Ops- No aerial spraying was necessary for the year. Total under-expended retention was in the amount of **\$200,000**.
 - b. Tax Collector- **\$26,666**, rebate of unused Commissions for operating purposes, Year End.
 - c. Attorney Fees – Under Expended per Budget **\$5,347**.

d. Other Contract Services- **\$43,306 under-utilized.**

6) **Line 741 Chemicals/ Solvents** (47.7% of Budgeted) – The District houses additional **chemicals for emergencies**, as well as **anticipated increase in Aerial program usage**. Beginning of the year Budget is based on cost of ***Purchases**. The final presentation is based on actual usage as follows:

Figure: 2

	Fiscal YE 2021
Beginning Inv. 10/1/2020	586,095.00
*Purchases, follows Budget 20/21	\$ 416,838.00
Less: Ending Inventory 9/30/2021	(699,122.00)
**Cost of Chemicals Consumed, 9/30/2021	\$ 303,811.00

7) **Line 900 Capital Outlay** (65.2% of Budgeted) - Under-expended funds amounted to **\$789,851**. A major contributor was uncontrollable delays in Building Construction Contracting Services, leaving a retention of under-utilized amounts of \$143,919 in the Education Facility, and \$298,350 in the SIT Building Plan/ Design. Additional, Under-spent funds were attributed to postponed purchasing of Drone, Bell Helicopter Improvements, and other residual Aerial program necessities moved to the next Fiscal Year.

Thank You

Anastasia Mosquito Control District
Financial Statements
<UnAudited>
October 2020 through September 2021

	<Un-Audited> Actual Oct '20 - Sep '21	Budget (As Amended)	\$ Over/ (under) Budget	% of Budget
Income				
360 · Taxes	6,283,020.69	6,287,491.70	-4,471.01	99.93%
386 · Interest Earned	8,518.31	55,000.00	-46,481.69	15.49%
388 · Prior Year Tax Distribution	7,841.19	0.00	7,841.19	100.0%
390 · Grants	779,456.52	575,243.21	204,213.31	135.5%
392 · Miscellaneous	12,498.15	35,000.00	-22,501.85	35.71%
Total Income	\$ 7,091,334.86	\$ 6,952,734.91	\$ 138,599.95	101.99%
Expense				
405 · Personal Services	1,915,170.18	2,118,540.03	-203,369.85	90.4%
445 · Personal Service Benefits	883,577.59	984,763.40	-101,185.81	89.73%
461 · Operating Expenses	272,617.79	527,109.80	-254,492.01	51.72%
572 · Travel & Per Diem	6,625.62	22,182.00	-15,556.38	29.87%
580 · Telephone/Commun	16,839.21	25,904.00	-9,064.79	65.01%
582 · Freight Service	3,540.00	4,500.00	-960.00	78.67%
584 · Utility Service	36,058.10	39,000.00	-2,941.90	92.46%
586 · Rentals\Leases	0.00	1,000.00	-1,000.00	0.0%
588 · Fleet/Prop/Liab Insurance	139,862.17	141,326.67	-1,464.50	98.96%
605 · Repairs & Maintenance	113,920.03	151,750.00	-37,829.97	75.07%
663 · Printing/ Reproduction	330.00	500.00	-170.00	66.0%
667 · Public Promotional Expense	5,342.65	20,000.00	-14,657.35	26.71%
673 · Other Current Charges	11,769.78	12,825.00	-1,055.22	91.77%
693 · Office Supplies	19,753.93	25,500.00	-5,746.07	77.47%
696 · Protective Clothing	234.94	1,500.00	-1,265.06	15.66%
698 · Misc. Supplies	138,847.43	164,249.98	-25,402.55	84.53%
708 · Tools/Implements	1,716.03	5,000.00	-3,283.97	34.32%
709 · Publications & Dues	15,182.89	17,740.00	-2,557.11	85.59%
720 · Training	37,531.31	53,707.00	-16,175.69	69.88%
723 · Gas, Oil & Lube	54,017.54	91,750.00	-37,732.46	58.88%
741 · Chemicals/Solvents	303,811.63	636,829.00	-333,017.37	47.71%
900 · Capital Outlay	1,479,360.03	2,269,211.03	-789,851.00	65.19%
Total Expense	\$ 5,456,108.85	\$ 7,314,887.91	\$ (1,858,779.06)	74.59%
Surplus/ (Deficit)	\$ 1,635,226.01	\$ (362,153.00)	\$ 1,997,379.01	-451.53%



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

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

ARTHROPOD CONTROL BUDGET AMENDMENT

NICOLE "NIKKI" FRIED
COMMISSIONER

Rule 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. **2022-01**

Fiscal Year: **2021-2022**

Date: **12/9/2021**

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
\$ 14,623,663.00	\$ 3,631,124.00	\$ 14,623,663.00	\$ 1,491,787.30	\$ -	\$ 16,115,450.30

NAME SOURCE OF INCREASE: (Explain Decrease)

BUDGETED RECEIPTS

ACCT NO	Description	Present Budget	Increase Request	Decrease Request	Revised Budget
311	Ad Valorem (Current/Delinquent)	\$ 6,600,191.00	\$ -	\$ -	\$ 6,600,191.00
334.1	State Grant	\$ -	\$ -	\$ -	\$ -
362	Equipment Rentals	\$ -	\$ -	\$ -	\$ -
337	Grants and Donations	\$ 400,000.00	\$ -	\$ -	\$ 400,000.00
361	Interest Earnings	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00
364	Equipment and/or Other Sales	\$ -	\$ -	\$ -	\$ -
369	Misc./Refunds (prior yr expenditures)	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
380	Other Sources	\$ -	\$ -	\$ -	\$ -
389	Loans	\$ -	\$ -	\$ -	\$ -
TOTAL RECEIPTS		\$ 7,032,691.00	\$ -	\$ -	\$ 7,032,691.00
Beginning Fund Balance		\$ 7,590,972.00	\$ 1,491,787.30	\$ -	\$ 9,082,759.30
Total Budgetary Receipts & Balances		\$ 14,623,663.00	\$ 1,491,787.30	\$ -	\$ 16,115,450.30

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	\$ 2,040,045.00	\$ -	\$ -	\$ 2,040,045.00
20	Personal Services Benefits	\$ 1,068,751.00	\$ -	\$ -	\$ 1,068,751.00
30	Operating Expense	\$ 513,829.00	\$ -	\$ -	\$ 513,829.00
40	Travel & Per Diem	\$ 36,406.00	\$ -	\$ -	\$ 36,406.00
41	Communication Services	\$ 25,904.00	\$ -	\$ -	\$ 25,904.00
42	Freight Services	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
43	Utility Service	\$ 39,000.00	\$ -	\$ -	\$ 39,000.00
44	Rentals & Leases	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
45	Insurance	\$ 160,000.00	\$ -	\$ -	\$ 160,000.00
46	Repairs & Maintenance	\$ 143,250.00	\$ -	\$ -	\$ 143,250.00
47	Printing and Binding	\$ 500.00	\$ -	\$ -	\$ 500.00
48	Promotional Activities	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
49	Other Charges	\$ 6,325.00	\$ -	\$ -	\$ 6,325.00
51	Office Supplies	\$ 22,000.00	\$ -	\$ -	\$ 22,000.00
52.1	Gasoline/Oil/Lube	\$ 91,750.00	\$ -	\$ -	\$ 91,750.00
52.2	Chemicals	\$ 593,090.00	\$ -	\$ -	\$ 593,090.00
52.3	Protective Clothing	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00
52.4	Misc. Supplies	\$ 161,257.00	\$ -	\$ -	\$ 161,257.00
52.5	Tools & Implements	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
54	Publications & Dues	\$ 30,240.00	\$ -	\$ -	\$ 30,240.00
55	Training	\$ 41,000.00	\$ -	\$ -	\$ 41,000.00
60	Capital Outlay	\$ 4,899,841.00	\$ -	\$ -	\$ 4,899,841.00
71	Principal	\$ -	\$ -	\$ -	\$ -
72	Interest	\$ -	\$ -	\$ -	\$ -
81	Aids to Government Agencies	\$ -	\$ -	\$ -	\$ -
83	Other Grants and Aids	\$ -	\$ -	\$ -	\$ -
89	Contingency (Current Year)	\$ 1,089,351.00	\$ -	\$ -	\$ 1,089,351.00
99	Payment of Prior Year Accounts	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET AND CHARGES		\$ 10,992,539.00	\$ -	\$ -	\$ 10,992,539.00
0.001	Reserves - Future Capital Outlay	\$ 1,520,486.00	\$ 1,491,787.30	\$ -	\$ 3,012,273.30
0.002	Reserves - Self-Insurance	\$ -	\$ -	\$ -	\$ -
0.003	Reserves - Cash Balance to be Carried Forward	\$ 1,980,638.00	\$ -	\$ -	\$ 1,980,638.00
0.004	Reserves - Sick and Annual Leave	\$ 130,000.00	\$ -	\$ -	\$ 130,000.00
TOTAL RESERVES		\$ 3,631,124.00	\$ 1,491,787.30	\$ -	\$ 5,122,911.30
TOTAL BUDGETARY EXPENDITURES and BALANCES		\$ 14,623,663.00	\$ 1,491,787.30	\$ -	\$ 16,115,450.30
ENDING FUND BALANCE		\$ -	\$ -	\$ -	\$ -

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

DATE _____

APPROVED: _____
Mosquito Control Program

DATE _____

ANASTASIA MOSQUITO CONTROL DISTRICT OF ST. JOHNS COUNTY
FISCAL YEAR ENDING SEPTEMBER 30, 2022
LOCAL FUND

BUDGET AMENDMENT NUMBER 2022-01

PAGE 1 OF 1

COMPUTATIONS

LOCAL FUND

Beginning Fund Balance, Increase, Adjusting Entry, Local Fund

Beginning Fund Balance, (Actual) 21/22 as verified/reconciled Post-Budget Passing
Less: Beginning Fund Balance, (Estimate) as Passed in Budget Hearing
Increase in Beginning Fund Balance 21/22, Local Fund

\$ 9,082,759.30
\$ (7,590,972.00)
\$ 1,491,787.30

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

LOCAL FUND BUDGET AMENDMENT NUMBER 2022-01

JOURNAL ENTRIES:

FUND BALANCE ADJUSTMENT ENTRIES:

ACCOUNTS AFFECTED

Beginning Fund Balance:

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

INCREASE
\$1,491,787.30

=

Ending Fund Balance:

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

INCREASE
\$1,491,787.30

Unfinished Business #1



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

DATE REPORTING: 12/1/2021

ACTIVITIES THAT OCCURRED FROM DATES: 9/1/2021 – 12/1/2021

- 1) PEMB Masonry Stem wall painted 1st coat
- 2) PEMB delivered and 75% erected.
- 3) Mural merged photo selected and approved 11/04/21
- 4) Millwork Cabinet items approved and on order 12/01/21
- 5) Storefront material ordered for delivery 12/06/21
- 6) Custom etched round window delivered to site for install 11/19/21
- 7) Lighting Package on order for delivery by 01/31/21
- 8) Fire Sprinkler Package ordered for delivery 12/06/21
- 9) Fish tank in production for delivery in March 2022
- 10) Playground Equipment ordered for delivery/installation February 2022
- 11) Classroom Bench creation 75% complete

DESIGN & PERMITTING ITEMS:

- 1.) Fire sprinkler system permitted
- 2.) Fire Alarm System Permitted
- 3.) Interior design package complete, awaiting final color selection by AMCD.
- 4.) Graphics/print materials approved for install.

SUBCONTRACTORS & VENDORS ON SITE:

- 1) JF M Construction
- 2) R&A Plumbing Contractors
- 3) Vilano Electric
- 4) Custom Aquarium
- 5) Lindahl Designs
- 6) Artistic Contractors
- 7) N8-Creative
- 8) Jody Marciel Design Studio
- 9) Kainley Designs
- 10) Progressive Air & Mechanical Inc.
- 11) Design It Graphics
- 12) Perimeter Glass

PERCENTAGE OF ST JOHNS COUNTY RESIDENTS/BUSINESS:

- 1) As of this report, there is \$423,635.00 contracted to SJC.
- 2) 17% of Prime Contract Amount.

TAX SAVINGS:

- 1) As of this report, there is \$11,041.47 in tax savings realized, with \$13,698.47 in



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

process.

DELIVERABLE SCHEDULE IMPACTS:

- 1) PEMB Steel market still experiencing production delays due to demand back log from COVID-19 Pandemic. Building was received on 11/10/2021 which was a 63 day total delay from update on 07/07/2021 which we are working to incorporate into existing contract schedule.
- 2) Set design production underway, scheduled for install to begin 02/15/21.
- 3) Design changes to millwork display cabinets items have been approved as of 12/01/21. No known delays to project at this time.
- 4) Signage/image content outstanding for each section. Need content/image selection for each section complete to begin graphics design by January 7th, 2022.

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 – 02/14/2022
- 6) Turn Over Building to Set Design – 02/15/2022
- 7) Signage Installation – 4/22/2022
- 8) Project Complete – 5/13/2022
- 9) Contract Completion Date – 07/08/2022



COMPASS GROUP
Compass Group

Printed on Wed Dec 1, 2021 at 02:07 pm EST

Job #: 2221 AMCD Disease Vector Education Center-Anastasia Mosquito Control
120 EOC Drive
St Augustine, Florida 32092



Description

Taken Date

12/01/2021 at 02:00 pm

Uploaded By

Tommy Casey

Upload Date

12/01/2021 at 02:00 pm

File Name

[C86E5042-EA29-456F-9A62-4C34...](#)



Description

Taken Date

12/01/2021 at 01:59 pm

Uploaded By

Tommy Casey

Upload Date

12/01/2021 at 01:59 pm

File Name

[3D2ADB1A-CC2C-442A-93F7-91A...](#)



Description

Taken Date

12/01/2021 at 01:59 pm

Uploaded By

Tommy Casey

Upload Date

12/01/2021 at 02:00 pm

File Name

[5980726E-B556-4EFA-866E-0AAE...](#)



Description

Taken Date

12/01/2021 at 01:59 pm

Uploaded By

Tommy Casey

Upload Date

12/01/2021 at 01:59 pm

File Name

[9873A08C-23F6-441F-BDCB-439...](#)



COMPASS GROUP
Compass Group

Printed on Wed Dec 1, 2021 at 02:07 pm EST

Job #: 2221 AMCD Disease Vector Education Center-Anastasia Mosquito Control
120 EOC Drive
St Augustine, Florida 32092



Description

Taken Date

12/01/2021 at 01:57 pm

Uploaded By

Tommy Casey

Upload Date

12/01/2021 at 01:57 pm

File Name

[6EB85A93-6FDE-4A8C-A556-DAA...](#)

**UNFINISHED
BUSINESS
#2**

Anastasia Mosquito Control District of St. Johns County

120 EOC Drive, St. Augustine, Florida 32092

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

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 and Richard Weaver, Business Manager

DATE: December 9, 2021

RE: Approval of Committee Recommendation for Health, Dental and Life Insurance (2022)

The Insurance Committee received and reviewed the health insurance rates and plans from Florida Blue (7 plans), and United Health Care (4 plans). AMCD's current plan had a 10.13% increase. Review of the other Florida Blue plans showed one plan had a - 7.52% decrease in cost but had almost a 100% increase in the deductible, the other plans had higher deductibles and co-pays and the smallest increase was at 4.59%. United Health Care plans showed one plan had a -8.59% decrease in cost but had a 100% increase in the deductible and no out of network coverage the other plans had higher deductibles and co-pays and the smallest increase was at 3.65%. The lower cost options presented would alter the employee coverage by increasing the deductible and out of network costs, adding co-pays and removing currently allowed benefits, for this reason the committee did not consider these options as viable, all other options presented had less coverage and or a higher cost.

The committee also reviewed plans for Dental insurance from United Concordia (current plan). United Concordia continues to have a better plan and better rates with a small rate increase for 2022.

The committee also reviewed plan for Life insurance from Guardian (current plan), and United Health Care. With no rate increase for 2022.

Health Insurance:

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

Insurance Cost (less employee contribution)	\$ 432,385.02
HSA Contribution	\$ 124,600.00
Total Health Insurance Cost	\$ 556,985.02

Dental insurance:

The recommended plan is the United Concordia plan (current)

Insurance Cost (less employee contribution)	\$ 12,532.14
---	--------------

Life Insurance:

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

Insurance Cost	\$ 4,272.24
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Total Yearly Insurance Cost	\$ 573,789.40
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Less Budgeted Amount	\$ 592,686.00
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Over/Under Budget

\$ (18,896.60)

Attachment 1: Spreadsheet: For 2021 & 2022: Current plan 5070/5071 (Recommended)

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

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

Attachment 2A & 2B: Spreadsheets:

For 2021 & 2022: Current plan 5070/5071 (Recommended)

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

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

RECOMMENDATION:

The Insurance Committee requests that the Board accepts their recommendation: To approve keeping our current health insurance plan (5070/5071) with Florida Blue (with a 10.13% increase), keeping the HSA contribution amounts the same (\$2,700 for employee only & \$6,200 family); keeping our current United Concordia Dental Insurance Plan 8W (with small cost increase); and our current Guardian Life Insurance (at no cost increase for 2022).

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 2022 Health Insurance: Health Savings Account Options

Attachment 2



COMMITTEE RECOMMENDATION		Last Years Rate Calculations			Recommendation Current Plan	
COVERAGE	2021 Employee count	2021 Rates		2022 Employee count	2022 Rates	
		5070/5071			5070/5071	
Deductible	Single	\$3,500		Single	\$3,500	
	Family	\$7,000		Family	\$7,000	
Deductible Included in OOP Max		Yes			Yes	
Coinsurance: Carrier% / Member %		100% / 0%			100% / 0%	
Out of Pocket Max	Single	\$3,500		Single	\$3,500	
	Family	\$7,000		Family	\$7,000	
Preventive Servicer (Wellness)		\$0			\$0	
Physician Services (PCP/Spec)		Deductible then 0%			Deductible then 0%	
Urgent Care Service		Deductible then 0%			Deductible then 0%	
Prescription Drugs (T1/T2/T3)		Deductible then 0%			Deductible then 0%	
Specialty Meds (T1/T2/T3)		Deductible then 0%			Deductible then 0%	
Inpatient Hospital Services		Deductible then 0%			Deductible then 0%	
Outpatient Diagnostic Lab & X-Ray		Deductible then 0%			Deductible then 0%	
Outpatient Advanced Imaging (MRI, Ct, Pet)		Deductible then 0%			Deductible then 0%	
Outpatient Surgery		Deductible then 0%			Deductible then 0%	
Emergency Health Services		Deductible then 0%			Deductible then 0%	
RATE COMPARISON	Count	Monthly Premium Cost		Count	Monthly Premium Cost	
Employee Only	15	\$722.61		14	\$795.78	
Employee & Spouse	4	\$1,625.81		5	\$1,790.44	
Employee & Child(ren)	1	\$1,284.25		1	\$1,414.30	
Family	8	\$2,168.89		8	\$2,388.51	
TOTAL	28	\$35,977.76		28	\$40,615.50	
Total Current		\$35,977.76			\$40,615.50	
a) Total Annual Premium: # of Employees X rate X 12 months:		\$431,733.12			\$487,386.00	
b) Total Employee Portion: (25% difference between EE Only and applicable dep rate)		\$47,234.04			\$55,000.98	
c) Total Annual Premium LESS Total Employee Portion:		\$384,499.08			\$432,385.02	
Add: H.S.A. Annual Cost	Count	H.S.A. Annual Cost		Count	H.S.A. Annual Cost	
d) Employee Only	15	\$40,500.00	\$2700 Per Employee	14	\$37,800.00	\$2700 Per Employee
e) All Other	13	\$80,600.00	\$6200 Per Employee	14	\$86,800.00	\$6200 Per Employee
Total Annual District Cost -- Total of c + d + e	28	\$505,599.08		28	\$556,985.02	
Budgeted Amount		\$522,932.30			\$568,077.40	
Over/ (Under) Budget		-\$17,333.22			-\$11,092.38	

EMPLOYEE COSTS and RATES	2021 Employee count	Current Plan	Increase/ (Decrease) from 2021	2022 Employee count	Current Plan	Increase/ (Decrease) from 2022
<u>Employee Only rate</u>		\$722.61	\$0.00		\$795.78	\$0.00
= Employee portion	15			14		
Employee & Spouse rate		\$1,625.81			\$1,790.44	
Less: Employee Only rate		\$722.61			\$795.78	
x 25% of difference per month	\$903.20	\$225.80	\$17.73	\$994.66	\$248.67	\$22.87
x # of employees	4	\$903.20		5	\$1,243.33	
x 12 months						
= Employee portion		\$10,838.40			\$14,919.90	
Employee/ Children rate		\$1,284.25			\$1,414.30	
Less: Employee Only rate		\$722.61			\$795.78	
x 25% of difference per month	\$561.64	\$140.41	\$11.03	\$618.52	\$154.63	\$14.22
x # of employees	1	\$140.41		1	\$154.63	
x 12 months						
= Employee portion		\$1,684.92			\$1,855.56	
Family rate		\$2,168.89			\$2,388.51	
Less: Employee Only rate		\$722.61			\$795.78	
x 25% of difference per month	\$1,446.28	\$361.57	\$28.40	\$1,592.73	\$398.18	\$36.61
x # of employees	8	\$2,892.56		8	\$3,185.46	
x 12 months						
= Employee portion		\$34,710.72			\$38,225.52	
Total Employee portion		\$47,234.04			\$55,000.98	
Maximum Possible \$ Expenditure for an Employee (using family employee rate)	Maximum possible cost to an employee	\$5,138.84	\$340.80	Maximum possible cost to an employee	\$5,578.16	\$439.32

Red font denotes a higher cost than 2021 Green Font denotes a lower cost than 2021

ANASTASIA MOSQUITO CONTROL DISTRICT
 January 1, 2022 Health Insurance: Health Savings Account Options

Attachment 2-A



COMMITTEE RECOMMENDATION	Last Years Rate Calculations		Recommendation Current Plan	
	2021 Rates	2022 Rates	2021 Rates	2022 Rates
COVERAGE	2021 Employee count	5070/5071	2022 Employee count	5070/5071
	Deductible	Single \$3,500 Family \$7,000	Single \$3,500 Family \$7,000	Single \$3,500 Family \$7,000
	Deductible Included in OOP Max	Yes	Yes	Yes
	Coinsurance: Carrier% / Member %	100% / 0%	100% / 0%	100% / 0%
	Out of Pocket Max	Single \$3,500 Family \$7,000	Single \$3,500 Family \$7,000	Single \$3,500 Family \$7,000
	Preventive Services (Wellness)	\$0	\$0	\$0
	Physician Services (PCP/Spec)	Deductible then 0%	Deductible then 0%	Deductible then 0%
	Urgent Care Service	Deductible then 0%	Deductible then 0%	Deductible then 0%
	Prescription Drugs (T1/T2/T3)	Deductible then 0%	Deductible then 0%	Deductible then 0%
	Specialty Meds (T1/T2/T3)	Deductible then 0%	Deductible then 0%	Deductible then 0%
Inpatient Hospital Services	Deductible then 0%	Deductible then 0%	Deductible then 0%	
Outpatient Diagnostic Lab & X-Ray	Deductible then 0%	Deductible then 0%	Deductible then 0%	
Outpatient Advanced Imaging (MRI, Ct, Pet)	Deductible then 0%	Deductible then 0%	Deductible then 0%	
Outpatient Surgery	Deductible then 0%	Deductible then 0%	Deductible then 0%	
Emergency Health Services	Deductible then 0%	Deductible then 0%	Deductible then 0%	
RATE COMPARISON	Count	Monthly Premium Cost	Count	Monthly Premium Cost
Employee Only	15	\$722.61	14	\$795.78
Employee & Spouse	4	\$1,625.81	5	\$1,790.44
Employee & Child(ren)	1	\$1,284.25	1	\$1,414.30
Family	8	\$2,168.89	8	\$2,388.51
TOTAL	28	\$35,977.76	28	\$40,615.50
Total Current		\$35,977.76		\$40,615.50
a) Total Annual Premium: # of Employees X rate X 12 months:		\$431,733.12		\$487,386.00
b) Total Employee Portion: (25% difference between EE Only and applicable dep rate)		\$47,234.04		\$55,000.98
c) Total Annual Premium LESS Total Employee Portion:		\$384,499.08		\$432,385.02
Add: H.S.A. Annual Cost	Count	H.S.A. Annual Cost	Count	H.S.A. Annual Cost
d) Employee Only	15	\$40,500.00 <small>\$2700 Per Employee</small>	14	\$37,800.00 <small>\$2700 Per Employee</small>
e) All Other	13	\$80,600.00 <small>\$6200 Per Employee</small>	14	\$86,800.00 <small>\$6200 Per Employee</small>
Total Annual District Cost -- Total of c + d + e	28	\$505,599.08	28	\$556,985.02
Budgeted Amount		\$522,932.30		\$568,077.40
Over/ (Under) Budget		-\$17,333.22		-\$11,092.38

Red font denotes a higher cost than 2021

Green font denotes a lower cost than 2021

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 2022 Health Insurance: Health Savings Account Options

Attachment 2-B



COMMITTEE RECOMMENDATION	2021 Employee count	Last Years Choice		2022 Employee count	Recommendation Current Plan				
		2021 Rates	Increase/ (Decrease) from 2021		2022 Rates	Increase/ (Decrease) from 2022			
		5070/5071			5070/5071				
EMPLOYEE COSTS and RATES	<u>Employee Only rate</u>								
	= Employee portion	15	\$722.61	\$0.00	14	\$795.78	\$0.00		
	Employee & Spouse rate		\$1,625.81			\$1,790.44			
	Less: Employee Only rate		\$722.61			\$795.78			
	x 25% of difference per month		\$225.80	\$17.73		\$248.67	\$22.87		
	x # of employees	4	\$903.20		5	\$1,243.33			
	x 12 months								
	= Employee portion		\$10,838.40			\$14,919.90			
	Employee/ Children rate		\$1,284.25			\$1,414.30			
	Less: Employee Only rate		\$722.61			\$795.78			
	x 25% of difference per month		\$561.64	\$11.03		\$154.63	\$14.22		
	x # of employees	1	\$140.41		1	\$154.63			
	x 12 months								
	= Employee portion		\$1,684.92			\$1,855.56			
	Family rate		\$2,168.89			\$2,388.51			
Less: Employee Only rate		\$722.61			\$795.78				
x 25% of difference per month		\$1,446.28	\$28.40		\$398.18	\$36.61			
x # of employees	8	\$2,892.56		8	\$3,185.46				
x 12 months									
= Employee portion		\$34,710.72			\$38,225.52				
Total Employee portion		\$47,234.04			\$55,000.98				
Maximum Possible \$ Expenditure for an Employee (using family employee rate)	Maximum possible cost to an employee	\$5,138.84	\$340.80	Maximum possible cost to an employee	\$5,578.16	\$439.32			

Red font denotes a higher cost than 2021

Green Font denotes a lower cost than 2021

ANASTASIA MOSQUITO CONTROL DISTRICT

January 1, 2022 Insurance Proposal

Attachment 1

Health Insurance Breakdown


Committee Recommendation	Coverage Year		Last Years Costs		Recommendation: Current Plan	
	2021	2022	2021	2022	2021	2022
DEDUCTIBLE	SINGLE		\$3,500.00	\$3,500.00		
	FAMILY		\$7,000.00	\$7,000.00		
MAX OUT OF POCKET	SINGLE		\$3,500.00	\$3,500.00		
	FAMILY		\$7,000.00	\$7,000.00		
HSA CONTRIBUTION	SINGLE		\$2,700.00	\$2,700.00		
	FAMILY		\$6,200.00	\$6,200.00		
EMPLOYEE COST (Deductible less HSA)	SINGLE		\$800.00	\$800.00		
EMPLOYEE COST (Deductible less HSA not including employee contributions)	FAMILY		\$800.00	\$800.00		
HSA TOTAL			\$124,600.00	\$121,100.00		
LESS EMPLOYEE PORTION			\$42,074.10	\$47,234.04		

Yearly Totals All Insurance

HEALTH		\$505,599.00	\$556,985.02
DENTAL		\$11,061.66	\$12,532.14
LIFE		\$3,968.16	\$4,272.24
TOTAL		\$520,628.82	\$573,789.40
BUDGET AMOUNT		\$547,594.00	\$592,686.00
UNDER/OVER BUDGET		-\$26,965.18	-\$18,896.60


New Business

#1




AMCD Interns 2021

Whitney A. Qualls, MS, PHD
Science Manager/Entomologist




AMCD Internship Intern Program Goals:

1. Enhance our mosquito control program through education and applied research
2. Encourage interest in mosquito control for both scientific and non-scientific students
3. Mentor interns in scientific method, laboratory standards, and mosquito control
4. New technologies/methods are evaluated and developed to benefit our employees and mosquito control



Intern Resources

• University of North Florida (15)	• Florida State University (1)
• University of Florida (3)	• Flagler College (16)
• University of Miami (9)	• St. Johns River State College (2)
• University of South Florida (2)	• Kasetsart University, Thailand (1)
• University of Central Florida (1)	• Local high school (10)
• University of North Carolina (2)	• Cornell University (1)
• University of New England (1)	• Western Carolina University (4)
• Johns Hopkins University (2)	• Eastern Carolina University (1)
• Saint Leo University (1)	• Georgia Southwestern State U (1)

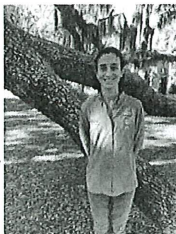


Total number of interns trained since 2005

- 28 graduate students
- 34 undergraduate students
- 10 high school students
- Total to date: 72

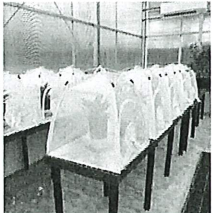
Taylor Ballantyne (April 26th – October 4th, 2021)

- BSH Public Health
University of North Florida
- Masters of Public Health,
Epidemiology
University of North Florida
- 2 month position funded under the CDC/SECEVBD
"Evaluation of a new formulation of active ingredient of TSB (toxic sugar baits) against Dengue vector mosquitoes"
- OPS position funded for 2 months under FDACS grant
"Impacts of larvicides on non-targets"



Project

- Conducted adult and larval trials
 - Created a TSB solution of 11% BTI and 5% of boric acid
 - Evaluated the effectiveness of a TSB application in controlling both adult and larval *Aedes aegypti* (both susceptible and resistant strain), and *Culex quinquefasciatus* mosquito populations in the greenhouse
- Overall Results:
 - Increased understanding of the behavior of *Aedes aegypti*, and *Culex quinquefasciatus*
 - Able to better understand the effectiveness of a TSB solution at different concentrations
 - Created a manuscript



Additional Internship Experiences



Gained a better understanding of the behavior of mosquitos and their different habitats in St. Johns County



Helped assist in other experiments in the greenhouse and laboratory



Assisted in mosquito surveillance

Laryssa Fanney (May 10th – December 16th, 2021)

• B.S. of Science in Health, University of North Florida.

- Projects worked on:
 - St. Augustine Sterile Insect Technique Project
 - Anastasia Mosquito Control District Insectary



Projects

- Sterile Insect Technique Program
 - Assisted with releases of sterilized male *Ae. aegypti* mosquitoes at intervention sites.
 - Set BG traps and ovipaper for adult and egg data collection from intervention and control sites.
 - Categorized egg data from collected ovipaper and learned the difference in egg identification.
- Insectary
 - Learned how to rear and care for different species of mosquitos for field and lab research.
 - Learned how to differentiate different states of mosquito life cycle.
 - Assisted with adulticide and larvicide field testing.



Additional Internship Experience



Learned how to care for *Gambusia* Fish.



Learned to care for and bleed chickens for sentinel chicken program.



Learned to identify different species of mosquitos.

Alexis Middleton (May 3rd – July 29th, 2021)

- Junior at Saint Leo University
- Projects worked on:
 - St. Augustine Sterile Insect Technique Project
 - AMCD Arbovirus Surveillance



Projects

- Sterile Insect Technique Program
 - Assisted with releases of sterile male *Ae. aegypti* mosquitoes at intervention sites.
 - Set BG traps and ovipaper for adult and egg data collection from intervention and control sites.
- Arbovirus Surveillance
 - Assisted in weekly chicken surveillance.
 - Assisted with mosquito trapping for operations and the molecular laboratory.



Additional Internship Experience

- Impact of Duckweed on *Culex quinquefasciatus* emergence
- **Research Question:** What is the relationship between percent surface area coverage of Duckweed and mosquito emergence?
- **Results:** There appears to be an impact of Duckweed on *Cx. quinquefasciatus* adult emergence. The control had 95% emergence at 96 hours with the majority of emergence occurring at 48 hours (84%) (Figure 1). Emergence was reduced to 55% and 56.7% at 96 hours for the half and full surface coverage, respectively. The majority of emergence (53%) for the half surface coverage occurred at 72 hours while the majority of emergence (54%) occurred at 48 hours for the full surface coverage.

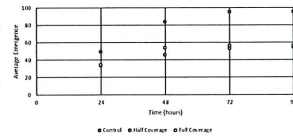


Figure 1. Average % adult emergence following exposure to no, half and full duckweed surface coverage over time.

Ellie DeVault (6 week volunteer/ 20 hours per week)

- Junior at Ponte Vedra High School
- Academy of Biotechnology and Medical Research
- Summer Internship in a biotech-related facility



Genevieve Chaon (6 week volunteer/ 20 hours per week)

- Junior at Ponte Vedra High School
- Academy of Biotechnology and Medical Research
- Summer Internship in a biotech-related facility



Mira Schmidt (6 week volunteer/ 20 hours per week)

- Junior at Ponte Vedra High School
- Academy of Biotechnology and Medical Research
- Summer Internship in a biotech-related facility



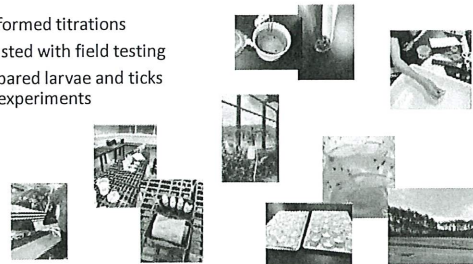
Internship Experience

- The focus of their internship was in the molecular lab under Dr. Peper
- Assisted with bleeding chickens and was trained on the ELISA testing and RNA extraction/PCR



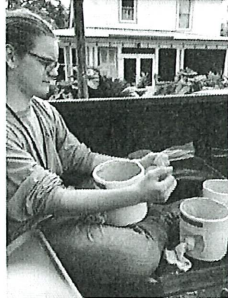
Additional Internship Experiences

- Performed titrations
- Assisted with field testing
- Prepared larvae and ticks for experiments



Zachary Janszen (6 week volunteer/ 20 hours per week)

- Junior at Ponte Vedra High School
- Academy of Biotechnology and Medical Research
- Summer Internship in a biotech-related facility



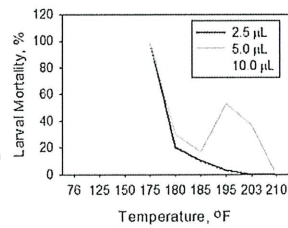
Internship Experience

- The focus of his internship was under Dr. Farooq
- Assisted with insectary maintenance, assisted with SIT releases and trapping, and conducted a laboratory project to understand how high heat impacts Bti.



Additional Internship Experience

- Thermal fogger temperature is 145 °F
- No loss of VectoBac 12 AS activity up to 175 °F.
- Threshold temperature based on this study is 175 °F



Holly Usina (May-November 24th, 2021)

- Science and Operation Team Intern
- Served as a mosquito control operations seasonal on W-TH including a route
- Assisted with the Science team on M-T with sentinel and light trap surveillance
- Responsible for maintaining cleaning chicken house and ensuring all batteries were charged for all trapping



Heather Keating (May-September 2021)

- Administration Inter
- Responsible for board books
- Answering and entering service requests
- Was the face of AMCD during our busy season



Thank you

- AMCD Board of Commissioners for supporting our internship program
- AMCD Operations Team for training the interns in the field of mosquito control
- AMCD Science Team for mentoring the interns

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

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: Kay Gaines, Richard Weaver, Scott Hanna, Dana Smith, Whitney Qualls, Dena Autry

DATE: November 30, 2021

RE: Purchase policy: Increase the limitation of dollar amounts for determination for Competitive Solicitations

Due to the higher cost increases of the aerial program, equipment and parts. And other programs' materials and labor costs, the District's purchase policy for the determinations for competitive solicitations definitely needs to be amended and updated. Based on the Florida State Statues, we propose for the following changes in the purchase policy:

6.0. Competitive Solicitations:

6.1. Determinations.

6.1.1. Purchase of \$0.01 through \$4,999.99, do Not require quotes, but do require a purchase order and approval of the Director.

6.1.2. Purchase \$5,000 through \$9,999.99 require three (3) telephone or e-mail quotes, a purchase order and approval of the Director.

6.1.3. Purchase of \$10,000 through \$34,999.99 hereafter referred to as the Authorized Amount" require Three (3) written Quotes, a purchase order and approval of the Director.

6.1.4. Purchase of \$35,000 and above, will be advertised for competitive, formal bid, with award responsibility resting with the Board of Commissioners.

I recommend to approve the proposed purchase policy's amendment or changes.

6.0 COMPETITIVE SOLICITATIONS (proposed changes)

"Competitive sealed bids," "competitive sealed proposals," or "competitive sealed replies" means the process of receiving two or more sealed bids, proposals, or replies submitted by responsive vendors and includes bids, proposals, or replies transmitted by electronic means in lieu of or in addition to written bids, proposals, or replies.

"Competitive solicitation" or "solicitation" means an invitation to bid, a request for proposals, or an invitation to negotiate.

"Responsible vendor" means a vendor who has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance.

"Responsive bid," "responsive proposal," or "responsive reply" means a bid, or proposal, or reply submitted by a responsive and responsible vendor that conforms in all material respects to the solicitation.

"Responsive vendor" means a vendor that has submitted a bid, proposal, or reply that conforms in all material respects to the solicitation.

6.1 Determination

6.1.1 Purchases of \$0.01 through \$4,999.99 do NOT require quotes, but do require a purchase order and approval of the Director.

6.1.2 Purchases of \$5,000.00 through \$9,999.99 require **three (3) telephone quotes**, a purchase order and approval of the Director. When approval at this level is sought, written documentation including the date of the quote, a contact name and all notes from any discussions with the vendor representative must be kept on file.

6.1.3 Purchases of \$10,000.00 through \$34,999.99 hereafter referred to as the "Authorized Amount," require **three (3) written quotes**, a order and approval of the Director.

An exception purchase to obtaining the three (3) written quotes would be if competitive bidding has already been conducted by another governmental agency for the goods or services, or if a single quote can be obtained from a contractor for goods or services who already has an existing state contract, which has already been put out for bid with the state, and is listed on the state database.

Purchases of \$10,000.00 through \$34,999.99 may be authorized with less than three (3) written quotes when there are only one (1) or two (2) suppliers within a reasonable marketing area of St Johns County. The Director may solicit quotes and proposals from available suppliers without the necessity of soliciting proposals from outside of the reasonable St. Johns County marketing area.

6.1.4 Except as provided in Section 6.3 "Competitive Bidding exemption" below, purchases of \$35,000.00 and above, **will be advertised for competitive, formal bid**, with award responsibility resting with the Board of Commissioners.

6.2 Competitive Bidding Required

Except for those instances listed in Section 6.3 below, supplies, materials, equipment, or service expected to exceed the "authorized Amount" of \$35,000 shall be advertised for competitive bid by public notice. Public notice shall be, but is not limited to, publication in a newspaper and website which provides distribution in the St. Johns County area.

6.0 COMPETITIVE SOLICITATIONS

"Competitive sealed bids," "competitive sealed proposals," or "competitive sealed replies" means the process of receiving two or more sealed bids, proposals, or replies submitted by responsive vendors and includes bids, proposals, or replies transmitted by electronic means in lieu of or in addition to written bids, proposals, or replies.

"Competitive solicitation" or "solicitation" means an invitation to bid, a request for proposals, or an invitation to negotiate.

"Responsible vendor" means a vendor who has the capability in all respects to fully perform the contract requirements and the integrity and reliability that will assure good faith performance.

"Responsive bid," "responsive proposal," or "responsive reply" means a bid, or proposal, or reply submitted by a responsive and responsible vendor that conforms in all material respects to the solicitation.

"Responsive vendor" means a vendor that has submitted a bid, proposal, or reply that conforms in all material respects to the solicitation.

6.1 Determination

6.1.1 Purchases of \$0.01 through \$1,999.99 do NOT require quotes, but do require a purchase order and approval of the Director.

6.1.2 Purchases of \$2,000.00 through \$4,999.99 require **three (3) telephone quotes**, a purchase order and approval of the Director. When approval at this level is sought, written documentation including the date of the quote, a contact name and all notes from any discussions with the vendor representative must be kept on file.

6.1.3 Purchases of \$5,000.00 through \$10,000.00 hereafter referred to as the "Authorized Amount," require **three (3) written quotes**, a order and approval of the Director.

An exception purchase to obtaining the three (3) written quotes would be if competitive bidding has already been conducted by another governmental agency for the goods or services, or if a single quote can be obtained from a contractor for goods or services who already has an existing state contract, which has already been put out for bid with the state, and is listed on the state database.

Purchases of \$5,000.00 through \$10,000.00 may be authorized with less than three (3) written quotes when there are only one (1) or two (2) suppliers within a reasonable marketing area of St Johns County. The Director may solicit quotes and proposals from available suppliers without the necessity of soliciting proposals from outside of the reasonable St. Johns County marketing area.

6.1.4 Except as provided in Section 6.3 "Competitive Bidding exemption" below, purchases of \$10,000.01 and above, **will be advertised for competitive, formal bid**, with award responsibility resting with the Board of Commissioners.

6.2 Competitive Bidding Required

Except for those instances listed in Section 6.3 below, supplies, materials, equipment, or service expected to exceed the "authorized Amount" of \$10,000 shall be advertised for competitive bid by public notice. Public notice shall be, but is not limited to, publication in a newspaper which provides distribution in the St. Johns County area.

**Lombardo
Spradley Klein**
Certified Public Accountants

Memo to Management and Staff of the Anastasia Mosquito Control District
From: Julieann Klein, CPA
Regarding : Purchasing and Capitalization policies and the Aerial Program

In performance of the annual audit which includes inquiry of management and staff several items have come to my attention.

The current policies and procedures may need updated to ensure that the aerial program can run more efficiently and effectively and that the related costs are being captured appropriately in the financial records. The aerial department's goal is to maintain the helicopters as required by the FAA and ensure that they are available to control the mosquito population when needed.

The District may wish to amend the purchasing policy to accommodate the nature of the aerial program. Maintenance of the helicopters requires purchases in excess of the current thresholds and the items are incorporated into the original asset and are not separately inventoried items. Most helicopter maintenance is scheduled based on hours of flight so it will vary depending on mosquito activity. The current policy as outlined below can delay needed repairs and maintenance for 2-3 months leaving the helicopter grounded for an extensive period of time.

The current purchasing policy requires the following:

\$.01-\$1,999.99 Purchase Order Approved by Director

\$2,000-\$4999.99 Three Telephone Quotes

\$5,000-\$10,000 Three Written Quotes

\$10,000.01 and above Competitive bids award responsibility resting with the Commissioners

All purchases require a purchase order approved by the Executive Director.

Florida Statutes require Competitive Bids for amounts in excess of \$35,000.

The District needs to determine if the purchasing limits for the entire purchasing policy should be changed or if they want to develop a separate policy for the aerial program.

At the conclusion of last year's audit, I noted that the District should update its capitalization policy regarding capitalization of aircraft maintenance and repair. The current policy requires items over \$1,000 to be capitalized. The District needs to update the capitalization policy to recognize a higher dollar threshold for purchases and repairs for the helicopters and to specify that items related to annual maintenance and repairs are not capitalized even though they may benefit a period exceeding twelve months. The budgets should reflect these expenditures as operating expenses and not capital expenses also.

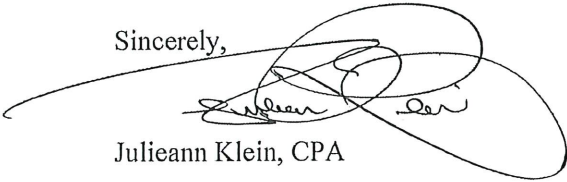
The aerial program has acquired an inventory of replacement parts at a significantly discounted cost. I spoke with the several District employees concerned about how to properly account for these items. The items are not capital assets as they are not placed in service. A possible solution is to record an inventory of these items much like the chemical inventory and to track the items in an excel spreadsheet as they are installed into a helicopter or as additional items are acquired. Annually a spot count could be performed on the higher value items and be compared to the excel spreadsheet inventory. An adjustment to the cost of the inventory could be recorded in the general ledger as helicopter repair and maintenance based on the cost of the items installed into a helicopter during the year. It would not be necessary to count every item as the employees do with the chemical inventory.

After reviewing the procedures and gaining a limited understanding of the FAA requirements regarding repairing the helicopters, many of the replacement parts are traced by serial number and are entered into the helicopters log when installed. The logs provide an additional way to spot check the excel inventory and to trace the location of the parts installed into a helicopter.

The suggestions above are designed to provide the District with some options and guidance to assist them in developing and amending policies as needed to accommodate some of the new challenges of implementing the aerial program.

If you have any questions or wish to discuss further please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Julieann Klein", is written over a large, loopy scribble that extends across the signature line and slightly above and below it.

Julieann Klein, CPA

REPORTS

Director report (Oct & Nov 2021)

Program Management: Customer & professional service and service request process: AMCD answered 143 in Oct and 22 in Nov for service requests. Staff reviewed >10 manuscripts for several professional journals. Staff provided public requests about mosquitoes and public records. Mrs. Kay Gaines received the merit award from the FMCA and Mr. Richard Weaver was elected as the Vice President of the FMCA. AMCD received the award for APP and Mr. Dan Smith received award for leadership from AT&T Governmental Technology.

Surveillance: So far, nine sentinel chickens were tested for EEE positive and 8 positive for WNV. AMCD continued BG sentinel traps with BG lures and dry ice and ovitraps for *Aedes* mosquito surveillance once a week. BG traps collected 1,033 adult mosquitoes (major species were *Culex* and *Aedes*). In Oct & Nov. CDC light traps collected 663 adult mosquitoes and stopped the collection in the last week of Nov.

Ground and aerial operation: Positive larval dips were 254 and MCT treated larvae for 120 times for 425 acres by ground application In Oct & Nov. Ground ULV sprayed 12 times and treated 3,141 acres in Oct, conducted barrier spraying 37 times for 21 acres and hand fogging for 59 times. Aerial adulticided 7 times for 10,983 acres.

Applied research: SIT project, CDC smart cages, DoD, and DACS's grant projects have been continued. GLP project about larvicide has been started in late October. A mixed larvicide with Central Life are under conducted in the semi-field ponds. Conducted repellent testing and other grant projects. Larvicidal activity of toothpaste and sun blocker have been tested in the lab.

Education: Face book, twitter, and website have been updated. Four Commissioners and 10 employees attended the FMCA annual meeting and AMCD staff gave 8 presentations. Commissioner Mrs. Becker has done her intern project and training at AMCD.

Business Management & Administration: Serve to the Board of Commissioners: Staff prepared for October 14's Board meetings, minutes, and the FMCA meeting travel arrangement, and answered many questions about budget and helicopter repair progress.

Budget and Auditor: Auditor starts to collect all information and documents for the FY20/21 auditing. Staff finished annual physical inventory and provided surplus items for the Board to approve.

Contract: The MoU for helicopter landing has been submitted to the county. Education building has been framed up and SIT building design has been done and metal building material may arrive early in 2022.

Insurance: The health, life, and dental insurance renewal proposal has been worked out for the board to approve. We received a partial (>\$120K) reimbursement from the insurance agency.

HR: Three seasonal employees ended on the last day of October. An intern Holly Usain was promoted to a fulltime mosquito control technician which was vacated by C. Cunningham and starts from January 3, 2022.

Meeting:

Oct 1, Pm. Drop insecticide sample to UF /Entomology and have a meeting about the DACS grant project.

Oct5. 1pm. Met UF Collaborator at AMCD field site about the CDC smart cage grant. 2pm. Aerial group meeting about adultciding plan. 3 pm. Interviewed IT position for job title change.

Oct 6. 7pm. Attended/observed aerial spraying.

Oct 7. 10am. Attended Tag museum ceremony as Kiwanis member. 11am. Met Chairperson for agenda and board book. 1pm. Attended Ph.D. student committee meeting by virtual.

Oct 13. 9:30am. Attended St. Johns Chamber of Common virtual meeting. 11am. Met Commissioner Ms. Gardner.

Oct 14. 8am. Attended RBM/WHO zoom meeting about VCWG. 5pm. Attended Board meeting.

Oct 15. Attended seminar by virtual.

Oct 18. Updated Commissioner handbook after the Board approved the policy.

Oct 19. 9:30am. Met Commissioner Mrs. Becker about her school intern project.

Oct 20. 3:30pm. Interviewed an intern for promotion to a fulltime MCT.

Oct 21. 9:30am. Attended MosquitoMate virtual meeting about further collaboration. 12pm. Attended Ph.D. Student committee meeting. 11:30am. Met Commissioner Mrs. Brandhorst about her travel for meeting. 2pm. Met Commissioner Mrs. Moeller about the FMCA legislation and donation.

Oct 22. Met Broward County Mosquito Control Director about aerial program by virtual.

Oct 25. 3pm. Met UF Professors about student training and workshop, and collaboration projects for 2022.

Oct 26 & 27. Worked on the JFMCA manuscripts.

Oct 28. 12pm. Attended the UF/EPI seminar by virtual.

Nov 2. AM. Staff meeting about the FMCA carpool and other items.

Nov 3. 1pm. Attended the award ceremony (AMCD received award for APP and Mr. Dan Smith received a ward for leadership) by the Governmental Technology by virtual.

Nov 4. 7am. Attended staff presentations for the FMCA meeting. 11am. SIT plan meeting.

Nov 5. Gave a talking and answered questions for Duke University student class. 12 pm. Attended the CDC smart cage grant report meeting by virtual. 2pm. Zoom meeting about DoD repellent preproposal with USDA and a company.

Nov 9. Host visitors from Africa Mosquito Control Association. 2pm. Attended UF/Fish and Wildlife zoom meeting about grant fund for Fish Island.

Nov 10. Attended the GNW zoom meeting about larvicide evaluation. 2pm. Attended insurance committee meeting.

Nov. 15-18. Attended the FMCA annual meeting with 4 Commissioners and 9 employees at Duck Keys.

Nov 19. Review manuscripts for Acta Tropic and the JFMCA, and proposed agenda.

Nov 30. Prepared for Board books and met Aerial group about hosting the FMCA Fly-in class items.

Task Time Summary

From Date : 10-01-2021

To Date : 10-31-2021

Zone : All

Employee Name : All

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Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	947:57 hrs	180	
Aerial Adulticide	02:50 hrs	7	
Aerial Ground Crew	31:34 hrs	5	
Aerial Maint	186:36 hrs	77	
Aerial Survey	24:13 hrs	20	
AM Briefing	31:24 hrs	119	
Assist	95:47 hrs	27	
Building & Grounds Work	357:41 hrs	184	
Chicken Program	246:32 hrs	147	
Computer Repair	115:30 hrs	15	
Daily Paperwork	106:02 hrs	177	
Field Experiment	226:29 hrs	90	
Fish Placement	02:20 hrs	1	
Fish Program	04:15 hrs	4	
Fog Mission Serv Req	02:59 hrs	12	
GLP Management	43:01 hrs	24	
Ground Adulticide	55:22 hrs	31	
Ground Larvicide	137:45 hrs	81	
Ground Site Inspection	458:00 hrs	288	
Hand Adulticide	45:46 hrs	54	
Insectary	301:35 hrs	54	
Inventory	23:35 hrs	8	
Lab Experiment	27:30 hrs	16	
Mechanics Time	264:16 hrs	33	5207:10 hrs
Meeting	67:11 hrs	60	
Molecular Lab Work	214:30 hrs	37	
Mosquito Trap BG	34:05 hrs	43	
Mosquito Trap CDC CO2	01:30 hrs	1	
Mosquito Trap CDC Oc	132:05 hrs	238	
Mosquito Trap ID	41:13 hrs	19	
Mosquito Trap OV	00:45 hrs	45	
Mosquito Traps Misc	20:15 hrs	11	
Produce Papers & Programs	121:30 hrs	38	
Project Research	209:15 hrs	47	
Public Relations	44:30 hrs	16	
Rain Gauges	01:05 hrs	31	
Resupplying Trucks	56:34 hrs	82	
Source Reduction (tires)	01:21 hrs	2	
Supervisory	59:40 hrs	25	
Training Classroom	08:30 hrs	2	
Travel	32:15 hrs	5	
Vehicle Maintenance	41:12 hrs	33	
Annual Leave	193:30 hrs	34	
Leave Without Pay	12:00 hrs	3	
Sick Bereavement	10:00 hrs	1	
Sick Leave	165:15 hrs	23	

Task Time Summary

From Date : 11-01-2021

To Date : 11-30-2021

Zone : All

Employee Name : All

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Task Time Summary			
Task	Total Time	Total Timesheets	Total Time
Administrative	741:00 hrs	183	
Aerial Maint	191:55 hrs	81	
Aerial Survey	20:15 hrs	12	
AM Briefing	23:13 hrs	77	
Assist	41:49 hrs	12	
Building & Grounds Work	224:43 hrs	122	
Chicken Program	185:51 hrs	89	
Computer Repair	57:45 hrs	6	
Daily Paperwork	71:49 hrs	109	
Field Experiment	199:23 hrs	72	
Fish Program	08:15 hrs	9	
Ground Adulticide	16:45 hrs	9	
Ground Larvicide	60:39 hrs	39	
Ground Site Inspection	413:54 hrs	174	
Hand Adulticide	06:40 hrs	5	
Holiday	620:00 hrs	62	
Insectary	259:30 hrs	43	
Inventory	12:31 hrs	6	
Lab Experiment	16:00 hrs	8	
Mechanics Time	184:46 hrs	21	
Meeting	249:40 hrs	72	
Molecular Lab Work	128:15 hrs	17	4983:15 hrs
Mosquito Trap BG	44:12 hrs	46	
Mosquito Trap CDC CO2	04:10 hrs	2	
Mosquito Trap CDC Oc	128:40 hrs	219	
Mosquito Trap Gravid	03:00 hrs	1	
Mosquito Trap ID	19:15 hrs	10	
Mosquito Trap OV	00:45 hrs	45	
Mosquito Traps Misc	13:00 hrs	6	
Produce Papers & Programs	113:30 hrs	32	
Project Research	136:15 hrs	37	
Public Relations	16:00 hrs	8	
Rain Gauges	00:47 hrs	23	
Resupplying Trucks	18:23 hrs	35	
Source Reduction (tires)	04:55 hrs	3	
Supervisory	38:00 hrs	14	
Training Classroom	104:15 hrs	18	
Travel	131:30 hrs	20	
Vehicle Maintenance	22:00 hrs	25	
Annual Leave	283:00 hrs	42	
Leave Without Pay	14:00 hrs	2	
Sick Leave	153:00 hrs	23	

Treatment Summary

From Date : 11-01-2021

To Date : 11-30-2021

Zone : All

Material : All

Task : All

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Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	332 ea	1.03 acre	322.68 ea / acre	5 times
Altosid XR	2 ea	0 acre	435.54 ea / acre	1 times
Altosid XRG	85 lb	14.17 acre	6 lb / acre	2 times
B.t.i. Briquets	80 ea	0.18 acre	435.54 ea / acre	1 times
Cocobear	248 fl oz	0.65 acre	384.02 fl oz / acre	5 times
Talstar P	2.19 gal	6.51 acre	0.34 gal / acre	9 times
VectoBac 12AS	1224 fl oz	76.5 acre	16 fl oz / acre	25 times

Treatment Summary

From Date : 10-01-2021

To Date : 10-31-2021

Zone : All

Material : All

Task : All

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Material	Amount	Area Treated	Application Rate	Times
Altosid WSP	1015 ea	3.15 acre	322.68 ea / acre	21 times
Altosid XR	10 ea	0.02 acre	435.54 ea / acre	2 times
Altosid XRG	5 lb	0.83 acre	6 lb / acre	1 times
Aqualure 20-20 1:5	134.33 fl oz	520 acre	0.26 fl oz / acre	1 times
B.t.i. Briquets	40 ea	0.09 acre	435.54 ea / acre	3 times
Cocobear	268 fl oz	0.7 acre	384.02 fl oz / acre	6 times
Dibrom .7	7686 fl oz	10983.29 acre	0.7 fl oz / acre	7 times
Duet 50%	2288 fl oz	1457.32 acre	1.57 fl oz / acre	9 times
Mosquitomist Two	768 fl oz	1163.64 acre	0.66 fl oz / acre	2 times
Sustain MBG	630 lb	84 acre	7.5 lb / acre	9 times
Talstar P	4.71 gal	14.48 acre	0.33 gal / acre	28 times
VectoBac 12AS	3872 fl oz	237.25 acre	16.32 fl oz / acre	39 times